

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

March 28, 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:

CITY CLERK RE: Verification of Posting of the Agenda

EXECUTIVE SESSION ANNOUNCEMENTS: Steve Walker, City Attorney

PRESENTATION: Charla Teeters, IC Film Commission

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 March 14, 2016.
2. Current Demands #35798 thru #35863.

REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES AND COMMUNIQUE:

UNFINISHED BUSINESS:

None

NEW BUSINESS:

3. **Discussion/Related Action to Adopt RESOLUTION #16-08** Authorizing the Submittal of an Application for Recycling Payment Programs and Related Authorizations – Nick Wells, City Manager
4. Discussion/Related Action to **Adopt RESOLUTION #16-09** Repealing Resolution #13-08, and Adopting a New Cost Recovery Fee Schedule – Nick Wells, City Manager
5. **Discussion/Related Action to Adopt RESOLUTION #16-10** Authorizing the City Engineer to Proceed with Design/Construction Bidding Documents for Modifications to the Water Treatment Plant in Association with an Application to the State Revolving Clean Water Fund for Grant Funding – Nick Wells, City Manager

INFORMATION ONLY:

6. **City Manager Report – Nick Wells**
 - a. Fire Chief – Alex Silva
 - b. Water/Wastewater Supervisor – Frank Cornejo
 - c. Public Works Foreman – Alex Chavez
7. **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 March 24, 2016.

①

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

March 14, 2016

MEETING DATE:	3/28/16
APPROVED FOR AGENDA	
CITY MANAGER	_____
FINANCE MANAGER	_____
CITY ATTORNEY	_____

The regular meeting of the Holtville City Council was held on Monday, March 14, 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 Deputy Lindberg. City Attorney Steve Walker, City Planner Justina Arce, and City Treasurer George Morris were also present. Police Chief Manuel DeLeon and City Engineer Jack Holt were absent.

CITY COUNCIL CLOSED SESSION MEETING CALLED TO ORDER:

Mayor Jim Predmore called the meeting to order at 5:30 p.m.

CITY COUNCIL OPEN SESSION MEETING CALLED TO ORDER:

Mayor Jim Predmore called the meeting to order at 6:10 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, March 11, 2016.

EXECUTIVE SESSION ANNOUNCEMENTS:

Steve Walker reported that the Black Dog Farm litigation had been settled.

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.

PRESENTATION: Charla Teeters, IC Film Commission, was unable to attend.

PUBLIC COMMENTS:

None

Council Minutes 03/14/16

CONSENT AGENDA:

1. Approval of the Regular Minutes of the City Council Meeting of February 22, 2016.

2. Current Demands #35744 thru #35797

A motion was made by Mr. Bradshaw 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 COMMUNIQUE:

Denise Garcia reminded Council and Staff that the deadline to submit Form 700's was fast approaching and also reminded Council of the upcoming League Dinner in Brawley on April 14th. She reported that she was proud of her daughter Kylie for hitting a home run for the Holtville Vikings Softball varsity team, despite their loss. She also reported that she was proud of her exchange daughter Joy Sueprasotkun, from Thailand, for her achievements in the Holtville FFA program and her success of making it to the Round Robin portion at the Fair.

George Morris reported that he signed demands. He also expressed his observation about the same lack of attendance at City Council Meetings that there was at School Board Meetings when he served as a school board member.

Richard Layton reported that he attended an Air Pollution Control Board Meeting. He also attended the Blue Angels Air Show.

Ginger Ward reported that she attended a retirement reception for the County Librarian, Connie Barrington and that she would be attending the Turning Point Banquet as well this coming Friday.

Jim Predmore reported that he had attended ICTC and SCAG meetings the previous week and that he would attend the Turning Point Banquet this Friday. Also on his agenda for the following week is a SCAG meeting on Thursday and an ICTC meeting on Wednesday.

Mike Goodsell reported that he attended the Energy Renewable Summit at the Imperial Palms Resort. He invited everyone to attend the 100 Year Anniversary of Coopers-West Insurance on March 22nd from 5:30 to 7:30 p.m.

David Bradshaw reported that he attended the Blue Angels Air Show as well as the Crab Crack in Calexico.

Steve reported that he recently took a tour of Dams throughout California and Nevada led by the Metropolitan Water District while simultaneously celebrating his birthday the same weekend.

Nick Wells reported that the Solar Pond project still had a few minor issues to iron out and that a table had been purchased, along with a recognition plaque to present, for the Turning Point Banquet this coming Friday. He also reported that he attended the Mid-Winter Fair where he performed, as well as a Nashville Songwriter's show for his Birthday.

Justina Arce reported that there is a new contract for the Alamo Trail Grant amount.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

3. Discussion/Related Action to Provide Direction to Staff with Regard to Adjusting/Lowering the Business License Fees for Holtville Chamber/Special City Events – Nick Wells, City Manager
Council directed staff to waive the Business License fees for vendors participating in the Chamber Farmers Market event on March 17, 2016. Council also directed staff to bring back options for adjusting and/or waiving the fee altogether for special events and possible options for special permits for special event Vendors.

4. Discussion/Related Action to Designate the City of Holtville Delegate Representative to the SCAG General Assembly, to be held May 5-6, 2016 in La Quinta, CA – Denise Garcia, City Clerk

A motion was made by Council Member Bradshaw and seconded by Council Member Layton to designate Council Member Ward as the Delegate Representative to the SCAG General Assembly to be held May 5-6, 2016, in La Quinta, California. The motion carried in the form of a roll call vote.

AYES: Ward, Predmore, Layton, Bradshaw, Goodsell

NOES: None

ABSENT: None

ABSTAIN: None

INFORMATION ONLY:

5. STAFF REPORTS:

- a. Fire Chief – Alex Silva
- b. Water/Wastewater Supervisor – Frank Cornejo
- c. Public Works Foreman – Alex Chavez
- d. Finance Department – Hector Orozco

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

6. Items for future meetings:

Possible Discussion/Related Action to consider rescheduling a Regular City Council Meeting to accommodate the City Manager’s Schedule for the month of May.

There being no further business to come before Council, Mayor Predmore adjourned the meeting at 6:56 p.m.

James Predmore, Mayor

Denise Garcia, City Clerk

CITY OF HOLTVILLE
Monthly Check Register

MEETING DATE:	03/28/16
ITEM NUMBER	2
Approvals	CITY MANAGER 
	FINANCE MANAGER
	CITY ATTORNEY

Date : 3/23/2016 2:02:08 PM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

Fund	Transaction	Due Date	Invoice Number	Description		
Check Number : 35798 Check Date : 3/9/2016						
Vendor : 8698 ELITE COMMAND TRAINING						
10	71873	3/8/2016	M.CORNEJO	COMPANY OFFICER TRAINING 2D	FD	285.00
10	71874	3/8/2016	F.PATINO	COMPANY OFFICER 2D TRAINING		285.00
Invoice Amount	: 570.00		Discount Amount	: 0.00	Check Amount	: 570.00
Check Number : 35799 Check Date : 3/9/2016						
Vendor : 2201 FELIPE PATINO						
10	71872	3/8/2016	3/14/16	ACCOMODATIONS/ PARKING/MILEAGE/	FD	759.43
Invoice Amount	: 759.43		Discount Amount	: 0.00	Check Amount	: 759.43
Check Number : 35800 Check Date : 3/9/2016						
Vendor : 7933 MARCOS CORNEJO						
10	71871	3/8/2016	3/14/16	PER DIEM FOR COMPANY OFFICER SE	FD	140.00
Invoice Amount	: 140.00		Discount Amount	: 0.00	Check Amount	: 140.00
Check Number : 35801 Check Date : 3/15/2016						
Vendor : 1065 ACME SAFETY & SUPPLY CO.						
10	71880	3/9/2016	101739-00	MATERIALS FOR HOSE RACK FOR FIR		221.94
11	71975	3/9/2016	101960	VEST; HARDHAT	PW	19.00
12	71975	3/9/2016	101960	VEST; HARDHAT		18.80
10	71976	3/9/2016	101939	STREET SIGNS		495.00
Invoice Amount	: 754.74		Discount Amount	: 0.00	Check Amount	: 754.74
Check Number : 35802 Check Date : 3/15/2016						
Vendor : 2149 ACME STAFFING						
10	71879	3/9/2016	18575	TEMP EMPLOYEES	ADMIN	1,369.60
12	71879	3/9/2016	18575	TEMP EMPLOYEES	PW	1,680.80
Invoice Amount	: 3,050.40		Discount Amount	: 0.00	Check Amount	: 3,050.40
Check Number : 35803 Check Date : 3/15/2016						
Vendor : 8041 AFLAC						
10	71912	3/10/2016	107785	INSURANCE PREMIUM	ADMIN	122.81
Invoice Amount	: 122.81		Discount Amount	: 0.00	Check Amount	: 122.81
Check Number : 35804 Check Date : 3/15/2016						
Vendor : 1693 ALL VALLEY FENCE & SUPPLY						
10	72013	3/9/2016	3364	REPAIRS TO GATE AT PW YARD	PW	27.54
10	72014	3/9/2016	3360	REPAIRS TO GATE AT PW YARD		17.38
Invoice Amount	: 44.92		Discount Amount	: 0.00	Check Amount	: 44.92
Check Number : 35805 Check Date : 3/15/2016						
Vendor : 5360 AMERICAN LEGION EMBLEM SALES						
10	71977	3/9/2016	MARCH 2016	AMERICAN FLAG	PW	602.63
Invoice Amount	: 602.63		Discount Amount	: 0.00	Check Amount	: 602.63
Check Number : 35806 Check Date : 3/15/2016						
Vendor : 1433 APPLIED INDUSTRIAL TECHNOLOGIES						
12	71965	3/10/2016	7007289318	GLOVES; HI CAP TB SHEAVE; WEDG		505.41
12	71969	3/9/2016	7007093237	BELTS AND PULLEY	PW	175.95
12	71970	3/9/2016	7007027340	PULLY		155.11
Invoice Amount	: 836.47		Discount Amount	: 0.00	Check Amount	: 836.47
Check Number : 35807 Check Date : 3/15/2016						
Vendor : 1728 AQUA METRIC SALES COMPANY						
11	71984	3/9/2016	59741	3" METER	PW	1,382.81
Invoice Amount	: 1,382.81		Discount Amount	: 0.00	Check Amount	: 1,382.81
Check Number : 35808 Check Date : 3/15/2016						
Vendor : 1452 AVAYA , INC.						
10	71910	3/10/2016	2733636525	PHONES AT PD	PD	69.77

CITY OF HOLTVILLE

Monthly Check Register

Date : 3/23/2016 2:02:08 PM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
Invoice Amount : 69.77		Discount Amount : 0.00		Check Amount :		69.77
Check Number : 35809		Check Date : 3/15/2016				
Vendor : 4617 BAJA DESERT TIRE						
10	72011	3/9/2016	33298	REPAIR FLAT TIRE		PW 12.00
10	72012	3/9/2016	33591	TIRES FOR TRAILER		362.27
Invoice Amount : 374.27		Discount Amount : 0.00		Check Amount :		374.27
Check Number : 35810		Check Date : 3/15/2016				
Vendor : 8166 BOUNDTREE						
10	71893	3/9/2016	82056857	MEDICAL SUPPLIES		FD 1,302.51
Invoice Amount : 1,302.51		Discount Amount : 0.00		Check Amount :		1,302.51
Check Number : 35811		Check Date : 3/15/2016				
Vendor : 1710 BRITHINEE ELECTRIC						
11	71882	3/9/2016	WI003481	REPAIRS TO EQUIPMENT		PW 3,326.74
Invoice Amount : 3,326.74		Discount Amount : 0.00		Check Amount :		3,326.74
Check Number : 35812		Check Date : 3/15/2016				
Vendor : 1534 CAL-GRADE, INC						
10	71983	3/9/2016	6315	CLASS 2 BASE		PW 515.26
Invoice Amount : 515.26		Discount Amount : 0.00		Check Amount :		515.26
Check Number : 35813		Check Date : 3/15/2016				
Vendor : 2320 COUNTY MOTOR PARTS						
10	71902	3/9/2016	201781	WAX, H27 BULBS; ARMOR ALL		PW 195.84
12	71966	3/10/2016	203249	GEAR OIL		16.87
12	71967	3/10/2016	203248	OIL FILTER; WIPER BLADES; OIL		55.54
12	71981	3/9/2016	202673	EPOXY FOR SEWER FLUSHER		FD 6.90
12	71986	3/9/2016	202595	EPOXY FOR SEWER JETTER		7.23
11	71987	3/9/2016	202704	BULB		15.33
Invoice Amount : 297.71		Discount Amount : 0.00		Check Amount :		297.71
Check Number : 35814		Check Date : 3/15/2016				
Vendor : 7932 CR&R INCORPORATED						
10	71908	3/10/2016	FEB. 2016	TRASH SERVICE FOR FEBRUARY 201		TRASH (3,072.75)
13	71908	3/10/2016	FEB. 2016	TRASH SERVICE FOR FEBRUARY 201		16,990.52
Invoice Amount : 13,917.77		Discount Amount : 0.00		Check Amount :		13,917.77
Check Number : 35815		Check Date : 3/15/2016				
Vendor : 1435 DEL SOL MARKET						
10	71884	3/9/2016	3959	REFRESHMENTS FOR MOVIES IN THE		FD 13.45
11	71985	3/9/2016	3961	GATORADE (PUBLIC WORKS)		PW 16.07
Invoice Amount : 29.52		Discount Amount : 0.00		Check Amount :		29.52
Check Number : 35816		Check Date : 3/15/2016				
Vendor : 1845 DEPT OF JUSTICE						
10	71920	3/10/2016	152162	FINGERPRINT APPLICATIONS NEW E		FD 64.00
Invoice Amount : 64.00		Discount Amount : 0.00		Check Amount :		64.00
Check Number : 35817		Check Date : 3/15/2016				
Vendor : 8689 DESERT TECHNOLOGIES						
10	71997	3/9/2016	9646	REPAIR CAMERA ON WATER TOWER		PW 100.00
Invoice Amount : 100.00		Discount Amount : 0.00		Check Amount :		100.00
Check Number : 35818		Check Date : 3/15/2016				
Vendor : 1540 DRAGON'S EXTERMINATOR						
10	72019	3/9/2016	141426	PEST CONTROL FOR CITY BLDGS.		PW 200.00
Invoice Amount : 200.00		Discount Amount : 0.00		Check Amount :		200.00
Check Number : 35819		Check Date : 3/15/2016				
Vendor : 1124 FEDERAL EXPRESS						

ADMIN

CITY OF HOLTVILLE

Monthly Check Register

Date : 3/23/2016 2:02:08 PM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
12	71914	3/10/2016	5-333-26892	FED EX POSTAGE		37.37
Invoice Amount : 37.37		Discount Amount : 0.00		Check Amount :		37.37
Check Number : 35820		Check Date : 3/15/2016				
Vendor : 1536 FERGUSON ENTERPRISES, INC. #1350						
11	71988	3/9/2016	2941290	RAPTOR WRENCH		86.82
12	72001	3/9/2016	2973341-2	ICE HARD HOLE SAW		6.93
11	72002	3/9/2016	3008939	COUP MACRO (2)		912.15
11	72003	3/9/2016	3033255	HDL JACKS; POPE WRAP TAPE; CAUT	PW	73.63
11	72004	3/9/2016	2741205	CLAMPS		274.16
11	72006	3/9/2016	2779385	CLAMPS		423.01
10	72008	3/9/2016	3051600	TOOLS		133.84
11	72008	3/9/2016	3051600	TOOLS		267.70
12	72008	3/9/2016	3051600	TOOLS		267.70
11	72009	3/9/2016	3033264	JIG SAW		151.37
12	72010	3/9/2016	3041235	MATERIALS FOR LIFT STATION		1,046.67
11	72016	3/9/2016	3057116	MTR GASKET; WASHERS		11.00
10	72017	3/9/2016	3054753	TOOLS		47.40
11	72017	3/9/2016	3054753	TOOLS		94.84
12	72017	3/9/2016	3054753	TOOLS		94.84
10	72018	3/9/2016	3051644	RAT WRENCH/ CASE (2)		94.60
11	72018	3/9/2016	3051644	RAT WRENCH/ CASE (2)		189.22
12	72018	3/9/2016	3051644	RAT WRENCH/ CASE (2)		189.22
Invoice Amount : 4,365.10		Discount Amount : 0.00		Check Amount :		4,365.10
Check Number : 35821		Check Date : 3/15/2016				
Vendor : 4662 FERNANDO RUIZ, INC.						
10	71881	3/9/2016	128485	SAFETY TRAINING / CONSULTING		235.00
11	71881	3/9/2016	128485	SAFETY TRAINING / CONSULTING	PW	235.00
12	71881	3/9/2016	128485	SAFETY TRAINING / CONSULTING		235.00
Invoice Amount : 705.00		Discount Amount : 0.00		Check Amount :		705.00
Check Number : 35822		Check Date : 3/15/2016				
Vendor : 7930 FIRE PROTECTION SERVICE						
10	71898	3/9/2016	18M 691430	SERVICE FIRE EXTINGUISHERS	FD	269.49
Invoice Amount : 269.49		Discount Amount : 0.00		Check Amount :		269.49
Check Number : 35823		Check Date : 3/15/2016				
Vendor : 1475 GIBSON & SCHAEFER						
10	71979	3/9/2016	62760	8TH & CHESTNUT CONCRETE	PW	400.72
Invoice Amount : 400.72		Discount Amount : 0.00		Check Amount :		400.72
Check Number : 35824		Check Date : 3/15/2016				
Vendor : 1488 GREG BENTLY ELECTRIC						
10	72022	3/9/2016	2016030	REPLACE PHOTO CELLS AT CITY HA	PW	201.25
Invoice Amount : 201.25		Discount Amount : 0.00		Check Amount :		201.25
Check Number : 35825		Check Date : 3/15/2016				
Vendor : 1471 HD SUPPLY WATERWORKS, LTD						
11	71971	3/9/2016	F150191	HYD METER LOCK		144.35
11	71972	3/9/2016	F150446	MEDIUM INSERT	PW	204.24
11	71973	3/9/2016	F170048	DIAMOND BLADE		264.06
11	71982	3/9/2016	F144016	VAVLE BOX; VALVE BOX LID		119.34
11	71989	3/9/2016	F117687	HYD STEM; NUT; ORING		377.21
Invoice Amount : 1,109.20		Discount Amount : 0.00		Check Amount :		1,109.20
Check Number : 35826		Check Date : 3/15/2016				
Vendor : 1015 HOLT GROUP, THE						

CITY OF HOLTVILLE

Monthly Check Register

Date : 3/23/2016 2:02:08 PM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount		
11	71927	3/10/2016	14-09-057	(000) MISC. ENGINEERING		250.00		
22	71928	3/10/2016	14-09-506	(000) MISC. ENGINEERING		375.00		
22	71929	3/10/2016	14-09-505	(000) MISC. ENGINEERING		375.00		
10	71930	3/10/2016	14-09-504	(000) MISC. ENGINEERING	ADMIN	290.00		
11	71931	3/10/2016	14-09-503	(000) MISC. ENGINEERING		290.00		
12	71932	3/10/2016	14-09-502	(000) MSC. ENG. SERVICES		375.00		
22	71933	3/10/2016	14-09-501	(000) MISC. ENGINEERING SERVICES		1,310.00		
22	71934	3/10/2016	14-09-500	(000) MISC. ENGINEERING		1,000.00		
22	71935	3/10/2016	15-08-053	(000) MISC. ENGINEERING		1,600.00		
22	71936	3/10/2016	16-01-007	(000) MISC. ENGINEERING		250.00		
10	71937	3/10/2016	16-01-008	(218E) STREET ANALYSIS ASSESSM		5,750.00		
12	71938	3/10/2016	16-01-009	(435) WASTEWATER TREATMENT PL		700.00		
12	71939	3/10/2016	16-01-010	(447) PREPARE 2016 NPDES PERMIT		110.00		
10	71940	3/10/2016	16-01-021	(438) AUTO ZONE SITE PLAN REVIEW		366.73		
10	71941	3/10/2016	16-01-022	(047) GENERAL PLANNING SERVICES		918.75		
10	71942	3/10/2016	16-01-023	(207) BLDG. PERMITS; SITE PLAN RE		73.84		
22	71943	3/10/2016	16-01-024	(315) ALAMO RIVER TRAIL		223.75		
12	71944	3/10/2016	16-01-025	(323) WASTEWATER PLANT APPLICA		135.00		
12	71945	3/10/2016	16-01-026	(327) SRF GRANT APPLICATION FOR		785.00		
22	71946	3/10/2016	16-01-027	(335) ICTC & MISC. TASKS		608.75		
22	71947	3/10/2016	16-01-028	(383) RSTP WALNUT IMPROVEMENTS		410.00		
22	71948	3/10/2016	16-01-029	(391) ALAMO RIVER GRANT ADMIN		86.25		
22	71949	3/10/2016	16-01-030	(394) 4TH STREET SIDEWALK PROJ		788.48		
10	71950	3/10/2016	16-01-031	(414) TENTATIVE PARCEL MAP FOR D		15.00		
22	71951	3/10/2016	16-01-032	(423) NORTH SIDE OF 5TH STREET		48.75		
10	71952	3/10/2016	16-01-033	(428) SGC GP/SAP GRANT AMIN		316.25		
22	71953	3/10/2016	16-01-034	(436) COMPLETE STREETS PLAN		403.75		
10	71954	3/10/2016	16-01-035	(441) INFRATECH PLANNING AND EN		57.50		
22	71955	3/10/2016	16-01-036	(442) 9TH STREET IMPROVEMENT PR		197.50		
10	71956	3/10/2016	16-01-037	(448) HIGGINS ANNEXATION/PRE ZON		591.25		
11	71957	3/10/2016	16-01-038	(450) WTP TANK GRANT THRU DWSR		1,793.75		
10	71958	3/10/2016	16-01-001	(440) PLAN CHECKING SERVICES FO		1,560.00		
Invoice Amount :		22,055.30	Discount Amount :		0.00	Check Amount :	22,055.30	
Check Number :		35827	Check Date :		3/15/2016			
Vendor :		1389 HOLTVILLE FIREFIGHTERS ASSOCIATION						
10	71911	3/10/2016	PP#24 THRU PP#4	FIRE ASSOCIATION DUES		FD	210.00	
Invoice Amount :		210.00	Discount Amount :		0.00	Check Amount :	210.00	
Check Number :		35828	Check Date :		3/15/2016			
Vendor :		1024 I.C. HEALTH DEPARTMENT						
11	72041	3/15/2016	17518	WATER ANALYSIS		PW	150.00	
Invoice Amount :		150.00	Discount Amount :		0.00	Check Amount :	150.00	
Check Number :		35829	Check Date :		3/15/2016			
Vendor :		1153 I.V. REGIONAL OCCUPATIONAL PROGRAM						
10	71919	3/10/2016	FEB. 2016	FINGERPRINT CHARGES FOR NEW E		FD	50.00	
Invoice Amount :		50.00	Discount Amount :		0.00	Check Amount :	50.00	
Check Number :		35830	Check Date :		3/15/2016			
Vendor :		1199 IMPERIAL PRINTERS						
10	71916	3/10/2016	88587	RIB COOK OFF BANNER		RIB COOK OFF	88.56	
10	71917	3/10/2016	88732	ENVELOPES			68.69	
11	71917	3/10/2016	88732	ENVELOPES		ADMIN	68.69	
12	71917	3/10/2016	88732	ENVELOPES			68.69	

CITY OF HOLTVILLE

Monthly Check Register

Date : 3/23/2016 2:02:08 PM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
Invoice Amount : 294.63		Discount Amount : 0.00		Check Amount :		294.63
Check Number : 35831	Check Date : 3/15/2016					
Vendor : 1027 IMPERIAL STORES						
10	71885	3/9/2016	569521	CLEANING SUPPLIES		33.53
10	71886	3/9/2016	569416	SPRAY BOTTLE		2.89
10	71887	3/9/2016	569546	CLEANING SUPPLIES		31.77
10	71888	3/9/2016	569024	HEX NUT; THREADED ROD; FLAT WA		12.36
10	71889	3/9/2016	569030	CAP NUTS		3.01
10	71890	3/9/2016	569129	DERBY ROPE		14.18
10	71891	3/9/2016	569028	C CLAMP		8.29
10	71894	3/9/2016	569991	WIRELESS CHIME		32.99
10	71895	3/9/2016	569992	SHOWER CURTAIN; HOOKS; RETRAC		28.95
10	71896	3/9/2016	570001	PUSH SIGN		1.66
10	71897	3/9/2016	570094	PROPANE GAS		8.86
10	71904	3/9/2016	569808	BUBBLE WRAP		15.36
10	71905	3/9/2016	569788	POLY ROPE		33.37
10	71906	3/9/2016	569885	TRASH BAGS		14.89
10	71974	3/9/2016	569779	KEY		4.43
11	71990	3/9/2016	569444	BOTTLED WATER FOR PUBLIC WORK		7.04
10	71991	3/9/2016	568521	BATTERIES FOR BARRICADES		17.43
10	71992	3/9/2016	568550	BATTERIES FOR BARRICADES		17.52
Invoice Amount : 288.53		Discount Amount : 0.00		Check Amount :		288.53
Check Number : 35832	Check Date : 3/15/2016					
Vendor : 1757 IMPERIAL VALLEY ENVIRONMENTAL LAB						
12	71883	3/9/2016	7964	LAB ANALYSIS	PW	1,524.00
12	72044	3/15/2016	7984	LAB ANALYSIS		1,132.00
Invoice Amount : 2,656.00		Discount Amount : 0.00		Check Amount :		2,656.00
Check Number : 35833	Check Date : 3/15/2016					
Vendor : 1148 IMPERIAL VALLEY PRESS						
22	71915	3/10/2016	10898030	PUBLISH NOTICE WALNUT IMPROVEM	Walnut Ave. improvements	1,945.65
Invoice Amount : 1,945.65		Discount Amount : 0.00		Check Amount :		1,945.65
Check Number : 35834	Check Date : 3/15/2016					
Vendor : 8682 IRENE R. KEATING						
10	71960	3/10/2016	3-9-16	REPORTER'S TRANSCRIPTS ON APPEAL	Black Dog	1,860.00
Invoice Amount : 1,860.00		Discount Amount : 0.00		Check Amount :		1,860.00
Check Number : 35835	Check Date : 3/15/2016					
Vendor : 1161 JIM REITER'S LOCKSMITH & SAFE						
10	72020	3/9/2016	252930	REPLACE LOCKS ON PW VEHICLE		65.30
11	72020	3/9/2016	252930	REPLACE LOCKS ON PW VEHICLE	pw	293.87
12	72020	3/9/2016	252930	REPLACE LOCKS ON PW VEHICLE		293.87
Invoice Amount : 653.04		Discount Amount : 0.00		Check Amount :		653.04
Check Number : 35836	Check Date : 3/15/2016					
Vendor : 2278 LA BRUCHERIE IRRIGATION SUPPLY						
10	72005	3/9/2016	116145c	IRRIGATION SUPPLIES FOR TREES AL	PW	137.94
Invoice Amount : 137.94		Discount Amount : 0.00		Check Amount :		137.94
Check Number : 35837	Check Date : 3/15/2016					
Vendor : 1507 LAFCO						
10	71926	3/10/2016	COHSAPFINAL	ACCOUNTING AND PROCESSING	ADMIN	312.50
Invoice Amount : 312.50		Discount Amount : 0.00		Check Amount :		312.50
Check Number : 35838	Check Date : 3/15/2016					
Vendor : 4619 LUIS M. ESTRADA						

CITY OF HOLTVILLE

Monthly Check Register

Date : 3/23/2016 2:02:08 PM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
12	72043	3/15/2016	1088	REPAIRS TO BACKHOE	WWTP	PW 185.00
Invoice Amount : 185.00		Discount Amount : 0.00		Check Amount : 185.00		
Check Number : 35839		Check Date : 3/15/2016				
Vendor : 8060 MLA GREEN, INC.						
22	71959	3/10/2016	6347	LANDSCAPE DESIGN SERVICES	REI	ALAMO RIVER 1,541.22
Invoice Amount : 1,541.22		Discount Amount : 0.00		Check Amount : 1,541.22		
Check Number : 35840		Check Date : 3/15/2016				
Vendor : 7821 PACIFIC HYDROTECH CORP.						
12	72053	3/15/2016	CONSTR.PMT #6	CONSTRUCTION PMT #6		WWTP 216,659.31
Invoice Amount : 216,659.31		Discount Amount : 0.00		Check Amount : 216,659.31		
Check Number : 35841		Check Date : 3/15/2016				
Vendor : 1361 PHOENIX UNIFORM						
10	71963	3/10/2016	154442	FIRE STATION BOOTS FOR S. HERNA		FD 140.35
10	71964	3/10/2016	154432	ENGRAVING AND SEWING		80.95
Invoice Amount : 221.30		Discount Amount : 0.00		Check Amount : 221.30		
Check Number : 35842		Check Date : 3/15/2016				
Vendor : 1405 PITNEY BOWES - PURCHASE POWER						
10	71918	3/10/2016	22326854	POSTGE		ADMIN 369.56
11	71918	3/10/2016	22326854	POSTGE		615.22
12	71918	3/10/2016	22326854	POSTGE		615.22
Invoice Amount : 1,600.00		Discount Amount : 0.00		Check Amount : 1,600.00		
Check Number : 35843		Check Date : 3/15/2016				
Vendor : 1113 PITNEY BOWES, INC. (SUPPLIES)						
10	71909	3/10/2016	406446	POSTAGE MACHINE SUPPLIES		ADMIN 14.68
11	71909	3/10/2016	406446	POSTAGE MACHINE SUPPLIES		14.68
12	71909	3/10/2016	406446	POSTAGE MACHINE SUPPLIES		14.69
Invoice Amount : 44.05		Discount Amount : 0.00		Check Amount : 44.05		
Check Number : 35844		Check Date : 3/15/2016				
Vendor : 8155 R & K AIR CONDITIONING						
11	72042	3/15/2016	28474	CRANE OPERATOR - MOVED WATER		PW 165.00
Invoice Amount : 165.00		Discount Amount : 0.00		Check Amount : 165.00		
Check Number : 35845		Check Date : 3/15/2016				
Vendor : 8186 R.J. SAFETY CO., INC.						
10	71978	3/9/2016	354692-1	SAFETY GLASSES		PW 120.72
11	71978	3/9/2016	354692-1	SAFETY GLASSES		120.76
12	71978	3/9/2016	354692-1	SAFETY GLASSES		60.36
Invoice Amount : 301.84		Discount Amount : 0.00		Check Amount : 301.84		
Check Number : 35846		Check Date : 3/15/2016				
Vendor : 8708 RANDI MOSES						
11	71925	3/10/2016	853 FERN AVE.	WATER DEPOSIT REFUND		ADMIN 51.28
Invoice Amount : 51.28		Discount Amount : 0.00		Check Amount : 51.28		
Check Number : 35847		Check Date : 3/15/2016				
Vendor : 1570 RDJ SPECIALTIES, INC						
10	71901	3/9/2016	092141	FIRE CHIEF HATS; STICKERS		FD 933.21
Invoice Amount : 933.21		Discount Amount : 0.00		Check Amount : 933.21		
Check Number : 35848		Check Date : 3/15/2016				
Vendor : 1632 SHELL FLEET						
10	71961	3/10/2016	7900699724602	FUEL CARD		FD 25.98
Invoice Amount : 25.98		Discount Amount : 0.00		Check Amount : 25.98		
Check Number : 35849		Check Date : 3/15/2016				
Vendor : 7841 SPARKLETTTS						

CITY OF HOLTVILLE

Monthly Check Register

Date : 3/23/2016 2:02:08 PM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
10	71962	3/10/2016	9439337030116	DRINKING WATER		FD 41.96
10	72021	3/9/2016	9431538030116	DRINKING WATER		PW 71.86
Invoice Amount : 113.82		Discount Amount : 0.00		Check Amount :		113.82
Check Number : 35850		Check Date : 3/15/2016				
Vendor : 1109 SPRINT						
11	72038	3/15/2016	984297987-092	DATA LINE AT WATER PLANT		PW 24.90
Invoice Amount : 24.90		Discount Amount : 0.00		Check Amount :		24.90
Check Number : 35851		Check Date : 3/15/2016				
Vendor : 2318 SUNBELT RENTALS						
11	72039	3/15/2016	58735879-001	RENTAL OF WALK BEHIND TRENCHER		PW 244.84
Invoice Amount : 244.84		Discount Amount : 0.00		Check Amount :		244.84
Check Number : 35852		Check Date : 3/15/2016				
Vendor : 2217 SUPERIOR READY MIX CONCRETE						
10	71980	3/9/2016	768800	5TH & ORANGE CONCRETE		PW 746.42
Invoice Amount : 746.42		Discount Amount : 0.00		Check Amount :		746.42
Check Number : 35853		Check Date : 3/15/2016				
Vendor : 1633 TACO SHOP						
11	71993	3/9/2016	828620	FOOD FOR PUBLIC WORKS`		PW 44.61
Invoice Amount : 44.61		Discount Amount : 0.00		Check Amount :		44.61
Check Number : 35854		Check Date : 3/15/2016				
Vendor : 8707 TARGETSOLUTIONS						
10	71900	3/9/2016	HOLTVILLE FIRE	ONLINE TRAINING		FD 2,139.00
Invoice Amount : 2,139.00		Discount Amount : 0.00		Check Amount :		2,139.00
Check Number : 35855		Check Date : 3/15/2016				
Vendor : 8700 TRACTOR SUPPLY CREDIT PLAN						
10	71899	3/9/2016	17758	MATERIALS FOR HOSE RACK FOR FD		FD 105.75
Invoice Amount : 105.75		Discount Amount : 0.00		Check Amount :		105.75
Check Number : 35856		Check Date : 3/15/2016				
Vendor : 1049 UNDERGROUND SERVICE ALERT						
10	71999	3/9/2016	220160315	DIG ALERT TICKETS		PW 36.00
10	72007	3/9/2016	120160315	DIG ALERT TICKETS		PW 21.00
Invoice Amount : 57.00		Discount Amount : 0.00		Check Amount :		57.00
Check Number : 35857		Check Date : 3/15/2016				
Vendor : 1696 UNITED PARCEL SERVICE						
11	71994	3/9/2016	Y11526106	UPS CHARGES		PW 17.77
11	71998	3/9/2016	11526096	UPS SERVICE		PW 30.17
Invoice Amount : 47.94		Discount Amount : 0.00		Check Amount :		47.94
Check Number : 35858		Check Date : 3/15/2016				
Vendor : 1503 VALLEY AUTO GLASS						
11	72015	3/9/2016	025340	REPAIRS TO PW VEHICLE WINDOW		PW 95.05
12	72015	3/9/2016	025340	REPAIRS TO PW VEHICLE WINDOW		PW 95.05
Invoice Amount : 190.10		Discount Amount : 0.00		Check Amount :		190.10
Check Number : 35859		Check Date : 3/15/2016				
Vendor : 2012 VERIZON WIRELESS						
10	71892	3/9/2016	9760447474	DATA TO FIRE LAP TOP		FD 38.01
Invoice Amount : 38.01		Discount Amount : 0.00		Check Amount :		38.01
Check Number : 35860		Check Date : 3/15/2016				
Vendor : 1231 WALKER & DRISKILL						
10	71921	3/10/2016	7167	ATTORNEY FEES (WILLOW BEND)		770.00
10	71922	3/10/2016	7194	ATTORNEY FEES (WORKERS C		ADMIN 187.50
10	71923	3/10/2016	7193	ATTORNEY FEES (GENERAL)		1,821.50

CITY OF HOLTVILLE
Monthly Check Register

Date : 3/23/2016 2:02:08 PM

User Name : Lee Ann

Calendar Month/Year : <ALL> <ALL>

Fund	Transaction	Due Date	Invoice Number	Description	PO Number	Amount
10	71924	3/10/2016	7173	ATTORNEY FEES (BLACK DOG)		730.00
Invoice Amount :		3,509.00	Discount Amount :		0.00	Check Amount : 3,509.00
Check Number :		35861	Check Date :		3/15/2016	
Vendor : 1058 XEROX CORPORATION						
10	71903	3/9/2016	83635445	COPIER LEASE AND USAGE	FD	134.19
10	71913	3/10/2016	83635446	COPIER LEASE AND USAGE		350.32
11	71913	3/10/2016	83635446	COPIER LEASE AND USAGE	ADMIN	100.32
12	71913	3/10/2016	83635446	COPIER LEASE AND USAGE		100.34
Invoice Amount :		685.17	Discount Amount :		0.00	Check Amount : 685.17
Check Number :		35862	Check Date :		3/15/2016	
Vendor : 1738 ZAMORA'S BACKFLOW						
11	71995	3/9/2016	2163	BACKFLOW TEST FOR 2088 MURRAY		50.00
11	71996	3/9/2016	2118	BACKFLOW TESTING AND REPAIRS A	PW	100.00
11	72000	3/9/2016	2136	BACKFLOW TEST FOR CC MAIN LINE		100.00
Invoice Amount :		250.00	Discount Amount :		0.00	Check Amount : 250.00
Check Number :		35863	Check Date :		3/17/2016	
Vendor : 1043 SELLERS PETROLEUM						
10	72060	3/17/2016	CL80920	FUEL (FD)	FD	376.79
10	72061	3/17/2016	CL80921	FUEL (PW)		356.39
11	72061	3/17/2016	CL80921	FUEL (PW)	PW	443.36
12	72061	3/17/2016	CL80921	FUEL (PW)		359.76
Invoice Amount :		1,536.30	Discount Amount :		0.00	Check Amount : 1,536.30

Total Number of Vendors	:	66	:	0.00
Total Number of Checks Printed	:	66		
Total Number of Voided Checks	:	0		
Largest Check Amount	:	216,659.31		
Total for all Checks Printed	:	297,624.53		
Total for Voided Checks	:	0.00		
Net Amount of Checks Printed	:	<u>297,624.53</u>		

Summary

Fund	Amount
10 GENERAL FUND	28,096.92
11 WATER	13,659.36
12 SEWER	227,713.63
13 TRASH	16,990.52
22 LOCAL TRANSPORTATION FUND - TDA	11,164.10

City of Holtville
REPORT TO COUNCIL

MEETING DATE:	03/28/16
ITEM NUMBER	3
Approvals	CITY MANAGER 
	FINANCE MANAGER
	CITY ATTORNEY

DATE ISSUED: March 28, 2016
FROM: Nick Wells, City Manager
SUBJECT: **Resolution No. 16-08** *Authorizing the Submittal of an Application for Recycling Payment Programs and Related Authorizations*

ISSUE:

Shall the City Council approve a resolution authorizing the City to continue to work through Imperial Valley Resource Management Agency (IVRMA) to procure funding through CalRecycle to offset mandated recycling program costs in the City?

DISCUSSION:

In 1988, California enacted a program to place a deposit on beverage containers. The deposit is currently 5 cents for small beverage containers and 10 cents for large beverage containers. CalRecycle is responsible for this state program.

CalRecycle each year provides funding to jurisdictions to enhance the beverage container program. For the last 13 years, the Imperial Valley Resource Management Agency (IVRMA) has worked with the Member Jurisdictions to apply for the funding. The IVRMA has used the funding for projects such as providing technical assistance and recycling bins to businesses to start or expand their recycling. The IVRMA has also provided CalRecycle with the required program and financial reporting.

Effective this year, CalRecycle is now requiring each jurisdiction to adopt a resolution that must be submitted as part of the application package. Without a resolution, it will not be possible to apply for the funding from CalRecycle.

FISCAL IMPACT:

Approximately \$5,000 is provided to the City annually to offset the cost of encouraging recycling to comply with mandated programs.

CITY MANAGER RECOMMENDATION:

It is recommended that the City Council authorize the submission to continue to apply for funding.

ALTERNATIVES:

Not to authorize.

**HOLTVILLE CITY COUNCIL
RESOLUTION NO. 16-08**

**A RESOLUTION OF THE HOLTVILLE CITY COUNCIL AUTHORIZING THE
SUBMITTAL OF AN APPLICATION FOR PAYMENT PROGRAMS AND
RELATED AUTHORIZATIONS**

WHEREAS, pursuant to Public Resources Code section 48000 et seq. the Department of Resources Recycling and Recovery (CalRecycle) has established various payment programs to make payments to qualifying jurisdictions; and

WHEREAS, in furtherance of this authority CalRecycle is required to establish procedures governing the administration of the payment programs; and

WHEREAS, CalRecycle's procedures for administering payment programs require, among other things, an applicant's governing body to declare by resolution certain authorizations related to the administration of the payment program.

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

1. That the City of Holtville and the Imperial Valley Resource Management Agency are authorized to submit an application to CalRecycle for any and all payment programs offered; and
2. That the City Manager, or his designee, is hereby authorized as Signature Authority to execute all documents necessary to implement and secure payment; and
3. That this authorization is effective until rescinded by the Signature Authority or this Governing Body.

PASSED, APPROVED AND ADOPTED by Holtville City Council at a regular meeting held on the 28th of March, 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

MEETING DATE:	03/28/16
ITEM NUMBER	4
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: March 28, 2016
FROM: Nick Wells, City Manager
SUBJECT: **Resolution No. 16-09** *Repeal Resolution 13-08, Adopting a New Cost Recovery Fee Schedule*

ISSUE:

Shall the City Council approve Resolution 16-09 repealing Resolution 13-08, the most recently adopted Recovery Fee Schedule, adopting a revised schedule to include additional items that have been accepted since its adoption?

DISCUSSION:

In February,, 2013, the City passed Resolution 13-08 amending that City's Fee Schedule. In the time since, a few items have been discussed and need to be added.

FISCAL IMPACT:

There is no fiscal impact.

CITY MANAGER RECOMMENDATION:

It is recommended that the City Council adopt the revised schedule.

ALTERNATIVES:

Not to authorize.

**HOLTVILLE CITY COUNCIL
RESOLUTION NO. 16-09**

**A RESOLUTION OF THE HOLTVILLE CITY COUNCIL REPEALING
RESOLUTION 13-08 AND ESTABLISHING FEES AND CHARGES FOR CITY SERVICES**

WHEREAS, Article VIII (b) of the California Constitution permits the City to establish and recover costs reasonably incurred by the City in providing regulation and services from fees and charges; and

WHEREAS, the City Council of the City of Holtville finds that costs are incurred by the City in providing regulation and other services; and

WHEREAS, the City Council of the City of Holtville desires to recover those costs reasonably borne by the City in providing regulation and other services;

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

1. The foregoing is true, correct and adopted.
2. The amounts of fees set forth in Exhibit "A" attached hereto and incorporated herein by reference reflect the amount of fees reasonably required to be charged in order to recover costs incurred and borne by the City in providing the services enumerated herein.
3. The fees set forth in Exhibit "A" are hereby established and set and become effective upon adoption.
4. The fees established and set shall not apply to any government entity.

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

PASSED, APPROVED AND ADOPTED by Holtville City Council at a regular meeting held on the 28th of March, 2016, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Attest: _____
Denise Garcia, City Clerk

James Predmore, Mayor

EXHIBIT A
CITY OF HOLTVILLE FEE SCHEDULE

GENERAL SERVICES

Copies	\$ 1.00	first page
	\$ 0.50	each page thereafter
Recording Fee	\$ 150.00	
Return Check Fee	\$ 30.00	

UTILITY SERVICES

Water Deposit for New Account	\$	Two Months Flat Rate
Water - Connection Fee (Turn On/Turn Off)	\$ 25.00	

BUSINESS LICENSES

Peddler	\$ 50.00	per day
<i>Farmers Markets, Street Fairs, Special Events</i>	<i>\$ 25.00</i>	<i>per day</i>
<i>Fireworks Vendor Fee</i>	<i>\$1,000.00</i>	<i>per year</i>
ALL OTHERS	\$ 100.00	per year

ANIMAL CONTROL FEES

License Fees:		
Altered	\$ 15.00	
Unaltered	\$ 20.00	
Disposal	\$ 25.00	
Running Loose <i>Leash & Control Violation</i>	\$ 30.00	
Euthanasia	\$ 100.00	
Impound Fee	\$ 15.00	per day
Release Fee	\$ 15.00	(7:00 a.m. to 2:00 p.m. (NO nights and weekends)
Quarantine Fee		
at Home	\$ 10.00	per day
at Shelter	\$ 15.00	per day
Trap Rental Fee	\$ 25.00	deposit (Mon - Thurs)

FACILITY & PARK USE FEES

Civic Center/Hut - City Sponsored	\$ No Fee
<i>Resident functions which provide a community service in the area of education, recreation, health or welfare and are free to the participants.</i>	
Civic Center/Hut - Non Profit/Civic	\$ 60.00 per hour
<i>Resident functions which provide a community service in the area of education, recreation, health or welfare for which the participants are charged.</i>	
Civic Center/Hut Private (Resident) <input type="checkbox"/>	\$ 40.00 per hour
Holt Park - Picnic/BBQ (per section)	\$ 30.00
Gazebo (3 hour limit to comply with City Ordinance)	\$ 30.00
Mack Park	\$ 25.00
Ralph Samaha Field	\$ 25.00
Tennis Courts	\$ 25.00
Restrooms (Lock/Unlock)	\$ 25.00
Field Lights Key Deposit	\$ 125.00
Field Lights/Electricity	\$ 20.00 per hour
Cleaning Deposit (Refundable)	\$ 100.00
Block Party Fee	\$ 125.00

NO JUMPERS OR SLIDES ARE ALLOWED ON CITY PROPERTY

SWIMMING POOL RENTAL FEES

Cleaning Deposit:	\$ 100.00 refundable
Rental Fees:	\$ 30.00 per hour
Public Swim	\$ 1.00 daily per person
	\$ 20.00 monthly per family
	\$ 50.00 summer per family

GUIDELINES & REQUIREMENTS

1. Rental rates for any City owned property not named above may be set on a one time basis by the City Manager with the concurrence of the Finance Manager.
2. Rental fees may be waived by the City Manager with the concurrence of the Finance Manager; however cleaning fees and deposits will not be waived under any circumstance.
3. Deposits will be returned to renters by 5:00 p.m. on the second business day following the return of the rented items, provided they are returned in the same condition as when rented.
4. Groups and activities sponsored by the City will not be charged for use of City facilities.

5. Conditions of Use: One rental only per day.
Fees must be paid in advance.
Approved Facility Use Permit must be completed.
Must provide Certificate of Insurance.
Lifeguards must be scheduled.
6. Lifeguards: 2 For Groups \leq 50
3 For Groups of 50 Or More
Party renting pool facility is responsible for securing lifeguards.
Lifeguards must have necessary certification on file at City Hall.
7. Maximum Occupancy 75

FIRE INSPECTION FEES

Occupancy Permits (Specific Hazard Renewable Annually)

Automobile Wrecking Yard	\$ 100.00
Chemical Storage Locker Approval	\$ 100.00
Combustible Fiber Storage	\$ 50.00
Combustible Liquid Storage	
a. Inside \geq 25 gallons	\$ 50.00
b. Outside \geq 60 gallons	\$ 50.00
Compressed Gases	\$ 25.00
Garages	\$ 50.00
Hazardous Chemicals (see list)	\$ 100.00
High Piled Combustible Stock	\$ 100.00
Liquid Petroleum Gases	\$ 100.00
Lumber Yards	\$ 50.00
Medical Gas Systems	\$ 50.00
Places of Assembly \geq 50 People	\$ 75.00
Refrigeration Equipment	\$ 50.00
Spraying or Dipping	\$ 100.00
State Required Inspections	\$ 100.00
Life Safety Inspections	
a. Light Hazard	\$ 25.00
b. Ordinary Hazard	\$ 50.00
c. Extra Hazard	\$ 75.00
d. Annual Inspection \leq 60 People	\$ 50.00
e. Annual Inspection \geq 60 People	\$ 100.00
Fees For Occurrence or Use	
a. Christmas Tree Lots	\$ 50.00
b. Tents, Air Supported Structures	\$ 100.00
Reinspections	
a. Second	\$ 50.00
b. Third and After	\$ 50.00

Plan Checking & Inspection

Fire Sprinkler	\$ 100.00
Annual Sprinkler Test	\$ 50.00
Fire Alarm System	
a. Residential	\$ 50.00
b. Commercial	\$ 100.00
Automatic Fire Protection System	\$ 50.00
Liquified Petroleum Gas	\$ 50.00
Medical Gas System	\$ 25.00
Tank Removal & Installation	\$ 100.00
Miscellaneous Inspection, not specified	\$ 50.00 per hour
Miscellaneous Plan Review, not specified	\$ 50.00 per hour

Miscellaneous

Document Fees

a. Fire Code Amendments (per copy)	Cost + 10%
b. Photograph (per photo)	Cost + 10%
c. Incident Reports	\$ 25.00
d. Investigation Reports	\$ 15.00
False Alarm (after 2nd occurrence/12 months)	\$ 100.00
	\$ 25.00
Failure To Obtain Permit	Double Fees

Nuisance Abatement Program

Administration Fee	\$ 275.00
Special Inspection Fee	\$ 75.00
Abatement Lien	Cost + 10%

Recovery Cost of DUI *Emergency cost up to* \$ 1,250.00

MEDICAL BILLING

Services & Supplies

Response (LALS - Advanced)	\$ 110.00
Response (BLS -Basic)	\$ 95.00
Night Call	\$ 20.00
Mileage (per mile)	\$ 10.00
Oxygen	\$ 35.00
Suction Kit	\$ 25.00
CPR/Resuscitator	\$ 45.00
Traction Splint	\$ 25.00
Burn Kit	\$ 70.00
KED Sled	\$ 80.00
Splint (Cardboard)	\$ 10.00
Sponge (4 X 4 Package)	\$ 5.00
Trauma Dressing	\$ 10.00
Kerlix/Kling	\$ 5.00
Ice Pack	\$ 10.00
Heat Pack	\$ 10.00
Obstetrical Kit	\$ 30.00
King Airway	\$ 100.00
Sterile Solution	\$ 10.00
N Catheters	\$ 10.00
N Guard Box	\$ 15.00
Glucose Paste	\$ 10.00
Flush Syringe	\$ 10.00
Bag Valve Mask	\$ 50.00
Back Board	\$ 50.00
C Collar	\$ 25.00
Head Bed	\$ 25.00

Medications

Albuterol .83% 3ML X 25 UD	\$ 10.00
Dextrose 50% 50ML SYR	\$ 10.00
EPI IMO IML AMP	\$ 10.00
Glucagon IMG VL	\$250.00
Naloxone 2MG 2ML SYR IMS	\$ 30.00
Aspirin 81 MG X 36 Chewable	\$ 5.00
Charcoal & Sorb 8 oz.	\$ 30.00
Nitro Spray	\$ 40.00
IV Set X 48 (Max)	\$ 10.00
IV Set X 48 (Min)	\$ 10.00
Sod Chloride .9% 1000 OML	\$ 10.00
Sod Chloride .9% 250 OML	\$ 10.00

IMPERIAL COUNTY SHERIFF - FEE SCHEDULE
(PROVIDED FOR INFORMATION ONLY)

LEVY

EARNINGS WITHHOLDING ORDER	\$ 30.00	26750
BANK	\$ 35.00	26721
SAFE DEPOSIT BOX (NOT INCLUDING LOCK DRILL)	\$ 125.00	26723
BOOK	\$ 35.00	26734
IMMEDIATE POSSESSION	\$ 85.00	26722
KEEPER (M-F 8A - SP)	\$ 205.00	26722 & 26726
VEHICLE (CARS & LIGHT TRUCKS)	\$ 830.00	26721
VEHICLE (OVER 1 TON)	\$ 1,030.00	26721
REAL PROPERTY SALE (1 PARCEL)	\$ 1,500.00	26725
NON-WRIT SERVICE OF PROCESS	\$ 35.00	26721

SUPOENA - CIVIL

SUPOENA - CIVIL	\$ 30.00	26743
SUMMONS AND COMPLAINT	\$ 35.00	26721.2
UNLAWFUL DETAINER	\$ 35.00	26721.1
WITH PREJUDGEMENT CLAIM	\$ 35.00	26721.1
SUMMONS AND PETITION	\$ 35.00	26721.2
TILL TAP (IMMEDIATE LEVY)	\$ 85.00	26722

WITNESS FEE

CITIZEN (PER DAY) & (\$.20 PER MILE)	\$ 35.00	68093
OFFICER (PER DAY)	\$ 150.00	68097
RECORDS ONLY (NO APPEARANCE)	\$ 35.00	68093

WRITS

ATTACHMENT WITHOUT SEIZURE	\$ 35.00	26725
ATTACHMENT WITH SEIZURE (PLUS COST)	\$ 35.00	26725
ATTACHMENT -REAL PROPERTY	\$ 150.00	26725

POSSESSION

CLAIM & DELIVERY WITH SEIZURE (PLUS COSTS)	\$ 85.00	26722
SERVICE S & C WITH WRIT	\$ 35.00	26721.2
POSSESSION (EVICTION)	\$ 125.00	26733.5
RESCHEDULE (REPOSTING)	\$ 50.00	26721

COPY FEE PER PAGE

	\$ 0.50	26727
--	---------	-------

FEES ESTABLISHED BY IMPERIAL COUNTY SHERIFF'S DEPARTMENT

CITATIONS ISSUED BY HOLTVILLE POLICE DEPARTMENT FEE SCHEDULE**Traffic Violations**

Handicap Parking	\$ 250.00
------------------	-----------

Driving in Designated Area	\$	50.00
Timed Parking	\$	30.00
No Parking Over 72 Hours	\$	30.00
No Parking in Alley	\$	30.00
Parking Within Markings	\$	30.00
Parking at Yellow Curb	\$	30.00
Parking at Bus Stop/Red Curb	\$	30.00
Commercial Vehicle Not on Truck Route	\$	80.00
Truck Parking Over 10,000 lbs.	\$	30.00
Any Other Parking Violation	\$	30.00
Ticket Sign Off	\$	17.00
Alarm		
Business/Residential False Alarm (<i>after 2nd occurrence/12 months</i>)	\$	100.00
Public Nuisance		
Response to Loud Noise (<i>after 2nd within 24 hours</i>)	\$	50.00
Animal Control		
Animal Nuisance	\$	20.00
Public Peace, Morals and Safety		
Prohibited Driving on Park	\$	20.00
Prohibited Riding on Sidewalk	\$	20.00
No Liquor in Park	\$	50.00
Possession of Graffiti Implement	\$	50.00

City of Holtville
REPORT TO COUNCIL

MEETING DATE:	03/28/16
ITEM NUMBER	5
Approvals	CITY MANAGER 
	FINANCE MANAGER
	CITY ATTORNEY

DATE ISSUED: March 28, 2016

FROM: Nick Wells, City Manager

SUBJECT: **Resolution No. 16-10** *Authorizing the Execution of a Contract with the Holt Group, Inc., to Prepare Design/Build Bidding Specifications to Make Necessary Repairs to the City's Water Treatment Facility?*

ISSUE:

Shall the City Council approve a resolution authorizing the City Manager to execute a contract with the Holt Group for to prepare Design/Build documents for eventual bidding of a project to make necessary repairs to the City's Water Treatment facility?

DISCUSSION:

The City is under a Compliance Order from the Water Resources Control Board, Division of Drinking Water and has identified a Water Treatment System Improvements Project for compliance. As such, City has identified and wishes to implement a construction project to satisfy compliance with the aforementioned Order involving improvements to the Holtville Water Treatment System.

To that end, the City is applying for loan/grant funding through the State of California State Revolving Fund (SRF) to complete Water Treatment Plant improvements. The improvements include electrical control system improvements, recoating of the 2.4 million gallon ground storage reservoir and the installation of a TTHM removal system. As with many such funding sources, the SRF funding requires shovel-ready project, but the expectation is that design services will be reimbursed for the costs of these services if/when funding is awarded. Due to the time constraints associated with the funding, the City intends to construct the improvements by a design/build method.

The Holt Group is proposing to prepare the Design/Build documents for bidding. Delta Systems Engineering will be assisting with the preparation of the complex electrical component of the specifications. The attached proposal delineates \$88,950 to complete the specifications, which would come from reserves in the Water Fund.

FISCAL IMPACT:

\$88,950 from Water Fund reserves in the with the expectation is these expenditures will be reimbursed if/when funding is awarded.

CITY MANAGER RECOMMENDATION:

It is recommended that the City Council authorize the expenditure.

ALTERNATIVES:

Not to authorize.

**HOLTVILLE CITY COUNCIL
RESOLUTION NO. 16-10**

**A RESOLUTION OF THE HOLTVILLE CITY COUNCIL AWARDING THE
PROFESSIONAL ENGINEERING SERVICES FOR THE HOLTVILLE WATER
TREATMENT SYSTEM IMPROVEMENTS PROJECT**

WHEREAS, the City of Holtville is under a Compliance Order from the Water Resources Control Board, Division of Drinking Water and has identified a Water Treatment System Improvements Project for compliance; and

WHEREAS, the City of Holtville has identified and wishes to implement a construction project to satisfy compliance with the aforementioned Order involving improvements to the Holtville Water Treatment System, hereafter "Project;" and

WHEREAS, the City of Holtville's Application for project funding through the Drinking Water State Revolving Fund (DWSRF) requires a shovel ready project; and

WHEREAS, the City wishes to secure professional services to prepare the necessary bid packet, details and specifications to complete the construction of the Project; and

WHEREAS, the City of Holtville anticipates to be reimbursed for the costs of these services when the funding application is approved through the Water Resources Control Board Division of Financial Assistance; and

WHEREAS, the City of Holtville has received a satisfactory proposal from The Holt Group, Inc, and wishes to contract for said professional services in the amount of \$88,950.00; and

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

1. The foregoing is true, correct and adopted.
2. That the City Manager is authorized to enter into an Agreement for Professional Service for the Holtville Water Treatment System Improvement Project with The Holt Group, Inc., in the amount of **\$88,950**.

PASSED, APPROVED AND ADOPTED by Holtville City Council at a regular meeting held on the 28th of March, 2016, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Attest: _____
Denise Garcia, City Clerk

James Predmore, Mayor

March 23, 2016

Mr. Nick Wells
City Manager
City of Holtville
121 West Fifth Street
Holtville, California
92250

Re: City of Holtville – Water Treatment Plant Improvements – Preparation of Design/Construct Bidding Documents – THG #116.450

Dear Mr. Wells,

The City of Holtville is applying for loan/grant funding through the State of California State Revolving Fund (SRF) to complete Water Treatment Plant improvements. The improvements include electrical and control system improvements, recoating of the 2.4 million gallon ground storage reservoir and the installation of a TTHM removal system. Due to the time constraints associated with the funding, the City is intending to construct the improvements by a design/build method.

The Holt Group is proposing to prepare the Design/Build documents for bidding. Delta Systems Engineering will be assisting with the preparation of the Electrical and Control Design/Bid documents. Due to the grant/loan schedule, the Design/Construct Bid Documents are to be prepared for bidding by May 31st, 2016. The Holt Group and Delta Systems Engineering are proposing to perform the following Services:

A. Design/Build Bid Documents

1. Prepare the Design/Construct documents for the coating of the interior of the 2.4 MGD Reservoir and other miscellaneous rehabilitation components.
2. Prepare the Design/Construct documents for the TTHM removal system including but not limited to the recirculation pumps, mixers,

blowers, air piping, water piping, water nozzles, support systems for water and air piping and electrical power and control panels.

3. Prepare the Specifications for the Design/Build Project including Invitation for Proposals, Instruction for Bidders, Proposal Forms, Agreement, General Conditions, Special Conditions and Technical Conditions.

4. Prepare a General Description of the Electrical/Control Systems to be replaced at the Holtville Water Treatment Plant. The General Description shall include SCADA and PLC components. The General Description shall be prepared to allow the Design/Build Contractor to understand the Water Treatment Plant Electrical/Control Systems work to be completed.

5. Prepare Instrumentation and Control Descriptions for the Water Treatment Plant System Components to be replaced. Prepare P & ID Diagrams. The Instrumentation and Control Descriptions and P & ID diagrams shall provide the basis from which the Design/Build contractors will construct the electrical control system.

The Holt Group is proposing to complete the work according to the following fee schedule:

FEE PROPOSAL

1. Prepare Design/Build Documents including the Electrical Control P & ID Diagrams and Descriptions, Contract Documents and Specifications per Item A of this proposal.	88,950
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------

Total Fee	\$88,950
-----------	----------

Thank you for considering the Holt Group regarding the completion of this important Water Treatment Plant Improvement Project. Please contact me if questions arise.

Sincerely,



James G. "Jack" Holt, P.E.

Cc: Justina Arce, The Holt Group

City of Holtville

REPORT TO COUNCIL

DATE ISSUED: March 28, 2016
FROM: Nick Wells, City Manager
SUBJECT: City Manager Update

	Meeting Date	<u>03/28/16</u>
	Item Number	<u>6</u>
Approvals	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 was prepared and submitted to SRF last month. *A proposal from the Holt Group is on the Agenda tonight to produce Design/Build specifications so that the project can be considered “designed” for grant purposes. Also, Sean Sterchi from the State Water Resources Control Board - Division of Drinking Water contacted the City last week and offered to assist in procuring a no-cost Water Rate Study with Rural Community Assistance Corporation.*

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 in 2014. Several plan iterations were submitted to the Building Department and forwarded to the City Engineer for review with continued “issues.” The seventh round addressed the remaining issues regarding the electrical drawings and the plans 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. *The pushback from Infratech is putting the project in danger of cancellation at this point. Although the design of the project has been scaled down considerably, the Infratech folks have been unwilling to sign an addendum for a lower minimum power purchase amount. We will keep Council up to date as the situation develops.*

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. In November, the City’s WWTP Cease & Desist Order (and corresponding deadline for completing this project) were extended to 12/31/16, which should give ample time for completion. Most of the excavation and base concrete pouring has been completed and electrical wiring has begun. *At present, there seems to be an ongoing issue with engineering submittals for questions that arise on the job. The contractor has requested that the City get involved in helping shepherd those along more expeditiously.*

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 was advertised last week.*

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 and CM/RE were authorized by the City Council last month and both have been advertised.

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 had been some difficulty finding a vendor to do the etching of the metal sign, but *a vendor was finally procured and it is expected that the sign will be complete around the end of April, allowing for a dedication ceremony at that time.*

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 **29** 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 month.

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 comments have been provided 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. We were notified that the attached funds from Black Dog were collected and are now in hand. A few clerical issues need to be completed, but it seems a full resolution of the matter is imminent.

Blossom Valley Inn – *A resident of the facility has been complaining to any and all that will listen that the facility is in disrepair. Staff has visited the facility and though there may be some minor issues to be improved, they are in process of repair. Moreover, pursuant to the complaints, a representative of the State Department of Social Services visited the facility on March 4, and deemed the complaints “...unfounded, meaning that the allegation was false, could not have happened and/or is without a reasonable basis.”*

MEETINGS & EVENTS RECENTLY ATTENDED:

- 03/11/16 Conference with Caltrans Reps re: *Consultant Procurement* City Hall
- 03/14/16 Management Staff Meeting City Hall
- 03/15/16 Status Meeting re: *Blossom Valley Inn CUP Discussion* DD&E Office (EC)
- 03/17/16 Opening of Humble Farmer Brewing Company Holtville
- 03/18/16 Meeting w/ J Holt, S Walker re: *Walnut Ave ARAM Project* Holt Group Office
- 03/18/16 Farewell for Marlene Best City of Imperial
- 03/21/16 Management Staff Meeting City Hall
- 03/21/16 Holtville Planning Commission Meeting City Hall
- 03/22/16 Walnut Avenue Project Construction Bid Opening City Hall
- 03/22/16 Meet with Gary Brown (CA League of Cities) City Hall
- 03/22/16 Coopers West 100 Year Anniversary Party Coopers West Office
- 03/24/16 Meeting with Potential Consultant for Walnut Ave Project City Hall
- 03/24/16 IVECA Board Meeting EC ED Offices

UPCOMING EVENTS:

- 03/30/16 WWTP - Monthly Progress Meeting WWTP Plant
- 03/30/16 IID Canal/Water Efficiency Tour IID Tour
- 04/02/16 Holtville Fire Dept Open House Fire House
- 04/06/16 Walnut Avenue Improvement Project Consultant Evaluation City Hall
- 04/07/16 Cedar Avenue Sidewalk Project Consultant Evaluation City Hall
- 04/07/16 Holtville CofC BoD Vessey & Co
- 04/13/16 ICTC Management Committee Meeting City of Brawley
- 04/13/16 CCMA Meeting City of Brawley
- 04/14/16 Americas Competitiveness Exchange Breakfast Imperial Reg Ctr - Club Lohoo Restaurant
- 04/14/16 League of Cities Division Dinner Inferno (Brawley)
- 04/18/16 Holtville Planning Commission Meeting City Hall
- 04/25/16 Holtville City Council Meeting City Hall
- 04/28/16 IVECA Board Meeting EC ED Offices
- 05/04/16 Bike to School Day Town to Pine School
- 05/09/16 AZ State Graduation Ceremonies Tempe, AZ
- 05/12/16 City of El Centro State of the City Address Site TBD
- 05/30/16 Memorial Day Ceremonies Holt Park
- TBD Briefing on ACO / Emergency Comm Survey IC Admin Offices

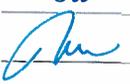
If you have any questions about any of the information presented, please feel free to contact me directly.

Respectfully submitted,



Nicholas D. Wells
(760) 356-4574

City of Holtville
REPORT TO CITY COUNCIL

MEETING DATE:	<u>03/28/16</u>
ITEM NUMBER	<u>6a</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

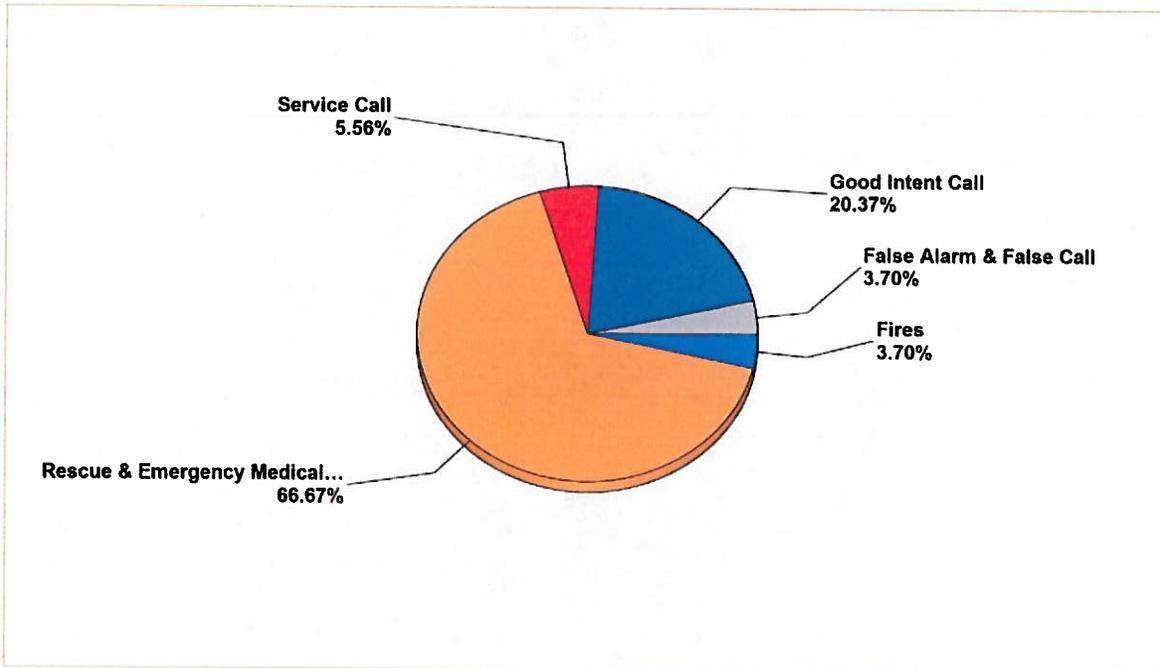
DATE ISSUED: March 23, 2016
FROM: Alex Silva, Fire Chief
SUBJECT: Monthly report for February 2016

During the month of February 2016, we attended Ammonia Day at Yuma Arizona, the training included proper procedures on containing ammonia leaks, hazards, notifications and responding to ammonia leaks. On February 19, 2016 we held a Movies at the Park, we have approximately 40 kids and adults. The firefighters association gave out popcorn, punch and we even had one of our firefighters did face painting. The following is the monthly report for February 2016.

Emergency calls	54
Training hours	146
Residential inspections	30
Commercial inspections	12

Cordially submitted

Alex Silva
Fire Chief



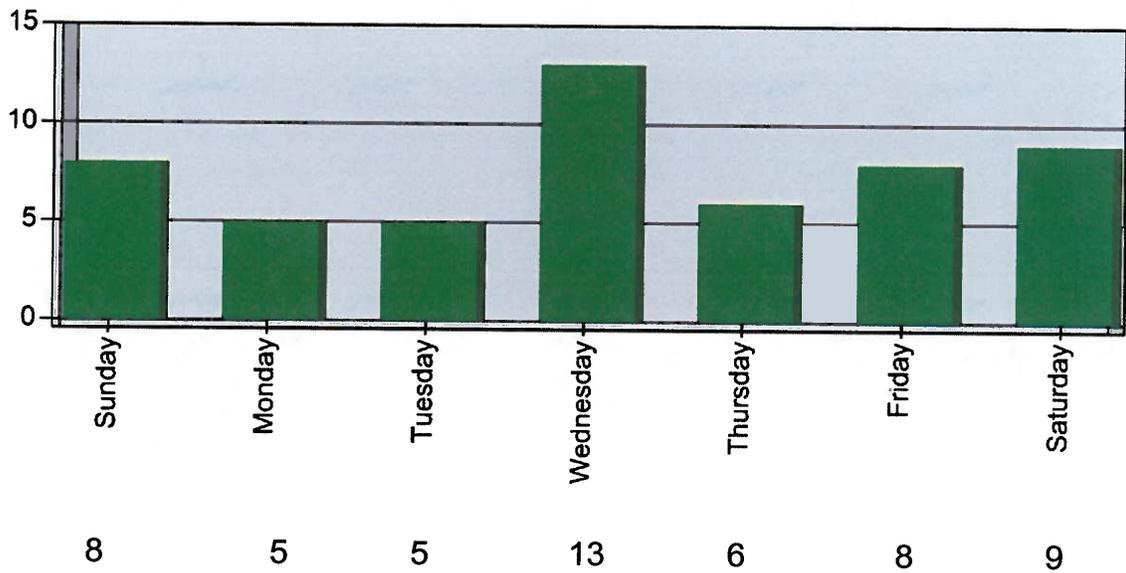
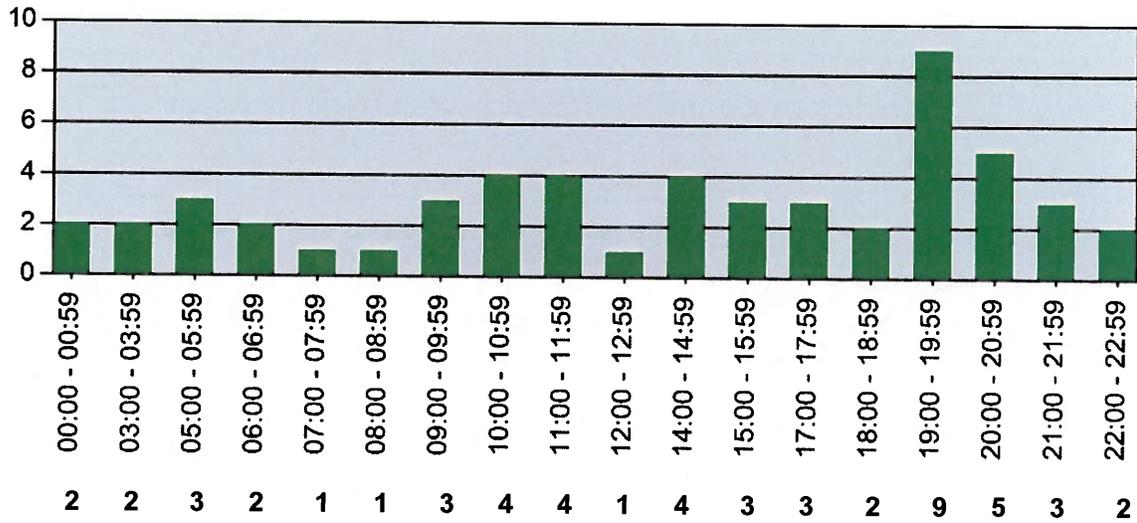
MAJOR INCIDENT TYPE # INCIDENTS % of TOTAL

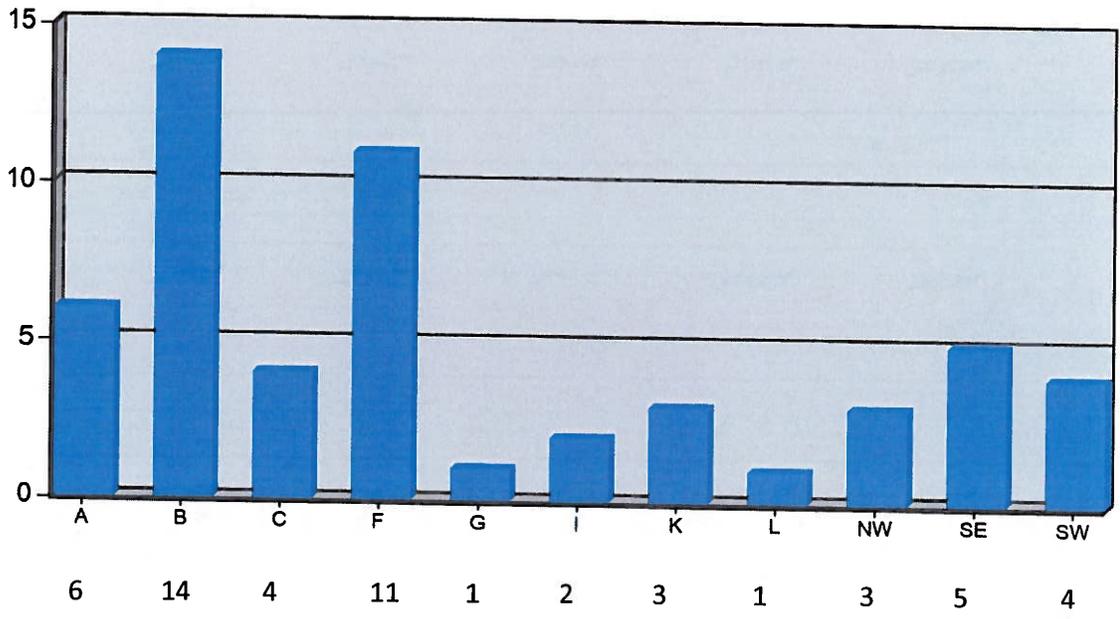
Fires	2	3.70%
Rescue & Emergency Medical Service	36	66.67%
Service Call	3	5.56%
Good Intent Call	11	20.37%
False Alarm & False Call	2	3.70%
TOTAL	54	100.00%

ACTION TAKEN # INCIDENTS PERCENTAGE

11 - Extinguishment by fire service personnel	2	3.7%
14 - Contain fire (wildland)	1	1.85%
21 - Search	1	1.85%
31 - Provide first aid & check for injuries	2	3.7%
32 - Provide basic life support (BLS)	16	29.63%
33 - Provide advanced life support (ALS)	18	33.33%
71 - Assist physically disabled	2	3.7%
73 - Provide manpower	3	5.56%
84 - Refer to proper authority	1	1.85%
86 - Investigate	4	7.41%
93 - Cancelled en route	8	14.81%
TOTAL:	58	

Number	Date	Incident type	Property loss	Content loss	Loss Total	%
0107	02/17/2016	111 - Building fire	\$30,000	\$13,000	\$43,000	100





City of Holtville
REPORT TO CITY COUNCIL

MEETING DATE:	<u>03/28/16</u>
ITEM NUMBER	<u>6b</u>
Approvals	CITY MANAGER 
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: March 23, 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 03/10/16 to 03/23/16

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

Water Treatment Plant:

- **WTP staff completed installation of new carrier pipe for post chlorine chemical feed lines.**
- **Trojan UV tech came to facility on 03/18 to troubleshoot Ethernet Communications Failure in UV system main control panel. Issues were resolved during the visit.**
- **Staff took all routine samples, completed all regulatory reports, and maintained operational records as required.**

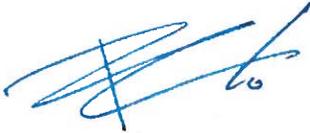
Waste Water Treatment Plant:

- **WWTP staff took turbine pump #2 out-of-service for inspection and possible repair work.**
- **Staff took all routine samples, completed all regulatory reports, and maintained operational records as required.**

Waste Water Treatment Construction:

- **Pacific Hydro work completed installation of Block Retention Wall and fence posts along east side of the plant site.** *(see attached photo)*
- **Pacific Hydro work crews completed excavation work for the foundation of the MCC building.** *(see attached photo)*
- **Pacific Hydro work crews continued soil removal and excavation work for Biolac aeration basin.** *(see attached photo)*
- **Pacific Hydro began installation of stainless steel aeration header manifold along north side of aeration basin.** *(see attached photos)*

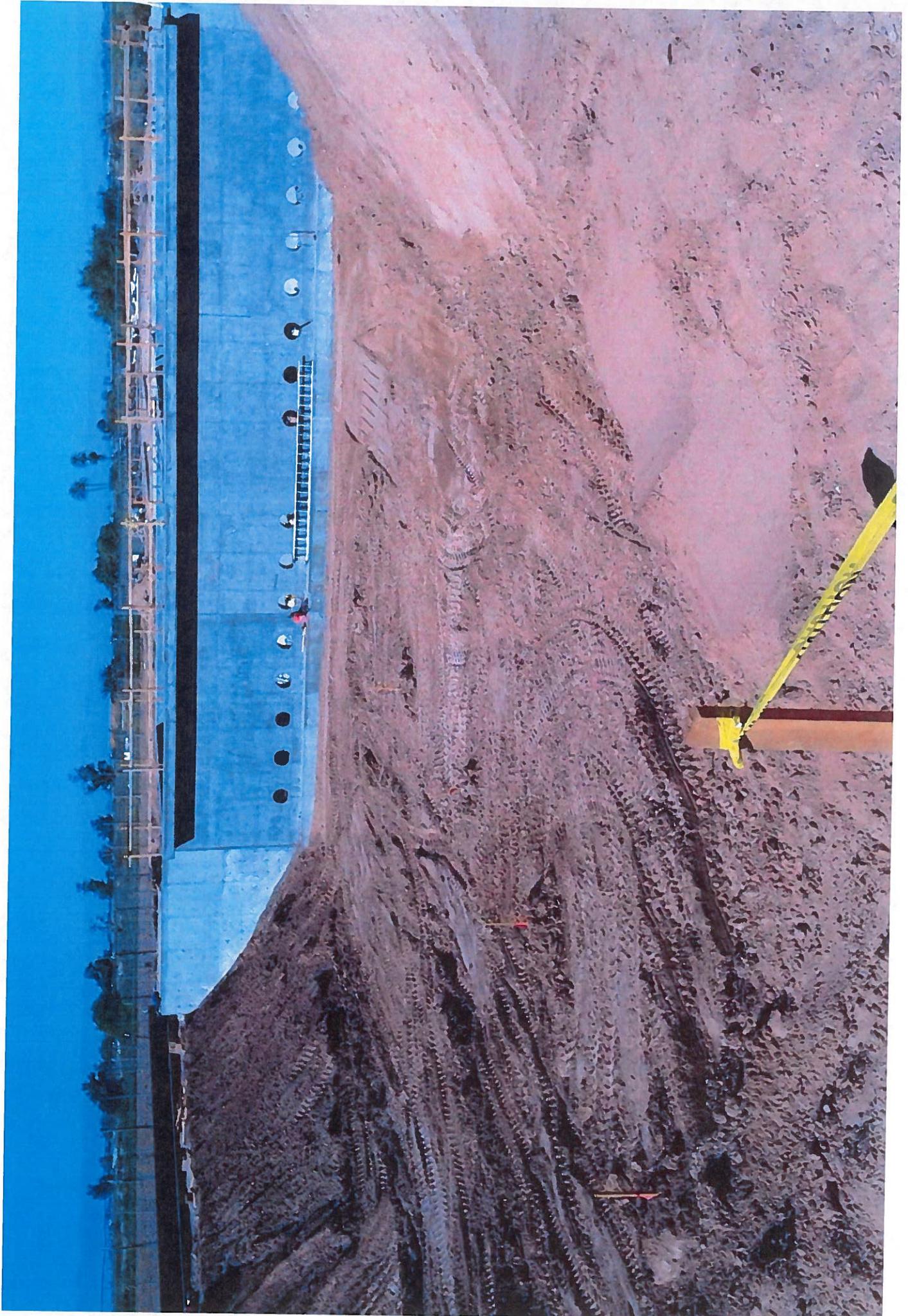
Respectfully Submitted,

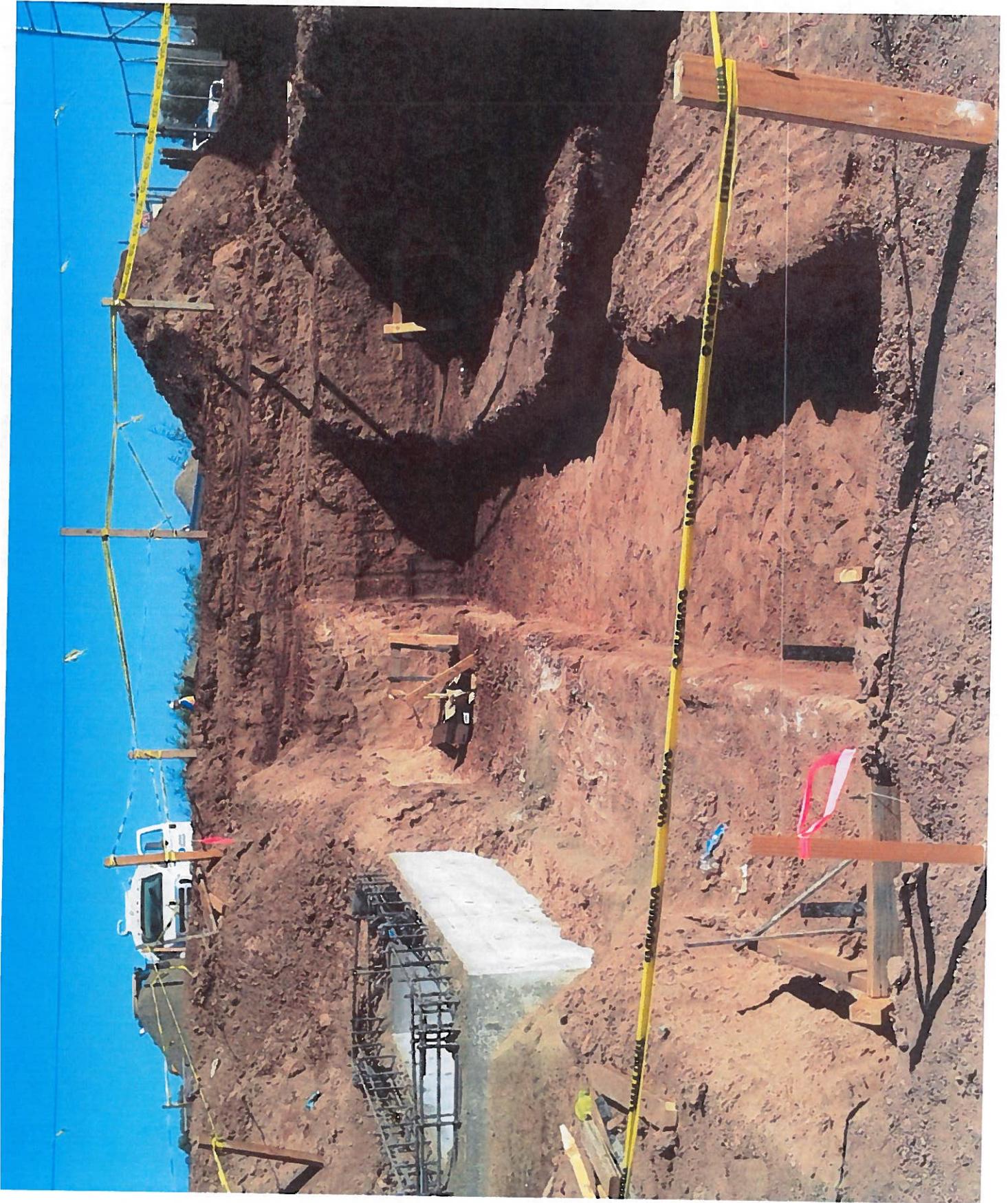


Frank Cornejo.
Water/Wastewater Operations Supervisor
City of Holtville











City of Holtville
REPORT TO CITY COUNCIL

MEETING DATE:	03/28/16	
ITEM NUMBER	6c	
Approvals	CITY MANAGER	
	FINANCE MANAGER	
	CITY ATTORNEY	

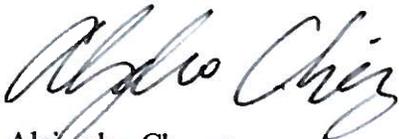
DATE ISSUED: March 23, 2016
FROM: Alex Chavez, Public Works Foreman
SUBJECT: Bi Monthly Report - Public Works

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.
- Installed 7 one inch Verizon Meters
- Ran main sewer lines in different locations in town.
- Repaired three inch waterbreak on 6th and Zenos Rd.
- Removed and replaced 60 feet of sidewalk on the 100 blk. of 8th St.
- Repair fire hydrant bollard on 5th and Pine Ave.
- Fixed lift station problem with the Orchard View Apartments.
- Caught 1 cat and 3 dogs, one dog released back to owner.

Respectfully Submitted,



Alejandro Chavez
Public Works