

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

February 22, 2016

OPEN SESSION

6:00 PM

Jim Predmore, Mayor
Mike Goodsell, Mayor Pro Tem
Ginger Ward, Council Member
David Bradshaw, Council Member
Richard Layton, Council Member

Steve Walker, City Attorney
Denise Garcia, City Clerk
Nick Wells, City Manager
George Morris, City Treasurer

THIS IS A PUBLIC MEETING

If there is an item on the agenda on which you wish to be heard, please come forward to the microphone at the time the item is being addressed. State your name for the record. All other items can be addressed during the Public Comments portion of the agenda. The Mayor reserves the right to place a time limit on each person asking to be heard.

CITY COUNCIL

CLOSED SESSION 5:30 PM

CONFERENCE WITH LABOR NEGOTIATORS:

(Government Code Section 54957(b)1)

Agency Negotiator: City Manager/City Attorney
Classified Employees

PUBLIC EMPLOYMENT:

(Government Code Section 54957.6)

City Manager Evaluation
Evaluation Criteria

CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION:

(Government Code Section 54956.9(a))

City of Holtville vs. Black Dog Farms
City of Holtville vs. Willowbend Mobile Home Park
Charles Simpson vs. City of Holtville

CITY COUNCIL: Meeting Called To Order

PLEDGE OF ALLEGIANCE:

INVOCATION: Pastor Dusty Ward, Calvary Chapel

CITY CLERK RE: Verification of Posting of the Agenda

EXECUTIVE SESSION ANNOUNCEMENTS: Steve Walker, City Attorney

PRESENTATION: Explanation of ICSO Courtesy Survey – Police Chief Manuel De Leon & Deputy Lindberg

PUBLIC COMMENTS: This is time for the public to address the City Council **on any item not appearing on the agenda** that is within the subject matter jurisdiction of the City Council. The Mayor reserves the right to limit the speaker's time. The Mayor will recognize you and when you come to the microphone, please state your name and address for the record. You are not allowed to make personal attacks on individuals or make comments which are slanderous or which may invade an individual's personal privacy.

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.

1. Approval of the Minutes from the Meeting of February 8, 2016.
2. Current Demands #35692 thru #35743.

REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES AND COMMUNIQUES:

UNFINISHED BUSINESS:

None

NEW BUSINESS:

3. **Discussion/Related Action** to Authorize Staff to Publish Bid Advertisement for Construction Management/Resident Engineering Services for the Walnut Avenue Roadway Improvement Project between First and Fourth Streets – Nick Wells, City Manager
4. **Discussion/Related Action** to Adopt **RESOLUTION #16-04** Authorizing the Submission of a Financial Assistance Application for Water Tank & System Improvements under the Drinking Water State Revolving Fund Program (DWSRF) – Justina Arce, City Planner
5. **Discussion/Related Action** to Adopt **RESOLUTION #16-06** Adopting a Reimbursement Agreement for Costs Incurred Under the Water Tank & System Improvement Project Proposed to be Funded by the State Water State Revolving Fund Program (DWSRF) – Nick Wells, City Manager
6. **Discussion/Related Action** to Adopt **RESOLUTION #16-07** Authorizing the Examination of Prepaid Mobile Telephony Services Surcharge and Local Charge Records – Nick Wells, City Manager

INFORMATION ONLY:

7. **City Manager Report – Nick Wells**
 - a. Fire Chief – Alex Silva
 - b. Water/Wastewater Supervisor – Frank Cornejo
 - c. Public Works Foreman – Alex Chavez
8. Items for future meetings

ADJOURNMENT:

I, Denise Garcia, City Clerk of the City of Holtville, California, **DO HEREBY CERTIFY** that the foregoing agenda was duly posted at Holtville City Hall on February 19, 2016.

11

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

February 8, 2016

MEETING DATE:	2-22-16
APPROVED FOR AGENDA	
CITY MANAGER	
FINANCE MANAGER	
CITY ATTORNEY	

The regular meeting of the Holtville City Council was held on Monday, February 8, 2016 at 6:00 p.m. in the Civic Center. Council Members present were Ginger Ward, Richard Layton, David Bradshaw, Jim Predmore, and Mike Goodsell. Staff members present were Nick Wells, Denise Garcia and Manuel DeLeon. City Attorney Steve Walker, City Engineer Jack Holt, City Planner Justina Arce, and City Treasurer George Morris were also present.

CITY COUNCIL CLOSED SESSION MEETING CALLED TO ORDER:

Mayor Jim Predmore called the meeting to order at 5:31 p.m.

CITY COUNCIL OPEN SESSION MEETING CALLED TO ORDER:

Mayor Jim Predmore called the meeting to order at 6:08 p.m.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Mayor Jim Predmore.

INVOCATION:

Council Member Mike Goodsell led the invocation.

CITY CLERK RE: VERIFICATION OF POSTING OF AGENDA:

City Clerk verified that the agenda was duly posted on Friday, February 5, 2016.

EXECUTIVE SESSION ANNOUNCEMENTS:

None

CONFERENCE WITH LABOR NEGOTIATORS:

(Government Code Section 54957(b 1))

AGENCY NEGOTIATOR: City Manager/City Attorney

Classified Employees

No Reportable Action Taken.

PUBLIC EMPLOYMENT:

(Government Code Section 54957.6)

City Manager Evaluation

Evaluation Criteria

No Reportable Action Taken.

CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION:

(Government Code Section 54956.9(a))

City of Holtville vs. Black Dog Farms

City of Holtville vs. Willowbend Mobile Home Park

Charles Simpson vs. City of Holtville

No Reportable Action Taken.

PUBLIC COMMENTS:

None

CONSENT AGENDA:

- 1. Approval of the Regular Minutes of the City Council Meeting of January 25, 2016.**
- 2. Current Demands #35586 thru #35691**

A motion was made by Mr. Layton and seconded by Ms. Ward to approve items 1 and 2 of the Consent Agenda. The motion carried in the form of a roll call vote.

AYES: Ward, Predmore, Layton, Bradshaw, Goodsell
NOES: None
ABSENT: None
ABSTAIN: None

REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES AND COMMUNIQES:

Richard Layton reported that he attended most of the recent Holtville events as well as a ceremony held at Riverview Cemetery that honored the Castro Brothers for their many years of military service.

Ginger Ward reported that she attended the Rib Cook off, rode in the Carrot Parade, attended the Carrot Cooking Contest, the Chamber Banquet, and served as a judge at the Chamber Tailgate Party.

James Predmore reported that he attended most of the recent Holtville events, minus the Rib Cook Off, and attended a SCAG Meeting in Los Angeles last Thursday.

Mike Goodsell reported that he attended the Rib Cook off, announced the Carrot Festival Parade, as well as the Firefighter's Association Lucha Libre Fundraiser.

David Bradshaw reported that he attended all of the Holtville events. He was a judge at the Carrot Cooking Contest and also toured the Waste Water Treatment Plant with the City Manager.

Steve Walker informed Council he enjoyed all of the Holtville events.

Nick Wells reported on the various awards that the City won during the Rib Cook off.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

3. Discussion/Related Action to Authorize the City Engineer to Publish Bid Advertisement for Construction Services for the Walnut Avenue Roadway Improvement Project between First and Fourth Streets – Justina Arce, City Planner

A motion was made by Council Member Bradshaw and seconded by Council Member Layton to authorize the City Engineer to publish bid advertisement for Construction Services for the Walnut Avenue Roadway Improvement Project between First and Fourth Streets. The motion carried in the form of a roll call vote.

AYES: Ward, Predmore, Layton, Bradshaw, Goodsell
NOES: None
ABSENT: None
ABSTAIN: None

4. PUBLIC HEARING: Discussion/Related Action to Introduce and Waive the First Reading and Adopt ORDINANCE #485 Amending and Adopting an Updated Land Use Map and Zoning Map for the City of Holtville – Justina Arce, City Planner

Mayor Predmore Opened the Public Hearing at 7:26 and with no comments from the public, he closed the Public Hearing at 7:26. A motion was made by Council Member Goodsell and seconded by Council Member Ward to Introduce and Waive the First Reading of Ordinance #485 amending and adopting an updated Land Use Map and Zoning Map for the City of Holtville. The motion carried in the form of a roll call vote.

AYES: Ward, Predmore, Layton, Bradshaw, Goodsell
NOES: None
ABSENT: None
ABSTAIN: None

5. Discussion/Related Action to Adopt RESOLUTION 16-05 Approving the Agreement for the City of Holtville to Provide Fire Protection Services to Surrounding Unincorporated Areas for and on Behalf of the County of Imperial – Nick Wells,

A motion was made by Council Member Ward and seconded by Council Member Layton to adopt Resolution 16-05 approving the agreement for the City of Holtville to Provide Fire Protection Services to Surrounding Unincorporated Areas for and on behalf of the County of Imperial. The motion carried in the form of a roll call vote.

AYES: Ward, Predmore, Layton, Bradshaw, Goodsell
NOES: None
ABSENT: None
ABSTAIN: None

6. Discussion/Related Action Regarding Streets Assessment Information – Nick Wells, City Manager & Jack Holt, City Engineer

Direction was given to bring back additional information.

INFORMATION ONLY:

Item 7 – Presentation of the Finalized Complete Streets Findings Report was moved to Item 8 and replaced with a Presentation from the MTC Detention Center.

7. Presentation of MTC Detention Center – Presentation Only; no action taken.
Warden John Rathman introduced himself and updated the Council on the current population of the Detention Center and provided information on current and future happenings at the facility.

8. Presentation of the Finalized Complete Streets Findings Report – Nick Wells, City Manager
Presentation Only; no action taken. Bryan Jones, of Alta, presented the Complete Streets Findings Report to Council.

9. STAFF REPORTS:

- a. Police Chief – Manuel DeLeon**
- b. Water/Wastewater Supervisor – Frank Cornejo**
- c. Public Works Foreman – Alex Chavez**
- d. Finance Department Report – Hector Orozco**

Written reports were provided by the following: Police Chief, Water/Wastewater Supervisor, Public Works Foreman and GL Analyst.

10. Items for future meetings:

The State of the City Address was tentatively scheduled for late May.

There being no further business to come before Council, Mayor Predmore adjourned the meeting at 8:08 p.m.

James Predmore, Mayor

Denise Garcia, City Clerk

2

CITY OF HOLTVILLE
Monthly Check Register

MEETING DATE:	02/22/16
ITEM NUMBER	2
Approvals	CITY MANAGER 
	FINANCE MANAGER
	CITY ATTORNEY

Date : 2/18/2016 2:28:17 PM
User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

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Check Number : 35692 Check Date : 2/16/2016						
Vendor : 8698 ELITE COMMAND TRAINING						
10	71487	2/8/2016	FELIPE PATINO	GENERAL ADMIN FUNCTIONS REGIST	FD	240.00
10	71488	2/8/2016	MARCOS CORNEJO	GENERAL ADMIN FUNCTIONS		240.00
Invoice Amount : 480.00		Discount Amount : 0.00		Check Amount : 480.00		
Check Number : 35693 Check Date : 2/16/2016						
Vendor : 2201 FELIPE PATINO						
10	71483	2/8/2016	EMS RENEWAL 201	EMS RENEWAL	FD	47.00
Invoice Amount : 47.00		Discount Amount : 0.00		Check Amount : 47.00		
Check Number : 35694 Check Date : 2/16/2016						
Vendor : 1893 HEARTLAND FIRE TRAINING						
10	71625	2/12/2016	E. RAMIREZ	FIRE PREVENTION OFFICER TRAINING	FD	110.00
Invoice Amount : 110.00		Discount Amount : 0.00		Check Amount : 110.00		
Check Number : 35695 Check Date : 2/16/2016						
Vendor : 7933 MARCOS CORNEJO						
10	71630	2/12/2016	TRAINING ACCOMO	GENERAL ADMIN FUNCITONS ACCOM	FD	305.00
Invoice Amount : 305.00		Discount Amount : 0.00		Check Amount : 305.00		
Check Number : 35696 Check Date : 2/16/2016						
Vendor : 8023 MIRAMAR COLLEGE						
10	71626	2/12/2016	ED RAMIREZ	FIR PREVENTION OFFICER TRAINING	FD	42.00
Invoice Amount : 42.00		Discount Amount : 0.00		Check Amount : 42.00		
Check Number : 35697 Check Date : 2/16/2016						
Vendor : 2201 FELIPE PATINO						
10	71632	2/16/2016	MILEAGE;PER DIE	PER DIEM FOR TRAINING; MILEAGE	FD	345.35
Invoice Amount : 345.35		Discount Amount : 0.00		Check Amount : 345.35		
Check Number : 35698 Check Date : 2/18/2016						
Vendor : 8161 A1 GOLF CARS						
10	71492	2/8/2016	1028	REPAIRST TO GEM VEHICLE	FD	155.92
Invoice Amount : 155.92		Discount Amount : 0.00		Check Amount : 155.92		
Check Number : 35699 Check Date : 2/18/2016						
Vendor : 1065 ACME SAFETY & SUPPLY CO.						
10	71560	2/10/2016	101650	SIIGNS; BARRICADES	PW	219.56
Invoice Amount : 219.56		Discount Amount : 0.00		Check Amount : 219.56		
Check Number : 35700 Check Date : 2/18/2016						
Vendor : 2149 ACME STAFFING						
10	71593	2/11/2016	18542	TEMP. EMPLOYEES	ADMIN.	1,087.12
12	71593	2/11/2016	18542	TEMP. EMPLOYEES	PW	1,680.80
Invoice Amount : 2,767.92		Discount Amount : 0.00		Check Amount : 2,767.92		
Check Number : 35701 Check Date : 2/18/2016						
Vendor : 8041 AFLAC						
10	71591	2/11/2016	800889	INS. PREMIUM	ADMIN	122.81
Invoice Amount : 122.81		Discount Amount : 0.00		Check Amount : 122.81		
Check Number : 35702 Check Date : 2/18/2016						
Vendor : 1107 AIRGAS WEST						
11	71549	2/10/2016	9047626459	OXYGEN; ACETYLENE	PW	60.17
12	71549	2/10/2016	9047626459	OXYGEN; ACETYLENE		60.20
Invoice Amount : 120.37		Discount Amount : 0.00		Check Amount : 120.37		
Check Number : 35703 Check Date : 2/18/2016						
Vendor : 1452 AVAYA , INC.						
10	71585	2/11/2016	2733618996	PHONE	FD	69.77
Invoice Amount : 69.77		Discount Amount : 0.00		Check Amount : 69.77		

CITY OF HOLTVILLE

Monthly Check Register

Date : 2/18/2016 2:28:17 PM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

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Vendor : 4617 BAJA DESERT TIRE						
11	71550	2/10/2016	32146	REPLACE TIRES ON PW VEHICLE	PW	501.12
12	71550	2/10/2016	32146	REPLACE TIRES ON PW VEHICLE		501.11
Invoice Amount : 1,002.23		Discount Amount : 0.00		Check Amount :		1,002.23
Check Number : 35705 Check Date : 2/18/2016						
Vendor : 8166 BOUNDTREE						
10	71485	2/8/2016	82029981	SUPRAGLOTTIC AIRWAY KIT		131.19
10	71486	2/8/2016	82031501	DEFIB PADS POWERHEART	FD	276.44
10	71510	2/8/2016	82035413	FIRST AID KIT (4)		101.87
Invoice Amount : 509.50		Discount Amount : 0.00		Check Amount :		509.50
Check Number : 35706 Check Date : 2/18/2016						
Vendor : 8697 BRITTNEY RECTOR						
10	71484	2/8/2016	EMT 2016	EMT REGISTRATION	FD	70.00
Invoice Amount : 70.00		Discount Amount : 0.00		Check Amount :		70.00
Check Number : 35707 Check Date : 2/18/2016						
Vendor : 8684 CA-NV Section AWWA						
11	71571	2/10/2016	ALEJANDRO CHAVE	REGISTRATION FOR CROSS CONNECT		155.00
11	71572	2/10/2016	A CHAVEZ	CROSS CONNECTION TRAINING CLAS	PW	920.00
Invoice Amount : 1,075.00		Discount Amount : 0.00		Check Amount :		1,075.00
Check Number : 35708 Check Date : 2/18/2016						
Vendor : 2289 CALIF. SOCIETY OF MUNICIPAL FINANCE						
10	71599	2/11/2016	HECTOR OROZCO	MEMBERSHIP	ADMIN	110.00
Invoice Amount : 110.00		Discount Amount : 0.00		Check Amount :		110.00
Check Number : 35709 Check Date : 2/18/2016						
Vendor : 2320 COUNTY MOTOR PARTS						
12	71545	2/10/2016	201492	ADAPTER	PW	10.30
12	71548	2/10/2016	201821	REPAIR PARTS FOR SEWER JETTER		25.55
Invoice Amount : 35.85		Discount Amount : 0.00		Check Amount :		35.85
Check Number : 35710 Check Date : 2/18/2016						
Vendor : 1349 COUNTY OF IMPERIAL						
22	71592	2/11/2016	15-32	4TH QUARTER DIST. OF COSTS MEMB	ADMIN	740.51
Invoice Amount : 740.51		Discount Amount : 0.00		Check Amount :		740.51
Check Number : 35711 Check Date : 2/18/2016						
Vendor : 1907 COUNTY OF SAN DIEGO, RCS						
10	71531	2/10/2016	16HOLTFDN07	800 MHZ RADIOS	PW	760.84
11	71531	2/10/2016	16HOLTFDN07	800 MHZ RADIOS	FD	73.33
12	71531	2/10/2016	16HOLTFDN07	800 MHZ RADIOS		73.33
Invoice Amount : 907.50		Discount Amount : 0.00		Check Amount :		907.50
Check Number : 35712 Check Date : 2/18/2016						
Vendor : 7932 CR&R INCORPORATED						
10	71589	2/11/2016	JAN. 2016	TRASH SERVICE FOR JANUARY 2016	TRASH	(3,086.73)
13	71589	2/11/2016	JAN. 2016	TRASH SERVICE FOR JANUARY 2016		17,067.84
10	71594	2/11/2016	JULY-DEC.2015	STREET SWEEPING		2,689.02
Invoice Amount : 16,670.13		Discount Amount : 0.00		Check Amount :		16,670.13
Check Number : 35713 Check Date : 2/18/2016						
Vendor : 1845 DEPT OF JUSTICE						
10	71596	2/11/2016	146659	FINGERPRINT NEW EMPLOYEE	FD	32.00
Invoice Amount : 32.00		Discount Amount : 0.00		Check Amount :		32.00
Check Number : 35714 Check Date : 2/18/2016						
Vendor : 1124 FEDERAL EXPRESS						

CITY OF HOLTVILLE

Monthly Check Register

Date : 2/18/2016 2:28:17 PM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

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Check Number : 35715		Check Date : 2/18/2016				
Vendor : 4662 FERNANDO RUIZ, INC.						
10	71563	2/10/2016	127804	SAFETY MONTHLY RETAINER		235.00
11	71563	2/10/2016	127804	SAFETY MONTHLY RETAINER	PW	235.00
12	71563	2/10/2016	127804	SAFETY MONTHLY RETAINER		235.00
Invoice Amount : 705.00		Discount Amount : 0.00		Check Amount :		705.00
Check Number : 35716		Check Date : 2/18/2016				
Vendor : 1073 FIRE, ETC.						
10	71530	2/10/2016	84628	GLOVES; BOOTS; STEEL TOE STATI	FD	502.20
Invoice Amount : 502.20		Discount Amount : 0.00		Check Amount :		502.20
Check Number : 35717		Check Date : 2/18/2016				
Vendor : 8699 GOLDEN WEST INDUSTRIAL SUPPLY						
10	71513	2/8/2016	2073643	FLASHLIGHTS	FD	299.14
Invoice Amount : 299.14		Discount Amount : 0.00		Check Amount :		299.14
Check Number : 35718		Check Date : 2/18/2016				
Vendor : 8691 HDL COREN & CONE						
10	71577	2/10/2016	22443	PROPERTY TAX SERVICE	ADMIN	750.00
Invoice Amount : 750.00		Discount Amount : 0.00		Check Amount :		750.00
Check Number : 35719		Check Date : 2/18/2016				
Vendor : 1015 HOLT GROUP, THE						
11	71600	2/11/2016	15-12-041	(450) WTP TANK BECC GRANT		105.22
10	71601	2/11/2016	15-12-040	(448) HIGGINS ANNEXATION/ PRE ZO		821.01
22	71602	2/11/2016	15-12-039	(446) 6TH STREET (SOUTH) RSTP		35.00
22	71603	2/11/2016	15-12-038	(442) 9TH STREET IMPROVEMENTS P		152.50
22	71604	2/11/2016	15-12-037	(436) COMPLETE STREETS PLAN		412.50
10	71605	2/11/2016	15-12-036	(428) SGC GP/SAP GRANT ADMIN.		57.50
10	71606	2/11/2016	15-12-035	(414) TENTATIVE PARCEL MAP FOR D		627.50
22	71607	2/11/2016	15-12-034	(383) RSTP WALNUT IMPROVEMENT P		20.00
22	71608	2/11/2016	15-12-033	(377) CEDAR AVE. CMAQ		83.75
22	71609	2/11/2016	15-12-032	(335) ICTC & MISC. TRANSPORATION		756.25
12	71610	2/11/2016	15-12-031	(327) SRF GRANT APPLICATION FOR		833.33
22	71612	2/11/2016	15-12-029	(315) ALAMO RIVER TRAIL		192.07
10	71613	2/11/2016	15-12-028	(207) BLDG. PERMITS; SIGN PERMITS		768.34
10	71614	2/11/2016	15-12-027	(047) GENERAL PLANNING SERVICES		830.42
22	71615	2/11/2016	15-12-012	(426) ENG. SERVICES FOR NORTH 5		110.00
12	71616	2/11/2016	15-12-013	(435) WASTEWATER TREATMENT EX		1,705.00
10	71621	2/11/2016	15-12-014-1	(440) PLAN CHECK FLOATING ELECT		1,850.00
Invoice Amount : 9,630.39		Discount Amount : 0.00		Check Amount :		9,630.39
Check Number : 35720		Check Date : 2/18/2016				
Vendor : 1147 HOLTVILLE CHAMBER OF COMMERCE						
10	71582	2/10/2016	2016 BANQUET	2016 CARROT FESTIVAL BANQUET	COUNCIL	330.00
Invoice Amount : 330.00		Discount Amount : 0.00		Check Amount :		330.00
Check Number : 35721		Check Date : 2/18/2016				
Vendor : 1153 I.V. REGIONAL OCCUPATIONAL PROGRAM						
10	71597	2/11/2016	JAN. 2016	FINGERPRINT NEW EMPLOYEE FD	FD	25.00
Invoice Amount : 25.00		Discount Amount : 0.00		Check Amount :		25.00
Check Number : 35722		Check Date : 2/18/2016				
Vendor : 8099 IMPERIAL COUNTY AUDITOR-CONTROLLER						

CITY OF HOLTVILLE

Monthly Check Register

Date : 2/18/2016 2:28:17 PM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

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Invoice Amount : 633.58		Discount Amount : 0.00		Check Amount :		633.58
Check Number : 35723		Check Date : 2/18/2016				
Vendor : 2297 IMPERIAL COUNTY SHERIFF'S DEPT.				PD		
10	71598	2/11/2016	1312016-1	SHERIFF SERVICES FOR JANUARY 20		83,555.00
Invoice Amount : 83,555.00		Discount Amount : 0.00		Check Amount :		83,555.00
Check Number : 35724		Check Date : 2/18/2016				
Vendor : 1027 IMPERIAL STORES						
10	71468	2/8/2016	566499	CHRISTMAS LIGHTS		11.45
10	71469	2/8/2016	566493	SPRING CLAMP		14.39
10	71471	2/8/2016	565894	TIMER WITH REMOTE		21.92
10	71472	2/8/2016	565449	PLASTIC STAND; TIDE		20.28
10	71473	2/8/2016	706961	BULBS; OUTDOOR TIMER		46.21
10	71474	2/8/2016	565423	WIRE ROPE CLIP; ADJ WRENCH		11.23
10	71475	2/8/2016	565407	CHRISTMAS LIGHTS		55.18
10	71476	2/8/2016	565401	CABLE; CHRISTMAS LIGHTS; OUTDOO		118.44
10	71477	2/8/2016	565391	LIGHT BULBS		26.67
10	71478	2/8/2016	565361	CHRISTMAS TREE		26.16
10	71479	2/8/2016	565340	LIGHT BULBS		40.89
10	71480	2/8/2016	565335	WIRE ROPE CLIP; COATED CABLE		32.02
10	71481	2/8/2016	565313	LIGHT BULBS; CHRISTMAS LIGHTS; D		216.64
10	71482	2/8/2016	565307	CABLE TIES		32.12
10	71489	2/8/2016	567982	FORD CHPKEY (FD)		69.81
10	71490	2/8/2016	567952	CLEANING SUPPLIES		35.21
10	71491	2/8/2016	567971	TWIST PLUG		7.55
10	71493	2/8/2016	567411	CABINET LOCK		6.04
10	71494	2/8/2016	567600	SPRAY PAINT; STENCIL LETTERS		49.44
10	71495	2/8/2016	567603	RATCHET DRIVER		15.67
10	71497	2/8/2016	567996	VEHICLE WASH		6.65
10	71498	2/8/2016	567961	OUTLET SURGE STRIP		15.22
10	71501	2/8/2016	567236	NUTRIBULLET		107.99
10	71502	2/8/2016	567351	CARB/ CHOKE CLEANER		5.38
10	71503	2/8/2016	567849	TIRE FOAM		4.73
10	71504	2/8/2016	568339	GRILL CLEANER; CLEANING SUPPLIES		14.32
10	71505	2/8/2016	568357	PROPANE FOR RIB COOK OFF		41.23
10	71506	2/8/2016	568355	TRASH BAGS FOR RIB COOK OFF		16.73
10	71507	2/8/2016	568333	ICE CHEST; SUSPENSION MULTITOO		125.14
10	71508	2/8/2016	569215	CLEANING SUPPLIES		17.33
10	71509	2/8/2016	568141	PLASTIC RIB COOK OFF		8.85
10	71534	2/10/2016	568474	HEXT BOLTS FOR BARRICADES		3.79
10	71535	2/10/2016	568465	BATTERIES; SCREWDRIVER F		35.93
10	71536	2/10/2016	568095	CAULK; HONEY BEE EXTRACTOR		13.94
10	71537	2/10/2016	567839	PET FOOD FOR CITY POUND		105.31
10	71539	2/10/2016	567419	ROUND UP		43.18
10	71540	2/10/2016	568222	ROUND UP		48.58
10	71541	2/10/2016	568193	SUPPLIES FOR RIB COOK OFF		14.46
10	71542	2/10/2016	568071	PAINT; ROLLERS SUPPLIES FOR RIB		38.66
10	71543	2/10/2016	568242	BLACK SPRAY PAINT		10.78
12	71544	2/10/2016	568097	FLAP DISC; METL CUT OFF		23.73
10	71546	2/10/2016	568326	COATED GLOVES FOR RIB COOK OF		32.78
10	71547	2/10/2016	568426	CLEANING SUPPLIES		15.52

CITY OF HOLTVILLE

Monthly Check Register

Date : 2/18/2016 2:28:17 PM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
10	71553	2/10/2016	568181	LIQUID ACID		161.84
10	71554	2/10/2016	568301	TARP STRAP; BUNGEY		11.57
10	71555	2/10/2016	568327	GALLON STORAGE BAGS RIB COOK		8.62
10	71556	2/10/2016	712048	GLOVES FOR RIB COOK OFF		49.16
11	71567	2/10/2016	567065	POLY TARP		32.85
10	71568	2/10/2016	567039	TRASH CANS		36.70
Invoice Amount :		1,908.29	Discount Amount :		0.00	Check Amount : 1,908.29
Check Number :		35725	Check Date :		2/18/2016	
Vendor : 1757 IMPERIAL VALLEY ENVIRONMENTAL LAB						
12	71565	2/10/2016	7926	LAB ANALYSIS	PW	695.00
12	71566	2/10/2016	7914	LAB ANALYSIS		1,773.00
Invoice Amount :		2,468.00	Discount Amount :		0.00	Check Amount : 2,468.00
Check Number :		35726	Check Date :		2/18/2016	
Vendor : 8701 JACK EATINGER						
11	71590	2/11/2016	2094 MURRAY DR.	CLOSE OUT WATER ACCOUNT REFU	ADMIN	103.77
Invoice Amount :		103.77	Discount Amount :		0.00	Check Amount : 103.77
Check Number :		35727	Check Date :		2/18/2016	
Vendor : 1971 METRON - FARNIER						
11	71533	2/10/2016	21882	EXTERNAL ANTENNA FOR METERS	PW	99.49
Invoice Amount :		99.49	Discount Amount :		0.00	Check Amount : 99.49
Check Number :		35728	Check Date :		2/18/2016	
Vendor : 1558 OFFICE DEPOT						
10	71499	2/8/2016	816643433001	INK CARTRIDGES	FD	131.74
10	71528	2/10/2016	819710558001	OFFICE SUPPLIES		151.19
Invoice Amount :		282.93	Discount Amount :		0.00	Check Amount : 282.93
Check Number :		35729	Check Date :		2/18/2016	
Vendor : 1361 PHOENIX UNIFORM						
10	71511	2/8/2016	50235	REMOVE AND REPLACE PATCHES FO		25.92
10	71512	2/8/2016	155413	UNIFORM PANTS; STATION BOOTS	FD	194.29
Invoice Amount :		220.21	Discount Amount :		0.00	Check Amount : 220.21
Check Number :		35730	Check Date :		2/18/2016	
Vendor : 1176 QUILL CORPORATION						
11	71557	2/10/2016	2717440	INK CARTRIDGES	ADMIN	44.54
12	71557	2/10/2016	2717440	INK CARTRIDGES		44.55
10	71578	2/10/2016	2943823	OFFICE SUPPLIES	PW	20.04
10	71584	2/11/2016	2682275	OUTSIDE PHONE AT SHERIFF'S OFFIC		25.36
Invoice Amount :		134.49	Discount Amount :		0.00	Check Amount : 134.49
Check Number :		35731	Check Date :		2/18/2016	
Vendor : 1555 ROBERT S. NELSON AUTOMOTIVE						
10	71538	2/10/2016	11349	REPAIRS TO VEHICLE (PW)	PW	66.53
12	71538	2/10/2016	11349	REPAIRS TO VEHICLE (PW)		266.14
Invoice Amount :		332.67	Discount Amount :		0.00	Check Amount : 332.67
Check Number :		35732	Check Date :		2/18/2016	
Vendor : 1043 SELLERS PETROLEUM						
10	71529	2/10/2016	CL80304	FUEL (FD)	FD	600.69
10	71559	2/10/2016	80305	FUEL (PW)		411.45
11	71559	2/10/2016	80305	FUEL (PW)	PW	470.24
12	71559	2/10/2016	80305	FUEL (PW)		279.77
Invoice Amount :		1,762.15	Discount Amount :		0.00	Check Amount : 1,762.15
Check Number :		35733	Check Date :		2/18/2016	
Vendor : 1306 SILVA, ALEX						

CITY OF HOLTVILLE

Monthly Check Register

Date : 2/18/2016 2:28:17 PM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
10	71634	2/16/2016	2/21 THRU 2/26	ACCOMODATIONS FOR INSTRUCTOR 1		FD 413.10
Invoice Amount : 413.10		Discount Amount : 0.00		Check Amount :		413.10
Check Number : 35734		Check Date : 2/18/2016				
Vendor : 7841 SPARKLETTS						
10	71532	2/10/2016	9439337 020116	DRINKING WATER		FD 45.08
10	71558	2/10/2016	9431538020116	DRINKING WATER		PW 208.78
Invoice Amount : 253.86		Discount Amount : 0.00		Check Amount :		253.86
Check Number : 35735		Check Date : 2/18/2016				
Vendor : 1109 SPRINT						
11	71564	2/10/2016	984297987-091	AUTODIALER		PW 34.70
Invoice Amount : 34.70		Discount Amount : 0.00		Check Amount :		34.70
Check Number : 35736		Check Date : 2/18/2016				
Vendor : 1419 STAPLES CREDIT						
10	71580	2/10/2016	1492253681	TAX FORMS		ADMIN 15.11
10	71581	2/10/2016	1492412921	TAX FORMS		ADMIN 59.37
Invoice Amount : 74.48		Discount Amount : 0.00		Check Amount :		74.48
Check Number : 35737		Check Date : 2/18/2016				
Vendor : 8700 TRACTOR SUPPLY CREDIT PLAN						
11	71561	2/10/2016	100073685	TRUCK TOOL BOX; PLYERS; SQUARE		PW 184.52
12	71561	2/10/2016	100073685	TRUCK TOOL BOX; PLYERS; SQUARE		184.53
Invoice Amount : 369.05		Discount Amount : 0.00		Check Amount :		369.05
Check Number : 35738		Check Date : 2/18/2016				
Vendor : 1260 USA BLUEBOOK						
11	71562	2/10/2016	852199	OPERATOR STUDY GUIDE; SLUDGE P		PW 23.11
Invoice Amount : 23.11		Discount Amount : 0.00		Check Amount :		23.11
Check Number : 35739		Check Date : 2/18/2016				
Vendor : 2524 VALLEY TESTING						
10	71500	2/8/2016	26363	DRUG TEST FOR NEW EMPLOYEE (FD 42.00
Invoice Amount : 42.00		Discount Amount : 0.00		Check Amount :		42.00
Check Number : 35740		Check Date : 2/18/2016				
Vendor : 2012 VERIZON WIRELESS						
10	71595	2/11/2016	FEB. 2016	CELL PHONE CHARGES		235.53
11	71595	2/11/2016	FEB. 2016	CELL PHONE CHARGES		ADMIN 211.40
12	71595	2/11/2016	FEB. 2016	CELL PHONE CHARGES		141.45
Invoice Amount : 588.38		Discount Amount : 0.00		Check Amount :		588.38
Check Number : 35741		Check Date : 2/18/2016				
Vendor : 1231 WALKER & DRISKILL						
10	71573	2/10/2016	7142	SUCCESSOR AGENCY		112.50
10	71574	2/10/2016	7131	ATTORNEY FEES WILLOW BEND		ADMIN 2,304.50
10	71575	2/10/2016	7124	ATTORNEY FEES BLACK DOG		751.89
10	71576	2/10/2016	7121	ATTORNEY FEES		2,975.73
Invoice Amount : 6,144.62		Discount Amount : 0.00		Check Amount :		6,144.62
Check Number : 35742		Check Date : 2/18/2016				
Vendor : 1058 XEROX CORPORATION						
10	71514	2/8/2016	83256719	COPIER LEASE AND USAGE		FD 117.18
10	71586	2/11/2016	83256720	COPIER LEASE AND USAGE		284.73
11	71586	2/11/2016	83256720	COPIER LEASE AND USAGE		ADMIN 109.73
12	71586	2/11/2016	83256720	COPIER LEASE AND USAGE		ADMIN 109.74
Invoice Amount : 621.38		Discount Amount : 0.00		Check Amount :		621.38
Check Number : 35743		Check Date : 2/18/2016				
Vendor : 1738 ZAMORA'S BACKFLOW						

CITY OF HOLTVILLE
Monthly Check Register

Date : 2/18/2016 2:28:17 PM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
11	71551	2/10/2016	2151	BACKFLOW TEST; REPAIRS TO BAC		250.00
11	71552	2/10/2016	2151-1	BACKFLOW TEST AND REPAIRS TO	PW	250.00
Invoice Amount : 500.00			Discount Amount : 0.00		Check Amount :	500.00

Total Number of Vendors	:	51	:	0.00
Total Number of Checks Printed	:	52		
Total Number of Voided Checks	:	0		
Largest Check Amount	:	83,555.00		
Total for all Checks Printed	:	138,777.19		
Total for Voided Checks	:	0.00		
Net Amount of Checks Printed	:	<u>138,777.19</u>		

Summary

<u>Fund</u>	<u>Amount</u>
10 GENERAL FUND	106,430.05
11 WATER	3,864.19
12 SEWER	8,912.53
13 TRASH	17,067.84
22 LOCAL TRANSPORTATION FUND - TDA	2,502.58

City of Holtville
REPORT TO COUNCIL

MEETING DATE:	02/22/16
ITEM NUMBER	3
Approvals	CITY MANAGER 
	FINANCE MANAGER
	CITY ATTORNEY

DATE ISSUED: February 22, 2016
FROM: Nick Wells, City Manager
SUBJECT: *Authorizing RFP for Construction Management/Resident Engineering Services for the Walnut Avenue Improvement & Rehabilitation Project*

ISSUE:

Shall the City Council authorize staff to advertise for proposals to provide Construction Management / Resident Engineering Services for the upcoming Walnut Avenue Improvement and Pavement Rehabilitation Project?

DISCUSSION:

The Walnut Avenue project scope entails rehabilitating the pavement on Walnut Avenue from First to Fourth Street, inclusive of the curb along the west pavement end. Originally designed in anticipation the 2008 ARRA II program, the project was temporarily shelved when no additional ARRA funding was approved. A subsequent funding opportunity became available under STPL in 2012. The City submitted an application for that program requesting \$591,000 for the improvements. Under the selection process, the project was awarded a reduced grant of \$497,500 with \$64,500 coming from a local match commitment for total project cost of \$562,000. The City requested that funds be programmed in Fiscal Year 15-16. Environmental, Right-of-Way and Design phases were completed, with resulting Caltrans approvals received throughout 2015. A Request for Authorization to Proceed with Construction packet was submitted to Caltrans in November and Authorization (E-76) was issued on January 27, 2016.

The pavement in that area is in poor shape and in dire need of repair. The addition of curb, gutter and sidewalk to the west side will greatly reduce dust from the heavy truck traffic in the area.

FISCAL IMPACT:

The \$497,500 in total grant funds currently available for Construction and Construction Engineering require a minimum match of 11.47% of total project costs. Those funds were committed in 2012 via Resolution 12-08. The estimated costs for bidding, construction and construction engineering are broken down in the table that follows. Please note that Construction Engineering, which includes the Construction Management and QAP Services listed in the table, are restricted to no more than 15% of construction costs.

Total projected costs are slightly above the minimum match threshold, but the commitment was made and has been reinforced with the authorization to advertise for construction at the last City Council meeting.

		Cost Estimate	STPL Funding	LTA Funds
Bidding	0.9%	\$4,900	\$0	\$4,900
Construction Mgmt	11.8%	58,000	51,347	6,653
QAP	3.0%	14,500	12,837	1,663
Construction & AT		489,795	433,615	56,180
TOTALS		\$567,195	\$497,799	\$69,396
			87.8%	12.2%

CONCLUSION

The investment of LTA funds at about an 8:1 ratio to grant dollars is both a beneficial and prudent use of City resources.

CITY MANAGER RECOMMENDATION:

It is recommended that the City Council authorize staff to proceed with advertisement.

ALTERNATIVES:

Not to authorize, giving staff alternate direction.



cc staff report

CC Report No. 1

MEETING DATE:	02/22/16
ITEM NUMBER	4 & 5
Approvals	CITY MANAGER <i>[Signature]</i>
	FINANCE MANAGER
	CITY ATTORNEY

To: Nicholas Wells, City Manager
City of Holtville City Council

From: Justina G. Arce, City Planner

Date: February 22, 2016

Project: Financial Assistance Application for Water Tank & System Improvements under the Drinking Water State Revolving Fund Program (DWSRF)

Summary

Subject of Report:	Water Treatment Plant System Improvement Project Authorizing Resolution and Reimbursement Resolution for the Financial Assistance Application under the DWSRF Program
Project Location:	Wastewater Treatment Plant APN 045-330-044
Pending Action:	Review and Approval of the following actions: Authorizing Resolution 16-04 Reimbursement Resolution 16-06
Zoning:	No Change
General Plan:	No Change
Environmental:	Exempt

Background

The City of Holtville has been experiencing Trihalomethane (TTHM) violations in the Water Treatment Plant since the second quarter of 2013. The existing 2.7 MG Water Storage Tank located on 4th Street was installed in 2010 and has been experiencing some corrosion caused by a high chlorine concentration. The Holtville Water Treatment plant is unable to comply with California Division of Drinking Water (DDW) requirements without an addition to the water treatment processes. Additionally, the electrical panel requires some modifications/improvements. Funding Sources have been examined and it appears that the Drinking Water State Revolving Fund is a viable option for the City. The purpose of this staff report is to provide City Council with an overview of what the application entails and to consider

action via the aforementioned resolutions to authorize the City Manager to execute documents on behalf of the City and to recognize reimbursement restrictions of the proposed project if successfully awarded.

Issues for Discussion

Project Scope- The City proposes to clean the 2.7 MG tank with an NSF 60 approved chemical cleaning agent and install a Trihalomethane Removal System (TRS) inside the tank. The TRS will consist of the installation of an aeration system. The installation of the system proposes to target a 45% reduction in TTHM at the 2.7 MG Water Tank. Additionally, electrical improvements are proposed to accommodate the new system.

DWSRF Program-The Division of Financial Assistance continuously accepts Financial Assistance Applications for the DWSRF Program. Resolution 16-04 attached hereto proposes authorization to submit an application under the DWSRF Program. This Program extends an opportunity for the City of Holtville to prepare and submit a Financial Assistance Application for the DWSRF Program for the needed improvements at the Water Treatment Plant as follows:

- **Low Interest Loans-** The Drinking Water State Revolving Fund offers low-interest financing (currently at 1.60 percent) to entities for their drinking water improvement projects for a term of up to 20 years. Small disadvantaged communities may receive Extended Term Financing (up to 30 years for repayment rather than 20 years and/or subsidized rates as low as 0 percent).
- **Principal Forgiveness Loans-** The Drinking Water State Revolving Fund may offer principal forgiveness (*grant*) funds for eligible applicants. Under Prop 1, disadvantaged communities are eligible for principal forgiveness, grant, or combination thereof. A community is considered disadvantaged if the Median Household Income (MHI) is less than 80 percent of the State's MHI and severely disadvantaged if their MHI is less than 60 percent of the State's.

The City of Holtville qualifies as a **Severely** Disadvantaged Community because it has a community Median Household Income (MHI) that is less than 60 percent of the statewide MHI of \$61,489. Holtville had an MHI of \$29,628 per the 2014 US Census American Community Survey, which is equivalent to less than 50 percent. The cap was \$36,893 per State Water Resources Control Board Division of Financial Assistance, for Calendar Year 2016. Please note that these figures get adjusted on an annual basis and may change for either the City or the State by the time the underwriting takes place.

Disadvantaged communities must have an average residential water rate of at least 1.5 percent of the MHI to be eligible for principal forgiveness while severely disadvantaged communities don't have a minimum rate percentage. The City of Holtville's water residential water rate is 1.85 percent of the 2014 MHI. However, Holtville currently qualifies as a **severely** disadvantaged community which would not need to meet the water rate threshold.

- **Subsidy Caps-**Eligible Projects may receive subsidies not to exceed \$5 million in principal forgiveness (grants). The caps are based on rate ratios for disadvantaged

communities: Up to 80% of project costs for communities with ratios over 1.5 percent; Up to 100% of project costs for rate ratios over 2 percent of the MHI. Severely disadvantaged communities can receive up to 100% principle forgiveness regardless of ratio. It will be requested that the City be awarded 100 percent Principal Forgiveness funds for the Water Tank and System Improvement Project.

Application Process- The Drinking Water State Revolving Fund application requirements are extensive and demand four application packets with over 32 attachments in support of the funding request. The submission requirements are as follows:

- | | |
|----------------------------|---|
| 1. General Packet | General Application Packet (Construction) |
| Attachments | <ul style="list-style-type: none"> • G-1 Organizational Structure • G-2-Site Control Documentation |
| 2. Technical Packet | Technical Application Packet (Construction) |
| Attachments | <ul style="list-style-type: none"> • T1 – Engineering Report • T2a – Water Metering Certification • T3 – Water System Permit • T4 – Technical Managerial & Financial Assessment • T5 – Water Rights Documentation • T6 – Water Conservation Program • T7 – Plans and Specs |
| 3. Environmental | Environmental Application Packet (Construction) |
| Attachments | <ul style="list-style-type: none"> • E-CEQA Documentation • E1 Air Emission Calculation • E2 Coastal Clearance • E3 Updated Species List • E4 Income & Tribe Data • E5 Farmland Clearance • E6 Flood Plain Clearance • E7a Area of Potential Effect (APE) Map • E7b NAHC Consultation • E7c CHRIS Records Search • E8 Rivers Map • E9 Migratory Bird List • E10 Wetlands Clearance • E11 Aquifer Locations • E12 National Forest Clearance |
| 4. Financial Packet | Financial Security Packet (Construction) |
| Attachments | <ul style="list-style-type: none"> F1 Water Rate Structure (3 year history) F2 Revenue/Expenditure Projection (5 years) F3 Reimbursement Resolution F4 Audited Financial Statements (3 years) F5 Authorizing Resolution F6 Rate Adoption Resolution (Adopted) F7 Pledged Revenues & Fund(s) Resolution F8 Related Debt (Existing Rate Documents) F9 New Service Charge Projections (if applicable) F-10 Future Capital Needs F11 Other Material Debt Documents (Bonds) |

Financial Impacts Anticipated by Project- Based on the cash flow challenges that the City of Holtville is facing on typical operation and maintenance costs and transfers for administrative services, it is most likely that a rate increase will be required. Current revenues have been inadequate to address the transfers and operation and maintenance needs of the WTP facility. It is preliminary to determine whether the new project will in itself result in additional debt only because the Program is unable to grant funds for costs that are considered operation and maintenance (such as tank cleaning and other electrical repairs beyond those needed to accommodate the Trihalomethane Removal System). These determinations will be determined under the technical review process. Mr. Frank Cornejo will be preparing the draft Technical Report to be modified by the City Engineer in support of the improvements proposed. Any debt service determinations will be further reviewed during the preparation of the financial packet once a full assessment of the subsidies and eligible project components are determined. This will be brought to City Council on a future date as a Rate Adoption and/or Pledge of Revenues Resolution.

Fiscal Impact

The current actions under consideration will in-themselves result in costs associated with the preparation of the application material and design services. These costs incurred would be included as part of the application, and may be reimbursable under a successful award. Typically these costs are reimbursable, however, the reimbursement resolution does reinforce reimbursement for "capital" costs. The technical review will determine how much of the incurred costs are reimbursable. Please refer to Resolution 16-06 Reimbursement Resolution, regarding eligibility and restrictions.

Pending Action

Resolution 16-04 (attached) would authorization the submission of the DWSRF Application and Resolution 16-06 would enable the City of Holtville to retroactively (60 days from passing) account for all costs associated with the proposed project, towards final project costs and thus be eligible for potential reimbursement. It is recommended that the City Council consider the following actions:

1. **Adopt Resolution 16-04 and Resolution 16-06** authorizing Submission of a Financial Assistance Application and approving a Reimbursement Agreement to the State Water Resources Control Board for the Water Tank & System Improvement Project.

Alternative Actions:

2. City Council may wish to adopt the aforementioned Resolutions with modifications.
3. City Council may wish to not adopt the resolutions and provide staff with alternative directive.

Attachment: Council Resolution No. 16-04
Council Resolution No. 16-06

cc: Steve Walker, City Attorney
Jack Holt, City Engineer
Hector Orozco, Financial Analyst

RESOLUTION NO. 2016-04

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HOLTVILLE, APPROVING AND AUTHORIZING THE SUBMISSION OF A FINANCIAL ASSISTANCE APPLICATION TO THE STATE WATER RESOURCES CONTROL BOARD AND AUTHORIZING THE CITY MANAGER TO SIGN AND FILE FOR AND ON BEHALF OF THE CITY OF HOLTVILLE

WHEREAS, the City of Holtville Water Tank and System is in need of improvements to the water tanks, and more specifically the need for the installation of a Trihalomethane Removal Aeration System, electrical improvements and other incidental infrastructure (the "Project"); and

WHEREAS, the City of Holtville is a severely disadvantaged community and desires to seek subsidized funding through the State Water Resources Control Board for the costs associated with the Project; and

WHEREAS, the Holtville City Council would like to designate the City Manager as the authorized official to sign and file, for and on behalf of the City of Holtville, a Financial Assistance Application through the State Water Resources Control Board for the Project; and

WHEREAS, the City of Holtville hereby agrees and further does authorize the aforementioned representative or his designee to certify that the Agency has and will comply with all applicable state and federal statutory and regulatory requirements related to any financing or financial assistance received from the State Water Resourced Control Board; and

NOW, THEREFORE, the City of Holtville does hereby resolve, order and determine as follows:

- A) The City Manager (the "Authorized Representative") or designee is hereby authorized and directed to sign and file, for and on behalf of the City of Holtville, a Financial Assistance Application for a financing agreement from the State Water Resources Control Board for the planning, design, and construction of the Holtville Water Tank and Systems Improvements (the "Project").
- B) The City Manager, or his/her designee, is designated to provide the assurances, certifications, and commitments required for the financial assistance application, including executing a financial assistance agreement from the State Water Resources Control Board and any amendments or changes thereto.
- C) The City Manager, or his/her designee, is designated to represent the City of Holtville in carrying out the City's responsibilities under the financing agreement, including certifying disbursement requests on behalf of the City of Holtville and compliance with applicable state and federal laws.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Holtville, California this 22nd day of February 2016.

JAMES PREDMORE, Mayor

ATTEST:

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL (ss
CITY OF HOLTVILLE)

I Denise Garcia, City Clerk of the City of Holtville, California Do Hereby Certify that the foregoing is a full, true, and correct copy of a resolution dully passed, approved and adopted at a regular meeting of the Holtville City Council held on February 22nd , 2016, by the following roll call vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

Denise Garcia, City Clerk

RESOLUTION No. 2016-06

A RESOLUTION OF THE CITY OF HOLTVILLE ADOPTING A REIMBURSEMENT AGREEMENT FOR COSTS INCURRED UNDER THE WATER TANK AND SYSTEM IMPROVEMENT PROJECT PROPOSED TO BE FUNDED BY THE STATE WATER RESOURCES CONTROL BOARD

WHEREAS, the City of Holtville (the "Agency") desires to finance the costs of constructing and/or reconstructing certain public facilities and improvements relating to its water system, including water tank repairs, installation of a Trihalomethane Removal Aeration System, electrical improvements to accommodate the system and other related infrastructure (the "Project"); and

WHEREAS, the Agency intends to finance the construction and/or reconstruction of the Project or portions of the Project with moneys ("Project Funds") provided by the State of California, acting by and through the State Water Resources Control Board (State Water Board); and

WHEREAS, the State Water Board may fund the Project Funds with proceeds from the sale of obligations the interest upon which is excluded from gross income for federal income tax purposes (the "Obligations"), and

WHEREAS, prior to either the issuance of the Obligations or the approval by the State Water Board of the Project Funds the Agency desires to incur certain capital expenditures and expenditures acceptable to the State Water Board (the "Expenditures") with respect to the Project from available moneys of the Agency; and

WHEREAS, the Agency has determined that those moneys to be advanced on and after the date hereof to pay the Expenditures are available only for a temporary period and it is necessary to reimburse the Agency for the Expenditures from the proceeds of the Obligations.

NOW, THEREFORE, THE AGENCY DOES HEREBY RESOLVE, ORDER AND DETERMINE AS FOLLOWS:

SECTION 1. The Agency hereby states its intention and reasonably expects to reimburse Expenditures paid prior to the issuance of the Obligations or the approval by the State Water Board of the Project Funds.

SECTION 2. The reasonably expected maximum principal amount of the Project Funds is \$1,800,000.

SECTION 3. This resolution is being adopted no later than 60 days after the date on which the Agency will expend moneys for the construction portion of the Project costs to be reimbursed with Project Funds.

SECTION 4. Each Agency expenditure will be of a type properly chargeable to a capital account under general federal income tax principles.

SECTION 5. To the best of our knowledge, this Agency is not aware of the previous adoption of official intents by the Agency that have been made as a matter of course for the purpose of reimbursing expenditures and for which tax-exempt obligations have not been issued.

SECTION 6. This resolution is adopted as an official intent of the Agency in order to comply with Treasury Regulation §1.150-2 and any other regulations of the Internal Revenue Service relating to the qualification for reimbursement of Project costs.

SECTION 7. All the recitals in this Resolution are true and correct and this Agency so finds, determines and represents.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Holtville, California this 22nd day of February 2016.

JAMES PREDMORE, Mayor

ATTEST:

STATE OF CALIFORNIA)
COUNTY OF IMPERIAL (ss
CITY OF HOLTVILLE)

I Denise Garcia, City Clerk of the City of Holtville, California Do Hereby Certify that the foregoing is a full, true, and correct copy of a resolution dully passed, approved and adopted at a regular meeting of the Holtville City Council held on February 22nd , 2016, by the following roll call vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

Denise Garcia, City Clerk

City of Holtville
REPORT TO COUNCIL

MEETING DATE:	02/22/16
ITEM NUMBER	6
Approvals	CITY MANAGER 
	FINANCE MANAGER
	CITY ATTORNEY

DATE ISSUED: February 22, 2016

FROM: Nick Wells, City Manager

SUBJECT: **Resolution No. 16-07** *Authorizing the Examination of Prepaid Mobile
Telephony Services Surcharge & Local Charge Records*

ISSUE:

Shall the City Council approve a resolution authorizing the City Manager to designate authority to examine records from the State Board of Equalization (BoE) to insure the collection and remittance of the City's Utility User Tax on the sale of Prepaid Phone Cards in the City?

DISCUSSION:

The City recently passed a resolution requesting that the BoE collect UUT for the City on prepaid cards sold in the City. Although the duties will be performed by BoE, in order to retain the ability to audit transactions, the City must designate an authorized individual to view records. This action allows for that authorization, while limiting the use of the data reviewed to that function.

FISCAL IMPACT:

There is no fiscal impact.

CITY MANAGER RECOMMENDATION:

It is recommended that the City Council authorize the City Manager to make this designation.

ALTERNATIVES:

Not to authorize.

**HOLTVILLE CITY COUNCIL
RESOLUTION NO. 16-07**

**A RESOLUTION OF THE HOLTVILLE CITY COUNCIL AUTHORIZING THE
EXAMINATION OF PREPAID MOBILE TELEPHONY SERVICES SURCHARGE
AND LOCAL CHARGE RECORDS**

WHEREAS, pursuant to Holtville Ordinance No. 415 and the Local Prepaid Mobile Telephony Services Collection Act, the City of Holtville, hereinafter called Local Jurisdiction, entered into a contract with the State Board of Equalization, hereafter referred to as the Board, to perform all functions incident to the administration and collection of the prepaid mobile telephony services surcharge and local charges (Rev. & Tax. Code, § 42101.5); and

WHEREAS, the Local Jurisdiction deems it desirable and necessary for authorized representatives of the Local Jurisdiction to examine confidential prepaid mobile telephony services surcharge and local charge records pertaining to the prepaid mobile telephony services surcharge and local charges collected by the Board for the Local Jurisdiction pursuant to that contract;

WHEREAS, the Board will make available to the Local Jurisdiction any information that is reasonably available to the Board regarding the proper collection and remittance of a local charge of the Local Jurisdiction by a seller, including a direct seller, subject to the confidentiality requirements of Sections 7284.6, 7284.7 and 19542 of the Revenue and Taxation Code; and

WHEREAS, Sections 42110 & 42103 of the Revenue & Taxation Code sets forth certain requirements and conditions for the disclosure of Board of Equalization records and establishes criminal penalties for the unlawful disclosure of information contained in or derived from the prepaid mobile telephony services surcharge and local charge records of the Board;

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

1. That the Finance Manager or other officer or employee of the Local Jurisdiction designated in writing by the City Manager of the Holtville is hereby appointed to represent the Local Jurisdiction with authority to examine prepaid mobile telephony services surcharge and local charge records of the Board pertaining to prepaid mobile telephony services surcharge and local charges collected for the Local Jurisdiction by the Board pursuant to the contract between the Local Jurisdiction and the Board. The information obtained by examination of Board records shall be used only for purposes related to the collection of the Local Jurisdiction's prepaid mobile telephony services surcharge and local charges by the Board pursuant to the contract.
2. That the Finance Manager or other officer or employee of the Local Jurisdiction designated in writing by the City Manager of the Holtville is hereby appointed to represent the Local Jurisdiction with authority to examine those prepaid mobile telephony services surcharge and local charge records of the Board for purposes related to the following governmental functions of the Local Jurisdiction:
 - a) Insure collection of Utility User Tax
 - b) _____
 - c) _____

The information obtained by examination of Board records shall be used only for those governmental functions of the Local Jurisdiction listed above.

BE IT FURTHER RESOLVED THAT the information obtained by examination of the Board records shall only be used for purposes related to the collection of the Local Jurisdiction's prepaid mobile telephony services surcharge and local charges by the Board pursuant to the contract between the Local Jurisdiction and Board, or for purposes related to other governmental functions of the Local Jurisdiction, as identified above in section 2.

PASSED, APPROVED AND ADOPTED by Holtville City Council at a regular meeting held on the 22nd of February, 2016, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Attest: _____
Denise Garcia, City Clerk

James Predmore, Mayor

City of Holtville

REPORT TO COUNCIL

DATE ISSUED: February 22, 2016
FROM: Nick Wells, City Manager
SUBJECT: City Manager Update

Meeting Date	<u>02/22/16</u>
Item Number	<u>7</u>
City Manager	
Finance	_____
City Attorney	_____

INFORMATION ONLY – NO ACTION REQUIRED AT THIS TIME

WATER ENTERPRISE

Tank Rehab – Corrosion has developed inside the 2.4 million gallon water storage tank that was completed in 2010. Staff obtained multiple bids for repairs and ongoing maintenance, as well as potential solutions to our TTHM issue and potential funding sources. A general estimate was given to rehab the tank at \$225k-275k for the resurfacing and \$350k-400k for the aeration (TTHM solution) portion. The City recently applied for funding from BECC for the tank coating, but was notified that we will need to wait until the completion of the WWTP Rehab Project to be eligible. A more in-depth application has been prepared for submittal to SRF, and is *on the agenda for authorization tonight*.

System Controls – Frank Cornejo obtained an updated estimate from TESCO last year of about \$450k to replace the aged system. Frank had hoped that this project might be put off and the controls might “limp along” for another 18 months while we attack other water issues and staff was able to investigate alternatives and potential funding sources. A recent failure in these controls caused a water break, which has brought this issue back to the “top of the stack” in problems to address. City staff recently had a conference call with SRF staff regarding funding this issue. This issue is also addressed on the SRF application.

Rate Study – As previously reported to City Council, the profitability of the Water Enterprise is becoming problematic. Coupled with the issues listed above and the debt covenant to budget a net revenue of 120% of the annual debt service, we must explore the possibility of a rate adjustment. Staff is beginning the outreach to organizations such as the Rural Community Assistance Corporation and the California Rural Water Association to explore the potential of procuring this for the City at no charge.

Floating Solar – A contract was signed with Infratech Industries for the installation of a floating solar array on the City Water Ponds for the purpose of producing power for the Water Treatment facility last year. Five plan iterations have been submitted to the Building Department and forwarded to the City Engineer for review with continued “issues.” It is believed that the remaining issues regarding the electrical drawings have been clarified and revised plans were submitted (again) last month and have passed the review from the subcontracted electrical engineer. We are presently in discussions with Infratech regarding contract changes necessitated by the scaled-back size of the project.

SEWER ENTERPRISE

WWTP Project – The \$15 million project to rehab the City’s Wastewater Treatment Plant, financed by the State Clean Water Revolving Fund along with BECC and the EPA through NADBank, is under construction by Pacific Hydrotech. The City’s WWTP Cease & Desist Order (and corresponding deadline for completing this project) were extended to 12/31/16, in November, which should give ample time for

completion. A good deal of the excavation and base concrete pouring has been completed. Project meetings have not produced any major issues.

TRANSPORTATION PROJECTS

Fifth Street & Grape Avenue Pedestrian Roadway Improvement Project – This project essentially adds or improves curb, gutter and sidewalk on the north side of Fifth Street at Grape Avenue, using CMAQ funding coming through ICTC. Development Design & Engineering, Inc. was selected as the RE/CM and Pyramid Construction as the construction contractor. Work is expected to begin in the next few weeks after Caltrans completes submittal reviews.

Cedar Avenue Sidewalk Improvements Project – Improvements to curb, gutter and sidewalk along the east side of Cedar Avenue between Fourth and Fifth Streets were approved through the CMAQ program. An RFP for a design engineer is currently being developed.

Walnut Avenue South Improvements Project – Proposed improvements consist of installation of AC pavement overlay and widening to 50’ in width along the length of Walnut Avenue from Fourth to First Street. The ICTC scoring process resulted in the project being awarded 82% of the funds requested through RSTP in the total amount of \$498,000. Procurement of a construction contractor was authorized at the last City Council meeting and *CM/RE procurement is on the agenda for this evening.*

PUBLIC WORKS

PARKS

Pete Mellinger Alamo River Trail - The 4th phase of this project, which included trail improvements and bridge installations between the Holtville Skate Park and Earl Walker Park, is basically complete. The City received notice through the State Parks Department that additional funding had become available for, among other things, pedestrian trails. The City submitted an application and although there was not enough additional funding awarded to fund the amenities that were cut from the last phase of the project, the City was awarded a sizeable sum to offset some past project overruns (i.e. the bridge installation).

A revision to the planned trail head sign to reflect the name change to the “Pete Mellinger Alamo River Trail” was prepared and will be produced, which will complete this phase of the project. There has been some difficulty finding a vendor to do the etching of the metal sign. I consulted with the contractor last month and hopefully the project is being pushed along so that the sign can be completed and a dedication ceremony can be held in the near future.

Mac Park - City staff has been working with Holtville Little League to construct a second baseball diamond to the east of the current field. We recently met with Jimmy Abatti, the recognized baseball field “guru” in the Imperial Valley, about what needs to be done. Funding is being sought both through grants and donations. It is hoped that we can move this project forward soon. A new “point person” – Ben Williams – has been appointed by Little League, so that should help the process as well.

ADMINISTRATION

BUILDING PERMITS - The City has issued **19** building permits during 2016.

Holtville Estates - Fourteen homes have been sold and occupied in the first three phases of the development. With 6 lots on hold in Phase IV, they currently plan to stay in construction through the completion of the subdivision. *Building permits for 7 homes were pulled last week.*

Holtville Luxury Apartments – A project has been in the works for some time at the corner of Ninth and Melon, just outside the City limits. I recently met once again with John Hawk, who represents the landowners, about the project. As the Service Area Plan has now been adopted, work will once again begin with the City and LAFCO to propose annexation and development. At present, we are awaiting formal submission of project plans by the Melon, LLC group.

OTHER

Sustainable Communities General Planning Grant – The consultant selected to complete the Plan, Michael Baker International, has been working on gathering data and are currently scheduling some onsite visits to continue their work. The consultants were onsite for a workshop for the Housing Element portion of the plan. A draft of that section has been submitted and is under review by staff. We will continue to provide information to keep the process moving.

Black Dog Trestle Fire Matter – The lawsuit trial over the fire started by Black Dog that damaged the old railroad trestle recently concluded. Although the \$665,588 was less than we sought, it is considerably more than was offered to settle. A subsequent settlement offer for a lesser amount in lieu of a potential appeal by Black Dog was rejected by Council and Black Dog's attorneys recently filed their Notice of Appeal, so we are awaiting a hearing date in the future. *Information as of today leans toward the potential for an imminent resolution of the matter, but we await confirmation and will update as information becomes available.*

02/18 IV Livestock Fire – *On the evening of Wednesday, 2/18, a fire broke out at the new livestock supply business on Fifth and Fern. As luck would have it, not long after the fire started the staff at the Fire Department were walking out of the fire house across the street to begin a training exercise. They noticed the flames and immediately began fighting it.*

Chief Silva said it was a textbook example of how to put out a fire. Due to the training exercise, Chief Silva and full-timer Eddie Ramirez, were joined by 7 volunteer Holtville firefighters on the scene within minutes. Assistance was provided by El Centro and County Fire, but the fire was over very quickly.

The building was saved along with virtually all of the merchandise. It was later determined that a heat lamp put on some young chicks was the cause of the fire. The chicks seem to be the only casualties of the fire. Several snakes, lizards and turtles were spared with the assistance of some concerned citizens.

MEETINGS & EVENTS RECENTLY ATTENDED:

- 02/07/16 CofC Super Bowl Party *Holt Avenue, Fifth to Sixth Streets*
- 02/08/16 Medical Marijuana Regulation Seminar *Four Points Sheraton (San Diego)*
- 02/09/16 Management Staff Meeting *City Hall*
- 02/09/16 Carrot Festival Parade Wrap Meeting *City Hall*
- 02/10/16 ICTC Management Committee Meeting *City of Westmorland*
- 02/10/16 CCMA Meeting *City of Westmorland*
- 02/15/16 Presidents Day *(City Holiday)*
- 02/17/16 Former EE Wcomp Status Discussion *Conference Call*
- 02/18/16 Meeting w/ R Turner *re: Vic's AC Project* *City Hall*
- 02/18/16 State of the County Address *IV Desert Museum (Ocotillo)*
- 02/18/16 Status Meeting *re: Grape/115 Project* *DD&E Office (EC)*
- 02/19/16 Meeting w/ Jack Holt *re: Cedar Sidewalk Project* *Project Site*

UPCOMING EVENTS:

- 02/21/16 IC Health Pet Vaccination Clinic *Cedar Ave & Fourth Street (Holtville)*
- 02/22/16 Management Staff Meeting *City Hall*
- 02/24/16 City of Imperial State of the City Address *The Movies (Imperial)*
- 02/24/16 WWTP - Monthly Progress Meeting *WWTP Plant*
- 02/25/16 IVECA Board Meeting *EC ED Offices*
- 2/26 - 3/6 California Midwinter Fair & Fiesta *Fairgrounds (Imperial)*
- 03/03/16 Holtville CofC BoD *Vessey & Co*
- 03/04/16 Date of Proposed National Holiday *(Nick's Birthday)*
- 03/09/16 ICTC Management Committee Meeting *County of Imperial*
- 03/09/16 CCMA Meeting *County of Imperial*
- 03/14/16 Holtville City Council Meeting *City Hall*
- 03/15/16 Walnut Avenue Project Bid Opening *City Hall*
- 03/23/16 IID Salton Sea & Renewable Energy Bus Tour *IID Tour*
- 03/24/16 IVECA Board Meeting *EC ED Offices*
- 03/28/16 Holtville City Council Meeting *City Hall*
- 03/30/16 IID Canal/Water Efficiency Tour *IID Tour*
- 04/14/16 League of Cities Division Dinner *Inferno (Brawley)*
- TBD Briefing on ACO / Emergency Comm Survey *IC Admin Offices*

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

Respectfully submitted,



Nicholas D. Wells
(760) 356-4574

7a

City of Holtville
REPORT TO COUNCIL

MEETING DATE:	<u>2-22-16</u>
APPROVED FOR AGENDA	
CITY MANAGER	_____
FINANCE MANAGER	_____
CITY ATTORNEY	_____

DATE ISSUED: February 9, 2016

FROM: Alex Silva, Fire Chief

SUBJECT: Monthly report for January 2016

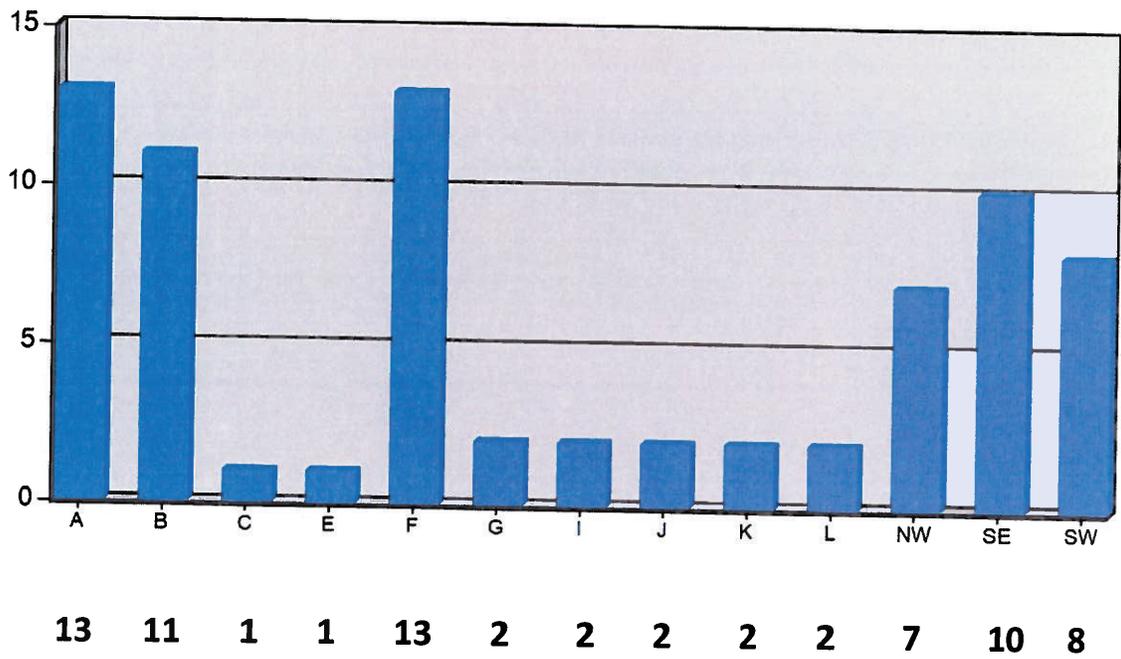
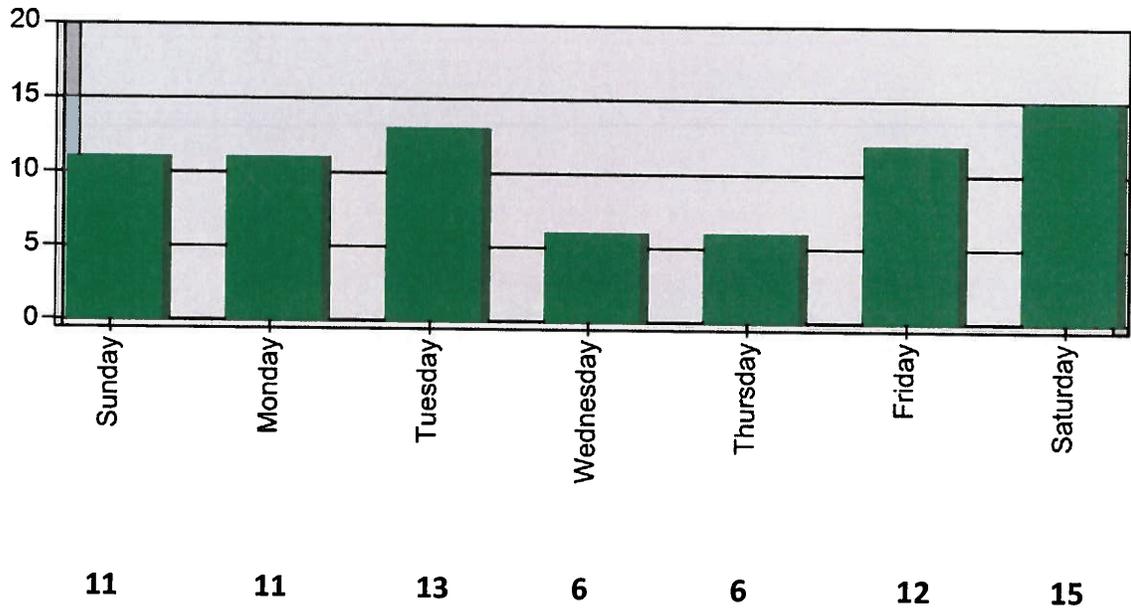
The year started out with 74 emergency calls for the month of January. During the recent rain, we gave out 125 sand bags to the residents of the city. The annual rib cook off was relatively quiet, we responded to couple medical aids call but none for the rib cook off. The following is the monthly report for the Holtville Fire Department.

Emergency calls	74
Residential inspections	xzx
Commercial inspections	xx
Training hours	204

Cordially submitted

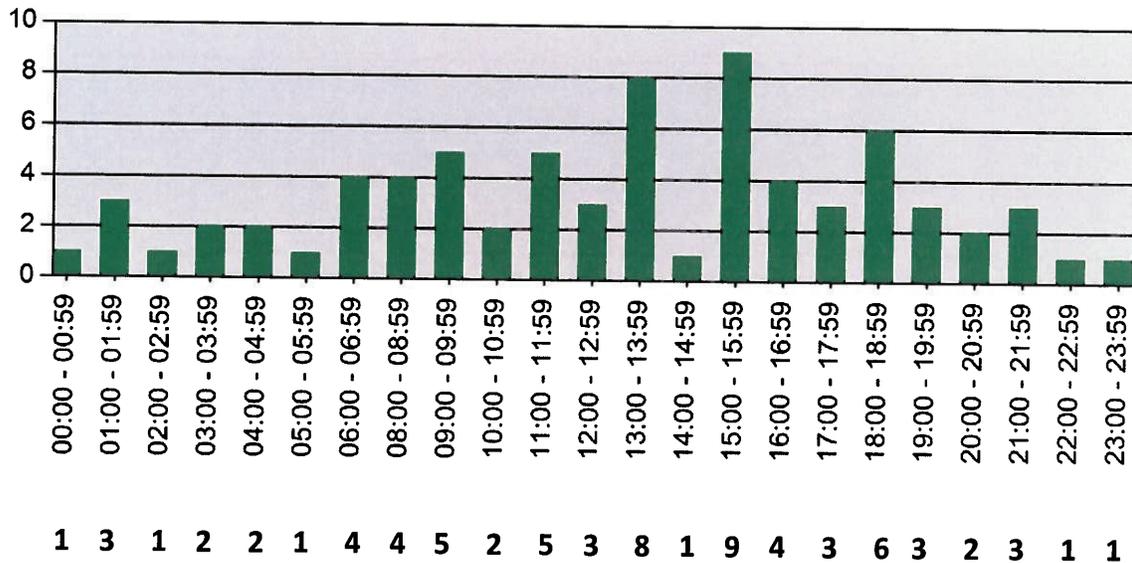


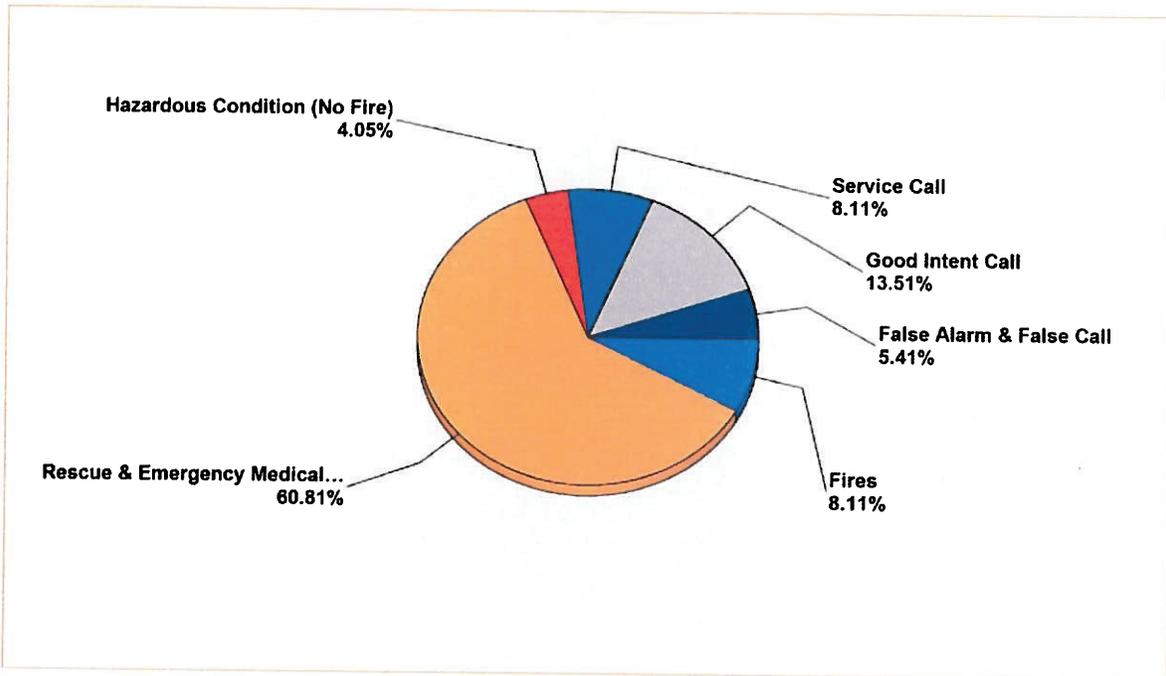
Alex Silva
Fire Chief



Total incidents	Property loss	Content loss	Total losses	Average loss
5	\$425,268.00	\$81,660.00	\$506,928.00	\$101,385.00

Incident Number	Date	Incident type	Property loss	Content loss	Total	% of total
0009	01/03/2016	111 - Building fire	\$250,268	\$60,000	\$310,268	61.21
0018	01/07/2016	441 - Heat from short circuit (wiring), defective/worn	0.00	\$60	\$60	0.01
0039	01/18/2016	322 - Motor vehicle accident with injuries	\$5,000	\$100	\$5,100	1.01
0047	01/23/2016	130 - Mobile property (vehicle) fire, other	\$20,000	\$1,500	\$21,500	4.24
0054	01/26/2016	111 - Building fire	\$150,000	\$20,000	\$170,000	33.54





MAJOR INCIDENT TYPE # INCIDENTS % of TOTAL

Fires	6	8.11%
Rescue & Emergency Medical Service	45	60.81%
Hazardous Condition (No Fire)	3	4.05%
Service Call	6	8.11%
Good Intent Call	10	13.51%
False Alarm & False Call	4	5.41%
TOTAL	74	100.00%

ACTION TAKEN # INCIDENTS PERCENTAGE

10 - Fire control or extinguishment, other	2	2.7%
11 - Extinguishment by fire service personnel	4	5.41%
12 - Salvage & overhaul	1	1.35%
20 - Search & rescue, other	1	1.35%
31 - Provide first aid & check for injuries	4	5.41%
32 - Provide basic life support (BLS)	18	24.32%
33 - Provide advanced life support (ALS)	23	31.08%
71 - Assist physically disabled	2	2.7%
73 - Provide manpower	2	2.7%
82 - Notify other agencies.	1	1.35%
84 - Refer to proper authority	2	2.7%
86 - Investigate	14	18.92%
93 - Cancelled en route	6	8.11%
TOTAL:	80	

City of Holtville
REPORT TO CITY COUNCIL

MEETING DATE:	02/22/16
ITEM NUMBER	7b
Approvals	CITY MANAGER 
	FINANCE MANAGER
	CITY ATTORNEY

DATE ISSUED: February 10, 2016

FROM: Frank Cornejo
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, maintenance, and construction activities completed at the City's water & wastewater treatment facilities during the period between 02/03/16 to 02/10/16

Also attached to this report are photos of the current wastewater treatment plant improvements construction work.

Water Treatment Plant:

- WTP staff put Honeywell Minitrend Datalogger back into service after repair work.
- WTP staff and PW crew repaired broken 1" distribution sample line under electrical vault.
- WTP staff took Distribution Pump #2 out of service for pump/motor service work.
- Staff took all routine samples, completed all regulatory reports, and maintained operational records as required.

Waste Water Treatment Plant:

- Staff completed and submitted annual Class B Biosolids reports to EPA/ADEQ/Regional Board.
- Staff took all routine samples, completed all regulatory reports, and maintained operational records as required.

Waste Water Treatment Construction:

- Pacific Hydro work crews completed excavation work for Retention Wall footing along east side of the plant site. *(see attached photo)*
- Pacific Hydro work crews completed final concrete pour for remainder of clarifier structure. *(see photos)*
- Pacific Hydro work crews continued soil removal and excavation work for Biolac aeration basin.

Respectfully Submitted,



Frank Cornejo.
Water/Wastewater Operations Supervisor
City of Holtville





City of Holtville
REPORT TO CITY COUNCIL

MEETING DATE:	02/22/16
ITEM NUMBER	7c
Approvals	CITY MANAGER 
	FINANCE MANAGER
	CITY ATTORNEY

DATE ISSUED: February 22, 2016
FROM: Alex Chavez, Public Works Foreman
SUBJECT: Bi Monthly Report - Public Works

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 Public Works activities since the last council meeting. Public Works has been actively working on or completed the following:

- Cleared sewer plugs at different locations in town.
- Repaired water service line leaks.
- Worked with the Sheriffs Department to clean up graffiti at park and around town.
- Patch potholes in different locations in town.
- Ran main sewer lines in different locations in town.
- Set up road closure for the Carrot Parade
- Installed a 3 inch meter at the water station
- Removed finished projects signs at different locations in town
- Repaired water break at the water plant
- Caught 3 cats.

Respectfully Submitted,

Alejandro Chavez
Public Works