

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

Monday, February 9, 2026

<input type="checkbox"/> Michael Pacheco, Mayor	<input type="checkbox"/> George Morris, City Treasurer	<input type="checkbox"/> Alex Silva, Fire Chief
<input type="checkbox"/> John Munger, Mayor Pro Tem	<input type="checkbox"/> Nick Wells, City Manager	<input type="checkbox"/> Damian Martinez, Police Chief
<input type="checkbox"/> Murray Anderson, Council Member	<input type="checkbox"/> Chandler Sinclair, Finance Supervisor	<input type="checkbox"/> Jack Holt, City Engineer
<input type="checkbox"/> Mike Goodsell, Council Member	<input type="checkbox"/> Steve Walker, City Attorney	<input type="checkbox"/> Cynthia Mancha, City Planner
<input type="checkbox"/> Vanessa Ramirez, Council Member	<input type="checkbox"/> Yvette Rios, City Clerk	<input type="checkbox"/>

THIS IS A PUBLIC MEETING

The Holtville City Council values your input if there is an issue on which you wish to be heard, for both items listed on the agenda and for items of general concern. The Mayor reserves the right to place a limit on each person's comments. Any public comments must include the individual's name and address for the record. Personal attacks on individuals and/or comments which are slanderous or which may invade an individual's personal privacy are not permitted.

CITY COUNCIL

MEETING CONVENED - 5:00 PM

CLOSED SESSION PUBLIC COMMENTS: This is the time for the public to address the City Council on any item appearing on the Closed Session agenda for this meeting.

ADJOURN TO CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATORS:

(Government Code Section 54957.6)

Agency Negotiator: City Manager/City Attorney

PUBLIC EMPLOYMENT:

(Government Code Section 54957)

City Manager Evaluation

Evaluation Criteria

RECONVENE OPEN SESSION - 6:00 PM

PLEDGE of ALLEGIANCE:

INVOCATION:

*Davin Alberson
Pastor for St. Paul's Lutheran Church*

CITY CLERK RE: Verification of Posting of the Agenda

EXECUTIVE SESSION ANNOUNCEMENTS:

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

1. CONSENT AGENDA:

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

- a. Approval of the Minutes from the Regular Meeting of Monday, January 26, 2026.
- b. Current Demands #48562 through #49008.

REPORTS of OFFICERS, COMMISSIONS, COMMITTEES and COMMUNIQUES:

2. UNFINISHED BUSINESS: *None*

3. NEW BUSINESS:

b. PUBLIC HEARING: Discussion/Related Action to Adopt RESOLUTION #26-04

Approving Both the Five-Year Funding Allocation Plan and the City of Holtville
2026 PLHA Application

Cynthia Mancha, City Planner

b. PUBLIC HEARING: Discussion/Related Action to Adopt RESOLUTION #26-05

Approving an Application for Funding and the Execution of a Grant Agreement and any
Amendments Thereto from the 2025 Funding Year of the State CDBG Program

Cynthia Mancha, City Planner

4. INFORMATION ONLY: *None*

5. STAFF REPORTS

- a. **City Manager Report - *Nick Wells***
- b. Finance Supervisor - *Chandler Sinclair*
- c. Police Chief - *Damian Martinez*
- d. Water Plant Foreman - *Josh Osuna*
- e. Wastewater Plant Supervisor - *Gustavo Rodriguez*
- f. Public Works Supervisor - *Alex Chavez*

6. Items for Future Meetings:

7. ADJOURNMENT:

I, Yvette Rios, City Clerk of the City of Holtville, California, **DO HEREBY CERTIFY** that the foregoing agenda was duly posted at Holtville City Hall and on the City of Holtville's website (www.Holtville.ca.gov) on Friday, February 6, 2026.

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

Monday, January 26, 2026

MEETING DATE:	2/9/26
ITEM NUMBER	1 a
Approvals	
CITY MANAGER	
FINANCE MANAGER	
CITY ATTORNEY	

The Regular Meeting of the Holtville City Council was held on Monday, January 26, 2026, at 5:00 pm in the Civic Center. Mayor Mike Pacheco was present, as were Council Members Murray Anderson, John Munger, and Vanessa Ramirez. Council Member Mike Goodsell was absent. Also present were City Planner Cynthia Mancha, Finance Supervisor Chandler Sinclair, Fire Chief Alex Silva, City Attorney Steve Walker, City Manager Nick Wells, and City Clerk Yvette Rios.

CITY COUNCIL CLOSED SESSION MEETING CALLED TO ORDER:

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

CONFERENCE WITH LABOR NEGOTIATORS:

(Government Code Section 54957.6)

Agency Negotiator: City Manager/City Attorney

No Reportable Action Taken

PUBLIC EMPLOYMENT:

(Government Code Section 54957)

City Manager Evaluation

Evaluation Criteria

CITY COUNCIL OPEN SESSION MEETING CALLED TO ORDER:

Mayor Pacheco called the Open Session meeting to order at 6:00 PM.

PLEDGE OF ALLEGIANCE: *Tim Wagner led the Pledge of Allegiance.*

INVOCATION: *The Invocation was given by Tim Wagner.*

CITY CLERK RE: VERIFICATION OF POSTING OF AGENDA:

City Clerk Yvette Rios verified that the agenda was duly posted on Friday, January 23, 2026.

EXECUTIVE SESSION ANNOUNCEMENTS:

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

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

1. CITY COUNCIL CONSENT AGENDA:

- a. Approval of the Minutes from the Regular Meeting of Monday, January 12, 2026.
- b. Current Demands #47502 through #48969

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

AYES: *Anderson, Munger, Ramirez, Pacheco*

NOES: *None*

ABSENT: *Goodsell*

ABSTAIN: *None*

REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES, AND COMMUNIQUES:

Ms. Rios reported that she attended an IVRMA TAC meeting, a TMG check-in meeting, and posted the Public Hearing Notice for amending Ordinance No. 499.

Mr. Wells reported that he attended a Carrot Festival planning meeting, ICTC City Managers meeting, a status meeting for the West Ninth Street Project, ICTC with Mr. Goodsell, and the Coronation Banquet.

Mr. Walker had nothing to report.

Mrs. Ramirez congratulated the Carrot Royalty and is looking forward to the remaining festivities.

Mr. Anderson reported that he judged the Carrot Royalty Speech Competition, attended the Rib Cook-Off, and congratulated Councilwoman Ramirez for securing grant funding for Pine School.

Mr. Munger had nothing to report.

Chief Silva reviewed holiday activities from December and reported that he volunteered in the Point-in-Time count in Slab City.

Ms. Sinclair reported that she judged the Carrot Royalty Live Interviews and attended an ICTC meeting.

Mayor Pacheco reported that he attended the League of Cities Dinner in Westmorland, a lunch at the Navy Base, the Rib Cook-Off, the Coronation Banquet, and a meeting with the Salvation Army.

2. UNFINISHED BUSINESS: None

3. NEW BUSINESS:

a. PUBLIC HEARING: Discussion/Related Action to Adopt RESOLUTION #26-01

Amending **EMERGENCY ORDINANCE #499** Adding Title 9, Section 9.29 Regarding
Regulating Parades and Assemblages

Nick Wells, City Manager

A Public Hearing was opened by Mayor Pacheco at 6:13 PM

Mr. Wells delineated the previous discussions that resulted in the consideration for amending Ordinance No. 499.

Estephania Rios, HC Tax Service, referenced pictures of the chairs from the previous year that were submitted to the Council to review.

Mr. Anderson expressed that he agrees with the businesses that are concerned for safety. He was in favor of placing further restrictions on the south side of Fifth St. between Pine Ave. and Holt Ave.

The Public Hearing was closed at 6:16 PM.

Mr. Walker advised that the Council may declare the Emergency Ordinance as a necessary measure to ensure public safety and may enforce a certain time for the aforementioned block. .

The Council was unanimous in approving the Ordinance with the addition of delayed placement of chair on the side of Fifth St. between Pine Ave. and Holt Ave.

A motion was made by Mr. Anderson and seconded by Mrs. Ramirez to approve the action with the addition of a caveat to the Ordinance. The motion passed in the form of a roll call vote.

AYES: Anderson, Munger, Ramirez, Pacheco

NOES: None

ABSENT: Goodsell

ABSTAIN: None

b. PUBLIC HEARING: Discussion/Related Action to Adopt RESOLUTION #26-02

Authorizing CMFA to Issue Tax-Exempt Bonds

Cynthia Mancha, City Planner

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

Ms. Mancha explained that the proposed Ordinance would approve the issuance of bond financing. The City of Holtville would have no financial or legal obligations or responsibilities related to the bonds.

No public comments were registered during the Public Hearing.

The Public Hearing was closed at 6:32 PM.

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

AYES: *Anderson, Munger, Ramirez, Pacheco*

NOES: *None*

ABSENT: *Goodsell*

ABSTAIN: *None*

c. Discussion/Related Action to Adopt RESOLUTION #26-03 Adopting a Revised Salary Schedule for the 2025-26 Fiscal Year

Nick Wells, City Manager

Mr. Wells presented the revised Salary Schedule that reflects changes as a result of the approved MOUs in 2025. Adjustments also reflect changes to the minimum wage and upper management positions affected by the increase.

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

AYES: *Anderson, Munger, Ramirez, Pacheco*

NOES: *None*

ABSENT: *Goodsell*

ABSTAIN: *None*

4. INFORMATION ONLY: *None*

5. STAFF REPORTS:

- a. City Manager Report - *Nick Wells*** *Mr. Wells shared promising news for congressional funding.*
- b. Finance Supervisor - *Chandler Sinclair***
- c. Fire Chief - *Alex Silva***
- d. Water Plant Foreman - *Josh Osuna***
- e. Water/Wastewater Consultant - *Frank Cornejo***
- f. Public Works Supervisor - *Alex Chavez***

6. Items for Future Meetings:

7. ADJOURNMENT: *There being no further business to come before the Council, Mayor Pacheco adjourned the meeting at 6:46 PM.*

Mike Pacheco, Mayor

Yvette Rios, City Clerk

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

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
48562								
01/21/2026	48562	SANTOS QUINTER	FINAL BILL	11-00000-39620	43.74-	43.74-	FINAL UTILITY BILL	VOID REDO
		Total 48562:				43.74-		
48781								
01/22/2026	48781	HOLT GROUP, THE	25-09-011	12-31610-4430	375.00-	375.00-	(116) WWTP UV SYSTEM REPLACEMENT	VOID REDO
01/22/2026	48781	HOLT GROUP, THE	25-09-012	22-80043-4430	2,325.00-	2,325.00-	(512) WEST 9TH STREET IMPROVEMENT	
01/22/2026	48781	HOLT GROUP, THE	25-09-017	10-12003-4430	317.50-	317.50-	(047) ADU REVIEWS, ABC LICENSES	
01/22/2026	48781	HOLT GROUP, THE	25-09-018	10-12003-4430	1,331.08-	1,331.08-	(207) BUILDING PERMIT REVIEWS	
01/22/2026	48781	HOLT GROUP, THE	25-09-019	10-31140-44302	740.00-	740.00-	(335) CALTRANS SAFETY PLANS	
01/22/2026	48781	HOLT GROUP, THE	25-09-020	22-80043-4430	950.00-	950.00-	(512) WEST 9TH STREET IMPROVEMENT	
01/22/2026	48781	HOLT GROUP, THE	25-09-021	22-80052-4430	730.00-	730.00-	(518) PINE AVE - 4TH AND 5TH	
01/22/2026	48781	HOLT GROUP, THE	25-09-022	22-80051-4430	565.00-	565.00-	(538) COUNTRY CLUB RESIDENTIAL	
		Total 48781:				7,333.58-		
48970								
01/23/2026	48970	AFLAC TRADITION	576307	10-00000-2024	8.08	8.08	INSURANCE PREMIUM	ADMIN
01/23/2026	48970	AFLAC TRADITION	576307	10-00000-2023	17.17	17.17	INSURANCE PREMIUM	
		Total 48970:				25.25		
48971								
01/23/2026	48971	AMERITAS LIFE IN	7624-00001	10-14020-4430	15.00	15.00	DENTAL INSURANCE	ADMIN
01/23/2026	48971	AMERITAS LIFE IN	7624-00001	10-13010-4225	50.41	50.41	DENTAL INSURANCE	
01/23/2026	48971	AMERITAS LIFE IN	7624-00001	10-12001-4225	164.34	164.34	DENTAL INSURANCE	
01/23/2026	48971	AMERITAS LIFE IN	7624-00001	10-14020-4225	67.21	67.21	DENTAL INSURANCE	
01/23/2026	48971	AMERITAS LIFE IN	7624-00001	10-22080-4225	100.82	100.82	DENTAL INSURANCE	
01/23/2026	48971	AMERITAS LIFE IN	7624-00001	10-12003-4225	113.93	113.93	DENTAL INSURANCE	
01/23/2026	48971	AMERITAS LIFE IN	7624-00001	10-31140-42250	12.60	12.60	DENTAL INSURANCE	
01/23/2026	48971	AMERITAS LIFE IN	7624-00001	10-31150-42250	79.76	79.76	DENTAL INSURANCE	
01/23/2026	48971	AMERITAS LIFE IN	7624-00001	11-31530-42250	17.64	17.64	DENTAL INSURANCE	
01/23/2026	48971	AMERITAS LIFE IN	7624-00001	11-31510-42250	97.76	97.76	DENTAL INSURANCE	
01/23/2026	48971	AMERITAS LIFE IN	7624-00001	11-31520-42250	50.41	50.41	DENTAL INSURANCE	
01/23/2026	48971	AMERITAS LIFE IN	7624-00001	12-31620-4225	104.12	104.12	DENTAL INSURANCE	
01/23/2026	48971	AMERITAS LIFE IN	7624-00002	10-13010-4225	9.36	9.36	VISION INSURANCE	
01/23/2026	48971	AMERITAS LIFE IN	7624-00002	10-12001-4225	36.52	36.52	VISION INSURANCE	
01/23/2026	48971	AMERITAS LIFE IN	7624-00002	10-14020-4225	12.48	12.48	VISION INSURANCE	
01/23/2026	48971	AMERITAS LIFE IN	7624-00002	10-12003-4225	16.32	16.32	VISION INSURANCE	
01/23/2026	48971	AMERITAS LIFE IN	7624-00002	10-22080-4225	28.08	28.08	VISION INSURANCE	
01/23/2026	48971	AMERITAS LIFE IN	7624-00002	10-21070-4225	4.10	4.10	VISION INSURANCE	
01/23/2026	48971	AMERITAS LIFE IN	7624-00002	10-31140-42250	12.07	12.07	VISION INSURANCE	
01/23/2026	48971	AMERITAS LIFE IN	7624-00002	10-31150-42250	34.59	34.59	VISION INSURANCE	
01/23/2026	48971	AMERITAS LIFE IN	7624-00002	11-31530-42250	2.96	2.96	VISION INSURANCE	
01/23/2026	48971	AMERITAS LIFE IN	7624-00002	11-31510-42250	47.40	47.40	VISION INSURANCE	
01/23/2026	48971	AMERITAS LIFE IN	7624-00002	11-31520-42250	29.56	29.56	VISION INSURANCE	
01/23/2026	48971	AMERITAS LIFE IN	7624-00002	12-31620-4225	25.68	25.68	VISION INSURANCE	
01/23/2026	48971	AMERITAS LIFE IN	7624-00002	12-31620-4225	60.56	60.56	VISION INSURANCE	
		Total 48971:				1,193.68		
48972								
01/23/2026	48972	AT&T MOBILITY	1671X011120	10-22080-4423	45.49	45.49	FIRE DEPT PHONE	ADMIN
01/23/2026	48972	AT&T MOBILITY	1671X011120	10-22080-4515	40.74	40.74	FIRE DEPT SERVICES	
01/23/2026	48972	AT&T MOBILITY	8116X011120	10-12001-4423	59.53	59.53	TELEPHONE CHARGES	
01/23/2026	48972	AT&T MOBILITY	8116X011120	10-12001-4515	61.11	61.11	TELEPHONE CHARGES	
01/23/2026	48972	AT&T MOBILITY	8116X011120	10-22080-4423	45.49	45.49	TELEPHONE CHARGES	
01/23/2026	48972	AT&T MOBILITY	8116X011120	10-22080-4515	40.74	40.74	TELEPHONE CHARGES	
01/23/2026	48972	AT&T MOBILITY	8116X011120	10-14020-4423	50.54	50.54	TELEPHONE CHARGES	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description
01/23/2026	48972	AT&T MOBILITY	8116X011120	10-14020-4515	20.37	20.37	TELEPHONE CHARGES
01/23/2026	48972	AT&T MOBILITY	8116X011120	10-12003-4423	45.49	45.49	TELEPHONE CHARGES
01/23/2026	48972	AT&T MOBILITY	8116X011120	10-31140-44230	115.56	115.56	TELEPHONE CHARGES
01/23/2026	48972	AT&T MOBILITY	8116X011120	10-31150-44230	70.07	70.07	TELEPHONE CHARGES
01/23/2026	48972	AT&T MOBILITY	8116X011120	12-31610-4423	93.26	93.26	TELEPHONE CHARGES
01/23/2026	48972	AT&T MOBILITY	8116X011120	12-31620-4423	166.76	166.76	TELEPHONE CHARGES
01/23/2026	48972	AT&T MOBILITY	8116X011120	11-31530-44230	47.77	47.77	TELEPHONE CHARGES
01/23/2026	48972	AT&T MOBILITY	8116X011120	11-31510-44230	118.96	118.96	TELEPHONE CHARGES
01/23/2026	48972	AT&T MOBILITY	8116X011120	11-31520-44230	234.29	234.29	TELEPHONE CHARGES

Total 48972:

1,256.17

48973

01/23/2026 48973 CITY OF HOLTVILLE SUN COM # 10-00000-1047 100.00 100.00 SUN COMMUNITY TRANSFER ADMIN
Total 48973: 100.00

Total 48973:

100.00

48974

01/23/2026	48974	HOLT GROUP, THE	25-09-011	12-31610-4430	375.00	375.00	(116) WWTP UV SYSTEM REPLACEMENT	ADMIN
01/23/2026	48974	HOLT GROUP, THE	25-09-012	22-80043-4430	2,325.00	2,325.00	(512) WEST 9TH STREET IMPROVEMENT	
01/23/2026	48974	HOLT GROUP, THE	25-09-017	10-12003-4430	317.50	317.50	(047) ADU REVIEWS, ABC LICENSES	
01/23/2026	48974	HOLT GROUP, THE	25-09-018	10-12003-4430	1,331.08	1,331.08	(207) BUILDING PERMIT REVIEWS	
01/23/2026	48974	HOLT GROUP, THE	25-09-019	10-31140-44302	740.00	740.00	(335) CALTRANS SAFETY PLANS	
01/23/2026	48974	HOLT GROUP, THE	25-09-020	22-80043-4430	950.00	950.00	(512) WEST 9TH STREET IMPROVEMENT	
01/23/2026	48974	HOLT GROUP, THE	25-09-021	22-80052-4430	730.00	730.00	(518) PINE AVE - 4TH AND 5TH	
01/23/2026	48974	HOLT GROUP, THE	25-09-022	22-80051-4430	565.00	565.00	(538) COUNTRY CLUB RESIDENTIAL	

Total 48974:

7,333.58

48975

01/23/2026	48975	MISSIONSQUARE	6301576	10-00000-2029	320.00	320.00	CM RETIREMENT CONTRIBUTION	ADMIN
01/23/2026	48975	MISSIONSQUARE	6711711	10-00000-2026	2,415.41	2,415.41	RETIREMENT	
01/23/2026	48975	MISSIONSQUARE	6711711	10-00000-2027	634.40	634.40	RETIREMENT	
01/23/2026	48975	MISSIONSQUARE	6711711	10-12001-4240	688.72	688.72	RETIREMENT	
01/23/2026	48975	MISSIONSQUARE	6711711	10-14020-4240	271.79	271.79	RETIREMENT	
01/23/2026	48975	MISSIONSQUARE	6711711	10-22080-4240	351.81	351.81	RETIREMENT	
01/23/2026	48975	MISSIONSQUARE	6711711	10-12003-4240	212.48	212.48	RETIREMENT	
01/23/2026	48975	MISSIONSQUARE	6711711	10-21070-4240	42.86	42.86	RETIREMENT	
01/23/2026	48975	MISSIONSQUARE	6711711	10-31140-42400	145.37	145.37	RETIREMENT	
01/23/2026	48975	MISSIONSQUARE	6711711	10-31150-42400	157.72	157.72	RETIREMENT	
01/23/2026	48975	MISSIONSQUARE	6711711	11-31530-42400	31.12	31.12	RETIREMENT	
01/23/2026	48975	MISSIONSQUARE	6711711	11-31510-42400	498.24	498.24	RETIREMENT	
01/23/2026	48975	MISSIONSQUARE	6711711	11-31520-42400	429.20	429.20	RETIREMENT	
01/23/2026	48975	MISSIONSQUARE	6711711	12-31610-4240	473.20	473.20	RETIREMENT	
01/23/2026	48975	MISSIONSQUARE	6711711	12-31620-4240	583.86	583.86	RETIREMENT	

Total 48975:

7,256.18

48976

01/23/2026	48976	PRINCIPAL LIFE IN	1209437-01	10-11011-42310	14.69	14.69	LIFE INSURANCE	ADMIN
01/23/2026	48976	PRINCIPAL LIFE IN	1209437-01	10-13010-4231	6.39	6.39	LIFE INSURANCE	
01/23/2026	48976	PRINCIPAL LIFE IN	1209437-01	10-12001-4231	19.93	19.93	LIFE INSURANCE	
01/23/2026	48976	PRINCIPAL LIFE IN	1209437-01	10-14020-4231	8.52	8.52	LIFE INSURANCE	
01/23/2026	48976	PRINCIPAL LIFE IN	1209437-01	10-12003-4231	28.29	28.29	LIFE INSURANCE	
01/23/2026	48976	PRINCIPAL LIFE IN	1209437-01	10-22080-4231	25.56	25.56	LIFE INSURANCE	
01/23/2026	48976	PRINCIPAL LIFE IN	1209437-01	10-31140-42310	15.49	15.49	LIFE INSURANCE	
01/23/2026	48976	PRINCIPAL LIFE IN	1209437-01	10-21070-4231	1.60	1.60	LIFE INSURANCE	
01/23/2026	48976	PRINCIPAL LIFE IN	1209437-01	10-31150-42310	14.37	14.37	LIFE INSURANCE	
01/23/2026	48976	PRINCIPAL LIFE IN	1209437-01	11-31530-42310	1.28	1.28	LIFE INSURANCE	
01/23/2026	48976	PRINCIPAL LIFE IN	1209437-01	11-31510-42310	57.55	57.55	LIFE INSURANCE	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description
01/29/2026	48981	AMERITAS LIFE IN	7624-00002	10-12003-4225	16.32	16.32	VISION INSURANCE
01/29/2026	48981	AMERITAS LIFE IN	7624-00002	10-22080-4225	28.08	28.08	VISION INSURANCE
01/29/2026	48981	AMERITAS LIFE IN	7624-00002	10-21070-4225	4.10	4.10	VISION INSURANCE
01/29/2026	48981	AMERITAS LIFE IN	7624-00002	10-31140-42250	12.07	12.07	VISION INSURANCE
01/29/2026	48981	AMERITAS LIFE IN	7624-00002	10-31150-42250	34.59	34.59	VISION INSURANCE
01/29/2026	48981	AMERITAS LIFE IN	7624-00002	11-31530-42250	2.96	2.96	VISION INSURANCE
01/29/2026	48981	AMERITAS LIFE IN	7624-00002	11-31510-42250	47.40	47.40	VISION INSURANCE
01/29/2026	48981	AMERITAS LIFE IN	7624-00002	11-31520-42250	29.56	29.56	VISION INSURANCE
01/29/2026	48981	AMERITAS LIFE IN	7624-00002	12-31610-4225	25.68	25.68	VISION INSURANCE
01/29/2026	48981	AMERITAS LIFE IN	7624-00002	12-31620-4225	60.56	60.56	VISION INSURANCE
01/29/2026	48981	AMERITAS LIFE IN	7624-0001 2/	10-13010-4225	50.41	50.41	DENTAL INSURANCE
01/29/2026	48981	AMERITAS LIFE IN	7624-0001 2/	10-12001-4225	164.34	164.34	DENTAL INSURANCE
01/29/2026	48981	AMERITAS LIFE IN	7624-0001 2/	10-14020-4225	67.21	67.21	DENTAL INSURANCE
01/29/2026	48981	AMERITAS LIFE IN	7624-0001 2/	10-22080-4225	100.82	100.82	DENTAL INSURANCE
01/29/2026	48981	AMERITAS LIFE IN	7624-0001 2/	10-12003-4225	113.93	113.93	DENTAL INSURANCE
01/29/2026	48981	AMERITAS LIFE IN	7624-0001 2/	10-31140-42250	12.60	12.60	DENTAL INSURANCE
01/29/2026	48981	AMERITAS LIFE IN	7624-0001 2/	10-31150-42250	79.76	79.76	DENTAL INSURANCE
01/29/2026	48981	AMERITAS LIFE IN	7624-0001 2/	11-31530-42250	17.64	17.64	DENTAL INSURANCE
01/29/2026	48981	AMERITAS LIFE IN	7624-0001 2/	11-31510-42250	97.76	97.76	DENTAL INSURANCE
01/29/2026	48981	AMERITAS LIFE IN	7624-0001 2/	11-31520-42250	50.41	50.41	DENTAL INSURANCE
01/29/2026	48981	AMERITAS LIFE IN	7624-0001 2/	12-31620-4225	104.12	104.12	DENTAL INSURANCE
01/29/2026	48981	AMERITAS LIFE IN	7624-0001 2/	10-14020-4430	15.00	15.00	DENTAL INSURANCE

Total 48981:

1,193.68

48982

01/29/2026	48982	APPLIED INDUSTR	7033677260	12-31610-4420	1,603.67	1,603.67	ROPES	PW
01/29/2026	48982	APPLIED INDUSTR	7033686713	12-31610-4420	61.64	61.64	LOVEJOY	

Total 48982:

1,665.31

48983

01/29/2026	48983	AT&T	24629415	10-12001-4425	31.94	31.94	TELEPHONE CHARGES	ADMIN
01/29/2026	48983	AT&T	24629415	10-22080-4425	178.81	178.81	TELEPHONE CHARGES	
01/29/2026	48983	AT&T	24629415	10-21040-4425	408.43	408.43	TELEPHONE CHARGES	
01/29/2026	48983	AT&T	24629415	11-31520-44250	87.65	87.65	TELEPHONE CHARGES	
01/29/2026	48983	AT&T	24629415	12-31610-4425	101.27	101.27	TELEPHONE CHARGES	
01/29/2026	48983	AT&T	24629415	12-31620-4425	63.86	63.86	TELEPHONE CHARGES	
01/29/2026	48983	AT&T	24629415	10-31150-44250	20.30	20.30	TELEPHONE CHARGES	
01/29/2026	48983	AT&T	24629415	10-31120-44250	.10	.10	TELEPHONE CHARGES	

Total 48983:

892.36

48984

01/29/2026	48984	BABCOCK LABORA	CA60648-22	12-31610-4430	183.32	183.32	BIOCHEMICAL OXYGEN DEMAND	PW
01/29/2026	48984	BABCOCK LABORA	CA60959-22	12-31610-4430	500.38	500.38	AMMONIA	
01/29/2026	48984	BABCOCK LABORA	CA60960-22	12-31610-4430	19.81	19.81	AMMONIA	
01/29/2026	48984	BABCOCK LABORA	CJ51444-227	11-31520-44301	78.04	78.04	BROMATE	
01/29/2026	48984	BABCOCK LABORA	CK51425-22	11-31520-44301	78.04	78.04	BROMATE	
01/29/2026	48984	BABCOCK LABORA	LA60024-227	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS	
01/29/2026	48984	BABCOCK LABORA	LA60037-227	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS	
01/29/2026	48984	BABCOCK LABORA	LA60042-227	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS	

Total 48984:

959.91

48985

01/29/2026	48985	BLU BULK TRANS	#9746 JAN 2	10-31158-44200	33.00	33.00	PW WATER	PW
							33.00	

Total 48985:

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
48986								ADMIN
01/29/2026	48986	BLUE SHIELD OF	2601400155	10-13010-4230	666.44	666.44	MEDICAL INSURANCE PREMIUM	
01/29/2026	48986	BLUE SHIELD OF	2601400155	10-12001-4230	1,584.97	1,584.97	MEDICAL INSURANCE PREMIUM	
01/29/2026	48986	BLUE SHIELD OF	2601400155	10-14020-4230	815.62	815.62	MEDICAL INSURANCE PREMIUM	
01/29/2026	48986	BLUE SHIELD OF	2601400155	10-22080-4230	1,385.31	1,385.31	MEDICAL INSURANCE PREMIUM	
01/29/2026	48986	BLUE SHIELD OF	2601400155	10-31140-42300	301.84	301.84	MEDICAL INSURANCE PREMIUM	
01/29/2026	48986	BLUE SHIELD OF	2601400155	10-31150-42300	929.30	929.30	MEDICAL INSURANCE PREMIUM	
01/29/2026	48986	BLUE SHIELD OF	2601400155	10-12003-4230	1,197.26	1,197.26	MEDICAL INSURANCE PREMIUM	
01/29/2026	48986	BLUE SHIELD OF	2601400155	11-31530-42300	116.38	116.38	MEDICAL INSURANCE PREMIUM	
01/29/2026	48986	BLUE SHIELD OF	2601400155	11-31510-42300	1,734.81	1,734.81	MEDICAL INSURANCE PREMIUM	
01/29/2026	48986	BLUE SHIELD OF	2601400155	11-31520-42300	742.77	742.77	MEDICAL INSURANCE PREMIUM	
01/29/2026	48986	BLUE SHIELD OF	2601400155	12-31620-4230	1,983.91	1,983.91	MEDICAL INSURANCE PREMIUM	
Total 48986:						<u>11,458.61</u>		
48987								PW
01/29/2026	48987	CLAIREMONT EQU	RA38348-03	10-31150-44300	161.63	161.63	TELESCOPIC BOOM	
Total 48987:						<u>161.63</u>		
48988								ADMIN
01/29/2026	48988	DEPARTMENT OF	2025 Q4	10-12003-4430	138.27	138.27	STRONG MOTION MAPPING FEE	
Total 48988:						<u>138.27</u>		
48989								ADMIN
01/29/2026	48989	HOLT GROUP, THE	25-12-013	10-80027-4430	280.00	280.00	(499) PNIE AVENUE APARTMENTS	
01/29/2026	48989	HOLT GROUP, THE	25-12-014	22-80043-4430	23,960.00	23,960.00	(512) WEST 9TH STREET IMPROVEME	
01/29/2026	48989	HOLT GROUP, THE	25-12-015	22-80052-4430	17,520.00	17,520.00	(518) PINE AVE, 4TH AND 5TH ST	
01/29/2026	48989	HOLT GROUP, THE	25-12-023	10-12003-4430	2,091.28	2,091.28	(047) ADU REVIEWS, ZONING CODES	
01/29/2026	48989	HOLT GROUP, THE	25-12-024	10-12003-4430	3,425.50	3,425.50	(207) BUILDING PERMITS AND HOME	
01/29/2026	48989	HOLT GROUP, THE	25-12-025	10-31140-44302	200.00	200.00	(335) ICTC, CRRSSA FUNDING	
01/29/2026	48989	HOLT GROUP, THE	25-12-026	22-80050-4430	14,290.00	14,290.00	(489) TRESTLE BRIDGE TRAIL GRANT	
01/29/2026	48989	HOLT GROUP, THE	25-12-027	10-70003-4430	665.00	665.00	(491) SUNSET ROSE SENIOR APARTM	
01/29/2026	48989	HOLT GROUP, THE	25-12-028	10-12003-4430	110.00	110.00	(510) PLHA GRANT	
01/29/2026	48989	HOLT GROUP, THE	25-12-029	22-80043-4430	1,520.00	1,520.00	(512) WEST 9TH STREET IMPROVEME	
01/29/2026	48989	HOLT GROUP, THE	25-12-030	22-80052-4430	1,640.00	1,640.00	(518) PINE AVE, 4TH AND 5TH ST	
01/29/2026	48989	HOLT GROUP, THE	25-12-031	10-12003-4430	302.50	302.50	(526) LABOR HOUSING	
01/29/2026	48989	HOLT GROUP, THE	25-12-032	22-80053-4430	175.00	175.00	(539) 4TH ST & CHESTNUT PROPERT	
01/29/2026	48989	HOLT GROUP, THE	25-12-033	10-70001-4430	2,502.50	2,502.50	(540) PUBLIC SAFETY BUILDING	
Total 48989:						<u>68,681.78</u>		
48990								ADMIN
01/29/2026	48990	I.C. ASSESSORS O	2511	10-17030-4430	111.75	111.75	2025-2026 DATA SERVICE AGREEMEN	
Total 48990:						<u>111.75</u>		
48991								PW
01/29/2026	48991	I.C. PUBLIC HEALT	25325	11-31520-44301	295.00	295.00	COLIFORM WATER ANALYSIS	
Total 48991:						<u>295.00</u>		
48992								ADMIN
01/29/2026	48992	IMPERIAL COUNTY	26-14	10-31140-44300	660.43	660.43	2025-26 2ND QUARTER	
Total 48992:						<u>660.43</u>		
48993								ADMIN
01/29/2026	48993	IMPERIAL IRRIGAT	ELECTRIC 1/	10-31140-44240	2,562.19	2,562.19	ELECTRIC UTILITIES	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description
01/29/2026	48993	IMPERIAL IRRIGAT	ELECTRIC 1/	10-31158-44240	2,292.27	2,292.27	ELECTRIC UTILITIES
01/29/2026	48993	IMPERIAL IRRIGAT	ELECTRIC 1/	11-31520-44240	9,007.91	9,007.91	ELECTRIC UTILITIES
01/29/2026	48993	IMPERIAL IRRIGAT	ELECTRIC 1/	12-31610-4424	5,390.33	5,390.33	ELECTRIC UTILITIES
01/29/2026	48993	IMPERIAL IRRIGAT	ELECTRIC 1/	12-31620-4424	151.48	151.48	ELECTRIC UTILITIES
01/29/2026	48993	IMPERIAL IRRIGAT	ELECTRIC 1/	11-31510-44240	322.31	322.31	ELECTRIC UTILITIES
01/29/2026	48993	IMPERIAL IRRIGAT	ELECTRIC 1/	11-31520-44240	322.32	322.32	ELECTRIC UTILITIES
01/29/2026	48993	IMPERIAL IRRIGAT	PARKS ELE	10-31150-44240	3,221.61	3,221.61	PARKS ELECTRICITY
Total 48993:						23,270.42	
48994							PW
01/29/2026	48994	IMPERIAL IRRIGAT	#0303 JAN 2	11-31520-44350	2,422.00	2,422.00	RAW WATER CHARGES
01/29/2026	48994	IMPERIAL IRRIGAT	#0303 SP2 J	11-31520-44350	100.00	100.00	SERVICE PIPE 2 - ALAMO AND KAMM
Total 48994:						2,522.00	
48995							ADMIN
01/29/2026	48995	KLEINFELDER	001569975	22-80050-4430	1,774.00	1,774.00	ALAMO RIVER TRAIL TRESTLE SERVI
Total 48995:						1,774.00	
48996							PW
01/29/2026	48996	LA BRUCHERIE IR	318383	10-31150-44200	1,864.93	1,864.93	IRRIGATION SUPPLIES
Total 48996:						1,864.93	
48997							PW
01/29/2026	48997	NAPA AUTO PARTS	322241	10-31140-44200	4.85	4.85	FRONT DISC BRAKE
01/29/2026	48997	NAPA AUTO PARTS	322241	11-31510-44200	16.97	16.97	FRONT DISC BRAKE
01/29/2026	48997	NAPA AUTO PARTS	322241	12-31620-4420	26.66	26.66	FRONT DISC BRAKE
01/29/2026	48997	NAPA AUTO PARTS	322277	10-31150-44200	289.41	289.41	HOSE REEL
01/29/2026	48997	NAPA AUTO PARTS	322277	11-31510-44200	41.34	41.34	HOSE REEL
01/29/2026	48997	NAPA AUTO PARTS	322277	12-31620-4420	82.68	82.68	HOSE REEL
01/29/2026	48997	NAPA AUTO PARTS	322293	10-31150-44200	53.79	53.79	ADAPTER, COUPLER
01/29/2026	48997	NAPA AUTO PARTS	322293	11-31510-44200	7.68	7.68	ADAPTER, COUPLER
01/29/2026	48997	NAPA AUTO PARTS	322293	12-31620-4420	15.36	15.36	ADAPTER, COUPLER
Total 48997:						538.74	
48998							ADMIN
01/29/2026	48998	NICHOLAS WELLS	MILEAGE 12	10-12001-4429	113.10	113.10	MILEAGE 12/18 - 1/23 2026
Total 48998:						113.10	
48999							PW
01/29/2026	48999	PRIMO BRANDS	06A8730277	10-31158-44200	561.09	561.09	PW WATER
Total 48999:						561.09	
49000							ADMIN
01/29/2026	49000	PRINCIPAL LIFE IN	#9437-10001	10-11011-42310	14.69	14.69	LIFE INSURANCE
01/29/2026	49000	PRINCIPAL LIFE IN	#9437-10001	10-13010-4231	6.39	6.39	LIFE INSURANCE
01/29/2026	49000	PRINCIPAL LIFE IN	#9437-10001	10-12001-4231	19.93	19.93	LIFE INSURANCE
01/29/2026	49000	PRINCIPAL LIFE IN	#9437-10001	10-14020-4231	8.52	8.52	LIFE INSURANCE
01/29/2026	49000	PRINCIPAL LIFE IN	#9437-10001	10-12003-4231	28.29	28.29	LIFE INSURANCE
01/29/2026	49000	PRINCIPAL LIFE IN	#9437-10001	10-22080-4231	25.56	25.56	LIFE INSURANCE
01/29/2026	49000	PRINCIPAL LIFE IN	#9437-10001	10-31140-42310	15.49	15.49	LIFE INSURANCE
01/29/2026	49000	PRINCIPAL LIFE IN	#9437-10001	10-21070-4231	1.60	1.60	LIFE INSURANCE
01/29/2026	49000	PRINCIPAL LIFE IN	#9437-10001	10-31150-42310	14.37	14.37	LIFE INSURANCE
01/29/2026	49000	PRINCIPAL LIFE IN	#9437-10001	11-31530-42310	1.28	1.28	LIFE INSURANCE

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description
01/29/2026	49000	PRINCIPAL LIFE IN	#9437-10001	11-31510-42310	57.55	57.55	LIFE INSURANCE
01/29/2026	49000	PRINCIPAL LIFE IN	#9437-10001	11-31520-42310	25.38	25.38	LIFE INSURANCE
01/29/2026	49000	PRINCIPAL LIFE IN	#9437-10001	12-31610-4231	126.86	126.86	LIFE INSURANCE
01/29/2026	49000	PRINCIPAL LIFE IN	#9437-10001	12-31620-4231	71.84	71.84	LIFE INSURANCE
Total 49000:					417.75		
49001							
01/29/2026	49001	PYRAMID CONSTR	4747	22-80043-4430	210,339.02	210,339.02	PAYMENT #1 - WEST 9TH ST PROJEC PW
Total 49001:					210,339.02		
49002							
01/29/2026	49002	QUILL CORPORATI	47265823	10-14020-4416	71.19	71.19	TAX FORMS
01/29/2026	49002	QUILL CORPORATI	47265823	10-22080-4416	19.29	19.29	COMPUTER MOUSE
Total 49002:					90.48		
49003							
01/29/2026	49003	RAMON ALEJAND	1579	10-22080-4510	90.00	90.00	MANAGEMENT INFO SERVICES
01/29/2026	49003	RAMON ALEJAND	1579	10-12001-4510	90.00	90.00	MANAGEMENT INFO SERVICES
01/29/2026	49003	RAMON ALEJAND	1579	10-12003-4510	90.00	90.00	MANAGEMENT INFO SERVICES
01/29/2026	49003	RAMON ALEJAND	1579	10-14020-4510	90.00	90.00	MANAGEMENT INFO SERVICES
01/29/2026	49003	RAMON ALEJAND	1579	11-31510-45100	90.00	90.00	MANAGEMENT INFO SERVICES
01/29/2026	49003	RAMON ALEJAND	1579	12-31620-4510	90.00	90.00	MANAGEMENT INFO SERVICES
01/29/2026	49003	RAMON ALEJAND	1579	11-31520-45100	90.00	90.00	MANAGEMENT INFO SERVICES
01/29/2026	49003	RAMON ALEJAND	1579	12-31610-4510	90.00	90.00	MANAGEMENT INFO SERVICES
01/29/2026	49003	RAMON ALEJAND	1579	10-31158-45200	1,065.92	1,065.92	CITY HALL CONSULTING
01/29/2026	49003	RAMON ALEJAND	1579	11-31520-45200	450.00	450.00	WTP CONSULTING
01/29/2026	49003	RAMON ALEJAND	1579	12-31610-4520	900.00	900.00	WWTP CONSULTING
Total 49003:					3,135.92		
49004							
01/29/2026	49004	SAND & GRAVEL I	5925	10-31140-44200	808.13	808.13	SAND PW
Total 49004:					808.13		
49005							
01/29/2026	49005	SIMNSA HEALTH P	146577	10-22080-4230	172.54	172.54	MEDICAL AND DENTAL
01/29/2026	49005	SIMNSA HEALTH P	146577	10-21070-4230	101.96	101.96	MEDICAL AND DENTAL
01/29/2026	49005	SIMNSA HEALTH P	146577	10-31140-42300	319.25	319.25	MEDICAL AND DENTAL
01/29/2026	49005	SIMNSA HEALTH P	146577	10-31150-42300	669.27	669.27	MEDICAL AND DENTAL
01/29/2026	49005	SIMNSA HEALTH P	146577	11-31530-42300	51.31	51.31	MEDICAL AND DENTAL
01/29/2026	49005	SIMNSA HEALTH P	146577	11-31510-42300	756.45	756.45	MEDICAL AND DENTAL
01/29/2026	49005	SIMNSA HEALTH P	146577	11-31520-42300	336.00	336.00	MEDICAL AND DENTAL
01/29/2026	49005	SIMNSA HEALTH P	146577	12-31610-4230	972.11	972.11	MEDICAL AND DENTAL
01/29/2026	49005	SIMNSA HEALTH P	146577	12-31620-4230	1,061.75	1,061.75	MEDICAL AND DENTAL
01/29/2026	49005	SIMNSA HEALTH P	146577	10-22080-4225	19.31	19.31	MEDICAL AND DENTAL
01/29/2026	49005	SIMNSA HEALTH P	146577	10-21070-4225	10.78	10.78	MEDICAL AND DENTAL
01/29/2026	49005	SIMNSA HEALTH P	146577	10-31140-42250	28.23	28.23	MEDICAL AND DENTAL
01/29/2026	49005	SIMNSA HEALTH P	146577	10-31150-42250	56.57	56.57	MEDICAL AND DENTAL
01/29/2026	49005	SIMNSA HEALTH P	146577	11-31530-42250	4.42	4.42	MEDICAL AND DENTAL
01/29/2026	49005	SIMNSA HEALTH P	146577	11-31510-42250	62.80	62.80	MEDICAL AND DENTAL
01/29/2026	49005	SIMNSA HEALTH P	146577	11-31520-42250	19.31	19.31	MEDICAL AND DENTAL
01/29/2026	49005	SIMNSA HEALTH P	146577	12-31610-4225	105.65	105.65	MEDICAL AND DENTAL
01/29/2026	49005	SIMNSA HEALTH P	146577	12-31620-4225	86.87	86.87	MEDICAL AND DENTAL
Total 49005:					4,834.58		

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description
49006							
01/29/2026	49006	USA BLUEBOOK	INV0091917	11-31520-44200	492.22	492.22	INJECTION VALVES, CHESSELL CHAR PW
01/29/2026	49006	USA BLUEBOOK	INV0091960	11-31520-44200	226.34	226.34	CHESSELL CHART PEN BLACK
01/29/2026	49006	USA BLUEBOOK	INV0093068	12-31610-4420	1,374.75	1,374.75	GAUGES, HACH
01/29/2026	49006	USA BLUEBOOK	INV0093079	12-31610-4420	277.49	277.49	GAUGES, ELBOWS
01/29/2026	49006	USA BLUEBOOK	INV0093245	12-31610-4420	47.80	47.80	ELBOWS, CORD GRIPS
01/29/2026	49006	USA BLUEBOOK	INV0093251	12-31610-4420	7.96	7.96	PLUGS
01/29/2026	49006	USA BLUEBOOK	INV0093782	11-31520-44200	635.38	635.38	SAMPLE GLASSES, AMPOULE KITS
Total 49006:						3,061.94	
49007							
01/29/2026	49007	VESTIS	27731929	10-31150-43140	32.41	32.41	PW JACKET PW
01/29/2026	49007	VESTIS	27731929	11-31510-43140	4.63	4.63	PW JACKET
01/29/2026	49007	VESTIS	27731929	12-31620-4314	9.26	9.26	PW JACKET
Total 49007:						46.30	
49008							
01/29/2026	49008	WAXIE SANITARY	83741806	10-31158-44200	334.76	334.76	TOILET PAPER, TOWELS PW
Total 49008:						334.76	
Grand Totals:						352,049.88	



City of Holtville

Report to City Council

Approvals	Meeting Date:	February 9, 2026
	Item Number:	3 a
	City Manager	
	Finance Manager	
City Attorney		

To: Nicholas D. Wells, City Manager
Holtville City Council

From: Cynthia Mancha, City Planner

Prepared By: Melany Amarillas, Associate Planner

Date: February 9, 2026

Project: **City of Holtville SB-2 Non-Competitive Permanent Local Housing Allocation**
Program Application for 2022 and 2023 Allocation

Granting Agency:	California Department of Housing and Community Development
Funding Type:	Non-competitive allocation
Funding Amount:	2022 Allocation: \$61,770; and 2023 Allocation: \$45,148; and Five-Year Plan of \$442,831
Match Requirement:	No Match
Deadline:	February 28, 2026 for CY 2022 February 28, 2027 for CY 2023
Use of Funds:	To subsidize the off-site improvement costs of the Pine Crossing mixed-use apartment complex located at 410 Pine Avenue
Pending Action:	Adopt Resolution 26-04 approving both the five-year funding allocation plan and the City of Holtville 2026 PLHA Application

INTRODUCTION & BACKGROUND

On August 17, 2022, the California Department of Housing and Community Development (HCD) released a Notice of Funding Availability (NOFA) for the non-competitive allocation of the Permanent Local Housing Allocation (PLHA) Program. On November 30, 2022, the City of Holtville applied for the acquisition of PLHA funds for fiscal years 2019 through 2021. The City Council approved and adopted the five-year PLHA Plan and the 2022 PLHA Application on January 23, 2023. On December 29, 2023, HCD released a NOFA for the non-competitive allocation of the PLHA Program for fiscal years 2021 through 2023. The total available funds for the PLHA program are approximately \$132.1 million for calendar year 2022 and \$128.6 million

for calendar year 2023, both years that the City is missing from the five-year PLHA Plan (Refer to **Attachment C** and **Table 1** for additional information). Funding is provided pursuant to Senate Bill 2 (SB-2), which calls for activities to reduce homelessness as well as increase housing opportunities for very low-, low-, and moderate-income homes. The intent of the bill is to provide a permanent on-going source of funding to Local governments for housing-related projects and programs that assist in addressing the unmet housing needs of their local communities. PLHA funds are disbursed in a 5-year cycle.

The City of Holtville has prepared the PLHA Application and required documentation for the allocation of calendar years 2022 and 2023. The funds will be used to subsidize off-site improvements for the Pine Crossing mixed-use apartment complex. In order to comply with the PLHA application guidelines, a final adopted resolution must be authorized by the governing board of the City of Holtville and submitted to HCD by the February 28, 2026 deadline. Additionally, a five-year plan compliant with Section II (G)(8) of the 2024 NOFA must be prepared and made available to the public for review and comment prior to a public hearing. The five-year plan was posted to the City of Holtville website on January 21, 2026, a public hearing (**Attachment B**) was published on the local newspaper and sent out to property owners within a 300 feet radius on January 29, 2026. Copies of the plan were also made available to the public at City Hall.

Table 1
PLHA Funding Allocation Amounts

Calendar Year (CY)	2022 Allocated Amounts	2026 Application Allocation Amounts	Total 5-YR PLHA Plan
2019	\$82,611	-	\$82,611
2020	\$131,563	-	\$131,563
2021	\$121,739	-	\$121,739
2022	-	\$61, 770	\$61, 770
2023	-	\$45, 148	\$45, 148
Five-Year PLHA Plan Total:			\$442,831
Total Available Funds:			\$360,220

**Source: HCD 2024 PLHA Formula Component NOFA*

It is important to note that the 2019 allocation amount was reverted to the Housing Rehabilitation Loan Fund due to the City not having a project that satisfied the funding eligibility criteria during the first calendar year of the five-year PLHA plan. The 2020 allocation amount has been received by the City and the 2021 allocation amount is anticipated to be requested on March 2026.

ANALYSIS

PLHA Project (Pine Crossing Apartments)

The Pine Crossing apartment complex is a 44-unit mixed-use apartment complex to be developed by Holtville Pine Pacific Associates, LP (HPPA). HPPA is a land development company that specializes in the development of affordable and market rate housing with numerous projects throughout the State of

California and County of Imperial. Some of HPPA's projects include the Orchard View Apartments, Fern Crossing Apartments, and the upcoming Sunset Rose Apartment complex all of which are located within the City of Holtville. The Pine Crossing apartment complex will consist of 44 residential units, a 1,570 square foot commercial space, a 2,053 square foot community room, an outdoor swimming pool, playground, picnic area, and dog park. The 44 residential units will be available for farmworker households earning between 30%-60% of the Area Median Income (AMI) for the Imperial County.

Status of PLHA Project

HPPA submitted a building permit for the review of the 44-unit apartment complex and the City of Holtville issued the building permit in June 2025. The City reviewed and approved off-site improvement plans which detail a 5-foot-wide sidewalk along Pine Avenue and a 10-foot-wide sidewalk along Holt Avenue to match the adjacent properties. The total five-year PLHA available funds will be utilized to subsidize the proposed sidewalks, and HPPA will be covering any remaining costs. Subsequently, HPPA began construction of the project in July 2025 and are currently under construction with an estimated end date of late 2026.

PLHA 5-Year Plan

The City of Holtville is proposing to allocate 95% of the annual PLHA funds to subsidize the development of off-site improvements for the 44-unit Pine Crossing Apartment Complex. The remaining 5% of annual PLHA funds will be allocated to cover the City's Administrative costs for the project (Refer to **Exhibit A** and **Table 2** below for additional information). Per Section 301(c)(7) of the PLHA Guidelines, all funds that are used for the development of an Affordable Rental Housing Development, the Local government shall make the PLHA assistance in the form of a low-interest, deferred loan to the Sponsor of the Project. The loan shall be evidenced through a Promissory Note secured by a Deed of Trust, and a Regulatory Agreement shall restrict occupancy and rents in accordance with the Local government-approved underwriting of the Project for a term of at least 55 years. Thus, the City of Holtville will loan the five-year PLHA funds to HPPA and present the loan documents to City Council during a separate public hearing before execution.

Table 2

Five-Year PLHA Funding Plan

Funding Allocation Year	2019	2020	2021	2022	2023
Percentage of Funds Allocated for the Proposed Affordable Rental Housing Activity	95.0%	95.0%	95.0%	95.0%	95.0%
Area Median Income Level Served	60%	60%	60%	60%	60%
Unmet share of the RHNA at the AMI Level	25	25	25	25	25
Projected Number of Households Served	0	0	0	0	0
Period of Affordability for the Proposed Affordable Rental Housing Activity (55 years required for rental housing projects)	55 Years				

*Source: 2022 City of Holtville PLHA Application

CITY COUNCIL PENDING ACTION

Upon opening the floor for public comments, and receiving testimonies for and against the 2026 PLHA application and five-year plan during the public hearing, City staff recommends that the City Council consider the following action via **Attachment D – Resolution 26-04**:

1. Adopt Resolution 26-04, approving both the five-year funding allocation plan and the City of Holtville 2026 PLHA application.

Attachments:

Attachment A – Pine Crossing Project Location Map
Attachment B – Notice of Public Hearing
Attachment C – City of Holtville 2026 PLHA Application
Attachment D – CC Resolution 26-04
Exhibit A – Five-Year Funding Allocation Plan

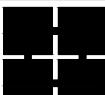
Attachment A – Pine Crossing Project Location Map



The Holt Group, Inc.
ENGINEERING • PLANNING • SURVEYING

1601 N. Imperial Ave. El Centro, California 92243

(760)337-3883



410 PINE AVENUE
HOLTVILLE, CA 92250
APN 045-284-013

VICINITY MAP

THG Project No. 116.510

Date: 1/29/2026

Attachment B – Notice of Public Hearing

PUBLIC NOTICE



Notice of Public Hearing City of Holtville

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

Project: City of Holtville 2026 Permanent Local Housing Allocation (PLHA) Program Application for 2022 and 2023 Allocations	Location: 410 Pine Avenue (APN 045-284-013)
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The City of Holtville plans to submit a streamlined application to the California Department of Housing and Community Development (HCD) as a returning awardee, for the 2022 and 2023 funding from the Permanent Local Housing Allocation (PLHA) Program. The PLHA Program provides funding to local governments in California for housing-related projects and programs that assist in addressing the unmet housing needs of their local communities. The City of Holtville is proposing to utilize PLHA funds to subsidize the off-site improvements for the Pine Crossing Apartments located at 410 Pine Avenue (APN 045-284-013) to facilitate the development of new affordable farmworker housing units in the City. The purpose of this meeting is to present the five-year PLHA plan, which details how the funds will be utilized, to the public for comments prior to the City Council ruling.

City Council Hearing Date: February 9, 2026
Hearing Time: 5:30 PM
Hearing Location: Holtville City Hall
121 W. 5th Street

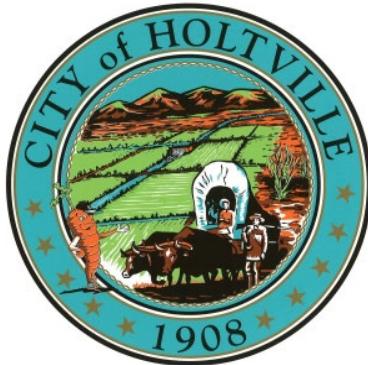
The five-year plan has been posted on the City of Holtville website and copies of the application and other pertinent information are available for review at City Hall during regular business hours. If you would like to know more about the five-year plan or the proposed project prior to the public hearing, please contact Melany Amarillas, Associate Planner at the Holt Group, at (760) 337-3883 Ext. 7 or mamarillas@the-holtgroup.net.

Any person desiring to comment on the above project may do so in writing or may appear in person at the public hearing. Written comments should be directed to the Holtville City Clerk, 121 W. 5th Street, Holtville, CA 92250 and be delivered prior to the Public Hearing date. Please reference the project name in all written correspondence.

Legal 9367

Publish: January 29, 2026

**Attachment C – City of Holtville 2026 PLHA
Application**



City of Holtville

2026 Permanent Local Housing Allocation Program

Application

January 15, 2026

This streamlined application form is limited to Applicants who applied for and received an award under one or more of the previous Formula Allocation NOFA's (2020, 2021, 2022, or 2023).

*****Please note the following change was made in the Amended NOFA*****

All Applicants requesting an amendment to the 5-Year Plan with this application must redirect 40% of each allocation year being changed towards a homeownership Activity.

Ownership activities are 2,3,4,7,8,9 (activities 2,3,4, & 8 will only count as ownership if the funds will go towards ownership sub activities as opposed to rental housing sub activities including ADU's)

Did Applicant receive an award under one or more of the previous NOFA's? (2020, 2021, 2022 or 2023)					Yes
Which Allocation(s) are you applying for with this application?					2022 & 2023
Eligible Applicant Type: NonEntitlement					
Local Government Recipient of PLHA Formula Allocation: Holtville					
2021 PLHA Formula Allocation Amount:	n/a	Allowable Local Admin (5%):	n/a	Admin requested?	Yes
2022 PLHA Formula Allocation Amount:	\$61,770	Allowable Local Admin (5%):	\$3,089	Admin requested?	Yes
2023 PLHA Formula Allocation Amount:	\$45,148	Allowable Local Admin (5%):	\$2,257	Admin requested?	Yes

Instructions: If the Local Government Recipient of the PLHA Formula Allocation delegated its PLHA formula allocation to another Local Government in any prior round, the Applicant (for which information is required below) continues to be the administering Local Government, which received the award. The PLHA award will be made to the Applicant (upon meeting threshold requirements) and the Applicant is responsible for meeting all program requirements throughout the term of the Standard Agreement.

§300 Eligible Applicants

§300(a) and (b) Eligible Applicants for the Entitlement and Non-Entitlement formula component described in Section §100(b)(1) and (2) are limited to the metropolitan cities and urban counties allocated a grant for the federal fiscal year 2017 pursuant to the federal CDBG formula specified in 42 USC, Section §5306 and Non-entitlement local governments.

Applicant:	City of Holtville				
Address:	121 West 5th Street				
City:	Holtville	State:	CA	Zip:	92250
County:	Imperial				
Auth Rep Name:	Nicholas D. Wells	Title:	City Manager	Auth Rep. Email:	Nwells@Holtville.ca.gov
Address:	121 West 5th Street			City:	Holtville
Contact Name:	Cynthia Mancha	Title:	City Planner	Contact Email:	cmancha@theholtgroup.net
Address:	1601 North Imperial Avenue			City:	El Centro
State:	CA	Zip Code:	92243		

§302 Threshold Requirements

§302(a) Housing Element compliance: Applicant and Delegating Local Government's if applicable Housing Element was adopted by the Local Government's governing body by the application submittal date and subsequently determined to be in substantial compliance with state Housing Element Law pursuant to Government Code Section 65585.	Yes
§302(b) Applicant or Delegating Local Government has submitted the Annual Progress Report(s) to the Department of Housing and Community Development pursuant to Government Code Section 65400 for the allocations being requested.	Yes
§302(c)(2) Applicant certifies that submission of the application was authorized by the governing board of the Applicant.	Yes
§302(c)(5) Is the applicant submitting a plan amendment with this application? (If you wish to reallocate more than 10 percent of funds among Activities from the previously approved 5-Year Plan included in the PLHA program Standard Agreement, Exhibit E you must submit an updated plan and resolution approving the new plan) 40% of each allocation being changed must go towards an ownership activity.	N/A
If a reallocation of more than 10 percent of funds was made (and Applicant is amending their plan with this application) Applicant has attached an amended Plan and resolution that has been discussed and approved at a publicly-noticed meeting of the governing body.	N/A

File Name:	Application and Plan Adoption Reso	§302(c)(4)(D) Evidence that the Plan was authorized and adopted by resolution by the Local jurisdiction and that the public had an adequate opportunity to review and comment on its content. PLHA webpage for Application and Plan Adoption Resolution Document	Uploaded to HCD?	Yes
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§503(b) Applicant certifies that they are in compliance with the State Grants Management Section and are current with any required PLHA Annual Reporting Requirements.	Yes
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§302(c)(8) If a program income reuse plan was not submitted with the 2020 application, has Applicant attached a program income reuse plan describing how repaid loans and/or accrued interest will be reused for eligible activities specified in Section 301?	Yes
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File Name:	Reuse Plan	Program Income Reuse Plan describing how repaid loans or accrued interest will be used for eligible activities in Section 301.	Uploaded to HCD?	Yes
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Certifications

On behalf of the entity identified below, I certify that: The information, statements and attachments included in this application are, to the best of my knowledge and belief, true and correct and I possess the legal authority to submit this application on behalf of the entity identified in the signature block.

Nicholas D. Wells	City Manager			2/9/26
Authorized Representative Printed Name	Title		Signature	Date

End of Document

The principal purpose of the information provided is to establish the unique identification of the government entity.

Instructions: You may submit one form for the principal government agency and all subsidiaries sharing the same TIN. Subsidiaries with a different TIN must submit a separate form. Fields marked with an asterisk (*) are required. Hover over fields to view help information. Please print the form to sign prior to submittal. You may email the form to: vendors@fiscal.ca.gov, or fax it to (916) 576-5200, or mail it to the address above.

Principal Government Agency Name*

Remit-To Address (Street or PO Box)*

City* State * Zip Code*+4

Government Type: City County
 Special District Federal
 Other (Specify) Federal Employer Identification Number (FEIN)*

List other subsidiary Departments, Divisions or Units under your principal agency's jurisdiction who share the same FEIN and receives payment from the State of California.

Dept/Division/Unit Name	<input type="text"/>	Complete Address	<input type="text"/>
Dept/Division/Unit Name	<input type="text"/>	Complete Address	<input type="text"/>
Dept/Division/Unit Name	<input type="text"/>	Complete Address	<input type="text"/>
Dept/Division/Unit Name	<input type="text"/>	Complete Address	<input type="text"/>

Contact Person*	<input type="text"/>	Title	<input type="text"/>
Phone number*	<input type="text"/>	E-mail address	<input type="text"/>
Signature*	<input type="text"/>	Date	<input type="text"/>

Program Income Reuse Plan

The City of Holtville (“City”) commits to maintaining policies and procedures that segregate Permanent Local Housing Allocation (PLHA) for future reuse in accordance with the following policies:

1. All repayments of PLHA loan principle and interest shall be received by City and deposited into separate reuse account maintained by the City’s Finance Department. The City provides a detailed tracking system to document PLHA loans. Including borrower name and address, loan/reference number, grant year and principal and interest.
2. The reuse account shall be an interest-bearing account into which all earned interest shall be deposited. Interest earned shall be considered reuse funds and will be used in the same manner and with the same restrictions as principal and interest payments.
3. All funds deposited into the reuse account shall be the property of the City.
4. All PLHA reuse funds shall be expended in accordance with PLHA regulations. This includes, but is not limited to, income levels, homebuyer education requirements, and coordinated entry requirements.
5. Reuse funds may be used for PLHA eligible in the following categories but must be in alignment with the State approved PLHA Plan.
 - a. The predevelopment, development, acquisition, rehabilitation, and preservation of multifamily, residential live-work, rental housing that is affordable to extremely low-, very low-, low-, or moderate-income households, including necessary operating subsidies.
 - b. The predevelopment, development, acquisition, rehabilitation, and preservation of Affordable rental and ownership housing, including Accessory Dwelling Units (ADUs), that meets the needs of a growing workforce earning up to 120-percent of AMI, or 150-percent of AMI in high-cost areas. ADUs shall be available for occupancy for a term of no less than 30-days.
 - c. Assisting persons who are experiencing or at risk of homelessness, including, but not limited to, providing rapid rehousing, rental assistance, supportive/case management services that allow people to obtain and retain housing, operating and capital costs for navigation centers and emergency shelters, and the new construction, rehabilitation, and preservation of permanent and transitional housing.
 - d. Accessibility modifications in lower-income owner-occupied housing.
 - e. Efforts to acquire and rehabilitate foreclosed or vacant homes and apartments.
 - f. Homeownership opportunities, including, but not limited to, down payment assistance.
 - g. Up to five percent (5%) for administration.
6. Reuse funds may be used within the boundaries of the City of Holtville.
7. The City shall allow HCD full access to the reuse account records for the purpose of determining compliance with PLHA regulations.

RESOLUTION NO. CC 26-04

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HOLTVILLE AUTHORIZING THE 2026 APPLICATION AND ADOPTING THE FIVE-YEAR PLHA PLAN FOR THE PERMANENT LOCAL HOUSING ALLOCATION PROGRAM

The City Council of the City of Holtville hereby consents to, adopts, and ratifies the following resolution:

- A. WHEREAS**, the Department of Housing and Community Development (“Department”) is authorized to provide up to \$296 million under the SB 2 Permanent Local Housing Allocation Program Formula Component from the Building Homes and Jobs Trust Fund for assistance to Cities and Counties (as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017 (SB 2)); and
- B. WHEREAS**, the State of California (the “State”), Department of Housing and Community Development (“Department”) issued a Notice of Funding Availability (“NOFA”) dated 10/15/2024 under the Permanent Local Housing Allocation (PLHA) Program; and
- C. WHEREAS**, the City of Holtville is an eligible Local government who has applied for program funds to administer one or more eligible activities, or a Local or Regional Housing Trust Fund to whom an eligible Local government delegated its PLHA formula allocation; and
- D. WHEREAS**, the Department may approve funding allocations for PLHA Program, subject to the terms and conditions of the Guidelines, NOFA, Program requirements, the Standard Agreement, and other contracts between the Department and PLHA grant recipients; and

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

1. If Applicant receives a grant of PLHA funds from the Department pursuant to the above referenced PLHA NOFA, it represents and certifies that it will use all such funds in a manner consistent and in compliance with all applicable state and federal statutes, rules, regulations, and laws, including without limitation all rules and laws regarding the PLHA Program, as well as any and all contracts Applicant may have with the Department.
2. Applicant is hereby authorized and directed to receive a PLHA grant, in an amount not to exceed the five-year estimate of the PLHA formula allocations (\$495,671), as stated in Appendix C of the current NOFA, in accordance with all applicable rules and laws.
3. Applicant hereby agrees to use the PLHA funds for eligible activities as approved by the Department and in accordance with all Program requirements, Guidelines, other rules and laws, as well as in a manner consistent and in compliance with the Standard Agreement and other contracts between the Applicant and the Department.
4. **Pursuant to Section 302(c)(4) of the Guidelines, Applicant’s PLHA Plan for the 2019-2023 Allocations is attached to this resolution as Exhibit A, and Applicant hereby adopts this PLHA Plan and certifies compliance with all public notice, public comment, and public hearing requirements in accordance with the Guidelines.**

5. Applicant certifies that it was delegated by the City Manager to submit an application on its behalf and administer the PLHA grant award for the formula allocation of PLHA funds, pursuant to Guidelines Section 300(c) and 300(d), and the legally binding agreement between the recipient of the PLHA funds and the Applicant is submitted with the PLHA application.
6. Applicant certifies that it has or will subgrant some or all of its PLHA funds to another entity or entities. Pursuant to Guidelines Section(c)(3), “entity” means a housing developer or program operator, but does not mean an administering Local government to whom a Local government may delegate its PLHA allocation.
7. Applicant certifies that its selection process of these subgrantees was or will be accessible to the public and avoided or shall avoid any conflicts of interest.
8. Pursuant to Applicant’s certification in this resolution, the PLHA funds will be expended only for eligible Activities and consistent with all program requirements.
9. Applicant certifies that, if funds are used for the acquisition, construction or rehabilitation of for-sale housing projects or units within for-sale housing projects, the grantee shall record a deed restriction against the property that will ensure compliance with one of the requirements stated in Guidelines Section 302(c)(6)(A), (B) and (C).
10. Applicant certifies that, if funds are used for the development of an Affordable Rental Housing Development, the Local government shall make PLHA assistance in the form of a low-interest, deferred loan to the Sponsor of the Project, and such loan shall be evidenced through a Promissory Note secured by a Deed of Trust and a Regulatory Agreement shall restrict occupancy and rents in accordance with a Local government-approved underwriting of the Project for a term of at least 55 years.
11. Applicant shall be subject to the terms and conditions as specified in the Standard Agreement, the PLHA Program Guidelines and any other applicable SB 2 Guidelines published by the Department.
12. The City Manager of the City of Holtville is authorized to execute the PLHA Program Application, the PLHA Standard Agreement and any subsequent amendments or modifications thereto, as well as any other documents which are related to the program or the PLHA grant awarded to Applicant, as the Department may deem appropriate.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Holtville at a regularly scheduled meeting held on this 9th day of February 2026, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Mike Pacheco, Mayor

Attest: _____
Yvette Rios, City Clerk

Attachment D – CC Resolution 26-04

RESOLUTION NO. CC 26-04

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HOLTVILLE AUTHORIZING THE 2026 APPLICATION AND ADOPTING THE FIVE-YEAR PLHA PLAN FOR THE PERMANENT LOCAL HOUSING ALLOCATION PROGRAM

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1. If Applicant receives a grant of PLHA funds from the Department pursuant to the above referenced PLHA NOFA, it represents and certifies that it will use all such funds in a manner consistent and in compliance with all applicable state and federal statutes, rules, regulations, and laws, including without limitation all rules and laws regarding the PLHA Program, as well as any and all contracts Applicant may have with the Department.
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11. Applicant shall be subject to the terms and conditions as specified in the Standard Agreement, the PLHA Program Guidelines and any other applicable SB 2 Guidelines published by the Department.
12. The City Manager of the City of Holtville is authorized to execute the PLHA Program Application, the PLHA Standard Agreement and any subsequent amendments or modifications thereto, as well as any other documents which are related to the program or the PLHA grant awarded to Applicant, as the Department may deem appropriate.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Holtville at a regularly scheduled meeting held on this 9th day of February 2026, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Mike Pacheco, Mayor

Attest: _____
Yvette Rios, City Clerk

Exhibit A – Five-Year Funding Allocation Plan

Five-Year PLHA Funding Allocation Plan

Calendar Year (CY)	2022 Allocated Amounts	2026 Application Allocation Amounts	Total 5-YR PLHA Plan
2019	\$82,611	-	\$82,611
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Five-Year PLHA Plan Total:			\$442,831
Total Available Funds:			\$360,220

Funding Allocation Year	2019	2020	2021	2022	2023
Percentage of Funds Allocated for the Proposed Affordable Rental Housing Activity	95.0%	95.0%	95.0%	95.0%	95.0%
Area Median Income Level Served	60%	60%	60%	60%	60%
Unmet share of the RHNA at the AMI Level	25	25	25	25	25
Projected Number of Households Served	0	0	0	0	44
Period of Affordability for the Proposed Affordable Rental Housing Activity (55 years required for rental housing projects)	55 Years				



City of Holtville Report to City Council

Approvals	Meeting Date:	February 9, 2026
	Item Number:	3 b
	City Manager	
	Finance Manager	
	City Attorney	

To: Nicholas D. Wells, City Manager

Holtville City Council

From: Cynthia Mancha, City Planner

Prepared By: Francisco Barba, Associate Planner

Date: February 9, 2026

Project: **Community Development Block Grant Application for a new Public Safety Center**

SUMMARY:

Subject of Report: Community Development Block Grant Application for a new Public Safety Center

Project Location: Southern portion of 600 Pine Avenue at the northeast corner of 6th Street and Pine Avenue (APN 045-204-015) (Refer to **Attachment A – Location Maps**)

Recommended Action: Review CDBG eligible activities, collect residents' views on the

Action: proposed project along with any housing and community development needs, and motion to adopt a City Council resolution approving an application for funding and the execution of a grant agreement and any amendments thereto from the 2025 funding year of the State CDBG Program for the development of a new Public Safety Center (Refer to **Attachment E – Resolution 26-05**).

Zoning: Downtown A

General Plan: Residential Commercial Mixed-Use

Environmental: An Environmental Assessment is being prepared pursuant to the National Environmental Policy Act (NEPA)

INTRODUCTION & BACKGROUND

On September 30, 2025 the State Department of Housing and Community Development (HCD) released a Notice of Funding Availability (NOFA) for approximately \$27 million in federal funds for the Community Development Block Grant (CDBG) program. A subsequent amendment to the NOFA was issued on December 15, 2025, extending the application window

to February 2, 2026 – April 3, 2026. The objectives of the CDBG program are to develop viable communities by the provision of decent affordable housing, a suitable living environment, and to expand economic opportunities, principally for the benefit of Low- and Moderate-Income (LMI) persons, families, households, and neighborhoods. The City of Holtville is in the process of preparing an application requesting \$3.3 million of CDBG funds for the construction of a new Public Safety Building to house a new fire station at 600 Pine Avenue (APN 045-204-015).

The purpose of this item is to review CDBG eligible activities, collect residents' views on the proposed project along with any housing and community development needs, and the adoption of a City Council resolution approving an application for funding and the execution of a grant agreement and any amendments thereto from the 2025 funding year of the State CDBG Program.

PROJECT SCOPE

Grant Information

The primary federal objective of the CDBG program is the development of viable urban communities by providing decent housing and a suitable living environment and through expanding economic opportunities, principally, for persons of low- and moderate-income. For context, "Persons of low and moderate income" are defined as families, households, and individuals whose incomes do not exceed 80 percent of the county median income, adjusted for family or household size. Please refer to **(Attachment B – CDBG Allowed Matrix Codes and National Objectives)** for a list of all eligible and noneligible activities under the NOFA. The proposed fire station falls under matrix code 03O (Fire Station/Equipment) for Low- and Moderate-Income Area (LMA) benefit. LMA refers to a project that benefits all residents in a particular area where at least 51% of the residents are low- and moderate-income persons. Activity limits are as follows:

1. Public Service – Up to \$300,000
2. Planning – Up to \$300,000
3. Projects – Up to \$3.3 million
4. Programs – Up to \$1.5 million
 - i. Housing Program applications may include any of the following activities. Each activity must have its own Sub Application.
 - 13A – Housing Counseling
 - 13B – Single Family (1-4 units) Homeownership Assistance
 - 14A – Single Family (1-4 units) Housing Rehabilitation
 - 14F – Single Family (1-4 units) Energy Efficiency Improvements
 - 15 – Code Enforcement

ii. An Economic Development Program may include any of the following activities. Each activity must have its own Sub Application.

- 18A – Economic Development Direct Financial Assistance to For-Profit Business
- 18B – Economic Development Technical Assistance
- 18C – Economic Development: Microenterprise Assistance

The City of Holtville is proposing to submit an application under the “Project” classification in the maximum amount of \$3.3 million. Additionally, the City is proposing to use an estimated \$1.1 million in CDBG Program Income funds to support the project construction costs. Program Income has been generated from past CDBG awards that were used for loans for eligible activities such as: house retrofitting, house rehabilitation, and or first-time home buyer downpayment assistance.

Proposed Project

The proposed project consists of the construction of a new 11,698 square foot two-story wood and steel framed building at 600 Pine Avenue (Assessor’s Parcel Number 045-204-015) on the northeast corner of 6th Street and Pine Avenue within the City of Holtville, CA 92250. The two-story structure will serve as the city’s new public safety center housing a new fire station. improvements include living quarters, office spaces, apparatus bay, training/public interaction rooms, paving, trash enclosures, Americans with Disabilities Act accessibility, and private and public parking stalls. The site is adjacent to multiple residential developments to the north, east, and west boundaries. South of the project site across from 6th Street is Holt Park and a private fitness center abuts the site’s southeast boundary. The facility construction will be completed in phases, please refer to (**Attachment C – Project Site and Floor Plans**). The first phase plans and specifications are being finalized. Pending finalized plans and specifications, it is estimated that phase one construction costs are \$8 million dollars. Funding is anticipated from CDBG, City grant matching funds including Program Income, and a Congressional allocation from U.S. Representative Raul Ruiz.

Project Need

The 2017 City of Holtville Service Area Plan estimates a 23% increase in the service population over the next 20 years. This will necessitate the need for 1 additional full-time firefighter and 3 additional paid-call firefighters to maintain the current staffing ratios (0.4 & 1.6 per 1,000 people). However, the goal is to meet the preferred standard of 1.2 full-time firefighters per 1,000 people. To meet this goal, the city will require 8 more full-time firefighters to meet the demand of the projected population growth for 2035. The existing fire station is staffed at maximum capacity. While current staffing levels are sufficient to address the population’s needs, they are still short of the ideal 1.2 full-time firefighters per 1,000 population. As the Holtville population continues to grow closer to the estimated 2035 population, the city will no longer

have enough staff to adequately meet service demand. Through the proposed project, the new fire station will provide sufficient space to hire more full-time and part-time firefighters to meet the long-term service demand of the community. (2017 City of Holtville Service Area Plan).

PUBLIC PARTICIPATION

Pursuant to 24 C.F.R. §570.486, Applicants must follow CDBG public participation regulations. A public hearing notice was published in the local newspaper on January 29, 2026, was mailed to property owners within a 300-foot radius, and was posted at five unique-separate locations across the city on January 29, 2026, please refer to (**Attachment D – Posted Public Hearing Notice**).

PENDING ACTION

After reviewing all pertinent information and considering all public comments, the City Council may motion for one of the following actions:

- Upon reviewing all CDBG eligible activities, collecting residents' views on the proposed project along with any housing and community development needs, the City Council may motion to adopt Resolution 26-05 approving the submittal an application for funding and the execution of a grant agreement and any amendments thereto from the 2025 funding year of the State CDBG Program for the development of a new Public Safety Center.

or

- Upon reviewing all CDBG eligible activities, collecting residents' views on the proposed project along with any housing and community development needs, the City Council may motion to not adopt Resolution 26-05 rejecting the submittal of an application for funding and the execution of a grant agreement and any amendments thereto from the 2025 funding year of the State CDBG Program for the development of a new Public Safety Center.

Attachments: Attachment A – Project Location Maps

Attachment B – CDBG Allowed Matrix Codes and National Objectives

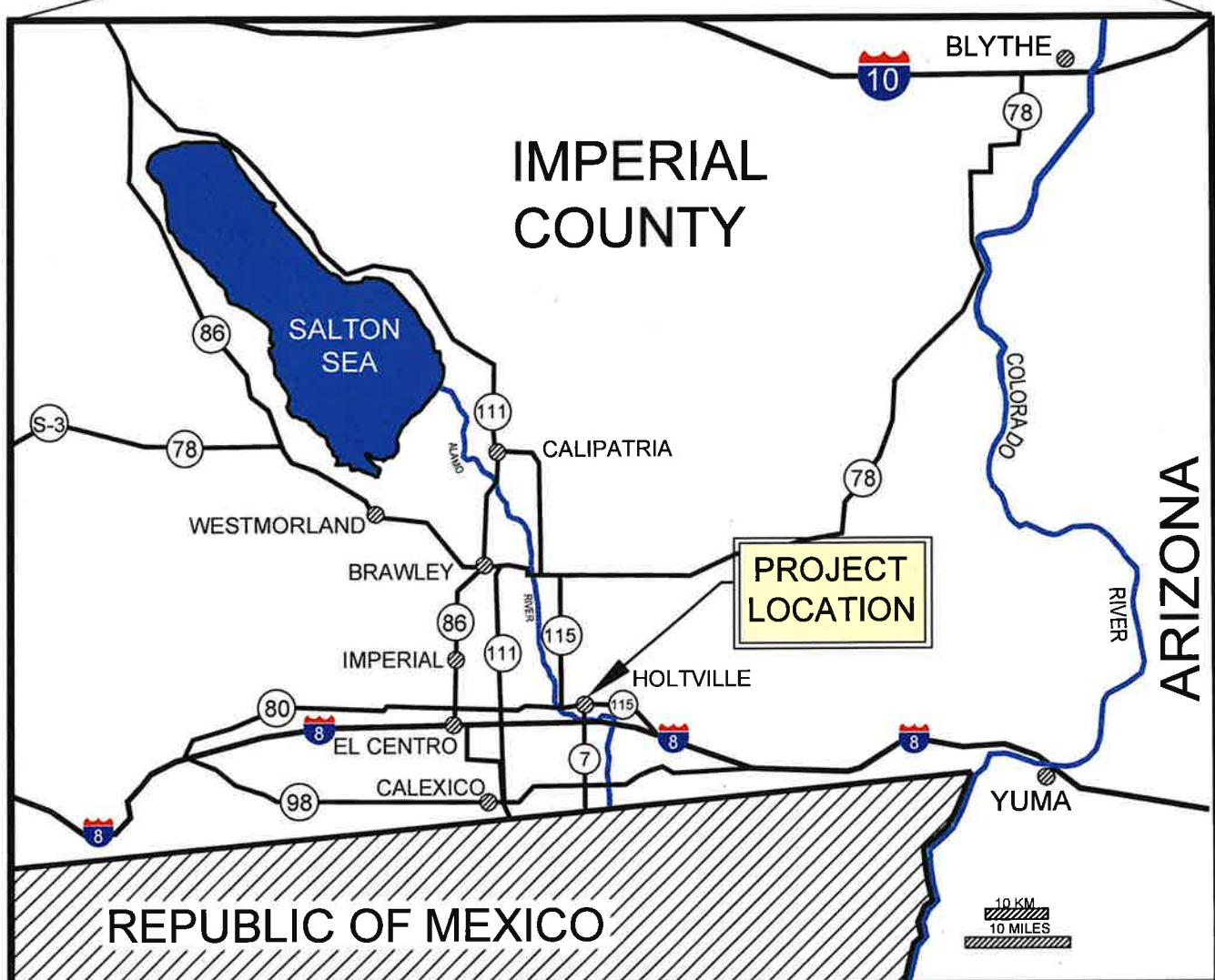
Attachment C – Project Site and Floor Plans

Attachment D – Posted Public Hearing Notice

Attachment E – City Council Resolution 26-05

Attachment F – CDBG PowerPoint Presentation

Attachment A – Project Location Maps



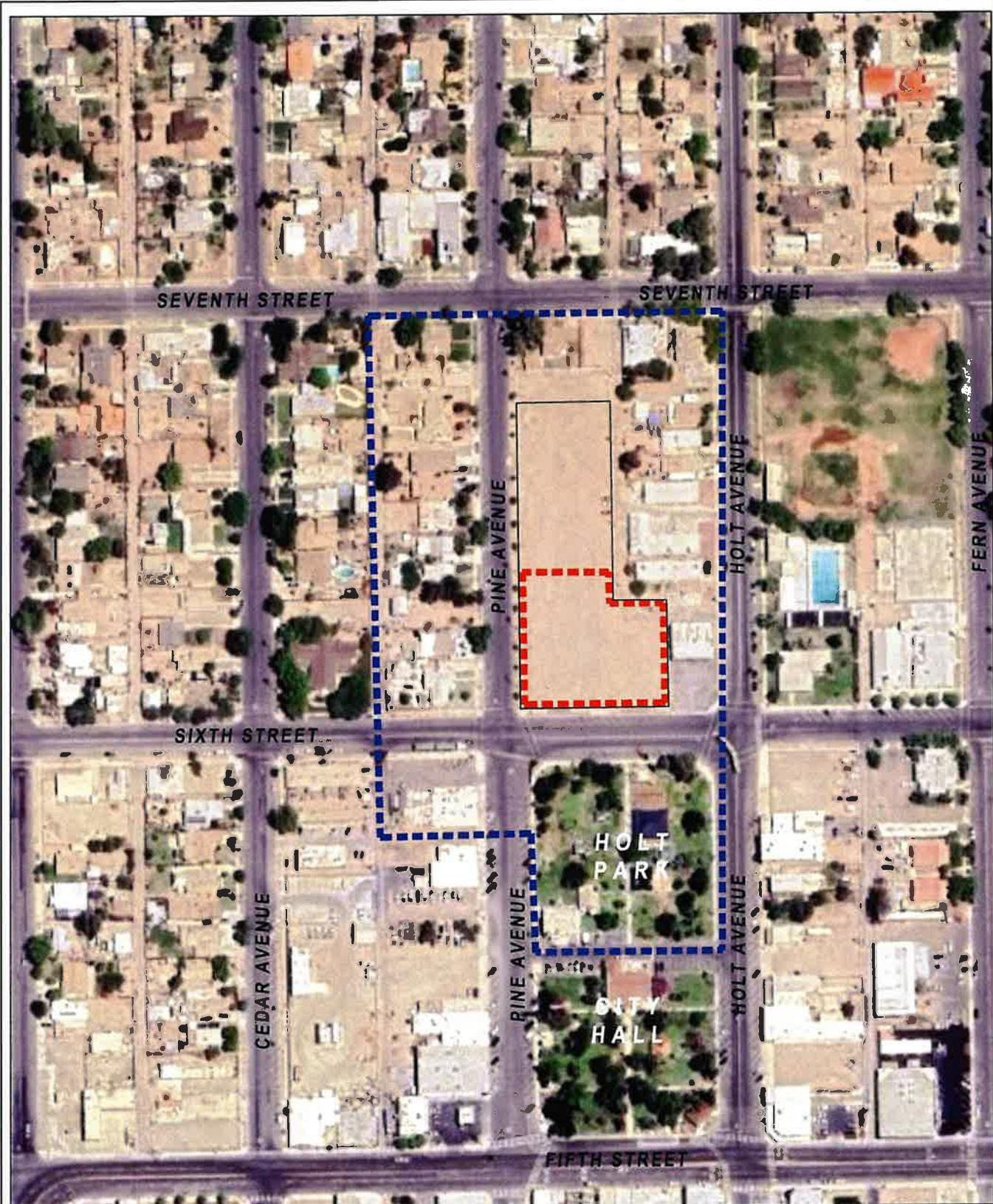
The Holt Group
ENGINEERING • PLANNING • SURVEYING



NOT TO SCALE

4th Street between
Walnut Avenue to Grape Avenue
Holtville, CA 92225

REGIONAL LOCATION
MAP



LEGEND:



Property Line



Project Area



Area of Potential Effects

The Holt Group, Inc.
ENGINEERING · PLANNING · SURVEYING

1601 N. Imperial Ave. El Centro, California 92243



(760)337-3883



NOT TO SCALE

600 PINE AVENUE
HOLTVILLE, CALIFORNIA
APN 045-204-015

**PROJECT
LOCATION MAP**

THG Project No. 116.540

Date: 2/2/2026

Attachment B – CDBG Allowed Matrix Codes and National Objectives

CDBG Allowed Matrix Codes and National Objective Codes

Legend	
	National Objective Code Allowed by HCD
	National Objective Code not allowed by HCD
N	National Objective Code not allowed by HUD
Strikethrough	Matrix Code not allowed by HCD

Matrix Codes	Eligible Activity	National Objective Codes				
		LMA	LMC	LMCMC	LMH	LMJ
01	Acquisition of Property - 570.201(a)			N		
02	Disposition - 570.201(b)			N		
03A	Senior Centers	N		N	N	
03B	Facility for Persons with Disabilities	N		N	N	
03C	Homeless Facilities (not operating costs)	N		N	N	
03D	Youth Centers	N		N	N	
03E	Neighborhood Facilities			N	N	
03F	Parks, Recreational Facilities			N	N	N
03G	Parking Facilities			N	N	
03H	Solid Waste Disposal Improvements			N		
03I	Flood Drainage Improvements			N		
03J	Water/Sewer Improvements			N		
03K	Street Improvements			N		
03L	Sidewalks			N		
03M	Child Care Centers	N		N	N	
03N	Tree Planting			N		
03O	Fire Station/Equipment		N	N	N	N
03P	Health Facilities			N	N	
03Q	Abused and Neglected Children Facilities	N		N	N	
03R	Asbestos Removal			N	N	
03S	Facilities for AIDS Patients (no op'ting costs)	N		N	N	
03T	Operating Costs Homeless/AIDS Patients	N		N	N	N
03Z	Other Public Improvements Not Listed in 03A-03S			N		
04	Clearance and Demolition			N		
04A	Cleanup of Contaminated Sites			N		
05A	Senior Services	N		N	N	N
05B	Services for Persons with Disabilities	N		N	N	N
05C	Legal Services			N	N	N
05D	Youth Services	N		N	N	N
05E	Transportation Services			N	N	N
05F	Substance Abuse Services			N	N	N
05G	Services for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking	N		N	N	N
05H	Employment Training			N	N	N

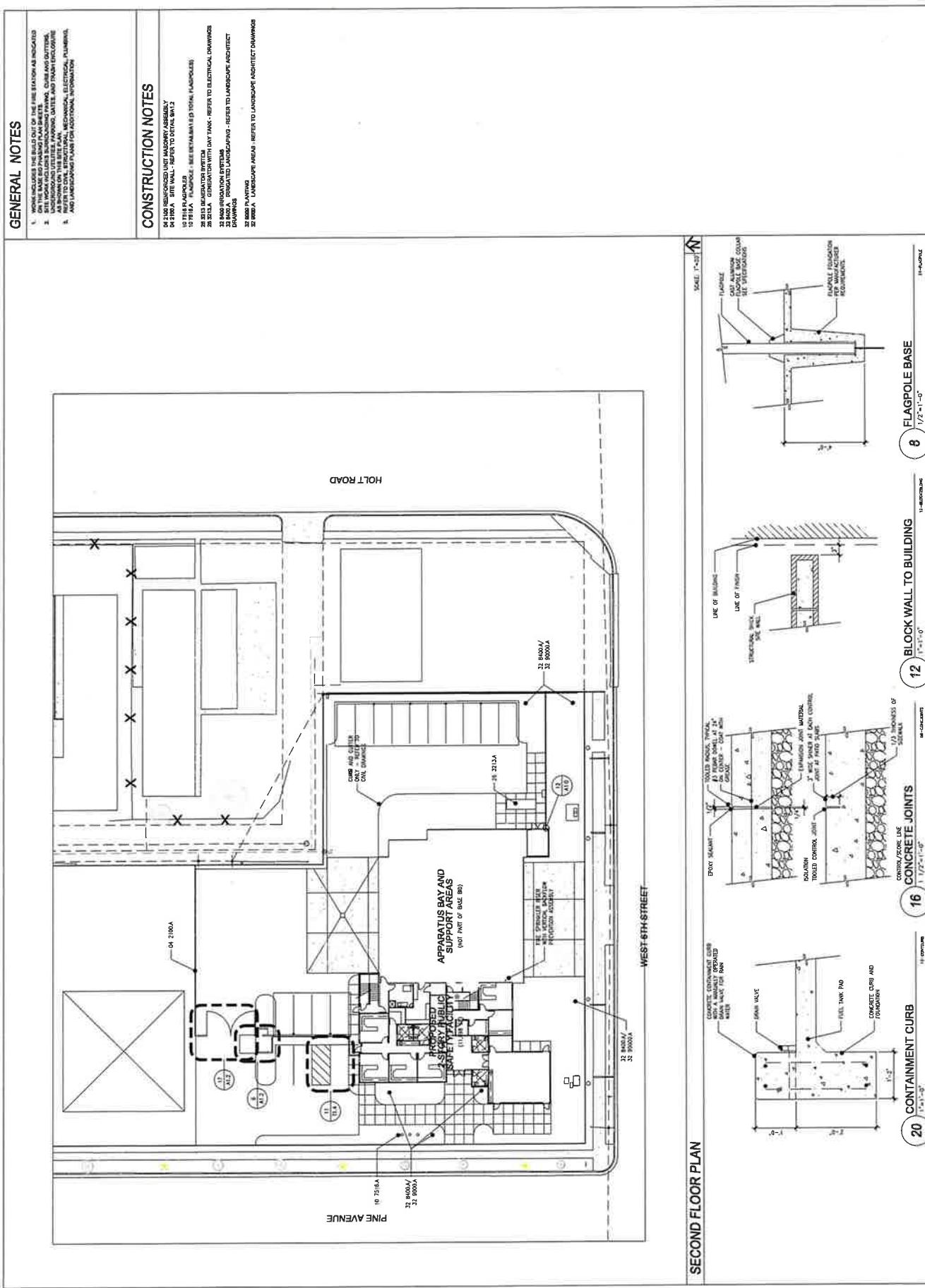
Matrix Codes	Eligible Activity	National Objective Codes				
		LMA	LMC	LMCMC	LMH	LMJ
05I	Crime Awareness				N	N
05J	Fair Housing Activities-Subj.to Pub.Serv.Cap				N	N
05K	Tenant/Landlord Counseling	N			N	N
05L	Child Care Services	N			N	N
05M	Health Services				N	N
05N	Abused and Neglected Children	N			N	N
05O	Mental Health Services				N	N
05P	Screening for Lead Based Paint/Lead Hazards	N			N	N
05Q	Subsistence Payments	N			N	N
05R	Homebuyer Downpayment Assistance – Excluding Housing Counseling	N	N	N		N
05S	Rental Housing Subsidies	N	N	N		N
05T	Security Deposits	N	N	N		N
05U	Housing Counseling Only, under 24 CFR 5.100	N			N	N
05V	Neighborhood Cleanups		N		N	N
05W	Food Banks				N	N
05X	Housing information and referral services	N			N	N
05Y	Housing Counseling under 24 CFR 5.100 supporting homebuyer downpayment assistance (05R)	N	N	N		N
05Z	Other Public Services Not Listed in 03T and 05A-05Y				N	N
06	Interim Assistance		N		N	N
07	Urban Renewal Completion				N	
08	Relocation				N	
09	Rental Income Loss				N	
11	Privately Owned Utilities				N	
12	Construction of Housing	N	N	N		N
13A	Housing Counseling, under 24 CFR 5.100, for Homeownership Assistance 13B	N	N	N		N
13B	Homeownership Assistance - excluding Housing Counseling under 24 CFR 5.100	N	N	N		N
14A	Rehab; Single-Unit Residential	N	N	N		N
14B	Rehab; Multi-Unit Residential	N	N	N		N
14C	Public Housing Modernization	N	N	N		N
14D	Rehab; Other than Public-Owned Residential Buildings	N	N	N		N
14E	Rehab. Pub./Pvt.-Comm'/Indust'			N	N	
14F	Energy Efficiency Improvements	N	N	N		N
14G	Acquisition for Rehabilitation	N	N	N		N
14H	Rehabilitation Administration			N		
14I	Lead-Based Paint Abatement	N	N	N		N
14J	Housing Services, excluding Housing Counseling under 24 CFR 5.100	N	N	N		N

Matrix Codes	Eligible Activity	National Objective Codes				
		LMA	LMC	LMCMC	LMH	LMJ
14K	Housing Counseling, under 24 CFR 5.100, Supporting HOME Program Assistance Housing Activities	N	N	N		N
14L	Housing Counseling, under 24 CFR 5.100, in Conjunction with CDBG Assisted Housing Rehab	N	N	N		N
15	Code Enforcement		N	N	N	N
16A	Residential Historic Preservation	N	N	N		N
16B	Non-Residential Historic Preservation			N	N	
17A	Commercial/Industrial: Acquisition/Disposition			N	N	
17B	Commercial/Industrial: CI Infrastructure Development			N	N	
17C	Commercial/Industrial: CI Building Acq., Construction, Rehabilitation			N	N	
17D	Other Commercial/Industrial Improvements			N	N	
18A	ED Assistance to For-Profits		N	N	N	
18B	Economic Development: Technical Assistance		N	N	N	
18C	Micro-Enterprise Assist.				N	
19C	Nonprofit Capacity Building					
19E	Operation and Repair of Foreclosed Property		N	N		N
19F	Planned Repayments of Sec.108 Loans	N	N	N	N	N
19G	Unplanned Repayments of Sec.108 Loans	N	N	N	N	N
19H	State CDBG Technical Assistance to Grantees	N	N	N	N	N
20	Planning	N	N	N	N	N
20A	State Planning-only 570.483(b)(5) and (c)(3)					
21C	Public Information	N	N	N	N	N
21D	Fair Housing Activity (subject to Admin. cap)	N	N	N	N	N
21E	Submissions or Applications for Federal Programs	N	N	N	N	N
21H	CDBG Funding of HOME Admin.	N	N	N	N	N
21I	CDBG Funding of HOME CHDO Operating Costs	N	N	N	N	N
23	Tornado Shelters—Private Mobile Home Parks		N	N	N	N
24A	Payment of Interest on Section 108 Loans	N	N	N	N	N
24B	Payment of Costs of Section 108 Financing					
24C	Debt Service Reserve	N	N	N	N	N

Attachment C – Project Site and Floor Plans



A1.0



BID PHASING NOTES

RUBIO MEDINA, ARCHITECT
ARCHITECTURE: PLANNING: CONSTRUCTION MANAGEMENT
P.O. BOX 333333
PHONE: 01 2222222
FAX: 01 3333333
E-MAIL: RUBIOMEDINA@RUBIOMEDINA.COM

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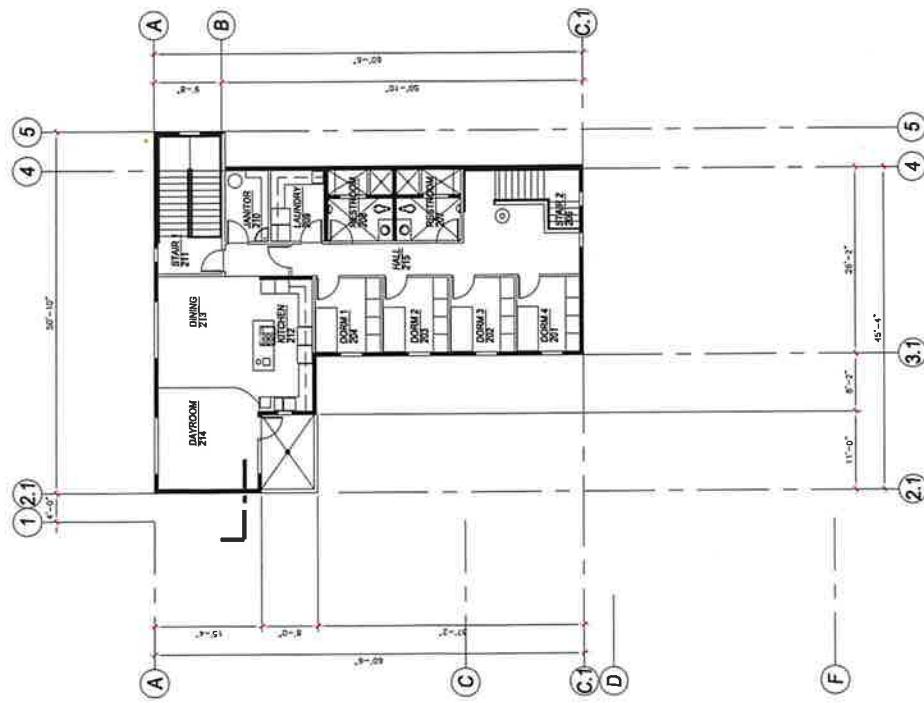
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SECOND FLOOR PHASING PLAN - BASE BID

Attachment D – Posted Public Hearing Notice



Notice of Public Hearing

City of Holtville

Notice is hereby given that a public hearing will be held by the City of Holtville City Council at the date, time, and place indicated below to discuss a possible application for funding under the State Community Development Block Grant (CDBG) Program and to gather residents' ideas for possible activities to be included in the application.

Purpose: Community Development Block Grant Application for a new Public Safety Center	Project Location: Southern portion of 600 Pine Avenue at the northeast corner of 6th Street and Pine Avenue (APN 045-204-015)
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The City of Holtville anticipates submitting an application requesting \$3.3 million in program funding during the next Community Development Block Grant (CDBG) program year. The City is planning to utilize CDBG funds to construct a new 11,698 square foot two-story wood and steel framed building to serve as the city's public safety center housing a new fire station and sheriff substation at the aforementioned location. A draft Environmental Assessment (EA) is being prepared for the application submission under the National Environmental Protection Act (NEPA).

The purpose of this hearing is to review CDBG eligible activities, collect residents' views on the proposed project along with any housing and community development needs, and the adoption of a City Council resolution approving an application for funding and the execution of a grant agreement and any amendments thereto from the 2025 funding year of the State CDBG Program.

City Council Meeting Date: February 9, 2026

Hearing Time: 5:30 PM

Hearing Location: City Hall
121 W. 5th Street
Holtville, CA 92250

The following information related to the project is available for review by contacting Francisco Barba, Associate Planner, at (442) 236-1480 or via email at fbarba@theholtgroup.net, or by visiting City Hall during regular business hours between 8:00am and 5:00pm on Monday - Friday:

- A. Amount of funds available and range of activities that may be undertaken.
- B. Information on proposed projects(s)
- C. Estimated amounts of funds proposed to be used for activities benefiting persons of low- and moderate-income.
- D. Plans for minimizing displacement of persons as a result of activities associated with CDBG funds and plans for providing assistance to persons displaced as a result of CDBG-funded activities.
- E. Records regarding the past use of CDBG funds

Any person desiring to comment on the above project may do so in writing or may appear in person at the public hearing. Written comments should be directed to the Holtville City Clerk at the above address; and be delivered by 5:00pm on February 9, 2026. Please reference the project name in all written correspondence.

The City of Holtville does not discriminate on the basis of race, color, national origin, sex, sexual orientation, gender identify age, age, religion or disability. If you require specific accommodations to participate in the public hearing, please contact the City Clerk at least one (1) business day prior to the scheduled hearing.

Posted: Yvette Rios

Date: 1/29/26



Aviso de Audiencia Pública Ciudad de Holtville

Se informa que el Consejo Municipal de la Ciudad de Holtville tendrá una audiencia pública en la fecha, hora y lugar indicado a continuación para presentar una posible solicitud para fondos de parte del Community Development Block Grant (CDBG) del Estado y para obtener las ideas de los residentes sobre las posibles actividades que se incluirían en la solicitud.

Propósito:	Ubicación del Proyecto:
Solicitud de fondos de parte del Community Development Block Grant para la construcción de un nuevo Centro de Seguridad Pública	600 Pine Avenue, en la esquina noreste de la calle 6th Street y Pine Avenue (APN 045-204-015)

La ciudad de Holtville planea someter una solicitud para obtener \$3.3 millones en financiación a través del programa CDBG durante el próximo año fiscal. La ciudad planea utilizar los fondos para construir un nuevo edificio de 11,698 pies cuadrados, con estructura de madera y acero que servirá como centro de seguridad pública y albergará una nueva estación de bomberos y una subestación del sheriff en la ubicación mencionada. Se está preparando un Environmental Assessment (EA) para el proyecto de acuerdo con las regulaciones del National Environmental Protection Act (NEPA).

El propósito de esta audiencia es revisar las actividades elegibles para el programa CDBG, recabar las opiniones de los residentes sobre el proyecto propuesto o cualquier necesidad en materia de vivienda y desarrollo comunitario, y la aprobación de una resolución del Concejo Municipal que apruebe la solicitud y la firma de un acuerdo de subvención y posibles modificaciones para el año fiscal 2025 de Programa CDBG.

Fecha de la reunión del Consejo Municipal: 9 de febrero del 2026

Hora de la audiencia 5:30 PM

Lugar de la audiencia: City Hall
121 W. 5th Street
Holtville, CA 92250

La siguiente información relacionada con el proyecto está disponible para su consulta. Puede contactar a Francisco Barba, planificador asociado, al (442) 236-1480 o por correo electrónico a fbarba@theholtgroup.net, o visitando las oficinas del City Hall durante el horario de oficina, de 8:00am a 5:00pm, de lunes a viernes:

- A. Cantidad de fondos disponibles y los tipos de actividades que se pueden realizar.
- B. Información sobre el proyecto propuesto.
- C. Cantidad estimadas de fondos que se utilizaran para actividades que beneficien a personas de bajos y moderados ingresos.
- D. Planes para minimizar el desplazamiento de personas como resultado de las actividades asociadas a los fondos del programa CDBG y planes para brindar asistencia a las personas desplazadas como consecuencia de las actividades financiadas con fondos del programa.
- E. Registros relativos al uso anterior de los fondos del programa CDBG.

Cualquier persona que desee comentar sobre el proyecto mencionado puede hacerlo por escrito o en persona en durante la audiencia pública. Los comentarios por escrito deben dirigirse a la secretaría municipal de Holtville a la dirección indicada anteriormente y ser entregadas antes de las 5:00pm del 9 de febrero de 2026. Por favor, indique el nombre del proyecto en toda la correspondencia escrita.

La Ciudad de Holtville no discrimina por motivos de raza, color, origen nacional, sexo, orientación sexual, identidad de género, edad, religión o discapacidad. Si necesita alguna adaptación especial para participar en la audiencia pública, comuníquese con la Secretaría Municipal al menos un (1) día antes de la fecha programada para la audiencia.

Publicado: Yvette Rios

Fecha: 1/29/26

Attachment E – City Council Resolution

Resolution of the Governing Body

RESOLUTION NO. 26-05

A RESOLUTION APPROVING AN APPLICATION FOR FUNDING AND THE EXECUTION OF A GRANT AGREEMENT AND ANY AMENDMENTS THERETO FROM THE 2025 FUNDING YEAR OF THE STATE CDBG PROGRAM

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

SECTION 1:

The City Council has reviewed and hereby approves the submission to the State of California of one or more application(s) in the aggregate amount, not to exceed, of \$3.3 million for the following CDBG activities, pursuant to the and 2025 CDBG NOFA:

List activities and amounts

Activity (e.g. <i>Public Services, Infrastructure, etc.</i>)	Dollar Amount Being Requested for the Activity
Construction of new Fire Station (Infrastructure)	\$ 3,300,000
	\$
	\$
	\$
	\$

SECTION 2:

The City Council hereby approves the use of Program Income in an amount not to exceed \$1.1 million for the CDBG activities described in Section 1.

SECTION 3:

The City Council acknowledges compliance with all state and federal public participation requirements in the development of its application(s).

SECTION 4:

The City Council hereby authorizes and directs the City Mayor or designee*, to execute and deliver all applications and act on the City's behalf in all matters pertaining to all such applications.

SECTION 5:

If an application is approved, the City Mayor or designee*, is authorized to enter into, execute and deliver the grant agreement (*i.e.*, Standard Agreement), any recordable or nonrecordable contract documents, and any and all subsequent amendments thereto with the State of California for the purposes of the grant.

SECTION 6:

If an application is approved, the City Mayor or designee*, is authorized to sign and submit Funds Requests and all required reporting forms and other documentation as may be required by the State of California from time to time in connection with the grant.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Holtville held on February 9, 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Mike Pacheco, Mayor
City Council

STATE OF CALIFORNIA
City of Holtville

I, Yvette Rios, City Clerk of the City of Holtville, State of California, hereby certify the above and foregoing to be a full, true and correct copy of a resolution adopted by said City Council on this 9th day of February, 2026 and that said resolution has not been amended, modified, repealed, or rescinded since its date of adoption and is in full force and effect as of the date hereof.

Yvette Rios, City Clerk of the City of Holtville, State of California

By: Yvette Rios, City Clerk

Attachment F – CDBG PowerPoint Presentation



City of Holtville

2025 Community Development
Block Grant Program Presentation

What is CDBG?

- The Community Development Block Grant (CDBG) program is administered by the U.S. Department of Housing and Urban Development (HUD) and provides annual formula grants to state and local governments.
- The program funds housing rehabilitation, infrastructure, public services, and economic development to principally benefit low- and moderate-income persons.
- Activities must meet one of three national objectives: benefitting low/mod-income persons, preventing slums/blight, or meeting urgent community development needs.
- Allows local governments to design their own programs based on specific community priorities.

Notice of Funding Availability

- On September 30, 2025, the State Department of Housing and Community Development (HCD) released a Notice of Funding Availability (NOFA) for approximately \$27 million in federal funds for the CDBG program.
- The NOFA specifically states the development of viable communities as the main objective of the program via the:
 - The provision of decent affordable housing
 - The provision of a suitable living environment
- Expanding economic opportunities, principally for the benefit of Low- and Moderate-Income (LMI) persons, families, households, and neighborhoods.

Community Development Block Grant Program
2025 Notice of Funding Availability



Gavin Newsom, Governor

State of California
Tomiquia Moss, Secretary
Business, Consumer Services and Housing Agency

Gustavo Velasquez, Director
California Department of Housing and Community Development

Division of Financial Assistance, Federal Programs Branch,
Community Development Block Grant Program
651 Bannon Street, 8th Floor, Sacramento, CA 95811
Email: edbs@hcd.ca.gov

September 30, 2025

Amended December 15, 2025

California Department of Housing and Community Development
2025 Community Development Block Grant Program NOFA

Estimated Program Timeline

Item	Date
EDBG NOFA Releases	September 30, 2025
Submission Portal Opening Date	February 2, 2026, at 9:00AM PST
Application Deadline	April 3, 2026, at 3:00PM PDT
Award Letters Signed	September 2026
Standard Agreement Execution	On a rolling basis starting October 2026
Expenditure Deadline	2 years, 9 months from Standard Agreement execution by Department

Allocation of Funding

Funding Category Allocation	Percentage	Estimated Dollar Amount
Local Administration	7%	2 million
Public Service (24 C.F.R. 570.201(e)(1))	≤15%	4.4 million
Planning (24 C.F.R. 570.483(b)(5))	≤10%	2.9 million
Housing Programs, Economic Development Programs, and All Projects	34%	9.25 million
Set-aside for applicants who have not been awarded CDBG funds in the last 5 NOFA cycles (2020-2024) (Limit one public service, planning, program or project per applicant)	≤25% of total NOFA amount; to fund a maximum of 4 total awards, whichever is the lesser amount	Up to 6.75 million
Colonias Set-Aside (Section 916 of the National Affordable Housing Act)	Set-aside of 5%	1.48 million
Non-federally recognized Tribes Set-Aside (H.S.C. §50831)	Set-aside of 1.25%	371,000

Activity Limits

1. Public Service – Up to \$300,000
2. Planning – up to \$300,000
3. **Projects – up to \$3.3 million**
4. Programs – up to \$1.5 million
 - i. Housing Program application may include any of the following activities. Each activity must have its own Sub Application.
 - 13A – Housing Counseling
 - 13A – Housing Counseling
 - 13B – Single Family (1 - 4 units) Homeownership Assistance
 - 14A – Single Family (1 - 4 units) Housing Rehabilitation
 - 14F – Single Family (1 - 4 units) Energy Efficiency Improvements
 - 15 – Code Enforcement
 - ii. An Economic Development Program may include any of the following activities. Each activity must have its own Sub Application.
 - 18A – Economic Development Direct Financial Assistance to For-Profit Business
 - 18B – Economic Development Technical Assistance
 - 18C – Economic Development: Microenterprise Assistance

Proposed Project



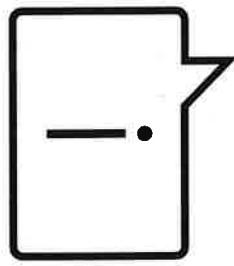
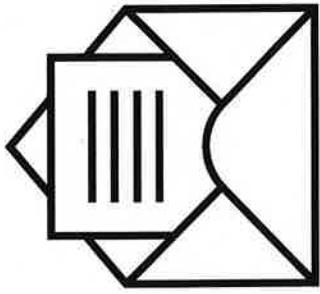
- The City of Holtville is proposing to apply for \$3.3 million in CDBG funds to assist with the development of a new Public Safety Center.
- The proposed Public Safety Center will be located on a 1.71-acre parcel located at 600 Pine Avenue (Assessor's Parcel Number 045-204-015) on the northeast corner of 6th Street and Pine Avenue within the City of Holtville.
- The proposed project consists of the construction of a new 11,698 square foot two-story wood and steel framed building to house a new fire station.

Project Need

- The 2017 City of Holtville Service Area Plan projects a 23% population increase over a 20-year period.
- Maintaining current staffing ratios would require 1 additional full-time firefighter and 3 paid-call firefighters to service the 23% population increase.
- While the existing ratio is sufficient to meet the current demands, it falls short of the city's preferred standard of 1.2 full-time firefighters per 1,000 people.
- Meeting this preferred standard will require 8 additional full-time firefighters to address the 23% population increase.
- The existing fire station cannot adequately accommodate any additional full-time staff.
- The new fire station is proposed to provide space for additional full-time and part-time firefighters to meet long-term community needs.

Public Comments and Suggestions

- Residents are encouraged to participate by providing comments and suggestions for the use or proposed use of CDBG funds.
- All comments will be recorded and included as part of the CDBG application.



For additional questions or
comments, please contact:

Cynthia Mancha, City Planner

760.337.3883 Ext. 4

cmancha@theholtgroup.net

Or

Francisco Barba, Associate Planner

442.236.1480

fbarba@theholtgroup.net

Thank
you

City of Holtville

REPORT TO COUNCIL

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

Approvals	Meeting Date	02/09/26
	Item Number	5 a
	City Manager	
	Finance	
	City Attorney	

INFORMATION ONLY – NO ACTION REQUIRED AT THIS TIME

ADMINISTRATION

Public Safety Lot/New Construction – Rubio Medina of Irvine, California was engaged in April, 2023, to perform Architecture services to design Phase I (Fire Apparatus Bay) and Phase II (PS Administration & Fire Dormitories) of this project. Staff met with Mr. Medina multiple times in early May, wherein iterative documents were discussed and revised. Pursuant to discussions between Council, Chief Silva, the CM and Mr. Medina regarding configuration, direction solidified for constructing a 3-bay apparatus section and a 2-story administration/residence area. Further discussion also clarified the placement of the building on the site and the external motif design. Due to an increase in the size of the project over that which was called out in the RFP, the architect approached the City about augmented funding, which was approved by Council. More solid delineation of cost estimates for the phasing of the project were presented in August, 2024, and presented to Council for consideration.

A status update meeting with Mr. Medina, Chief Silva, and the CM was held via Zoom in late January, 2025, wherein Medina estimated submission of plans for first plan check to be middle to late February. Chief Silva continued to meet virtually with the architect and subconsultants on various issues over the spring months. The full set of drawings were finally submitted to the plan check firm in late April. This process was expected to be iterative with the architect, with multiple redlines and resubmissions, with staff expecting the entire process to be less than 60 days. However, the architect was once again very slow to turn the documents back around to the plan checkers, subsequently saying that he was “waiting on” some information from the City to move forward. That was then sent to him. Chief Silva spoke with Mr. Medina in early November and although he continues to want to hold the project up for minor issue like landscaping and color schemes, he has resubmitted the process for a second plan review. Chief Silva checked in with Mr. Medina early this 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 <i>re: Downtown Code Violations</i>	Fifth Street
· 02/04/26 Meeting w/ City Planner <i>re: Downtown Code Violations</i>	Phone Conference
· 02/05/26 Conference w/ City Attorney, City Planner <i>re: Various Issues</i>	Offices of Walker & Driskill
· 02/05/26 Meeting w/ Business Owner <i>re: Downtown Code Violations</i>	City Hall
· 02/06/26 NW Vacation Day (<i>Out of Office</i>)	

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 (<i>City Hall Closed</i>)	
· 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 (<i>Out of Office</i>)	
· 08/13 - 08/14/26 NW Vacation Days (<i>Out of Office</i>)	

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 COUNCIL

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

DATE ISSUED: February 06, 2026

FROM: Chandler Sinclair, Finance Supervisor

SUBJECT: Finance Department Update

INFORMATION ONLY – NO ACTION REQUIRED AT THIS TIME

City of Holtville Financial Update – General Fund

The purpose of the following information is to address the financial health of the City of Holtville's **General Fund** through **Q2 FY2026**.

The Finance Department has examined and evaluated the General Fund making necessary adjustments to ensure all revenues and expenditures have been properly recorded with efforts to establish increased knowledge of current financial standing and to better generate future projections and proposals.

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

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

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

Acct. Description	2024-25				2025-26				YoY Change	
	Budget	Thru Dec	Y/E Actual	% of Actual	Budget	Thru Dec	% of Bgt	Projected		
GENERAL FUND										
REVENUE										
Property Tax	330,700	117,700	327,130	36.0%	333,200	150,986	45.3%	377,886	40.0%	
Other Taxes	1,231,500	577,817	1,198,382	48.2%	1,187,750	598,256	50.4%	1,155,710	51.8%	
Licenses/Permits	1,700	624	1,693	36.9%	1,700	1,155	67.9%	1,246	92.7%	
Fines & Penalties	1,050	358	860	41.6%	1,300	187	14.4%	187	100.0%	
Revenue from Use of Money	55,000	55,552	118,653	46.8%	105,000	9,147	8.7%	90,766	10.1%	
Revenue from other Agencies	1,020,738	329,185	1,622,898	20.3%	1,115,488	464,295	41.6%	1,317,403	35.2%	
Total Current Services	188,625	101,231	219,028	46.2%	201,375	51,369	25.5%	187,024	27.5%	
Total Other Revenue	670,000	550,000	1,128,489	48.7%	670,000	400,822	59.8%	733,322	54.7%	
TOTAL REVENUE	3,499,313	1,732,467	4,617,133	37.5%	3,615,813	1,676,217	46.4%	3,863,544	43.4%	
EXPENDITURES										
Salaries & Wages	973,456	656,077	1,166,690	56.2%	1,049,942	500,496	47.7%	1,112,959	45.0%	
Fringe Benefits	317,647	119,912	206,772	58.0%	335,203	121,614	36.3%	246,829	49.3%	
Personal Expenses	345,695	337,915	366,587	92.2%	362,445	350,617	96.7%	382,328	91.7%	
Supplies & Services	1,806,940	932,903	2,042,910	45.7%	1,839,260	875,850	47.6%	1,947,471	45.0%	
Data Processing	48,425	30,401	56,178	54.1%	59,175	46,722	79.0%	63,450	73.6%	
Outlay	35,000	5,594	8,471	66.0%	27,000	-	0.0%	5,000	0.0%	
Law Expense	-	-	33,532	0.0%	-	-	-	-	-	
TOTAL EXPENDITURES	3,527,163	2,082,802	3,881,140	53.7%	3,673,025	1,895,299	51.6%	3,758,037	50.4%	
Net Revenue over Expenditures	(27,850)	(350,335)	735,993		(57,212)	(219,082)		105,507	37.5%	

[GENERAL FUND]

Revenues

- Revenue Budget for FY2026 is estimated at \$3.616M.
- Revenues through Q2 FY2026 are estimated at \$1.676M.
- Projected Revenues for FY2026 as of Q2 are estimated at \$3.864M.

Therefore, projected revenues are roughly \$44.7K less than budgeted revenues as of Q2 FY2026.

Relevant Commentary:

- The City received an estimated \$1.676M of revenue through Q2 FY2026.
- Interest Earnings have not yet been calculated or recorded. The projected figures reflect an estimation for FY2026 based on recent years' earnings. Interest earnings will be calculated and recorded before Y/E.
- The City received more State COPS funding in FY2026 than what was budgeted for the previous fiscal year. Additionally, there is more revenue expected to come before Y/E, which is due to back pay from earnings missed in previous years.
- Total Other Revenue is higher at year-end for FY 2025 primarily due to a Transfer In adjustment related to previously misclassified RDA RPTTF Residual funds that were corrected and recorded in the General Fund during the fiscal year. This revenue source is ongoing; however, beginning in future fiscal years it will be properly reflected within Property Tax revenue.

YoY Change - Revenue

- Property Tax Revenue shows an increase of 28.3% YoY (\$33.3K). This increase of \$33.3K reflects standard distribution trends and normal allocation adjustments.
- Revenue from Use of Money shows a decrease of 83.5% YoY (\$46.4K). This decrease is due to the lack of interest earnings postings. This revenue is expected to surpass previous year's figures as well as budgeted. Interest earnings will be calculated and posted by Y/E.
- Revenue from other Agencies shows an increase of 41.0% YoY (\$135.1K). This is due to an increase in State COPS funding, which is mostly backpay from previous fiscal years. The city is expected to receive even more of this funding before the Y/E.
- Total Current Services Revenue shows a decrease of 49.3% YoY (\$49.9K). This is because during FY2025, there were more planning and zoning fees being received by the city. Additionally, building permit fees that were received declined YoY because there were large fees received by the city in FY2025 for the major construction of multi-family housing. This was a one-time revenue of approximately \$12K that is not expected again this fiscal year.
- Overall, TOTAL REVENUES show a decrease of 3.2% YoY (\$56.3K).

[GENERAL FUND]

Expenditures - by Category

ADMIN:

- Expenditures Budget for FY2026 is estimated at \$1.187M.
- Expenditures through Q2 FY2026 are estimated at \$708.5K.
- Projected Expenditures for FY2026 as of Q2 are estimated at \$1.247M.

Therefore, projected expenditures are roughly \$59.4K over budgeted.

SAFETY:

- Expenditures Budget for FY2026 is estimated at \$1.979M.
- Expenditures through Q2 FY2026 are estimated at \$945.2K.
- Projected Expenditures for FY2026 as of Q2 are estimated at \$1.970M.

Therefore, projected expenditures are roughly \$9.2K under budgeted.

PUB WKS:

- Expenditures Budget for FY2026 is estimated at \$506.7K.
- Expenditures through Q2 FY2026 are estimated at \$248.3K.
- Projected Expenditures for FY2026 as of Q2 are estimated at \$536.3K.

Therefore, projected expenditures are roughly \$29.6K over budgeted.

YoY Change - Total Expenditures

- Salaries & Wages Expense shows a decrease of 23.7% YoY (\$155.6K). Despite modest wage increases during the fiscal year, this decrease is primarily due to the lack of Strike Team participation during FY2026, which, in contrast, occurred more heavily in FY2025.
- Personal Expenses show an increase of 3.8% YoY (\$12.7K). The majority of this is due to a spike in Expenditure on Insurance & Safety Bonds, specifically for PERMA. This is the City's insurance fee. Please note that this expense occurs once annually in the first quarter of the fiscal year, which is why 91.7% of personal expenses budget has been utilized.
- Supplies and Services Expenses show a decrease of 6.1% YoY (\$57.1K). This reduction reflects continued cost-conscious purchasing and operational efficiency efforts, and the Fire and Public Works teams are commended for their careful management of supply and service costs during the fiscal year.
- Data Processing Expenses show an increase of 53.7% YoY (\$16.3K). This YoY increase is solely due to the miscoding of some expenses during FY2025. This issue has been addressed and resolved.
- Overall, TOTAL EXPENDITURES show a decrease of 9.0% YoY (\$187.5K).

[GENERAL FUND]

NET INCOME/LOSS

- The City shows a Net Loss as of Q2 FY2026 for the General Fund in the amount of \$219.1K. This reflects an improvement from Q1 FY2026 as revenues continue to be received and expenditures stabilize. Although the City shows a Net Loss, there has been improvement of 37.5% YoY – the Net Loss as of Q2 FY2025 was \$350.3K.
- The City of Holtville's General Fund projections as of Q2 FY2026 show that revenues should outweigh expenditures by approximately \$105.5K. – This projection may change as we approach the Y/E, but with a diligent and mindful approach to City spending within all the departments, this positive outcome is achievable.

Overall, the City of Holtville's financial health of the General Fund as of Q2 FY2026 is in good condition and remains stable, and although the fiscal year is still in progress, the City is trending to produce a positive net income.

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

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

Respectfully submitted,



Chandler Sinclair
Finance Supervisor
City of Holtville



City of Holtville Report to Council

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

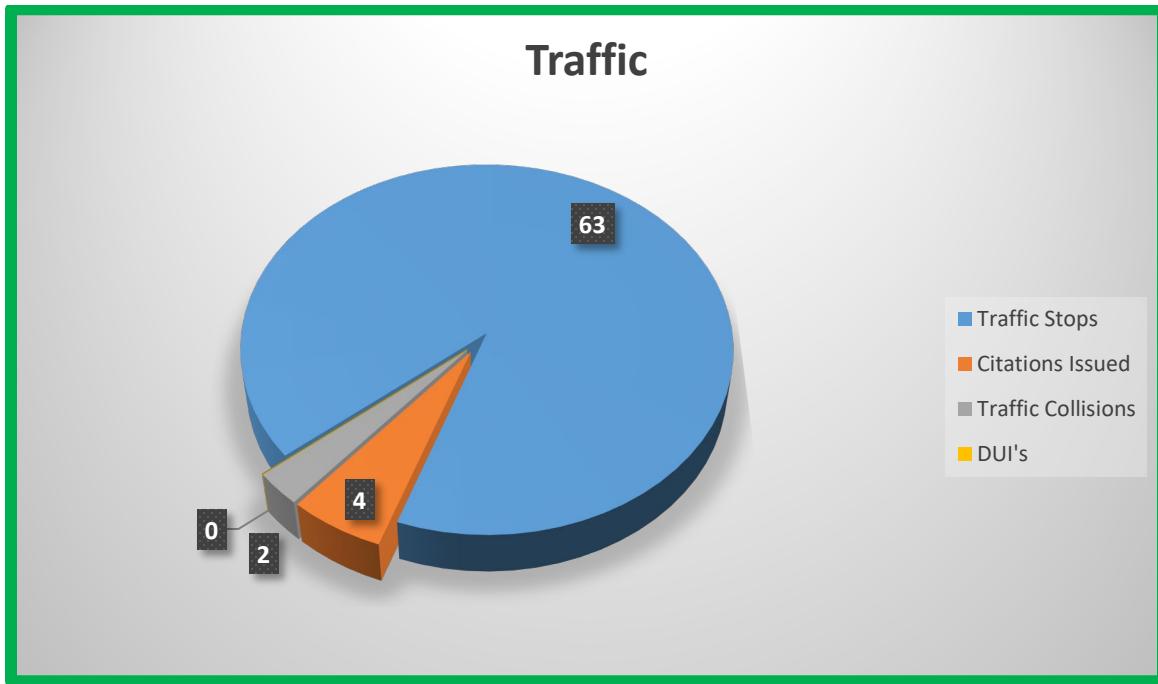
Date Issued: February 4, 2026
From: Sergeant Damian Martinez, Chief of Police
Subject: Holtville Sheriff's Monthly Report – January 2026

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

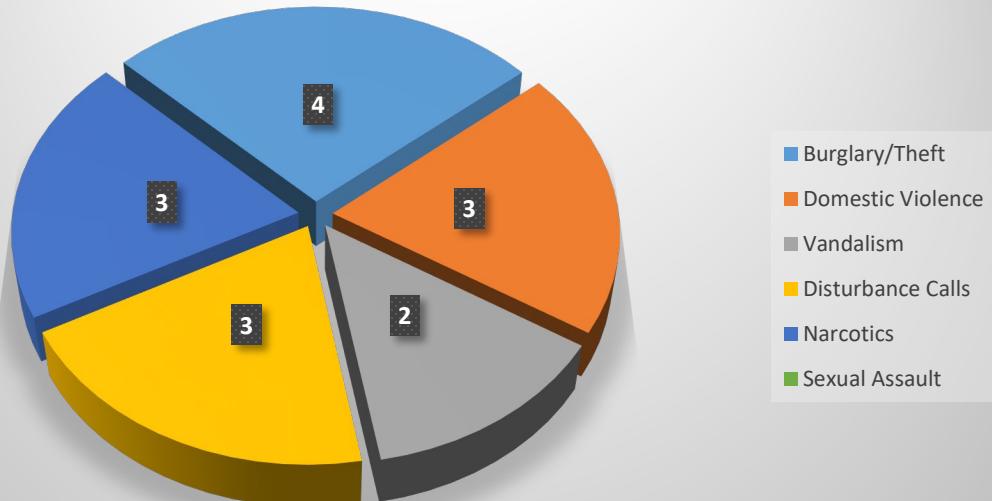
The following is a summary of statistics for the Holtville Sheriff's Deputies for the month of **January 2026**

Calls for Service:

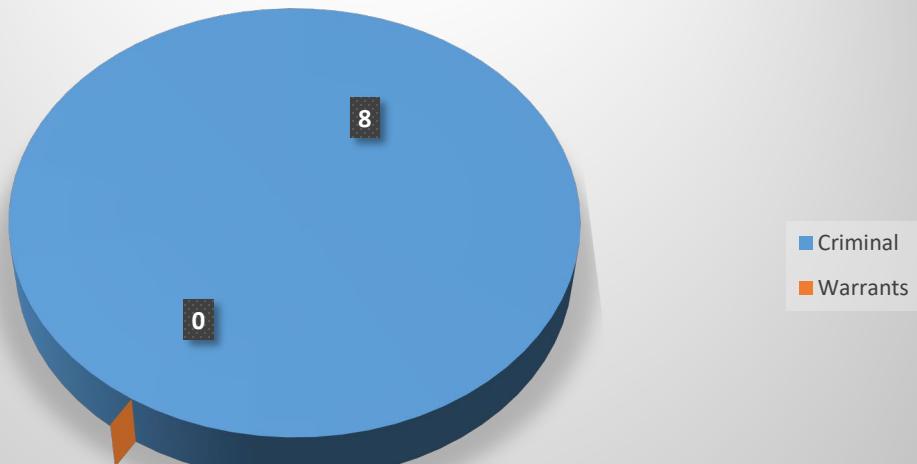
- 251 total incident reports, which were entered into Pro Phoenix Computer Database by the Imperial County Sheriff's Dispatch Center. These calls consisted of requests for Sheriff's services.

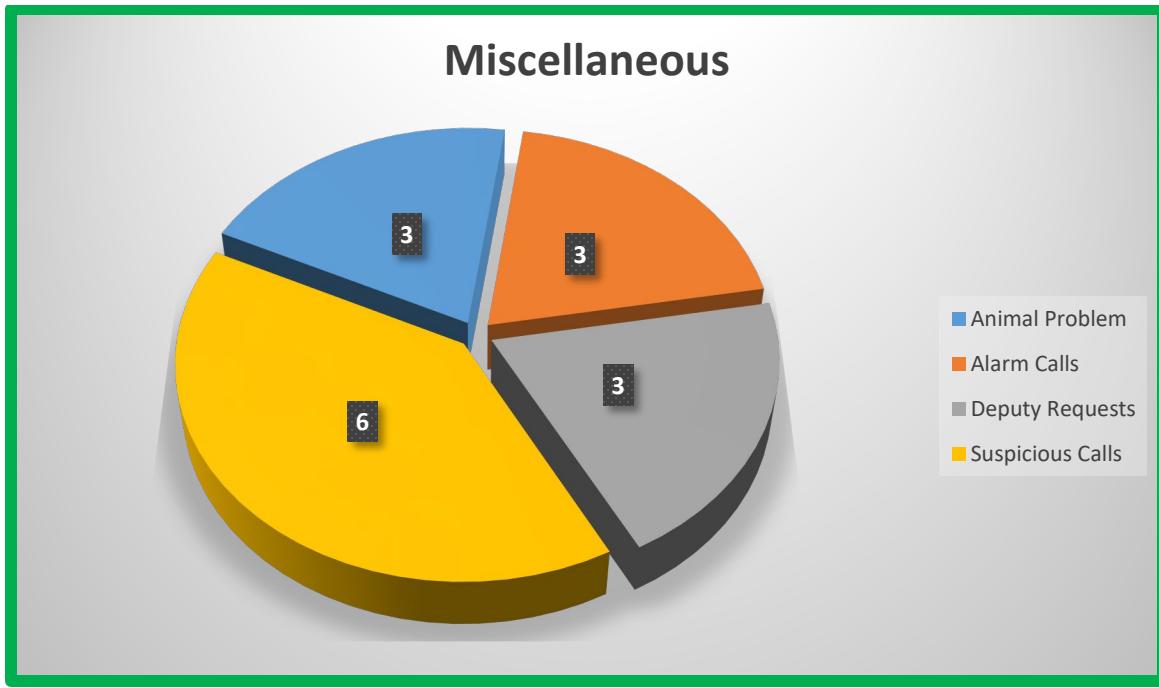


Criminal Activity



Arrests





The following is a brief summary of incidents and events that the Holtville Police Department has been involved in during the month of January 2026.

CR#: 26-100 VEHICLE CHECK (6th St/Orange Ave)

Deputy conducted a vehicle check on two vehicles parked along the north curb of 6th Street, facing westbound, just east of Orange Avenue. The vehicles were a gray Volkswagen Jetta and a blue Mitsubishi Lancer. Both vehicles displayed registration tags that were expired in excess of six months. Deputy requested a records check through dispatch, which confirmed that the registration for both vehicles had been expired for over six months. Both vehicles were towed away for the violations.

CR# 26-- Disturbance

RP advised she had been punched in the face by her neighbor. While speaking with the victim the deputy observed redness on the nose. Victim said she rolled down the window and was soon punched by the suspect with a closed fist. Victim desired prosecution and signed an ICSO Private Person Arrest form. Deputies contacted the suspect at her residence and stated she punched the victim because she had been taunting her. Suspect was placed under arrest for violating Penal Code Section 243(a)-Battery and booked into the Imperial County Jail

CR# 26.0904 - Violation of Court Order

Holtville Deputies were dispatched to above address in regarding a female having an active restraining order and being at the property. Deputies made contact with the RP, and she provided a copy of a restraining order reflecting the suspect was the restrained person. RP provided deputies surveillance footage of the suspect attempting to open the side door of RP's property. The restraining order also had terms of a stay away order of RP's property. The suspect was later arrested for violation of court order and booked to Imperial County Jail without further incident.

CR#: 26-01018 911

RP advised of an unknown male subject inside of her residence when she arrived home. Upon arrival, Deputy observed a male subject seated in a gray 2010 Hyundai Sonata, parked west of the residence on Orange Avenue. The driver immediately began yelling profanities regarding the deputy emergency lights and drove northbound on Orange Avenue. After briefly contacting the visibly distressed reporting party, the driver made a U-turn, drove southbound past the residence while yelling, and fled when ordered to stop. Deputy initiated a pursuit with emergency lights and siren activated as the driver drove recklessly through residential streets, committing multiple traffic violations, including failing to stop at posted stop signs, excessive speeding, and aggressive braking behavior. Driver led deputies on a prolonged pursuit through the City of Holtville and surrounding roadways, including Highway 115, Evan Hewes Highway, Highway 111, Worthington Road, and Interstate 8. Traffic conditions were generally light; however, the driver's driving demonstrated a willful disregard for public safety. Driver briefly stopped in the driveway of 648 Fern Avenue, where he failed to comply with commands during a felony stop, exited and re-entered his vehicle, and again fled the scene. The pursuit continued westbound on Interstate 8, where the driver reached approximately 113 MPH in a posted 70 MPH zone and again attempted to cause collisions by abruptly braking. The driver was located by USBP inside his vehicle on the side of WB I-8 in San Diego County due to his vehicle being disabled. ICSO met with SDSO and USBP and took the driver into custody. The driver was transported and booked into Imperial County Jail for numerous charges.

CR# 26-1420 Vandalism/Attempt stolen vehicle

RP called 911 reporting a just occurred vandalism to a Jeep Gladiator. RP stated at approximately 0348 hours he arrived home from work when he noticed the alarm to a Jeep parked across his residence was going off. RP then saw two male subjects wearing all black exit the Jeep. The two male subjects ran west bound on 8th Street and got into a newer model, silver/metallic F250 with black rims parked in the corner of Circle Drive and 8th Street. The driver side window to the Jeep was completely broken and a steering wheel lock was still in place. Contact was made with the registered owner of the Jeep who stated nothing was taken from inside the Jeep. Statements and pictures were taken, pending follow-ups.

CR# 26-1791 - 911 Hangup

911 Open line. Male and female heard in a verbal argument. Additional callers reporting a domestic violence and male subject dragging female into the residence. Deputies made contact with the female who had minor injuries to her left arm. Male half was not complying with demands and resisted arrest. After further investigation it was determined that the male and female were in a verbal argument which then became physical. Male pulled female forcefully into the residence causing her to fall to the ground. Once on the ground the male got on top of female and did not allow her to get up. Male was arrested and booked into Imperial County Jail for spousal abuse and resisting arrest.

CR# 26-2027 - Stolen Vehicle

RP contacted ICSO in reference to an auto theft of her 2021 gray Jeep Wrangler. Per the RP, vehicle was taken from her residence between the hours of 0115 and 0600. ICSO dispatch contacted the West Port of Entry, who advised the vehicle had been crossed over to Mexico at 0615 hours on today's date. Follow up will be conducted and Holtville Deputies are still standing by for surveillance footage from neighbors.

CR#: 26-2066 Trespass

RP advised of two male subjects, possibly juveniles, on an active construction site. Deputy arrived and spoke with two workers who were staying on the property. The workers advised the juveniles might be in the northeast building. Deputy located the juveniles on the second story of the northeast

building. Both juveniles were escorted off the property and advised they were trespassed from the property. Negative signs of vandalism were seen to the building or any other property

CR# 26.2719 - Juvenile Problem (Holt Park): Holtville Deputies were dispatched to Holt Park in reference to RP requesting prosecution for an assault to his 13-year-old juvenile son. RP advised his son was pushed by 13-year-old juvenile causing visible injuries. RP was requesting prosecution.

CR# 26-2763 Flag Down (Hot Rods & Beer)

Deputy was flagged down by a female outside Hot Rods & Beer in regard to a physical fight that just occurred inside of Hot Rods. The female advised two male subjects got into a fight but left the area prior to law enforcement arriving. Deputy located a male subject who had a lump/laceration under his left eye. Victim stated he was in a fight with another male subject but denied medical attention and did not desire prosecution.

CR# 26.2826 - Vandalism

RP contacted ICSO in reference to his vehicles being vandalized (Ford Van E350 / Ford Explorer). Negative suspect information. Negative surveillance footage. RP estimated the overall cost of damage to be a total of \$10,000. Multiple windows had been broken.

CR#26-3032 – Vehicle Check

On the corner of 8th Street and Walnut Avenue, a 2004 grey Lexus SUV had the rear (driver's side) door open, impeding traffic, in violation of CVC 22517. A vehicle check was conducted, and a male subject was in the rear (driver's side) passenger seat, and another male subject was in the front passenger seat. Both subjects provided identification, and when asked who the owner of the vehicle was, they stated a female's name. The female was inside the residence, and she later came out of the residence and refused a vehicle search of her grey Lexus. A K9 sniff was requested, and an ICSO K9 alerted to narcotics inside the vehicle. After a search of the vehicle was conducted, 1.9 pounds of suspected methamphetamine, several plastic baggies, drug paraphernalia, and controlled substance residue were located inside the vehicle. All 3 were transported and booked into Imperial County Jail.

CR#26-3148 – Auto Theft

RP reported that his 2016 Toyota Camry was stolen from his residence between 2200 hours and 0600 hours. RP said his daughter, parked the vehicle on 01/27/26 at 2200 hours, but left the vehicle keys inside and the passenger door unlocked. RP said he has no surveillance footage or suspect information. Later, the victim called ICSO to request a Deputy after her grandfather located the vehicle on 9th Street and Beale Road. The vehicle was removed from the system and returned to the owner.

CR#26-3497 - Missing Person

Brawley Police requested an agency assist in reference to missing juvenile. The juvenile was located inside residence with ex-boyfriend. A records check was conducted, and an active restraining (no contact) order was on file with the restrained and juvenile as the protected. The juvenile was removed from the missing person system and turned over to mother without further incident. Boyfriend was then transported and booked into Imperial County Jail. for violation of restraining order.

Respectfully submitted,

Sergeant Damian Martinez

City of Holtville

REPORT TO CITY COUNCIL

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

DATE ISSUED: February 4th, 2026

FROM: Joshua Osuna
Water Treatment Plant Chief Operator/Supervisor

SUBJECT: Water Treatment Plant Operations & Maintenance Summary

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

The purpose of this report is to inform council of all operations and maintenance activities carried out at the Water Treatment facilities during the period 1/22/26 through 2/4/26.

WATER TREATMENT PLANT:

- Daily operations which include daily log numbers, backwashing filters, UV system check, calibration of chemicals, daily ponds inspection, & daily pool inspection.
- Replaced UV level sensors for both UV Trains
- Replaced calibration chambers for chemical feed pumps
- Began our annual generators report and Electronic Annual Report (EAR)

Respectfully Submitted,



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

City of Holtville
REPORT TO CITY COUNCIL

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

DATE ISSUED: February 3rd 2026

FROM: Gustavo Rodriguez
Water/Wastewater Operations Supervisor

SUBJECT: Water / Wastewater Plant Operations & Maintenance Summary

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

The purpose of this report is to inform council of all operations and maintenance activities carried out at the Wastewater treatment facilities during the period between 1/26/2026 thru 2/09/2026.

WASTEWATER PLANT:

- During the months of January and February of this year, 2026, the inspection of the wastewater treatment plant and its equipment were thoroughly inspected, confirming no deficiencies. The facility and its condition appear excellent, all equipment shows proper maintenance, and plant operations are running efficiently. We have started our accelerated sampling required by the waterboard to make sure we have no more toxicity going out in our final effluent discharge to the Alamo River. Last Monday, February 2nd, we took our second sample out of the four samples that we must take to pass for non-toxicity. Sample #1 has passed and we hope the remaining samples will too. I will be informing the city council and city manager of the outcome of the next batch of sampling.

Respectfully Submitted,

Gustavo Rodriguez.
Wastewater Chief Plant Operator/Consultant



(Clarifiers)



(Plant building)

**City of Holtville
REPORT TO COUNCIL**

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

DATE ISSUED February 6, 2026
FROM: Public Works Supervisor
SUBJECT: Bimonthly Report.

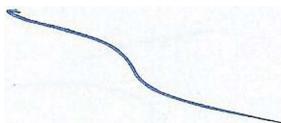
THIS IS INFORMATION PROVIDED TO THE CITY COUNCIL. NO ACTION IS REQUIRED OF THE CITY COUNCIL.

The purpose of this report is to inform the Council of Public Works activities since the last council meeting.

Public Works has been actively working on or completed the following:

- Cleared sewer plugs at various locations in town.
- Repaired water service line leaks.
- Worked with the Sheriff's Department to clean up graffiti at the park and around town.
- Cleaning up all burnt salt cedars south of the skate park.
- Caught 2 dogs.
- Pumped water out of Apple Court retention basin.
- Patch several water breaks.
- Replaced one 1inch meters.
- Replaced 17 register.

Respectfully Submitted,



Alejandro Chavez
Public Works Supervisor
City of Holtville