AGENDA
REGULAR MEETING OF THE HOLTVILLE CITY COUNCIL
121 WEST FIFTH STREET - HOLTVILLE, CALIFORNIA
Monday, September 10, 2018
OPEN SESSION
6:00 PM

Richard Layton, Mayor  James Predmore, Council Member  Steve Walker, City Attorney
David Bradshaw, Mayor Pro Tem  Ginger Ward, Council Member
Mike Goodsell, Council Member  George Morris, City Treasurer
George Morris, City Treasurer  Nick Wells, City Manager

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 that 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
MEETING CONVENED 5:30 PM

CLOSED SESSION PUBLIC COMMENTS:  This is the time for the public to address the City Council on any item appearing on the Closed Session agenda for this meeting. The Mayor reserves the right to limit the speaker's time. The Mayor will recognize you when you come to the microphone. Please state your name and address for the record. You are not permitted to make personal attacks on individuals or make comments which are slanderous or which may invade an individual's personal privacy.

ADJOURN TO CLOSED SESSION

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. Willowbend Mobile Home Park
Charles Simpson vs. City of Holtville
Maria Razo vs. City of Holtville

RECONVENE OPEN SESSION

PLEDGE OF ALLEGIANCE:

INVOCATION:

CITY CLERK RE: Verification of Posting of the Agenda

EXECUTIVE SESSION ANNOUNCEMENTS:

GENERAL PUBLIC COMMENTS:  This is time for the public to address the City Council on any item that DOES NOT appear on the agenda for this meeting within the purview of the City Council. The Mayor reserves the right to limit the speaker's time. The Mayor will recognize you when you come to the microphone. Please state your name and address for the record. You are not permitted 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 Regular Meeting of August 27, 2018
2. Current Demands # 38285 thru # 39322

REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES AND COMMUNIQUES:

UNFINISHED BUSINESS:

None

NEW BUSINESS:

3. Discussion/Related Action to Adopt RESOLUTION #18-33 Adopting ORDINANCE #493 Approving Zoning Text Amendments Regarding Improved Cargo Container Use in the Downtown B Zone Under a Minor Use Permit and Establishing Fees Justina Arce, City Planner

4. Discussion/Related Action to Authorize Bidding of Street Maintenance Project and Procurement of Professional Services for Construction Management Nick Wells, City Manager

5. Discussion/Related Action to Consider Initiating Land Use Classification of Improved Cargo Containers in Residential Zones Justina Arce, City Planner

6. Discussion/Related Action Regarding the Appointment of an Interim City Clerk Nick Wells, City Manager

INFORMATION ONLY:

7. City Manager Report - Nick Wells
   a. Police Chief - Roy Patterson
   b. Water/Wastewater Supervisor - Frank Cornejo
   c. Public Works Foreman - Alex Chavez
   d. Finance Supervisor - Kariza Preciado

8. Items for future meetings

9. ADJOURNMENT:

I, Nick Wells, City Manager of the City of Holtville, California, DO HEREBY CERTIFY that the foregoing agenda was duly posted at Holtville City Hall Friday, September 07, 2018
The Regular Meeting of the Holtville City Council was held on Monday, August 27, 2018 at 5:30 p.m. in the Civic Center. Council Members present were David Bradshaw, Mike Goodsell, James Predmore and Ginger Ward. Mayor Richard Layton was absent. Staff members present were Nick Wells, Alex Silva, and Kariza Preciado. City Treasurer George Morris, City Attorney Steve Walker and City Planner Justina Arce were also present.

CITY COUNCIL CLOSED SESSION MEETING CALLED TO ORDER:
Mayor Pro Tem Bradshaw called the Closed Session meeting to order at 5:30 p.m.

CITY COUNCIL OPEN SESSION MEETING CALLED TO ORDER:
Mayor Pro Tem Bradshaw called the Open Session meeting to order at 6:07 p.m.

PLEDGE OF ALLEGIANCE:
Council Member Predmore led the Pledge of Allegiance.

INVOCATION:
Council Member Goodsell led the Invocation.

CITY CLERK RE: VERIFICATION OF POSTING OF AGENDA:
City Manager Nick Wells verified that the agenda was duly posted on Friday, August 24, 2018

EXECUTIVE SESSION ANNOUNCEMENTS
City Attorney Steve Walker relayed that there was no reportable action.

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 54957.6(a))
City of Holtville vs. Willowbend Mobile Home Park
Charles Simpson vs. City of Holtville
Maria Razo vs. City of Holtville

PUBLIC COMMENTS:
None

CITY COUNCIL CONSENT AGENDA:
1 Approval of the Minutes from the Regular Meeting of July 23, 2018.
2 Current demands #39150 thru #39283
A motion was made by Mr. Predmore and seconded by Mr. Goodsell to approve Consent Agenda. The motion was carried in the form of a roll call vote.

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

REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES, AND COMMUNIQUES:

Ms. Preciado reported that she attended the 2018 Teachers Luncheon. She also mentioned she traveled to Key West, Cuba, and Mexico in late July.

Mr. Silva reported that two of our firefighters are still out on Strike Team with Chief Herbert. The City’s new brush truck has been out at various fires in California for the past 29 days. Mr. Silva said the truck is ready for the next tour of California if needed and the cities of El Centro and Brawley would like a brush truck like Holtville’s. Bradley Kaufman and Sergio Hernandez presented the new Jaws of Life to the community and Council Members.

Mr. Morris reported he’s been keeping busy at work.

Mr. Goodsell reported that he attended an Airport Land Use Committee meeting and the 2018 Teacher’s Luncheon as both a teacher and council member. He stated that summer is over and things are back in swing and provided an update of Holtville High School’s football team.

Mrs. Ward was also in attendance at the 2018 Teacher’s Luncheon. She had a weeklong vacation in Las Vegas and although it was a good time she kept a close eye on updates around the city via e-mail.

Mr. Bradshaw attended the 2018 Teacher’s Luncheon.

Mr. Predmore was unable to attend the Teacher’s Luncheon as he was providing lunch to all the lunch goers in Holtville. He advised that he also attended the ICTC meeting but there was no quorum. He will be attending the Regional Council next Thursday. Mr. Predmore has added carne asada items to the menu at Pine Avenue Café.

Mr. Wells was in attendance at the 2018 Teacher’s Luncheon. He also stated he would be attending the League of California Cities meeting in September.

Mrs. Arce reported that the former Goyal property on Fourth and Holt had officially sold to AMG, making the apartment project on the property almost a sealed deal.

UNFINISHED BUSINESS: None
NEW BUSINESS:

3. **PUBLIC HEARING: Discussion/Related Action** to Introduce and Waive the First Reading of **Ordinance #493** to Approve a Proposed Downtown B Zone Text Amendment for Cargo Containers.  
   Justina Arce, City Planner

   A Public Hearing was opened at 6:22 PM. Mr. Gary Rodgers of 236 W. Seventh Street spoke to the Council regarding his cargo container which he has in his back yard. He asked council to reconsider the previous resolution that forbids cargo containers in the Residential 1 Zone. Mr. Fernando Millan of 124 W. Eighth Street also came in support of a Council reconsideration. With no further comment, the Public Hearing was closed at 6:47 PM.

   A motion was made by Ms. Ward and seconded by Mr. Predmore to introduce and waive the first reading of **Ordinance #493** regarding Cargo Containers. The motion was carried in the form of a roll call vote.

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

4. **Discussion/Related to Adopt RESOLUTION #18-28** Approving an Agreement for Extension of Sewer Services to 1625 Thiesen Road Outside of the City Limits but Within the Sphere of Influence.  
   Justina Arce, City Planner

   A motion was made by Mr. Predmore and seconded by Ms. Ward to approve the agreement as presented. The motion carried in the form of a roll call vote.

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

5. **Discussion/Related to Adopt RESOLUTION #18-29** Adopting Ordinance 492 Regarding a Zone Change at 521 Walnut from C-2 General Commercial to R-2 Two Family Residential.  
   Justina Arce, City Planner

   A motion was made by Mr. Goodsell and seconded by Ms. Ward to adopt Ordinance 492 regarding the proposed zone change at 521 Walnut. The motion carried in the form of a roll call vote.

   AYES: Bradshaw, Goodsell, Predmore, Ward  
   NOES: None  
   ABSENT: Layton  
   ABSTAIN: None
6. **Discussion/Related Action to Adopt RESOLUTION #18-30** Adopting a Debt Management Policy.  
   
   *Nick Wells, City Manager*

   A motion was made by Ms. Ward and seconded by Mr. Predmore to adopt the Policy as presented. The motion was carried in the form of a roll call vote.

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

7. **Discussion/Related Action to Adopt RESOLUTION #18-31** Establishing a 5-Year Plan for Capital Transportation Projects.  
   
   *Nick Wells, City Manager*

   A motion was made by Mr. Predmore and seconded by Ms. Ward to adopt the 5-Year Plan as presented. The motion carried in the form of a roll call vote.

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

8. **Discussion/Related Action to Adopt RESOLUTION #18-32** 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.  
   
   *Justina Arce, City Planner*

   A motion was made by Mr. Goodsell and seconded by Ms. Ward to adopt the Reimbursement Agreement presented. The motion carried in the form of a roll call vote.

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

9. **Discussion/Related Action** to Designate a Delegate to the League of California Cities 2018 Annual Conference & Expo to be Held September 11-13, 2018, in Long Beach, California.  
   
   *Nick Wells, City Manager*

   A motion was made by Mr. Bradshaw and seconded by Mr. Goodsell to designate Mr. James Predmore as the Delegate to the League of California Cities 2018 Annual Conference & Expo. The motion carried in the form of a roll call vote.

   Council Minutes (2018’08-27)
AYES: Bradshaw, Goodsell, Predmore, Ward
NOES: None
ABSENT: Layton
ABSTAIN: None

INFORMATION ONLY:

10. City Manager Report- Nick Wells
   a. Fire Chief – Alex Silva
   b. Water/Wastewater Supervisor- Frank Cornejo
   c. Public Works Foreman- Alex Chavez
   d. Finance Supervisor – Kariza Preciado

Mr. Wells and Ms. Arce gave a quick update regarding the Dollar General project. Chief Silva invited all to attend the 9/11 ceremony at Finley Elementary next Tuesday.

11. Items for Future Meetings:

There being no further business to come before the Council, Mayor Pro Tem Bradshaw adjourned the Meeting at 7:10 p.m.

_________________________________________
David Bradshaw, Mayor Pro Tem

_________________________________________
Nicholas D. Wells, City Manager
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Vendor Information:
- 1385 HINDERLITER deLLAMAS & ASSOCIATES
- 1019 HOLTVILLE TRIBUNE
- 1638 HOME DEPOT/GECF
- 8693 JAVIER ORTIZ
- 8011 NICHOLAS WELLS
- 8759 OROZCO, FRANCISCO
- 1757 IMPERIAL VALLEY ENVIRONMENTAL LAB
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- 1027 IMPERIAL STORES
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- **Total Number of Voided Checks**: 0
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- **Total for all Checks Printed**: 198,154.51
- **Total for Voided Checks**: 0.00
- **Net Amount of Checks Printed**: 198,154.51

**Summary**

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

From: Justina Gamboa Arce, City Planner

Date: September 10, 2018

Project: Zoning Text Amendments To:
Conditionally Allow Cargo Container Use in Downtown B Zone & Establish a Minor Use Permit Process for Cargo Container Use

Summary:

Subject of Report: Consideration of Cargo Container Use in D-B Zone
Location: Downtown B Zones (See Exhibit A-DB Zone)
Zoning: Text Amendment for Downtown B Zone
General Plan: No Change
Environmental: Exempt per Section 15061 (b) (3) General Rule

INTRODUCTION & HISTORY

The City, through various actions previously taken by the Planning Commission and City Council, determined that Cargo Containers are prohibited in residential zones and only allowed in Industrial Zones by right and allowed only under a Conditional Use Permit in the General Commercial Zone. The Planning Commission conducted an open session discussion during its May 21, 2018 meeting and a subsequent July 16th Public Hearing to consider the matter further with recommendation to City Council via Exhibit B-PC Resolution 18-09.

This Staff Report outlines the proposed amendments to the Zoning Ordinance to ensure consistency with the purpose and intent of the Downtown B Zone which were discussed
by the City Council at the August 27, 2018 Public Hearing where Ordinance #493 was introduced and waived (See Exhibit C-Draft Ordinance 493).

ISSUES FOR DISCUSSION

Benefit Use to Downtown

Warehousing, manufacturing, wholesaling and distribution businesses are conditionally allowed in Downtown B Zone. Storage for all other commercial operations is not specifically addressed other than by a blanket regulation outlined in Section 17.10.180 which states that “outdoor storage areas in industrial and commercial zones shall be entirely enclosed by solid masonry walls not less than six feet in height to adequately screen view of outdoor storage areas from the external boundaries of the property”. It is for this reason that the Commission directed Staff to develop reasonable restrictions consistent with the Downtown Code for the regulated use of cargo containers in the Downtown B Zone and to establish a review/approval process to conditionally allow improved cargo containers in Downtown B zones under an administrative Minor Use Permit. The establishment of this process is in an effort to reduce the time and cost that an applicant would have to invest on a permit.

Building Permit Requirements

All structures, including cargo containers, require a building permit. Per the California Building Code Section 105.2 Work exempt from a building permit applies to one-story detached accessory buildings to one- and two-family dwellings used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 120 square feet (11.15 m²) and a five (5’) foot set back from property lines and other structures is maintained. Any previously permitted cargo container in the Downtown B Zone would be grandfathered in, while all other cargo containers in the Downtown B Zone would need to obtain a permit and be improved to Downtown B Standards.

Improved Cargo Container Restrictions & Review Process

The Downtown B Zone contains specific requirements to promote aesthetic and architectural qualities in the zone which applies to all structures and would continue to apply to all storage structures, including cargo containers should they be allowed via this proposed text amendment. Therefore, any cargo containers, as permitted by the City, shall be improved to the current adopted standards of the code.

Staff and the Planning Commission are recommending additional development standards be imposed to cargo containers in the Downtown B Zone. Specifically, as recommended, all improved cargo containers shall:

1. Not be a primary use but an ancillary storage unit to a primary commercial use.
2. Be located within a parcel with a minimum lot size requirement of 8,400 SF.
3. Meet all setback requirements of Downtown B Zone, no variances considered.
4. Not exceed one per parcel, regardless of size.
5. Not exceed 320 SF in size.
6. Not contain signage or writing.
7. Be included in the calculation of overall lot coverage limits.
8. Not occupy required off-street parking, loading or landscaping areas.
9. Have contents reviewed and approval by the Fire Department.
10. Obtain a building permit for any cargo containers exceeding 120 SF in size.

The proposed amendments are incorporated as attachments to Ordinance #493. An additional section that incorporated edits are under a new Section 17.60.100 which outlines the new process for review and approval of a Minor Use Permit. This process is typically used to accommodate land uses with specific site or design requirements, operating characteristics or potential adverse effects on surroundings, through review and, when necessary, the imposition of special conditions of approval. A Minor Use Permit could be acted upon by the City Manager, or designated individual. Minor Use Permits require public notifying to property owners surrounding the project site but would not require a public hearing before the Planning Commission or any other body.

**Minor Use Processing Fee**

The Fee, Deposit and regulations regarding the processing of a Minor Use Permit would also have to be established by the City Council as authorized by State Law under Government Code Section 66014. Fees should be assessed to recover the cost of processing a Minor Use Permit. It was recommended that the City adopt fees in the amount of $100 plus a deposit of $250 as a time and materials deposit to offset the cost of mailing the required notices and staff time in reviewing the application. The lower fee, compared to other jurisdictions, is due to the limited level of review required for a Minor Use Permit. The Deposit, safeguards against any unusual circumstances. The establishment of this fee is incorporated into Exhibit D - Resolution 18-31 adopting Ordinance #493 and establishing said fee.

**PUBLIC REVIEW AND NOTICING**

Chapter 17.64, Article II of the Holtville Municipal Code outlines the requirements and procedures for amending the text of the Zoning Ordinance. The Planning Commission conducted a duly noticed public hearing and provided a recommendation to the City Council who will consider final action on the amendment. A Public Hearing notice was published in the Holtville Tribune on July 5, 2018 for the Planning Commission meeting and a second Public Hearing notice was published on August 17, 2018 for the City Council Public Hearing. The City Council received no comments at the August 27th Public Hearing in relation to Cargo Container for the Downtown B Zone nor for the Minor Use Permit process. Some comments were received regarding previously adopted regulations in the residential zones.

**RECOMMENDATION & PENDING ACTION**

Unless there is significant testimony to the contrary, staff recommends that the Council consider Resolution 18-31 to adopt Ordinance #493 as presented.

Attachments: Exhibit A - D-B Zone
Exhibit B - PC Resolution 18-09
Exhibit C - Draft Ordinance 493
Exhibit D - CC Resolution 18-31
RESOLUTION NO. 18-09

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HOLTVILLE RECOMMENDING AMENDMENT TO THE ZONING CODE (TITLE 17 OF THE HOLTVILLE MUNICIPAL CODE) AS IT RELATES TO THE USE OF IMPROVED CARGO CONTAINERS WITHIN DOWNTOWN B ZONES

WHEREAS, architectural design and development standards are established in Downtown B zones to ensure consistency with the historic character of Downtown Holtville; and

WHEREAS, warehousing, manufacturing, wholesaling and distribution businesses are conditionally allowed in Downtown B zones; and

WHEREAS, cargo containers for all other commercial uses are not expressly provided for in Downtown B zones; and

WHEREAS, it is the intent of the City to expressly allow the use of cargo containers only if they are improved in accordance with established development standards and subject to a Minor Use Permit in the Downtown B zones and to amend the zoning ordinance text to prevent future ambiguity; and

WHEREAS, there are currently no provisions for the review and approval process for Minor Use Permits, and therefore, an amendment to the Zoning Code is required; and

WHEREAS, the Minor Use Permit process is intended to provide for the review of discretionary land uses that generally meet the purposes of the applicable zone, but which require special consideration in their design or operation to ensure compatibility with surrounding uses.

WHEREAS, pursuant to the provisions of the California Constitution and the laws of the State of California, municipalities are authorized to adopt and implement fees for processing application permits, subject to the procedures outlines in Government Code 66016; provided, that such fees do not exceed the estimated reasonable cost of processing the permit application.

WHEREAS, the Planning Commission recommends the establishment of fees associated with the review and processing of Minor Use Permits of actual cost and material to offset the true cost of reviewing and processing the Minor Use Permit application; and

WHEREAS, a duly noticed public hearing was held by the Planning Commission at its regular meeting on July 16, 2018 to consider comments for and against the proposed Zoning Code Amendments; and

WHEREAS, the Planning Commission has reviewed all pertinent facts in evidence; and

NOW, THEREFORE, BE IT RESOLVED, that the Planning Commission of the City of Holtville hereby RECOMMENDS that the City Council approve an amendment to the Zoning Code allowing the use of improved cargo containers in the Downtown B Zone subject to certain restrictions as noted in Attachment A and establishing the requirements for the Minor Use Permit process per Attachment B, both of which are attached hereto.

BE IT FURTHER RESOLVED, that the Planning Commission of the City of Holtville hereby RECOMMENDS that the City Council establish Minor Use Permit Fee in an amount of $100 and a time and material deposit of $250 to offset the true cost of reviewing and processing the Minor Use Permit.

BE IT FURTHER RESOLVED, that the Planning Commission of the City of Holtville that the preceding actions are based on the following findings:

1. That the Planning Commission initiated the proposed Zoning Text Amendment pursuant to Section 17.64.110 of the Zoning Ordinance.
2. That the proposed action is exempt from CEQA review and does not constitute a project.
3. That the proposed amendment is consistent with the intent of the Holtville Zoning Ordinance and the adopted General Plan.

PASSED, ADOPTED AND APPROVED by the Planning Commission of the City of Holtville, this 16th day of July 2018.

Ross Daniels, Commission Chairperson

I, Raquel Gonzalez Zinn, Planning Commission Secretary of the City of Holtville, DO HEREBY CERTIFY that the foregoing resolution was duly passed, approved, and adopted by the Planning Commission of said City of Holtville at a meeting thereof held on the 16th day of July 2018 and that the same was adopted by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST:

Raquel Gonzalez Zinn, Planning Commission Secretary
WHEREAS, a cargo container is defined as an industrial, standardized reusable metal vessel that was originally, specifically, or formerly designed for or used in the packing, shipping, movement or transportation of freight, articles, goods or commodities by commercial trucks, trans, and/or ships. A cargo container modified in a manner that would preclude future use by a commercial transportation entity is still considered a cargo container; and

WHEREAS, the City Council previously affirmed the Planning Commission’s interpretation that cargo containers are prohibited in residential zones and allowed only under certain conditions in the C-2 General Commercial Zone and by right in the Industrial Zone;

WHEREAS, the Downtown B Zone is a mixed use residential and commercial zone where architectural design and development standards are established under the Holtville Municipal Code to ensure consistency with the historic character of Downtown Holtville; and

WHEREAS, warehousing, manufacturing, wholesaling and distribution businesses are conditionally allowed in Downtown B zones but cargo containers for all other commercial uses are not expressly provided for in Downtown B zones; and

WHEREAS, it is the intent of the City to expressly allow the use of cargo containers in the Downtown B Zone only if they are improved in accordance with established development standards and subject to a Minor Use Permit; and

WHEREAS, there are currently no provisions for the review and approval process for Minor Use Permits, and therefore, an amendment to the Zoning Code is also required; and

WHEREAS, the Minor Use Permit process is intended to provide for the review of discretionary land uses that generally meet the purposes of the applicable zone, but which require special consideration in their design or operation to ensure compatibility with surrounding uses.

WHEREAS, pursuant to the provisions of the California Constitution and the laws of the State of California, municipalities are authorized to adopt and implement fees for processing application permits, subject to the procedures outlines in Government Code 66016; provided, that such fees do not exceed the estimated reasonable cost of processing the permit application.

WHEREAS, the Planning Commission recommended to the City Council the establishment of fees associated with the review and processing of Minor Use Permits of actual cost and material to offset the true cost of reviewing and processing the Minor Use Permit application; and
WHEREAS, a duly noticed public hearing was held by the Planning Commission at its regular meeting on July 16, 2018 to consider comments for and against the proposed Zoning Code Amendments; and

WHEREAS, the City Council held a Public Hearing on August 27, 2018 to review the pertinent facts and consider all arguments for and against the proposed text amendments and found as follows:

(a) That the above stated recitals are incorporated as findings, and

(b) That the proposed amendments are consistent with the objectives of the Holtville General Plan and development policies adopted by the Holtville City Council, and

(c) That the adoption of this ordinance is exempt from CEQA review per section 15061 (b)(3), and a Notice of Exemption has been filed; and

(d) That the use of improved cargo containers with limitations and restrictions proposed in the draft text amendment attached hereto would further the objectives of the Downtown B zones; and

(e) That field investigations disclosed that the subject use in the Downtown B Zone, as restricted and per the development standards established, would be compatible with the uses permitted in the Downtown B Zone; and

(f) That the subject use is similar to one or more uses permitted in the Downtown B Zone with a conditional use permit (Minor Use Permit); and

(g) That the subject use will be reviewed to ensure that the proposed use and location will not cause reduction in the value of the property or adversely impact surrounding properties.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

SECTION 1: Title 17 of the Holtville Municipal Code shall be amended as shown in Exhibit A.

SECTION 2: This ordinance shall take effect and shall be in force thirty (30) days after the date of adoption, and prior to the expiration of fifteen (15) days from the passage thereof, shall be published at least once in a newspaper of general circulation printed and published in the County of Holtville, together with the names of the members of the City Council voting for and against the same.

PASSED, ADOPTED AND APROVED by the City Council of the City of Holtville, this ____th day of September 2018.
I, Raquel Zinn, Interim City Clerk of the City of Holtville, DO HEREBY CERTIFY that the foregoing ordinance was duly passed, approved, and adopted by the City Council of said City of Holtville at a meeting thereof held on the _______th day of September 2018 and that the same was adopted by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST:

Raquel Zinn, Interim City Clerk
17.41.110

E. Cargo Containers. Subject to approval of a Minor Use Permit, cargo containers may be located as an accessory structure within the Downtown B zone only when it is used for storage directly related to the primary use. The following development standards shall apply.

1. Cargo containers must be improved to comply with the architectural design requirements and all other requirements of the Downtown Code.
2. The parcel of land for which the cargo container is to be located must meet minimum lot size requirements as established for the General Commercial zone. A maximum of one cargo container, regardless of size, is allowed per parcel.
3. Cargo containers may only be located in the rear yard. The installation of cargo containers within the front yard or side yard is strictly prohibited.
4. A maximum of one cargo container, regardless of size, is allowed per parcel.
5. The maximum square footage of the cargo container cannot exceed 320 square feet.
6. Cargo containers shall meet the setback requirements.
7. Cargo containers shall not be used for any advertising purpose and shall be kept clean of all alphanumeric signage and writing.
8. As a condition of placement, cargo containers may be required to be fenced or screened from abutting properties and/or rights-of-way pursuant to the provisions of the Downtown Code.
9. Cargo containers shall be included in the calculation of overall lot coverage.
10. Cargo containers shall not occupy required off-street parking, loading or landscaping areas.
11. Materials stored within cargo containers are subject to review and approval by the Fire Department.
12. A Building Permit is required for any cargo containers exceeding 120 square feet in size.
Chapter 17.61

MINOR USE PERMITS

Sections:
17.61.010 Purpose.
17.61.020 Applicability.
17.61.030 Application contents and submittal.
17.61.040 Filing fee.
17.61.050 Public notice.
17.61.060 Findings.
17.61.070 Conditions of approval.
17.61.080 Notice of decision.
17.61.090 Appeals.
17.61.100 Effective date of permit.
17.61.110 Approval applies to land.
17.61.120 Expiration.
17.61.130 Referral to Planning Commission.
17.61.140 Revocation.

17.61.010 Purpose and Intent.

Minor use permits provide for review of discretionary land uses that generally meet the purposes of the applicable district, but which require special consideration in their design or operation to ensure compatibility with surrounding uses. In addition to the general purposes of this title, the specific purposes of establishing procedures and a framework for minor use permits are as follows:

A. To consider the relationship of the project’s location to the neighborhood and community as a whole;
B. To determine if the project’s use and location is compatible with the types of uses that are normally permitted in the surrounding area;
C. To consider the compatibility of the proposed use with the site’s characteristics;
D. To evaluate the adequacy of services and facilities for the proposed use;
E. To provide opportunity for public review and comment on proposed use; and
F. To identify conditions and requirements necessary to comply with the basic purposes of this title, the general plan and any applicable specific plan.

17.61.020 Applicability.

Minor Use Permits are required for the use and installation of improved cargo containers in the Downtown B zone and for any other uses expressly noted in the respective zone as permitted under a Minor Use Permit. The City Manager or his or her designee may approve, conditionally approve or deny a minor use permit application. Development must comply with all applicable requirements of the Holtville Municipal Code, including but not limited to Chapters 17.41 (Downtown Code).
17.61.030 Application contents and submittal.

Applications for minor use permits shall be submitted in a form as approved by the City. Submittal shall include a site plan drawn to scale showing location of all existing and proposed structures, yards, driveways, and parking areas. Acceptance of an application does not constitute any indication of approval.

17.61.040 Filing fee.

The city clerk shall charge and collect a filling fee for such application, as determined by resolution of the city council.

17.61.050 Public notice.

Notice of the proposed Intent to Issue a Minor Use Permit shall be given by mailing at least 10 days prior to the issuance of a minor use permit to all property owners whose names and addresses appear on the latest adopted tax roll as owning property within a distance of 300 feet from the exterior boundaries of the applicant’s property. The Notice shall provide interested parties the opportunity to provide written comments for or against the proposed Minor Use Permit, to the attention of the City Clerk.

17.61.060 Findings.

The City Manager, or his or her designee, may approve or conditionally approve a minor use permit if the following findings can be made:

A. The proposed use complies with all applicable development standards outlined in Section 17.41.110.E.
B. The size and shape of the subject property is adequate to provide features needed to ensure reasonable compatibility with land uses normally permitted in the surrounding area. Features may include but not be limited to yards, open spaces, walls and fences, parking, loading, landscaping, and such features as may be required by this title or the Commission.
C. The proposed use or facility is properly located relative to the community as a whole and to land uses and transportation and service facilities in the vicinity.
D. The proposed use will not materially adversely affect nearby properties or their permitted uses.
E. The proposed use, together with the applicable conditions, will not be detrimental to the public health, safety, or general welfare of the City.

17.61.070 Conditions of approval.

The City Manager or his or her designee may apply reasonable conditions of approval to assure compliance with applicable regulations and standards, including those required by City departments. All of the special conditions shall be consented to in writing by the applicant.

17.61.080 Notice of decision.

The City Manager or his or her designee’s decision shall be in writing and shall include findings on which the decision was based, applicable conditions of approval and a summary of the appeal process. A written decision shall be mailed to the applicant. The City Manager or his or her designee shall provide written summaries of actions to the Planning Commission.
17.61.090 Appeals.

A. All decisions of the City Manager or his or her designee, with respect to minor use permits, including issuance and revocation, may be appealed to the Planning Commission within 10 days of the decision date. All appeals shall be in writing and shall be submitted in duplicate to the city clerk and processed in accordance with this Chapter.

B. The appeal shall specifically state the grounds for the appeal and how the City Manager or his or her designee failed to conform to the requirements of these regulations.

C. The planning commission may by resolution reverse or affirm, wholly or in part, or may modify any decision, determination or requirement of the City Manager or his or her designee, but before doing so, the Planning Commission must set the matter for hearing, give notice of such hearing as is provided in HMC 17.61.050, and must make a written finding of fact stating where the City Manager or his or her designee’s, findings were in error. A majority vote of the planning commission shall be required to grant in whole or in part any appealed application for a minor use permit which was denied by the City Manager or his or her designee’s.

17.61.100 Effective date of permit.

Minor use permits become effective 10 days after the decision is rendered, provided no appeal has been filed.

17.61.110 Approval applies to land.

Any minor use permit approval shall run with the land and shall continue to be valid for the time period specified, whether or not there is a change of ownership, of the site or structure to which it applies. Minor use permit approval cannot be transferred to another site.

17.61.120 Expiration.

Minor use permits are valid for one year unless a different expiration date is stipulated at the time of approval, a building permit has been issued and construction diligently pursued, or the permit is renewed or extended.

17.61.130 Referral to Planning Commission.

The City Manager or his or her designee may refer a minor use permit application to the Planning Commission. Such referral shall be subject to public hearing, consideration, and approval or denial pursuant to the procedures specified by Chapter 17.60 HMC (Conditional Use Permits). Referral shall be at the discretion of the City Manager or his or her designee and shall be dependent upon policy implications, unique or unusual circumstances, magnitude of the project, or other factors determined by the City Manager or his or her designee to be significant enough to warrant Planning Commission review. Minor use permit applications for projects requiring an environmental impact report or subsequent environmental impact report shall be referred to the Planning Commission pursuant to this section.

17.61.140 Revocation.

A. The City Manager or his or her designee may revoke any minor use permit for noncompliance with any of the conditions set forth in the original written approval granted by the City Manager or his designee. Written notice of intention to revoke shall be mailed to the applicant no less than 30 days before the City Manager’s action. Said revocation may be appealed in the manner provided by Section 17.61.090.
this Chapter. Similarly, if the circumstances surrounding the granting of a minor use permit have substantially changed, the City Manager may revoke any minor use permit.

B. Any Minor Use Permit originally approved by the Planning Commission may only be revoked by the Planning Commission for noncompliance with any of the conditions set forth in the original written approval granted by the Planning Commission. Written notice of intention to revoke shall be mailed to the applicant no less than 30 days before the Planning Commission’s action but before doing so, the Planning Commission must set the matter for hearing, give notice of such hearing as is provided in HMC 17.61.050.

C. If an established time limit for development expires, or if a time limit for the duration of the continuation of the use has been established as one of the conditions, said permit shall be revoked upon such date of expiration without any notification of the owners thereof.

D. The revocation of the minor use permit shall have the effect of denying all rights granted by the minor use permit.
WHEREAS, the City Council previously affirmed the Planning Commission’s interpretation of the zoning code determining that cargo containers are not listed in the permitted uses in the Downtown B-Zone, however that cargo containers are allowed under certain conditions in the C-2 General Commercial Zone and by right in the Industrial Zone;

WHEREAS, a cargo container is defined as an industrial, standardized reusable metal vessel that was originally, specifically, or formerly designed for or used in the packing, shipping, movement or transportation of freight, articles, goods or commodities by commercial trucks, trans, and/or ships; and

WHEREAS, at the recommendation of the Planning Commission and after careful consideration the City Council agrees that allowance of “improved” cargo containers in the Downtown B Zone, and under certain conditions, could be of benefit to certain business operations already allowed by right in the Downtown B Zone as fully noted under Ordinance 493; and

WHEREAS, the City Council, at the recommendation of the Planning Commission wishes to further establish a Minor User Permit process for the conditional use of “improved” cargo containers in the Downtown B Zone, also described under Ordinance 493; and

WHEREAS, the City Council, as authorized by State Law under Government Code Section 66014 to establish permit processing fees to recover the cost of processing the Minor Use Permit, wishes to impose a fee amount of $100 plus a deposit of $250 for said Minor Use Permit; and

WHEREAS, a duly noticed public hearing was held by the Planning Commission at its regular meeting on July 17, 2018 to consider all facts in evidence and where no opposition was received; and

WHEREAS, a second duly noticed public hearing was held by the City Council at its regular meeting of August 27, 2018 where the City Council reviewed all pertinent facts in evidence and waived the first reading of Ordinance 493; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Holtville hereby ADOPTS Ordinance 493 amending Title 17 of the Holtville Municipal Code and establishes a Minor Use Permit Fee of $100 with a $250 Deposit.
BE IT FURTHER RESOLVED, that the City Council approves the amendment to the Zoning Code via adoption of Ordinance 493 and establishes the Minor Use Permit processing fee and deposit based on the following findings:

1. That the City Council initiated the proposed Zoning Text Amendment pursuant to Section 17.64.110 of the Zoning Ordinance.
2. That the proposed action is exempt by CEQA and does not constitute a project.
3. That the proposed amendment is consistent with the intent of the Holtville Zoning Ordinance and the adopted General Plan.
4. That the use of “improved” cargo containers in the Downtown B Zone would further the objectives of the zone, and that improvement requirements and conditions are incorporated to ensure compatibility with the uses permitted in the Downtown B Zone, and
5. That the subject use, as improved and regulated, is similar to one or more uses permitted in the Downtown B Zone, and that the subject use as conditioned would not adversely impact the value of the surrounding properties.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Holtville, this 10th day of September 2018.

___________________________________
Richard Layton, Mayor

I, Nicholas D. Wells, City Manager of the City of Holtville, DO HEREBY CERTIFY that the foregoing resolution was duly passed, approved, and adopted by the City Council of said City of Holtville at a meeting thereof held on the 10th day of August 2018 and that the same was adopted by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST:

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

From: James G. “Jack” Holt, P.E., City Engineer

Date: September 10, 2018

Subject: Authorization to Advertise Bids for the 2018 City-Wide Street Rehabilitation Project

Summary:

<table>
<thead>
<tr>
<th>Subject of Report</th>
<th>Authorization to Advertise Bids for the 2018 City-wide Street Rehabilitation Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Location</td>
<td>City-wide</td>
</tr>
<tr>
<td>Pending Action</td>
<td>Authorize City Engineer to Advertise Bids for City-wide Street Rehabilitation Project</td>
</tr>
<tr>
<td>Zoning</td>
<td>Multiple Within Right-of-Way</td>
</tr>
<tr>
<td>General Plan</td>
<td>Public Right-of-Way</td>
</tr>
<tr>
<td>Environmental</td>
<td>Exempt Per Section 15300.4</td>
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</tbody>
</table>

INTRODUCTION & BACKGROUND

The City of Holtville operates over 23.77 miles of roadways within its incorporated boundaries. The 2017 Street Feasibility Report indicates that most of the city streets are generally in good repair with a number of streets needing refurbishment and rehabilitation. It is also important to note that maintenance on a number of streets have been deferred due the use of LTA funds as matching funds for various street improvement projects. Various streets within the city’s roadway network have resulted in failing conditions due to the presence of agricultural equipment or heavier semi-trucks on roadways. Many of these streets are collector streets which play a vital role in connecting local traffic generators such as schools, churches, retail locations, parks, civic centers, and connections to other communities in the County.

ISSUES FOR DISCUSSION

The City Council approved the pledging of future LTA revenues during its June 8, 2018 meeting. The action would allow for approximately $3 million in bond financing for roadway improvement projects in the City. Bond proceeds are intended to fund projects with a useful economic life of twenty (20) years,
consistent with the maturity date of the bonds and consistent with the terms of the bond financing documents.

**Scope of Work**- During 2017, as part of the Street Assessment Report, the entire street system in the City of Holtville was evaluated as to their existing condition and a number of roadway sections were identified for refurbishment and rehabilitation (See Exhibit 1).

**Refurbishment of Streets**- Roadways to be refurbished will receive crack sealing and Type 2 slurry seal coat or a Type SS-1H seal coat. Crack Sealing is a method by which hot sealant is applied to pavement cracks great than 1/8 to 1/4 inch in width. Crack sealant material is a hot-applied, single component, elastically modified composition of asphalt cement, virgin synthetic polymer, recycled rubber and other modifiers which have the ability to seal the crack while staying flexible with the pavement’s movement. Crack sealants stop water and debris from entering the crack and underlying street subgrade, thereby preventing the destabilization of the street subgrade and maintaining the integrity of the asphalt pavement. This will then be followed by a slurry seal coat which involves the application of a mixture of water, asphalt emulsion, aggregate (very small crushed rock), and additives including synthetic butadiene latex (rubber) and carbon black to the existing asphalt pavement surface.

**Rehabilitation of Streets**- Rehabilitation sections will receive crack sealing, Asphalt-Rubber Aggregate Membrane (ARAM) pavement overlay, and Type 2 slurry seal coat. ARAM is composed of 3/8-inch rubberized membrane consisting of rubber from tires and natural latex rubber blended with a paving grade asphalt binder, and other additives. The useful life of ARAM surfaces is up to twenty (20) years with proper maintenance. Incidental work such as traffic striping, installation of raised pavement markers at fire hydrant locations, and traffic control are also included as part of the scope of work.

**BUDGET**

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
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<tr>
<td>Cost of Issuance</td>
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<td><strong>Amount of Proceeds to be Received</strong></td>
<td><strong>$2,825,000.00</strong></td>
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<tr>
<td>LTA Tax Revenue Bond (Authorized Amount)</td>
<td>$3,000,000.00</td>
</tr>
<tr>
<td><strong>Total Payment Amount</strong></td>
<td><strong>$3,862,501.00</strong></td>
</tr>
<tr>
<td>(Based on an authorized bonding amount of $3.0M with a projected market interest rate of 5.25% and a 10-year maturation period.)</td>
<td></td>
</tr>
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</table>

**Construction Cost Estimates**

<table>
<thead>
<tr>
<th>Construction Cost Estimates</th>
<th>Cost</th>
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<tr>
<td>Construction of All Street Improvement</td>
<td>$2,714,673.85</td>
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<tr>
<td>Bidding</td>
<td>$6,500.00</td>
</tr>
<tr>
<td>Construction Management (3.25% of Construction)</td>
<td>$88,226.90</td>
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<tr>
<td>Labor Compliance (0.5% of Construction)</td>
<td>$13,573.37</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>$2,822,974.12</strong></td>
</tr>
<tr>
<td><strong>Bond Surplus</strong></td>
<td><strong>$2,025.88</strong></td>
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</table>
FISCAL IMPACTS

Funding Source: The City of Holtville is collaborating with the Imperial County Transportation Commission (ICTC) and the Imperial County Local Transportation Authority (LTA) in the issuance of tax revenue bonds to provide the City with approximately $2.825 million in funds to complete the City-wide Street Rehabilitation Project.

CITY COUNCIL RECOMMENDATION

This project is being presented to the Holtville City Council as an action item requesting authorization to advertise for bids for the City-wide Street Rehabilitation Project via the following action:

1. Authorize the City Engineer to Advertise for Bids for the 2017 City-wide Street Rehabilitation Project and authorize the City Manager to release a Request for Qualifications (RFQ) for Construction Management and Labor Compliance.

Alternative

2. Not Authorize the bidding or construction management and provide staff with alternative direction.

Should you have any questions and/or concerns regarding the information in this report, or would like additional information, please feel free to contact Jack Holt at (760) 337-3883.

Attachment: Exhibit 1 – Street Improvement Sections
Exhibit 2 – Engineer’s Opinion of Probable Cost
<table>
<thead>
<tr>
<th>Street Name</th>
<th>From</th>
<th>To</th>
<th>Length</th>
</tr>
</thead>
<tbody>
<tr>
<td>Walnut Avenue</td>
<td>Fourth Street</td>
<td>Walnut Avenue</td>
<td>3,730 LF</td>
</tr>
<tr>
<td>Holt Avenue</td>
<td>Seventh Street</td>
<td>Tenth Street</td>
<td>1,860 LF</td>
</tr>
<tr>
<td>Fern Avenue</td>
<td>Fourth Street</td>
<td>Sixth Street</td>
<td>3,120 LF</td>
</tr>
<tr>
<td>Orange Avenue</td>
<td>Fifth Street</td>
<td>Tenth Street</td>
<td>3,100 LF</td>
</tr>
<tr>
<td>Maple Avenue</td>
<td>Third Street</td>
<td>Fourth Street</td>
<td>630 LF</td>
</tr>
<tr>
<td>Maple Avenue</td>
<td>Fifth Street</td>
<td>Tenth Street</td>
<td>3,100 LF</td>
</tr>
<tr>
<td>Chestnut Avenue</td>
<td>Eighth Street</td>
<td>Tenth Street</td>
<td>1,230 LF</td>
</tr>
<tr>
<td>Circle Drive</td>
<td>Eighth Street</td>
<td>Ninth Street</td>
<td>620 LF</td>
</tr>
<tr>
<td>Figueroa Avenue</td>
<td>Fifth Street</td>
<td>Sixth Street</td>
<td>630 LF</td>
</tr>
<tr>
<td>Figueroa Avenue</td>
<td>Ninth Street</td>
<td>Tenth Street</td>
<td>610 LF</td>
</tr>
<tr>
<td>Fig Avenue</td>
<td>Seventh Street</td>
<td>Eighth Street</td>
<td>630 LF</td>
</tr>
<tr>
<td>Grape Avenue</td>
<td>Fourth Street</td>
<td>Sixth Street</td>
<td>1,250 LF</td>
</tr>
<tr>
<td>Brentwood Avenue</td>
<td>Seventh Street</td>
<td>Ninth Street</td>
<td>1,280 LF</td>
</tr>
<tr>
<td>Beale Avenue</td>
<td>Seventh Street</td>
<td>Tenth Street</td>
<td>1,908 LF</td>
</tr>
<tr>
<td>Ash Avenue</td>
<td>Eighth Street</td>
<td>South of Eighth Street</td>
<td>380 LF</td>
</tr>
<tr>
<td>Elm Avenue</td>
<td>Eighth Street</td>
<td>South of Eighth Street</td>
<td>380 LF</td>
</tr>
<tr>
<td>Oak Avenue</td>
<td>Eighth Street</td>
<td>South of Eighth Street</td>
<td>380 LF</td>
</tr>
<tr>
<td>Apple Lane</td>
<td>Ninth Street</td>
<td>Tenth Street</td>
<td>608 LF</td>
</tr>
<tr>
<td>Third Street</td>
<td>Walnut Avenue</td>
<td>Grape Avenue</td>
<td>1,428 LF</td>
</tr>
<tr>
<td>Rose Avenue</td>
<td>Chestnut Avenue</td>
<td>East termination point</td>
<td>376 LF</td>
</tr>
<tr>
<td>Fourth Street</td>
<td>Palm Avenue</td>
<td>Cedar Avenue</td>
<td>375 LF</td>
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<tr>
<td>Fourth Street</td>
<td>Chestnut Avenue</td>
<td>Grape Avenue</td>
<td>710 LF</td>
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<tr>
<td>Grape Court</td>
<td>Grape Avenue</td>
<td>West termination Point</td>
<td>277 LF</td>
</tr>
<tr>
<td>Fifth Street</td>
<td>Tamarack Avenue</td>
<td>East termination point</td>
<td>440 LF</td>
</tr>
<tr>
<td>Sixth Street</td>
<td>Fern Avenue</td>
<td>East termination point</td>
<td>3,004 LF</td>
</tr>
<tr>
<td>Artesia Avenue</td>
<td>Myrtle Avenue</td>
<td>Olive Avenue</td>
<td>362 LF</td>
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<td>Seventh Street</td>
<td>Olive Avenue</td>
<td>Walnut Avenue</td>
<td>3,040 LF</td>
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<tr>
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<td>3,416 LF</td>
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<td>Eighth Street</td>
<td>Olive Avenue</td>
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<td>4,511 LF</td>
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<tr>
<td>Woolridge Avenue</td>
<td>Melon Avenue</td>
<td>Olive Avenue</td>
<td>1,206 LF</td>
</tr>
<tr>
<td>Ninth Street</td>
<td>Melon Avenue</td>
<td>Olive Avenue</td>
<td>1,206 LF</td>
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<td>Ninth Street</td>
<td>Cedar Avenue</td>
<td>Beale Avenue</td>
<td>4,276 LF</td>
</tr>
<tr>
<td>Ninth Street</td>
<td>Beale Avenue</td>
<td>East of Beale</td>
<td>428 LF</td>
</tr>
<tr>
<td>Ninth Street</td>
<td>Oak Avenue</td>
<td>Towland Road</td>
<td>720 LF</td>
</tr>
<tr>
<td>Apple Court</td>
<td>West end</td>
<td>East end</td>
<td>530 LF</td>
</tr>
<tr>
<td>Tenth Street</td>
<td>Holt Avenue</td>
<td>Towland Road</td>
<td>2,482 LF</td>
</tr>
<tr>
<td>Tamarack Avenue</td>
<td>Fifth Street</td>
<td>Zenos Road</td>
<td>935 LF</td>
</tr>
<tr>
<td>Palo Verde Avenue</td>
<td>Fifth Street</td>
<td>Zenos Road</td>
<td>915 LF</td>
</tr>
<tr>
<td>Mesquite Avenue</td>
<td>Fifth Street</td>
<td>Zenos Road</td>
<td>860 LF</td>
</tr>
<tr>
<td>Melon Avenue</td>
<td>Sixth Street</td>
<td>Ninth Street</td>
<td>2,000 LF</td>
</tr>
<tr>
<td>Myrtle Avenue</td>
<td>Sixth Street</td>
<td>Seventh Street</td>
<td>630 LF</td>
</tr>
<tr>
<td>Olive Avenue</td>
<td>Sixth Street</td>
<td>Seventh Street</td>
<td>680 LF</td>
</tr>
<tr>
<td>Olive Avenue</td>
<td>Eighth Street</td>
<td>Ninth Street</td>
<td>660 LF</td>
</tr>
<tr>
<td>Palm Avenue</td>
<td>Fourth Street</td>
<td>Highway 115</td>
<td>320 LF</td>
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<td>Palm Avenue</td>
<td>Sixth Street</td>
<td>Ninth Street</td>
<td>1,870 LF</td>
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<tr>
<td>Cedar Avenue</td>
<td>Sixth Street</td>
<td>North termination point</td>
<td>1,998 LF</td>
</tr>
<tr>
<td>Pine Avenue</td>
<td>Fourth Street</td>
<td>Ninth Street</td>
<td>3,120 LF</td>
</tr>
<tr>
<td>Holt Avenue</td>
<td>Fourth Street</td>
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<td>1,870 LF</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td><strong>72,871 LF</strong></td>
</tr>
<tr>
<td>Street</td>
<td>From</td>
<td>To</td>
<td>Length</td>
</tr>
<tr>
<td>-------------------</td>
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<td>-----------------</td>
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</tr>
<tr>
<td>Maple Avenue</td>
<td>Fourth Street</td>
<td>Fifth Street</td>
<td>620 LF</td>
</tr>
<tr>
<td>Chestnut Avenue</td>
<td>Fourth Street</td>
<td>Eighth Street</td>
<td>2,480 LF</td>
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<tr>
<td>Fig Avenue</td>
<td>South termination point</td>
<td>Ninth Street</td>
<td>200 LF</td>
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<tr>
<td>Webb Avenue</td>
<td>Seventh Street</td>
<td>Ninth Street</td>
<td>1,260 LF</td>
</tr>
<tr>
<td>Ash Avenue</td>
<td>South of Eight Street</td>
<td>Ninth Street</td>
<td>400 LF</td>
</tr>
<tr>
<td>Elm Avenue</td>
<td>South of Eight Street</td>
<td>Ninth Street</td>
<td>400 LF</td>
</tr>
<tr>
<td>Oak Avenue</td>
<td>South of Eight Street</td>
<td>Ninth Street</td>
<td>400 LF</td>
</tr>
<tr>
<td>Fourth Street</td>
<td>Cedar Avenue</td>
<td>Chestnut Avenue</td>
<td>2,690 LF</td>
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<td>Fifth Street</td>
<td>Olive Avenue</td>
<td>Palm Avenue</td>
<td>452 LF</td>
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<td>Holt Avenue</td>
<td>Fern Avenue</td>
<td>380 LF</td>
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<tr>
<td>Seventh Street</td>
<td>Myrtle Avenue</td>
<td>Olive Avenue</td>
<td>410 LF</td>
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<tr>
<td>Seventh Street</td>
<td>Maple Avenue</td>
<td>Chestnut Avenue</td>
<td>390 LF</td>
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<tr>
<td>Eighth Street</td>
<td>Melon Avenue</td>
<td>Olive Avenue</td>
<td>1,206 LF</td>
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<tr>
<td>Eighth Street</td>
<td>Ash Avenue</td>
<td>Oak Avenue</td>
<td>580 LF</td>
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<td>Ninth Street</td>
<td>Olive Avenue</td>
<td>Palm Avenue</td>
<td>280 LF</td>
</tr>
<tr>
<td>Ninth Street (half-width)</td>
<td>Slayton Road</td>
<td>Towland Road</td>
<td>2,704 LF</td>
</tr>
<tr>
<td>Olive Avenue</td>
<td>Fifth Street</td>
<td>Sixth Street</td>
<td>680 LF</td>
</tr>
<tr>
<td>Olive Avenue</td>
<td>Seventh Street</td>
<td>Eighth Street</td>
<td>680 LF</td>
</tr>
<tr>
<td>Palm Avenue</td>
<td>Fifth Street</td>
<td>Sixth Street</td>
<td>620 LF</td>
</tr>
<tr>
<td>Cedar Avenue</td>
<td>Fourth Street</td>
<td>Sixth Street</td>
<td>1,250 LF</td>
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<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td><strong>18,082 LF</strong></td>
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## ENGINEER’S OPINION OF PROBABLE COST

<table>
<thead>
<tr>
<th>Item No</th>
<th>Item</th>
<th>Unit</th>
<th>Cost</th>
<th>Quantity</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Mobilization of Equipment and Material, Permits, Insurance, Bonds, Taxes, Portable Restroom Facilities, Freight, Submittal Documents, potable drinking water, safety requirements, meetings, utility identification and project signs, complete in its entirety in strict conformance with the contract documents.</td>
<td>LUMP SUM</td>
<td>---------</td>
<td>---------</td>
<td>$216,000.00</td>
</tr>
</tbody>
</table>
2  Furnish all labor, material, transportation, equipment and services for the placement of Crack Sealant in the cracks along the street sections listed and illustrated on the Improvement Plans. Include notification of Residents, Businesses, Schools, Government Agencies and Institutions at least 24 hours prior to crack sealing a given street section. The notification requirement is incidental to this item. Include the initial sweeping of the streets prior to crack sealing as an incidental item. Also, include the sweeping of the street area after crack sealing has been accomplished each work day as an incidental item. Traffic Control is included as incidental to this item. The placement of crack sealant shall be accomplished in strict conformance with the contract documents.

<table>
<thead>
<tr>
<th>Item No</th>
<th>Item Description</th>
<th>Unit</th>
<th>Cost</th>
<th>Quantity</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Furnish all labor, material, transportation, equipment and services for the placement of Crack Sealant in the cracks along the street sections listed and illustrated on the Improvement Plans. Include notification of Residents, Businesses, Schools, Government Agencies and Institutions at least 24 hours prior to crack sealing a given street section. The notification requirement is incidental to this item. Include the initial sweeping of the streets prior to crack sealing as an incidental item. Also, include the sweeping of the street area after crack sealing has been accomplished each work day as an incidental item. Traffic Control is included as incidental to this item. The placement of crack sealant shall be accomplished in strict conformance with the contract documents.</td>
<td>LBS</td>
<td>$4.40</td>
<td>103,362</td>
<td>$454,792.80</td>
</tr>
<tr>
<td>3</td>
<td>Install Asphalt Rubber Aggregate Membrane on streets as illustrated on the improvement plans. Street sweeping before the ARAM installation is incidental to this item. Notification of Residents, Businesses, Schools, Government Agencies, Post Office, Agencies and Institutions at least 24 hours prior to ARAM application is incidental to this item. Traffic Control is incidental to this item. ARAM placement shall be compensated per the square yard of ARAM material placed.</td>
<td>SYD</td>
<td>$7.00</td>
<td>75,348</td>
<td>$527,436.00</td>
</tr>
<tr>
<td>Item No</td>
<td>Item</td>
<td>Unit</td>
<td>Cost</td>
<td>Quantity</td>
<td>Total</td>
</tr>
<tr>
<td>---------</td>
<td>----------------------------------------------------------------------</td>
<td>------</td>
<td>--------</td>
<td>----------</td>
<td>-------------</td>
</tr>
<tr>
<td>4</td>
<td>Furnish all labor, material, transportation, equipment and services</td>
<td>TONS</td>
<td>$300.00</td>
<td>3,162</td>
<td>$948,600.00</td>
</tr>
<tr>
<td></td>
<td>for the placement of a slurry seal coat on the existing A.C. pavement</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>surface along the street sections illustrated and listed on the Improvement Plans. Street sweeping, clean up, protection of utility covers and traffic control are incidental and to be included within this item. Notification of Residents, Businesses, Schools, Government Agencies, Post Office, Agencies and Institutions at least 24 hours prior to slurry seal coat application is incidental to this item. The slurry seal coat shall be compensated by this item per dry ton of aggregate utilized. The calculated weight of the dry aggregate to be placed per square yard was based upon 13.3 pounds per square yard or 19 pounds per square yard as illustrated on the plans. The dry ton aggregate price shall include the incidental items noted by this item and the Specification requirements. It shall also include the remaining constituents in addition to the dry aggregate for the formulation of a modified slurry asphalt emulsion including but not limited to set control additives, coloring additives, styrene butadiene latex, water and all other required components. Slurry Testing shall be incidental to the slurry seal coat placement.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Grind A.C. pavement edges for a depth of 4 inches at A.C. Pavement Failure Areas. Remove and dispose of A.C. pavement debris.</td>
<td>CYD</td>
<td>$50.00</td>
<td>148</td>
<td>$7,400.00</td>
</tr>
<tr>
<td>Item No</td>
<td>Item</td>
<td>Unit</td>
<td>Cost</td>
<td>Quantity</td>
<td>Total</td>
</tr>
<tr>
<td>--------</td>
<td>----------------------------------------------------------------------</td>
<td>------</td>
<td>----------</td>
<td>----------</td>
<td>-------------</td>
</tr>
<tr>
<td>6</td>
<td>Install granular sand material or class II base at the base of the demolition area to maintain a pavement depth of 4 inches from pavement surface to bottom of pavement failure area. Compact bottom of A.C. pavement failure area with a plate compactor to the satisfaction of the construction manager. Compaction tests on the bottom of the pavement failure areas will not be required. Place SS-1H along the ground pavement edges. Install 4 inches of A.C. pavement. Compact and roll A.C. pavement. The placement of the SS-1H shall be incidental to the cost of the A.C. pavement. The installation of the granular sand or Class 2 Base is to be incidental to the cost of the A.C. pavement.</td>
<td>TONS</td>
<td>$200.00</td>
<td>303</td>
<td>$60,600.00</td>
</tr>
<tr>
<td>7</td>
<td>Complete 15 A.C. compaction tests for the paved A.C. pavement failure areas during a two (2) day period. The location of the A.C. compaction tests shall be determined by the construction manager.</td>
<td>LUMP</td>
<td>--------</td>
<td>--------</td>
<td>$4,200.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SUM</td>
<td>--------</td>
<td>--------</td>
<td>-------------</td>
</tr>
<tr>
<td>8</td>
<td>Remove and dispose of A.C. pavement along Ash, Elm and Oak Avenues and Eighth Street at the Angel Park Subdivision. See Plan Sheet 2</td>
<td>CYD</td>
<td>$30.00</td>
<td>612</td>
<td>$18,360.00</td>
</tr>
<tr>
<td>9</td>
<td>Install Class 2 Base at the Ash, Elm and Oak Avenues and Eighth Street at the Angel Park Subdivision after the removal of the existing A.C. pavement. Install the Class 2 Base to create a 2 percent cross-slope from street centerline to the P.C.C. gutter edge. See Detail D on the plans.</td>
<td>TONS</td>
<td>$40.00</td>
<td>938</td>
<td>$37,520.00</td>
</tr>
<tr>
<td>10</td>
<td>Obtain twelve (12) compaction tests on the Class 2 Base at Ash, Elm and Oak Avenues and Eighth Street at the Angel Park Subdivision after the installation and compaction of the Class 2 Base.</td>
<td>LUMP</td>
<td>--------</td>
<td>--------</td>
<td>$3,800.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SUM</td>
<td>--------</td>
<td>--------</td>
<td>-------------</td>
</tr>
<tr>
<td>Item No</td>
<td>Item</td>
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<td>Total</td>
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<tr>
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<td>-------------</td>
</tr>
<tr>
<td>11</td>
<td>Install 3 inches of A.C. pavement at Ash, Elm and Oak Avenues and at Eighth Street at the Angel Park Subdivision after the placement of Class 2 Base and after successful compaction tests have been obtained. See Detail D on the plans.</td>
<td>TONS</td>
<td>$110.00</td>
<td>1238</td>
<td>$136,180.00</td>
</tr>
<tr>
<td>12</td>
<td>Lower and Raise Manhole Rim and Covers to finish pavement grade per Holtville Standard Detail SS109.</td>
<td>Each</td>
<td>$550.00</td>
<td>5</td>
<td>$2,750.00</td>
</tr>
<tr>
<td>13</td>
<td>Lower and Raise water valve covers and risers to finish pavement surface per Holtville Standard Detail W106.</td>
<td>Each</td>
<td>$450.00</td>
<td>13</td>
<td>$5,850.00</td>
</tr>
<tr>
<td>14</td>
<td>Paint 1-foot wide white “STOP” Bar on the A.C. pavement or concrete surfaces in accordance with the Contract Documents.</td>
<td>L.F.</td>
<td>$1.60</td>
<td>1980</td>
<td>$3,168.00</td>
</tr>
<tr>
<td>15</td>
<td>Paint white “STOP” Legend on the A.C. pavement surface per Caltrans Standard Plan A24D in accordance with the Contract Documents.</td>
<td>Each</td>
<td>$50.00</td>
<td>133</td>
<td>$6,650.00</td>
</tr>
<tr>
<td>16</td>
<td>Install Yellow Reflective Raised Pavement Marker (Caltrans Standard Plans Type “D”) in accordance with the Contract Documents.</td>
<td>Each</td>
<td>$7.00</td>
<td>1,292</td>
<td>$9,044.00</td>
</tr>
<tr>
<td>17</td>
<td>Install blue reflective raised pavement markers – two (2) reflective faces per City of Holtville Standard Detail W107.</td>
<td>Each</td>
<td>$12.00</td>
<td>115</td>
<td>$1,380.00</td>
</tr>
<tr>
<td>18</td>
<td>Install non-reflective Yellow Type AY Ceramic Markers per Caltrans Standard Plan A20A.</td>
<td>Each</td>
<td>$5.00</td>
<td>486</td>
<td>$2,430.00</td>
</tr>
<tr>
<td>Item No</td>
<td>Item</td>
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<td>Unit Cost</td>
<td>Quantity</td>
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<td>------------</td>
</tr>
<tr>
<td>19</td>
<td>Paint face and top of curb (no parking curb) with two (2) applications of red paint.</td>
<td>L.F.</td>
<td>$2.00</td>
<td>5,197</td>
<td>$10,394.00</td>
</tr>
<tr>
<td>20</td>
<td>Paint 1-foot wide white crosswalk and limit line per Caltrans Standard Plan A24E.</td>
<td>L.F.</td>
<td>$1.60</td>
<td>5,052</td>
<td>$8,083.20</td>
</tr>
<tr>
<td>21</td>
<td>Paint 1-foot wide yellow stripe per Caltrans Standard Plan A24E.</td>
<td>L.F.</td>
<td>$1.60</td>
<td>3,147</td>
<td>$5,035.20</td>
</tr>
<tr>
<td>22</td>
<td>Paint “XING” Legend per Caltrans Standard Plan A24D.</td>
<td>Each</td>
<td>$50.00</td>
<td>13</td>
<td>$650.00</td>
</tr>
<tr>
<td>23</td>
<td>Paint “SCHOOL” Legend per Caltrans Standard Plan A24D.</td>
<td>Each</td>
<td>$60.00</td>
<td>13</td>
<td>$780.00</td>
</tr>
<tr>
<td>24</td>
<td>Paint “SLOW” Legend per Caltrans Standard Plan A24D.</td>
<td>Each</td>
<td>$50.00</td>
<td>13</td>
<td>$650.00</td>
</tr>
<tr>
<td>25</td>
<td>Paint “AHEAD” Legend per Caltrans Standard Plan A24D.</td>
<td>Each</td>
<td>$60.00</td>
<td>1</td>
<td>$60.00</td>
</tr>
<tr>
<td>26</td>
<td>Paint 4 inch wide white stripe on A.C. pavement surfaces for parking spaces &amp; other pavement marking purposes.</td>
<td>L.F.</td>
<td>$0.55</td>
<td>13,104</td>
<td>$7,207.20</td>
</tr>
<tr>
<td>27</td>
<td>Install Type G one way clear retro -reflective white raised pavement markers per Caltrans Standard Plan A20A.</td>
<td>Each</td>
<td>$7.00</td>
<td>2,530</td>
<td>$17,710.00</td>
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<tr>
<td>28</td>
<td>Paint 4 inch wide yellow stripe on the A.C. pavement surfaces for centerline striping and other purposes.</td>
<td>L.F.</td>
<td>$0.55</td>
<td>15,088</td>
<td>$8,298.40</td>
</tr>
<tr>
<td>29</td>
<td>Paint face and top of curb (loading and unloading zone) with two (2) applications of yellow paint</td>
<td>L.F.</td>
<td>$2.00</td>
<td>487</td>
<td>$974.00</td>
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<tr>
<td>30</td>
<td>Install two way reflective white raised pavement markers</td>
<td>Each</td>
<td>$7.00</td>
<td>480</td>
<td>$3,360.00</td>
</tr>
<tr>
<td>31</td>
<td>Paint face and top of curb (handicap zone) with two (2) applications of blue paint.</td>
<td>L.F.</td>
<td>$2.00</td>
<td>322</td>
<td>$644.00</td>
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<td>Item</td>
<td>Unit</td>
<td>Unit Cost</td>
<td>Quantity</td>
<td>Total</td>
</tr>
<tr>
<td>---------</td>
<td>----------------------------------------------------------------------</td>
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<td>-----------</td>
<td>----------</td>
<td>----------</td>
</tr>
<tr>
<td>32</td>
<td>Paint 4 inch wide blue stripe on A.C. pavement surfaces for Handicap Parking Spaces</td>
<td>L.F</td>
<td>$0.55</td>
<td>384</td>
<td>$211.20</td>
</tr>
<tr>
<td>33</td>
<td>Paint Handicap Symbol with Box per Caltrans Standard Plan A24C.</td>
<td>Each</td>
<td>$200.00</td>
<td>8</td>
<td>$1,600.00</td>
</tr>
<tr>
<td>34</td>
<td>Paint White Type IV (L) Arrow per Caltrans Standard Plan A24A.</td>
<td>Each</td>
<td>$150.00</td>
<td>4</td>
<td>$600.00</td>
</tr>
<tr>
<td>35</td>
<td>Paint White Type VII (L) Arrow per Caltrans Standard Plan A24A.</td>
<td>Each</td>
<td>$150.00</td>
<td>3</td>
<td>$450.00</td>
</tr>
<tr>
<td>36</td>
<td>Paint White Type I Arrow per Caltrans Standard Plan A24A.</td>
<td>Each</td>
<td>$150.00</td>
<td>1</td>
<td>$150.00</td>
</tr>
<tr>
<td>37</td>
<td>Install Channelizing Chevron at Ninth Street and Towland as illustrated on the Improvement Plans.</td>
<td>Each</td>
<td>$250.00</td>
<td>1</td>
<td>$250.00</td>
</tr>
<tr>
<td>38</td>
<td>Paint “NO PARKING” Legend per Caltrans Standard Plan A24E.</td>
<td>EACH</td>
<td>$50.00</td>
<td>2</td>
<td>$100.00</td>
</tr>
<tr>
<td>39</td>
<td>Paint 4 inch wide red stripe on A.C. pavement surfaces for no parking zones.</td>
<td>L.F.</td>
<td>$0.55</td>
<td>398</td>
<td>$218.90</td>
</tr>
</tbody>
</table>

**TOTAL ENGINEERS OPINION OF PROBABLE COST**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bidding (Lump Sum)</td>
<td>$6,500.00</td>
</tr>
<tr>
<td>Construction Management (3.25%)</td>
<td>$88,226.90</td>
</tr>
<tr>
<td>Labor Compliance (0.5%)</td>
<td>$13,573.37</td>
</tr>
</tbody>
</table>

**TOTAL** $2,822,974.12
<table>
<thead>
<tr>
<th>Item</th>
<th>Unit</th>
<th>Cost</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Mobilization of Equipment and Material, Permits, Insurance, Bonds, Taxes, Portable Restroom Facilities, Freight, Submittal Documents, potable drinking water, safety requirements, meetings, utility identification and project signs, complete in its entirety in strict conformance with the contract documents.</td>
<td>LUMP SUM</td>
<td>-------</td>
</tr>
<tr>
<td>2</td>
<td>Furnish all labor, material, transportation, equipment and services for the placement of Crack Sealant in the cracks along the street sections listed and illustrated on the Improvement Plans. Include notification of Residents, Businesses, Schools, Government Agencies and Institutions at least 24 hours prior to crack sealing a given street section. The notification requirement is incidental to this item. Include the initial sweeping of the streets prior to crack sealing as an incidental item. Also, include the sweeping of the street area after crack sealing has been accomplished each work day as an incidental item. Traffic Control is included as incidental to this item. The placement of crack sealant shall be accomplished in strict conformance with the contract documents.</td>
<td>LBS</td>
<td>103,362</td>
</tr>
</tbody>
</table>
3  Install Asphalt Rubber Aggregate Membrane on streets as illustrated on the improvement plans. Street sweeping before the ARAM installation is incidental to this item. Notification of Residents, Businesses, Schools, Government Agencies, Post Office, Agencies and Institutions at least 24 hours prior to ARAM application is incidental to this item. Traffic Control is incidental to this item. ARAM placement shall be compensated per the square yard of ARAM material placed.

SYD     85,428

4  Furnish all labor, material, transportation, equipment and

TON     3,236

5  Grind A.C. pavement edges for a depth of 4 inches at A.C. Pavement Failure Areas. Remove and dispose of A.C. pavement debris.

CYD     148
6  Install granular sand material or class II base at the base of the demolition area to maintain a pavement depth of 4 inches from pavement surface to bottom of pavement failure area. Compact bottom of A.C. pavement failure area with a plate compactor to the satisfaction of the construction manager. Compaction tests on the bottom of the pavement failure areas will not be required. Place SS-1H along the ground pavement edges. Install 4 inches of A.C. pavement. Compact and roll A.C. pavement. The placement of the SS-1H shall be incidental to the cost of the A.C. pavement. The installation of the granular sand or Class 2 Base is to be incidental to the cost of the A.C. pavement.

7  Complete 15 A.C. compaction tests for the paved A.C. pavement failure areas during a two (2) day period. The location of the A.C. compaction tests shall be determined by the construction manager.

8  Remove and dispose of A.C. pavement along Ash, Elm and Oak Avenues and Eighth Street at the Angel Park Subdivision. See Plan Sheet 2
<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th>Unit</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>9</td>
<td>Install Class 2 Base at the Ash, Elm and Oak Avenues and Eighth Street at the Angel Park Subdivision after the removal of the existing A.C. pavement. Install the Class 2 Base to create a 2 percent cross-slope from street centerline to the P.C.C. gutter edge. See Detail D on the plans.</td>
<td>TON</td>
<td>938</td>
</tr>
<tr>
<td>10</td>
<td>Obtain twelve (12) compaction tests on the Class 2 Base at Ash, Elm and Oak Avenues and Eighth Street at the Angel Park Subdivision after the installation and compaction of the Class 2 Base.</td>
<td>LUMP</td>
<td>-------</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SUM</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Install 3 inches of A.C. pavement at Ash, Elm and Oak Avenues and at Eighth Street at the Angel Park Subdivision after the placement of Class 2 Base and after successful compaction tests have been obtained. See Detail D on the plans.</td>
<td>TON</td>
<td>1238</td>
</tr>
<tr>
<td>12</td>
<td>Lower and Raise Manhole Rim and Covers to finish pavement grade per Holtville Standard Detail SS109.</td>
<td>Each</td>
<td>5</td>
</tr>
<tr>
<td>13</td>
<td>Lower and Raise water valve covers and risers to finish pavement surface per Holtville Standard Detail W106.</td>
<td>Each</td>
<td>13</td>
</tr>
<tr>
<td>14</td>
<td>Paint 1-foot wide white “STOP” Bar on the A.C. pavement or concrete surfaces in accordance with the Contract Documents.</td>
<td>L.F.</td>
<td>1980</td>
</tr>
<tr>
<td>15</td>
<td>Paint white “STOP” Legend on the A.C. pavement surface per Caltrans Standard Plan A24D in accordance with the Contract Documents.</td>
<td>Each</td>
<td>133</td>
</tr>
<tr>
<td></td>
<td>Description</td>
<td>Unit</td>
<td>Quantity</td>
</tr>
<tr>
<td>---</td>
<td>------------------------------------------------------------------------------------------------</td>
<td>------</td>
<td>-----------</td>
</tr>
<tr>
<td>16</td>
<td>Install Yellow Reflective Raised Pavement Marker (Caltrans Standard Plans Type “D”) in accordance with the Contract Documents.</td>
<td>Each</td>
<td>1,292</td>
</tr>
<tr>
<td>17</td>
<td>Install blue reflective raised pavement markers – two (2) reflective faces per City of Holtville Standard Detail W107.</td>
<td>Each</td>
<td>115</td>
</tr>
<tr>
<td>18</td>
<td>Install non-reflective Yellow Type AY Ceramic Markers per Caltrans Standard Plan A20A.</td>
<td>Each</td>
<td>486</td>
</tr>
<tr>
<td>19</td>
<td>Paint face and top of curb (no parking curb) with two (2) applications of red paint.</td>
<td>L.F.</td>
<td>2,367</td>
</tr>
<tr>
<td>20</td>
<td>Paint 1-foot wide white crosswalk and limit line per Caltrans Standard Plan A24E.</td>
<td>L.F.</td>
<td>5,052</td>
</tr>
<tr>
<td>21</td>
<td>Paint 1-foot wide yellow stripe per Caltrans Standard Plan A24E.</td>
<td>L.F.</td>
<td>3,147</td>
</tr>
<tr>
<td>22</td>
<td>Paint “XING” Legend per Caltrans Standard Plan A24D.</td>
<td>Each</td>
<td>13</td>
</tr>
<tr>
<td>23</td>
<td>Paint “SCHOOL” Legend per Caltrans Standard Plan A24D.</td>
<td>Each</td>
<td>13</td>
</tr>
<tr>
<td>24</td>
<td>Paint “SLOW” Legend per Caltrans Standard Plan A24D.</td>
<td>Each</td>
<td>13</td>
</tr>
<tr>
<td>25</td>
<td>Paint “AHEAD” Legend per Caltrans Standard Plan A24D.</td>
<td>Each</td>
<td>1</td>
</tr>
<tr>
<td>26</td>
<td>Paint 4 inch wide white stripe on A.C. pavement surfaces for parking spaces &amp; other pavement marking purposes.</td>
<td>L.F.</td>
<td>13,104</td>
</tr>
<tr>
<td>27</td>
<td>Install Type G one way clear retro-reflective white raised pavement markers per Caltrans Standard Plan A20A.</td>
<td>Each</td>
<td>2,530</td>
</tr>
<tr>
<td>28</td>
<td>Paint 4 inch wide yellow stripe on the A.C. pavement surfaces for centerline striping and other purposes.</td>
<td>L.F.</td>
<td>15,088</td>
</tr>
<tr>
<td>29</td>
<td>Paint face and top of curb (loading and unloading zone) with two (2) applications of yellow paint</td>
<td>L.F.</td>
<td>26</td>
</tr>
<tr>
<td></td>
<td>Task Description</td>
<td>Unit</td>
<td>Quantity</td>
</tr>
<tr>
<td>---</td>
<td>----------------------------------------------------------------------------------</td>
<td>------</td>
<td>----------</td>
</tr>
<tr>
<td>30</td>
<td>Install two way reflective white raised pavement markers</td>
<td>Each</td>
<td>480</td>
</tr>
<tr>
<td>31</td>
<td>Paint face and top of curb (handicap zone) with two (2) applications of blue paint.</td>
<td>L.F.</td>
<td>140</td>
</tr>
<tr>
<td>32</td>
<td>Paint 4 inch wide blue stripe on A.C. pavement surfaces for Handicap Parking Spaces</td>
<td>L.F</td>
<td>222</td>
</tr>
<tr>
<td>33</td>
<td>Paint Handicap Symbol with Box per Caltrans Standard Plan A24C.</td>
<td>Each</td>
<td>7</td>
</tr>
<tr>
<td>34</td>
<td>Paint White Type IV (L) Arrow per Caltrans Standard Plan A24A.</td>
<td>Each</td>
<td>4</td>
</tr>
<tr>
<td>35</td>
<td>Paint White Type VII (L) Arrow per Caltrans Standard Plan A24A.</td>
<td>Each</td>
<td>3</td>
</tr>
<tr>
<td>36</td>
<td>Paint White Type I Arrow per Caltrans Standard Plan A24A.</td>
<td>Each</td>
<td>1</td>
</tr>
<tr>
<td>37</td>
<td>Install Channelizing Chevron at Ninth Street and Towland as illustrated on the Improvement Plans.</td>
<td>Each</td>
<td>1</td>
</tr>
</tbody>
</table>
cc staff report
Report No. 1

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

From: Justina Arce, City Planner

Date: September 10, 2018

Project: Request for Use Classification of Cargo Containers in Residential Zones

Summary:

<table>
<thead>
<tr>
<th>Subject of Report:</th>
<th>Classification of Cargo Container Use in Residential Zones RR-1, RR-2, R-1, R-2, R-3, R-4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Location:</td>
<td>City Wide (See Residential Zoning Map-Exhibit A)</td>
</tr>
<tr>
<td>Pending Action:</td>
<td>Consider Initiation of Use Classification Proceedings by Motion for Planning Commission to Hold Public Hearings</td>
</tr>
<tr>
<td>Zoning:</td>
<td>Cargo Container Use as Allowed Use</td>
</tr>
<tr>
<td>General Plan:</td>
<td>No Change</td>
</tr>
<tr>
<td>Environmental:</td>
<td>Exempt</td>
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INTRODUCTION & PURPOSE

The Holtville Zoning Ordinance lists the allowed uses for each and every zone designation under the Holtville Zoning Ordinance. Not all uses can be listed, nor can all future uses by anticipated. For this reason, the code incorporates the phrase “other similar uses recommended by the Planning Commission and adopted by the City Council.”

In early 2018, as a result of a growing interest and concern over the installation of cargo containers in the residential zones, the Planning Commission and the City Council interpreted the use of Cargo Containers as an industrial use not allowed under the residential zones. Metal cargo shipping containers which are primarily used to transport freight by ship, truck, or rail are becoming increasingly popular for general storage purposes. The metal cargo containers were determined to have an industrial appearance, and the installation and use of cargo containers in residential zones were perceived to be a potential visual blight upon the community.
The Planning Commission made the official interpretation that omission by default prohibited cargo container use in residential zones which was subsequently affirmed by City Council via Resolution 18-06 (Exhibit B). There were no protests or oppositions to these findings at either the Planning Commission or City Council meetings and public hearings held. Thus, the Planning Commission considered, and rejected, the option of allowing cargo containers in residential zones if “improved.”

City staff-initiated abatement of cargo containers in residential zones once the interpretations and subsequent zoning text amendments had been finalized (Exhibit C-Adopted Ordinance No. 491) adopted on June 11, 2018. Enforcement has resulted in a more personalized interest from some community residents. The City Council has received a letter requesting re-consideration of improved cargo containers in the residential zone that is signed by three residents (See Exhibit D-Letter from Residents). The purpose of this Staff Report is to afford an opportunity for City Council to consider the request by the three residents to allow for improved cargo containers as a compatible accessory use, and to direct the Holtville Planning Commission to initiate Public Hearings regarding the same.

ISSUES FOR DISCUSSION

Current Cargo Container User Restrictions in Residential Zones- The permanent use of cargo containers (whether improved or unimproved) is currently prohibited in all residential zones. The temporary use of cargo containers is allowed when the use is temporary and for the purpose of construction or moving activities.

Similar Uses Allowed by Zone- The following table lists all of the City’s designated residential zoning districts. Staff has further identified the most similar use allowed in the subject zone to that of a cargo storage container.

<table>
<thead>
<tr>
<th>Zone</th>
<th>Similar Uses Currently Allowed</th>
<th>Definition &amp; Restrictions on Accessory Structures</th>
</tr>
</thead>
<tbody>
<tr>
<td>RR-1 Low Density Rural Residential</td>
<td>Accessory Structures</td>
<td>Accessory Building/Structure: A building, part of a building or structure which is incidental or subordinate to the main building or use on the same site.</td>
</tr>
<tr>
<td>RR-2 Medium Density Rural Residential</td>
<td>Accessory Structures</td>
<td></td>
</tr>
<tr>
<td>R-1 Single Family</td>
<td>Accessory Structures</td>
<td></td>
</tr>
<tr>
<td>R-2 Two Family</td>
<td>Accessory Structures</td>
<td>Exhibit E-Section 17.10.100 contains current restrictions of accessory structures.</td>
</tr>
<tr>
<td>R-3 Multi-Family</td>
<td>Accessory Structures</td>
<td>It shall further be noted that all accessory structures require a building permit when the proposed structure is 120 SF.</td>
</tr>
<tr>
<td>R-4 Mobile Home Park</td>
<td>Accessory Structures</td>
<td></td>
</tr>
<tr>
<td>RC Mixed Use Residential</td>
<td>Accessory Structures</td>
<td></td>
</tr>
</tbody>
</table>

Improvements Regulated- Improvements such as color, style, and material of Accessory Structures are not currently regulated. Regulating improvements on all accessory structures may impact laundry rooms, garages, second units, storage units and similar accessory structures. A possible option for the City to consider is to determine that “Improved Cargo Containers” shall be deemed an Accessory Structure. The City may then define what would constitute an “Improved Cargo Container” and thus under definition and existing statute allowed.

Procedures to Classify an Unlisted Use- The City Council may provide directive to the Planning Commission to hold public hearings to consider whether to classify the unlisted use and under what conditions, if any. In order to do so, the Planning Commission will provide directive to staff regarding under what conditions or restrictions that use shall be allowed and shall then set and hold a public
hearing. Upon hearing testimonies for and against, the Commission may make the following findings for each of the respective zones for which it wishes to classify the proposed “Improved Cargo Container” use as an allowed use:

1. The use furthers the objectives of the zone, and is in conformance of the general plan
2. Field investigations have disclosed that the subject use and its operations are compatible with the uses permitted in the zone where the use is proposed to be located, and
3. The subject use is similar to one or more uses permitted in the zone where the use is proposed to be located, and
4. The subject use will not cause substantial reduction in the value of the property in the zone within which it is proposed to be located or in any abutting zone.

Subsequent to the Planning Commission public hearing and taking action via Resolution, the recommendation goes to City Council where a second Public Hearing will be held for consideration of an ordinance amendment. Should the City Council find the recommendations favorable, the Council may adopt or reject the proposed amendments. If the amendments are modified, then the proposed amendments must go back to the Planning Commission for a report.

**Public Noticing Requirements**
A public notice will need to be published in a newspaper of general circulation informing the general public of the proposed zoning text amendments subsequent to the Planning Commission providing directive to staff. A public hearing will be held both at the Planning Commission and City Council level.

**RECOMMENDATION & PENDING ACTION**
This item is pending action. The Holtville City Council may consider the following actions or provide alternative directive:

1. Provide directive to the Planning Commission to initiate Public Hearings regarding allowance of improved cargo containers as a separate listed and regulated use in all residential zones;
2. Provide directive to the Planning Commission to initiate Public Hearings regarding allowance of improved cargo containers as “accessory structures” without additional regulation but rather a definition of what would be considered an “improved cargo container” for the purpose of allowing in all residential zones.

**Alternatives:**

3. Not provide any directive to initiate public hearings for the purpose of permitting improved cargo containers and reaffirm the prohibition of all cargo containers in the residential zones.

**Attachments:**
- Exhibit A – Residential Zoning Map
- Exhibit B – CC Adopted Resolution 18-06
- Exhibit C – Adopted Ordinance 491
- Exhibit D – Letter from Residents
- Exhibit E – Municipal Code Section 17.10.100
RESOLUTION NO. 18-06

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HOLTVILLE
APPROVING PLANNING COMMISSION RESOLUTION 18-03 INTERPRETING THE
ZONING CODE (TITLE 17 OF THE HOLTVILLE MUNICIPAL CODE) AS IT
RELATES TO THE ALLOWED USE AND RESTRICTIONS OF CARGO SHIPPING
CONTAINERS NOT EXPRESSLY LISTED IN THE ZONING CODE

WHEREAS, cargo shipping containers, formally known as intermodal containers, and otherwise
known as sea containers, ocean containers, Conex box, or other names, are primarily used to
transport freight by ship, truck, or rail; and

WHEREAS, the City of Holtville Zoning Code does not specifically address cargo shipping
containers as an allowed use in any zone and has resulted in ambiguity as to under what
conditions they may be permitted; and

WHEREAS, consistent with Chapter 17.02.040 of the Zoning Ordinance, the Planning
Commission reviewed all pertinent facts in evidence regarding the appropriate classification of a
cargo container use and found cargo shipping containers to be inconsistent with the allowed uses
in residential zones and determined their use as undesirable and possible visual blight upon the
community with the exception of being allowed under certain conditions and only in the C-2
General Commercial and I-1 Industrial Zones; and

WHEREAS, the City Council has reviewed and agrees with the Planning Commission findings
via Resolution 18-03 regarding the interpretation of cargo container use and restrictions in
residential zones and that further supports the use of cargo containers only under certain
conditions only in the C-2 General Commercial and I-1 Industrial Zones as follows

<table>
<thead>
<tr>
<th>Zone</th>
<th>Permitting or Conditions for Cargo Container Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>OS (Open Space)</td>
<td>Not Allow</td>
</tr>
<tr>
<td>R-1 Single Family</td>
<td>Not Allow</td>
</tr>
<tr>
<td>R-2 Two Family</td>
<td>Not Allow</td>
</tr>
<tr>
<td>R-3 Multi-Family</td>
<td>Not Allow</td>
</tr>
<tr>
<td>R-4 Mobile Home Park</td>
<td>Not Allow</td>
</tr>
<tr>
<td>DA- Downtown A</td>
<td>Not Allow</td>
</tr>
<tr>
<td>DB- Downtown B</td>
<td>Not Allow</td>
</tr>
<tr>
<td>RC Residential Commercial Mixed Use</td>
<td>Not Allow</td>
</tr>
<tr>
<td>C-1 Neighborhood Commercial</td>
<td>Not allow</td>
</tr>
<tr>
<td>C-2 General Commercial</td>
<td>Require Conditional Use Permit</td>
</tr>
<tr>
<td>I-1 Light Industrial</td>
<td>Continue to Allow by Right</td>
</tr>
<tr>
<td>CF Community Facilities</td>
<td>Not Allow</td>
</tr>
</tbody>
</table>

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Holtville hereby APPROVES the Planning Commission’s interpretation of Cargo Containers use consistent with the Planning Commission’s interpretation that cargo shipping containers are prohibited in all residential zones and allowed only under certain conditions in the C-2 General Commercial Zone and by right in the Industrial Zone.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Holtville, this 12th day of March 2018.

Denise Garcia, City Clerk

Richard Layton, Mayor

I, Denise Garcia, City Clerk of the City of Holtville, DO HEREBY CERTIFY that the foregoing resolution was duly passed, approved, and adopted by the City Council of said City of Holtville at a regular meeting thereof held on the 12th of March and that the same was adopted by the following vote:

AYES: Goodsell, Layton, Ward, Predmore
NOES:
ABSTAIN:
ABSENT: Bradshaw

ATTEST:
Denise Garcia, City Clerk
ORDINANCE NO. 491

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HOLTVILLE
AMENDING TITLE 17 (ZONING) OF THE HOLTVILLE MUNICIPAL CODE
RELATED TO CARGO CONTAINERS USE

WHEREAS, the City Council previously affirmed the Planning Commission’s interpretation of the zoning code determining that cargo containers are not listed in the permitted uses and therefore prohibited in all residential zones as cargo containers are inconsistent with the intent and character of the residential zone; and

WHEREAS, it was further determined by the Planning Commission and affirmed by City Council that cargo containers are allowed only under certain conditions in the C-2 General Commercial Zone and by right in the Industrial Zone;

WHEREAS, a cargo container is defined as an industrial, standardized reusable metal vessel that was originally, specifically, or formerly designed for or used in the packing, shipping, movement or transportation of freight, articles, goods or commodities by commercial trucks, trans, and/or ships. A cargo container modified in a manner that would preclude future use by a commercial transportation entity is still considered a cargo container; and

WHEREAS, zoning text amendments were drafted to clarify any ambiguity, incorporated as Exhibit A; and

WHEREAS, a duly noticed public hearing was held by the Planning Commission at its regular meeting on April 16, 2018 where the Commission recommends via Planning Commission Resolution 18-05 that Council Adopt the Zoning Text Amendments; and

WHEREAS, a duly noticed public hearing was held by the City Council at its regular meeting on May 14, 2018; and

WHEREAS, the City Council reviewed all pertinent facts in evidence and found that:

(a) The above stated recitals are incorporated as findings, and

(b) The proposed amendments are consistent with the objectives of the Holtville General Plan and development policies adopted by the Holtville City Council, and

(c) The adoption of this ordinance is exempt from CEQA review per section 15061 (b)(3), and a Notice of Exemption has been filed; and

(d) The use of cargo containers would not further the objectives of the residential zones; and

(e) Field investigations disclosed that the subject use and its operations are not compatible with the uses permitted in the residential zone; and
(f) The subject use is not similar to one or more uses permitted in the residential zones where the use was proposed to be located; and

(g) The subject use may cause reduction in the value of the property in a residential zone within which it was proposed to be located or in any abutting zone.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

SECTION 1: Title 17 of the Holtville Municipal Code shall be amended as shown in Exhibit A.

SECTION 2: This ordinance shall take effect and shall be in force thirty (30) days after the date of adoption, and prior to the expiration of fifteen (15) days from the passage thereof, shall be published at least once in a newspaper of general circulation printed and published in the County of Holtville, together with the names of the members of the City Council voting for and against the same.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Holtville, this 11th day of June 2018.

APPROVED, BUT MISSING
MAYOR'S SIGNATURE

Richard Layton, Mayor

I, ______________________, Interim City Clerk of the City of Holtville, DO HEREBY CERTIFY that the foregoing ordinance was duly passed, approved, and adopted by the City Council of said City of Holtville at a meeting thereof held on the 11th day of June 2018 and that the same was adopted by the following vote:

AYE: 
NOES: 
ABSTAIN: 
ABSENT: 

ATTEST: 

__________________________
Interim City Clerk
Exhibit A – Zoning Text Amendment

Underlined is proposed new language.
Strike through is existing language to be deleted.
Standard type is existing language to be retained.

1. Definitions

17.04.040 “C” Definitions.

“Cargo Container" means an industrial, standardized reusable metal vessel that was originally, specifically, or formerly designed for or used in the packing, shipping, movement or transportation of freight, articles, goods or commodities by commercial trucks, transit, rails and/or ships. A cargo container modified in a manner that would preclude future use by a commercial transportation entity is still considered a cargo container.

“Commission" means the planning commission of the city of Holtville.

“Conditional Use” means a use permitted on a particular site and within a zoning district only upon a finding that such a use in a specified location will comply with all the conditions and standards for the location or operation of such uses as specified in this title and authorized by the planning commission.

"Conditional use permit” means an approval that is required for a use to be carried out in a particular zoning district that is not a use permitted by right.

"Coverage“ means the percentage of total building site area covered by structure, open or enclosed, excluding uncovered steps, patios, terraces and swimming pools. (Ord. 472 § 3, 2010; Ord. 441 § 1, 2000).

2. 17.10.180 Outdoor Storage Areas.

A. Outdoor Storage- Outdoor storage areas in industrial and commercial zones shall be entirely enclosed by solid masonry walls not less than six feet in height to adequately screen view of outdoor storage areas from the external boundaries of the property. In lieu of a solid masonry wall, a view obscuring fence, not less than six feet in height, with a minimum, landscaped, lot-line setback of three feet may be allowed at the discretion of the Planning Commission. (Ord. 441 § 1, 2000).

B. Enclosed Storage- The Use of Cargo Containers is prohibited in all zones except the 1-1 Industrial Zone (with a building permit) and the C-2 General Commercial Zone (with a building permit and under a Conditional Use Permit). Except that the use of Rail/Cargo Containers may be temporarily allowed in all zones with a temporary use permit for the purpose of supporting construction activities or moving/relocation activities. An active building permit must be provided to substantiate construction activities and proof of second address must be provided to substantiate relocation activities in order to secure any temporary use permit.

C. Municipal Storage- For the purpose of public benefit including and not limited to the health, safety and general welfare of City residents, the use of Rail/Cargo Containers by the City of Holtville and within City owned property shall be further exempt, except that a building permit shall continue to be required.
August 28, 2018

Holtville City Council  
City Hall  
121 West 5th Street  
Holtville, CA 92250

Ladies and Gentlemen:

SUBJECT: Beneficial Use of Cargo Containers

After a discussion at the Holtville City Council meeting on August 27 relating to the design alteration of cargo containers for use in residential areas, the Council suggested that a written request be submitted to them to initiate further discussion relating to this issue. We are requesting that the Council consider amending the March 2018 ordinance prohibiting cargo containers to be used as storage units in residential zones.

In our opinion, the cargo containers are superior over commercially made storage units. The appearance is easily changed to conform to residential standards. In addition, they are economically feasible, secure, constructed of steel, portable, fire safe, and variable in length. Because of these advantages, there is a significant number of property owners who would comply through a permitting process with standards set by the City in order to utilize cargo containers as storage units.

We would appreciate the opportunity to meet with the City Council and/or the Planning Commission to discuss the mutual benefits of cargo container usage in the City of Holtville.

Sincerely,

Steve Clark

Bernardo G. Millan

Gary Rodgers
Chapter 17.10  
GENERAL REGULATIONS AND REQUIREMENTS

Sections:
- 17.10.010 General provisions.
- 17.10.020 Use of land, buildings and structures.
- 17.10.030 Height limit – Violation prohibited.
- 17.10.040 Height limit – Exceptions.
- 17.10.050 Structural modifications – Adherence to yard and setback standards required.
- 17.10.060 Existing lots of record.
- 17.10.070 Front yard exceptions and modifications.
- 17.10.080 Side and rear yard exceptions and modifications.
- 17.10.090 Vision clearance.
- **17.10.100 Accessory structures.**
- 17.10.110 Walls and fences.
- 17.10.120 Performance standards – Compliance required.
- 17.10.130 Radio or electrical disturbance, heat, cold and glare.
- 17.10.140 Fire and explosion hazards.
- 17.10.150 Noise.
- 17.10.160 Radioactivity.
- 17.10.170 Vibration.
- 17.10.180 Outdoor storage area.
- 17.10.190 Conformance testing.
- 17.10.200 Air contaminants, dust and odor.

**17.10.100 Accessory structures.**
The requirements set forth in this section shall apply to accessory structures in all residential and commercial zones:

A. An accessory building, used either wholly or in part for living purposes, shall meet all the requirements for location of the main structure.

B. An accessory structure that is attached to a main structure shall meet all of the requirements for location of the main structure as provided in subsection D of this section.

C. Canopies, or roofs attached to the main building or connecting to main building with a detached accessory building, may extend into a required rear or side yard; provided, that portions of such structures extending into the yard:
1. Shall not exceed 15 feet in height or project closer than five feet to a side yard or rear lot line; and
   2. Shall be entirely open on at least three sides except for necessary supporting columns, except that a roof connecting a main building and an accessory building shall be open on two sides.

D. Detached structures shall meet the following requirements:
   1. A detached structure shall meet the setback requirements of the main building for the front and side yard areas;
   2. A detached accessory structure may be located within a rear yard; provided, that when the structure is located closer than five feet to a rear lot line, one-hour fire walls are required, except where the rear lot abuts an alley; and
   3. A detached structure shall maintain a minimum of five feet separation from the main structure.

E. The following requirements shall apply to structures other than those structures not provided for in subsections A through D of this section:
   1. Porches, steps, architectural features such as eaves, chimneys, awnings, wing walls and bay windows may project not more than four feet into any required front or rear yard area;
   2. Heating and cooling equipment, architectural features such as balconies and stairways may project not more than four feet into any required front or rear yard area, except in the R-1 and R-2 zones, in which case these structures shall only project into the rear yard area not more than four feet and shall not project into the front yard area;
   3. Porches, steps, architectural features such as eaves, awnings, wing walls, bay windows, chimneys, balconies, stairways and heating and cooling equipment may project into one of the required side yards not more than one-half of such required side yard. Except as to eaves and awnings, only one of the required side yard setbacks shall ever be used for this purpose. At all times, there shall be at least a six-foot setback in one of the required side yards, unless there is an alleyway;
   4. R-1 and R-2 zones, which have an alleyway and five-foot setback on each of the required side yards, shall not be permitted to build a structure into either of the required side yard setbacks; and
   5. In no case shall the resulting setback be less than five feet. (Ord. 472 § 3, 2010; Ord. 441 § 1, 2000).
City of Holtville
REPORT TO COUNCIL

DATE ISSUED:  September 7, 2018
FROM:  Nick Wells, City Manager
SUBJECT:  Appointing an Interim City Clerk

ISSUES:
Shall the City Council appoint Kariza Preciado as the Interim City Clerk?

DISCUSSION:
With the resignation of the previous full-time City Clerk, staff had been covering the position with a team effort for several months. Although one new employee, Raquel Zinn, took over as the Interim City Clerk for many of the basic duties of the position, such as notetaking at meetings and preparation of the official minutes, staff continued to assist with many of the Clerk functions. Ms. Zinn resigned rather abruptly recently, necessitating another appointment.

Finance Supervisor Kariza Preciado has stepped in and helped with many of the functions that needed to be covered since the original issue came about in March and has consented to assist in an interim capacity until we settle on a permanent solution. As she already attends Council meetings, it will be fairly easy for her to take on the notetaking duties. Staff will continue to share the duties of coordinating Public Records Requests, posting Public Notices and assembling agendas.

FISCAL IMPACT
None.

CITY MANAGER RECOMMENDATION
It is recommended that the City Council appoint Ms. Preciado to the position on an interim basis.

ALTERNATIVE
Not to approve, giving staff alternate direction.
City of Holtville

REPORT TO COUNCIL

DATE ISSUED: September 7, 2018
FROM: Nick Wells, City Manager
SUBJECT: City Manager Update

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. The Holt Group was engaged in 2016 to produce specifications so that the project could be considered “designed” for grant purposes and the City has applied for funding of the repairs with SRF, and the funding has been approved.

The Regional Water Quality Board contacted the City last year with additional requirements to be added to the project. Staff met to discuss feasibility and challenges associated with incorporating the additions, including whether they could be added to the funding package. It was felt that they larger scope could indeed be funded, given the request from the Regional Board. A change to the Holt Group’s scope of work to amend plans in May was approved. The redesigned plans and specs were submitted to SRF for comment multiple times and have now been conditionally approved. An archaeological study was required by the water board, which was completed. We now await review and clearance of that report. In July, we were notified that a biological study would also be required, which was then completed. Late this week, we were notified that the financial package has been approved, action to move forward was completed last meeting. Justina is working on an RFP for construction to correspond with receipt of financing agreement documents from the State. Both items are expected to come together for the next Council meeting on September 24.

System Controls – An estimate was obtained from TESCO in 2014 of about $450k to replace the aged system. Frank Cornejo had hoped that this project might be put off and the controls might “limp along” for another 18 months while we attacked other water issues, but that has stretched to 4 years. Fortunately, this issue is also addressed on the SRF application and design was addressed by Delta Systems as a sub-consultant to THG on the submission.

Rate Study – The profitability of the Water Enterprise has been problematic in recent years. Coupled with the issues listed above and the debt covenant to budget a net revenue of 120% of the annual debt service, a rate adjustment has been explored. California Rural Water worked with the City last year to produce some preliminary analysis in a no-cost Water Rate Study. The Regional Board allowed for the submission of the City-revised version of that information as a component to the grant package in February, 2017. We await final determination of the project schedule to implement the Prop 218 process. Since the project has taken so long to pass through all of the State’s analysis, it is probably necessary that another water rate study be completed, as the last one is well over a year old and was somewhat poor in its analysis.
TRANSPORTATION PROJECTS

Citywide Street Resurfacing Project – The plans to resurface the bulk of the City’s streets has been in the works for some time. The Holt Group completed design engineering for the project several months ago, which we have reviewed to make decisions on scope of the project.

After investigating other financing options, it was decided to utilize the joint Imperial County LTA bond issue for this year facilitated by ICTC. Representatives from the bond underwriting team gave a presentation at the 4/24 Council meeting and a commitment of future LTA funds was approved by the Council at the June 11 meeting. Formal action by the LTA Board to approve the bond issue was also taken at their June 27, 2018, meeting. The bond issue is now scheduled to close at the end of September, 2018.

In order to stay on schedule, permission to advertise RFPs for a construction contractor and RE/CM is on tonight’s agenda.

PUBLIC WORKS

PARKS

Mac Park - City staff has been working with Holtville Little League to construct a second baseball diamond to the east of the current field. Funding is being sought both through grants and donations. Architerra Design Group, the firm that worked on the last plans for Mac Park, recently made alterations to their existing plans to add a second field. Those revisions are being incorporated into submission packets to move forward with grant applications and the project in general.

Holtville Wetlands Project – A grant agreement document for approximately $3 million to fund this project was received by the City from BoR late in 2016. Additionally, the City received notification that a $20,000 grant was awarded by the County for signage and amenities. The Holt Group was selected to perform Grant Administration tasks and George Cairo Engineering for design services. A hiccup developed in that we had hoped to utilize the CEQA document prepared for the project in 2005-06. Although it is evident that the document was prepared, reviewed and accepted, none of the participating parties has proof of payment for the fees to the Department of Fish & Wildlife, so DF&W required that the process be completed and fees paid once again. The design team seems to be working diligently. An introductory site tour was recently conducted for the new BoR Salton Sea Program Manager. She was excited to see the site and the project’s potential. The design team is significantly behind schedule. Staff worked with the Holt Group to reschedule deliverable timelines and get the project back on track. GCE finally produced a draft of the SWPPP earlier this month. THG has reviewed portions of the submittals. Much of the required work has been done, however, we still await GCE the survey work that was contracted.

Continued inaction and non-responsiveness by the contractor prompted a formal letter sent in the past few weeks spelling out the City’s dissatisfaction with progress and requesting an immediate update. Receipt of the letter prompted some conversation and Mr. Cairo assures me they will complete their tasks in the next 30 days.

ADMINISTRATION

BUILDING PERMITS - The City has issued 57 building permit thus far in 2018. A list of permits pulled by month is available on the City’s website at http://holtville.ca.gov/section.php?id=73.
Clear Talk Cell Tower – Clear Talk Wireless was formally approved by the Planning Commission in September, 2016, to place cellular communications equipment in Samaha Park. An appeal of the California Environmental Quality Act (CEQA) process was lodged by a faction of area residents that had voiced some opposition to the construction, but denied by the Council after a hearing in November. At that time, however, the original lease was rejected. The applicant then approached the City with a revised project location. An updated lease agreement was then approved. The Planning Commission chose to take no action on the site plan revision, allowing it to move forward and be handled administratively. Finalization of documents for a building permit had been taking place, but the project has had no movement recently.

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. After many months of confusion regarding the process, the project’s ownership group engaged Development Design & Engineering last year to assist in shepherding the project along. Mr. John Hawk with the development group reports that things are moving along very well now that DD&E is onboard. To that end, plans to the City and the County regarding annexation issues were submitted in October. Last month, D&E forwarded most of the necessary studies for review, so the project will most likely be moving forward soon. Staff discussions have continued regarding the handling of stormwater as this property is developed. A recent site visit was held with DD&E to give a better picture of the stormwater issue in the area and implications the project will have on the existing conditions. John Hawk approached me in December and let me know that they are submitting everything imminently. Multiple meetings and conference calls have been held recently with the project proponent and DD&E to update status and discuss timelines. Most of the required documents were submitted recently and the Environmental Review Committee met to review and comment on the project. We are currently working with the other parties to engage a consultant to complete environmental documents for the project.

AMG Mixed Use Development/Apartments – A project for a combination of apartments and retail on the block bound by Holt Avenue, Fern Avenue and Fourth Street has been proposed by a Pacific West Development with input from the land owner, Jay Goyal. Preliminary conceptual maps and elevation renderings were presented to Planning Commission on April 16, 2018, with general acceptance from the Commission. They will be moving forward with more detailed information, which will make it to this body in the future. AMG has now officially purchased the property from Mr. Goyal and has had a few minor amendments requested. Ms. Arce continues to work with them on moving the project forward.

Torres Mixed Use Development – The owner of Cuchi’s Raspados has proposed a mixed use development for property on the town square on Holt just south of Sixth Street. It will consist of a storefront, along with two apartments intended for her family’s use. The concept passed through Planning Commission last week with more review to come as plans are developed.

Dollar General – The purchase of a portion of the Willowbend Mobile Home Park for the construction of a Dollar General store has been in the works for some time. After several stops and starts, we were notified that a deal was imminent last month. One of the conditions of acceptance of the proposed lot line adjustment was moving the trailers that encroached on City property, which has been completed. "Staff has been in communication with the developer and the title company throughout the past week and the deal still seems imminent."

OTHER

Employee Trivia – Today marks 17 years on staff for the City’s longest serving full-time employee, Frank Cornejo. We really value Frank’s loyalty and dedication, so thank him when you see him! ...and if you run into Tony Antunez this week, wish him a happy birthday (9/13)!
**MEETINGS & EVENTS RECENTLY ATTENDED:**

- 08/27/18 Management Meeting  
  City Hall
- 08/28/18 Meeting with IC Health *re: 10/20 Trail Walk/Health Fair*  
  City Hall
- 08/28/18 Holtville LTA Bond Issues Conference Call  
  City Hall
- 09/03/18 Labor Day Observed *(City Hall Closed)*  
  City Hall
- 09/04/18 Management Meeting  
  City Hall
- 09/05/18 Trail Cleanup Planning  
  City Hall

**UPCOMING EVENTS:**

- 09/10/18 Management Meeting  
  City Hall
- 09/12 - 14/18 League of CA Cities Conference  
  Long Beach
- 09/13/18 Holtville CoFC Board Meeting  
  Site TBD
- 09/13/18 Imperial-Mexicali Binational Alliance  
  Mexicali
- 09/17/18 Holtville Planning Commission Meeting  
  City Hall
- 09/19/18 ICTC Management Committee & CCMA Meetings  
  County of Imperial
- 09/24/18 Holtville City Council Meeting  
  City Hall
- 09/27/18 IVECA Board Meeting  
  EC ED Offices
- 09/27/18 Holtville Farmers Market  
  Holt Park
- 10/08/18 Holtville City Council Meeting  
  City Hall
- 10/8 - 10/18 Walk to School Event  
  Samaha Park to Finley Elementary
- 10/12/18 NW Vacation Day *(Out of Office)*
- 10/15/18 Holtville Planning Commission Meeting  
  City Hall
- 10/20/18 Trail Walk/Run & Health Fair  
  Pete Mellinger Alamo River Trail/Holt Park
- 11/03/18 IV Veterans Day Parade & Farmers Market  
  Main Street/Holt Park
- 11/10/18 Brawley Cattle Call Parade  
  City of Brawley
- 11/12/18 Veterans Day Observed *(City Hall Closed)*
- 11/22 - 23/2018 Thanksgiving Observed *(City Hall Closed)*
- 11/29/18 Holtville Farmers Market *(Date Tentative)*  
  Holt Park

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
DATE ISSUED: September 5, 2018
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 and maintenance activities
carried out at the City’s Water/Wastewater treatment facilities during the period between
08/21/18 to 09/05/18.

WATER TREATMENT PLANT:

• Staff performed top-end wash down operations on North Clarifier unit.
• Staff completed repairs to broken post-chlorine chemical line and replaced injector assembly.
• Staff took all routine samples, completed all regulatory reports, and maintained operational
  records as required.

WASTEWATER TREATMENT PLANT:

• Staff completed annual service of aeration blower units 1 & 2.
• Staff completed dried sludge removal operations in solar drying beds 4-5-6.
• Staff took annual biosolids samples to Test America Labs in Phoenix, AZ for analysis.
• Staff took all routine samples, completed all regulatory reports, and maintained operational
  records as required.

Respectfully Submitted,

Frank Cornejo, Water/Wastewater Operations Supervisor
City of Holtville
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 Sheriff’s Department to clean up graffiti at park and around town.
- Patch potholes in different locations in town.
- Caught 8 dog and no cats.
- Finished painting crosswalks and stop bars in different location around town.
- Installed 3-1 inch meters.
- Installed 5-3/4 inch meters.
- Installed 4 sampling stations at Finley School.
- Installed 1 sampling station at the Jr. High.
- Installed 2 sampling station at the High School.

Respectfully Submitted,

Alejandro Chavez
Public Works Foreman
DATE ISSUED: September 6, 2018

FROM: Kariza Preciado, Finance Supervisor

SUBJECT: Finance Department Update

INFORMATION ONLY – NO ACTION REQUIRED AT THIS TIME

General Fund
The General Fund has $358,000 revenue deficit. This is mainly attributed to Overtime and Special Pay for Fire equaling $63,000 as they have been at Strike Team for the past month. We are also still pending receipt of the annual State COPS funds and Detention Facility Management Fees.

Water Fund
At the end of August 31, the Water Fund has a revenue surplus of $102,000 from business activity.

Sewer Fund
Sewer has a revenue surplus of $75,000 which is mainly attributed to the $15,800 received in Impact Fees.
the projected amount for truck disposal services. The City also received a $388,958 State Water Control Board reimbursement for the WWTP Plant upgrade.

Trash
Trash has a revenue deficit of $12,000, due to membership dues in the amount of $17,400 paid in August.

Respectfully submitted,

Kariza Preciado