

# AGENDA

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

Monday, September 9, 2024

<input type="checkbox"/> Murray Anderson, Mayor	<input type="checkbox"/> George Morris, City Treasurer	<input type="checkbox"/> Alex Silva, Fire Chief
<input type="checkbox"/> John Munger, Mayor Pro Tem	<input type="checkbox"/> Nick Wells, City Manager	<input type="checkbox"/> Joe Conkey, Police Chief
<input type="checkbox"/> Mike Goodsell, Council Member	<input type="checkbox"/> Adriana Anguis, Finance Supervisor	<input type="checkbox"/> Jack Holt, City Engineer
<input type="checkbox"/> Richard Layton, Council Member	<input type="checkbox"/> Steve Walker, City Attorney	<input type="checkbox"/> George Galvan, City Planner
<input type="checkbox"/> Michael Pacheco, Council Member	<input type="checkbox"/> Yvette Rios, City Clerk	<input type="checkbox"/>

### THIS IS A PUBLIC MEETING

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

## CITY COUNCIL

**MEETING CONVENED - 5:30**

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

### **ADJOURN TO CLOSED SESSION**

#### **PUBLIC EMPLOYMENT:**

*(Government Code Section 54957)*

City Manager Evaluation  
Evaluation Criteria

**RECONVENE OPEN SESSION - 6:00 PM**

**PLEDGE of ALLEGIANCE:**

**INVOCATION:**

**CITY CLERK RE: Verification of Posting of the Agenda**

**EXECUTIVE SESSION ANNOUNCEMENTS:**

**PRESENTATION:**

*IV California Cinderella Scholarship Pageant Winners  
Jessi Preciado IV California Cinderella Director*

**PRESENTATION:**

*Holtville Rotary Club - Entry Triangle at Orchard Road & Fourth Street  
Joseph Dhaliwal*

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

#### **1. CONSENT AGENDA:**

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

- a. Approval of the Minutes from the Regular Meeting of Monday, August 26, 2024.
- b. Current Demands #47036 through #47170.

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

**2. UNFINISHED BUSINESS:**

- a. Discussion/Related Action** Regarding Proposals for Platforms of Communication Services Bewteen the City and its Residents

*Yvette Rios, City Clerk*

**3. NEW BUSINESS:**

- a. Discussion/Related Action** Regarding Funding for the Public Safety Building

*Nick Wells, City Manager*

**4. INFORMATION ONLY:**

- a. Discussion Only** Regarding a Bi-Monthly Budget Review for the 24-25 Fiscal Year

*Adriana Anguis, Finance Supervisor*

**5. STAFF REPORTS**

- a. **City Manager Report** - *Nick Wells*
- b. Finance Supervisor - *Adriana Anguis*
- c. Police Chief - Joe Conkey
- d. Water/Wastewater Supervisor - *Frank Cornejo*
- e. Public Works Foreman - *Alex Chavez*

**6. Items for future meetings**

**7. ADJOURNMENT:**

I, Yvette Rios, City Clerk of the City of Holtville, California, **DO HEREBY CERTIFY** that the foregoing agenda was duly posted at Holtville City Hall and on the City of Holtville's website ([www.Holtville.ca.gov](http://www.Holtville.ca.gov)) on Friday, September 6, 2024.

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

**Monday, August 26, 2024**

MEETING DATE:	<u>9/9/24</u>
ITEM NUMBER	<u>1 a</u>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

The Regular Meeting of the Holtville City Council was held on Monday, August 26, 2024, at 5:30 pm in the Civic Center. Mayor Murray Anderson was present, as were Council Members Mike Goodsell, Richard Layton, John Munger, and Mike Pacheco. Also present were Fire Chief Alex Silva, City Attorney Steve Walker, City Manager Nick Wells, and City Clerk Yvette Rios.

**CITY COUNCIL CLOSED SESSION MEETING CALLED TO ORDER:**

*The Closed Session meeting was called to order at 5:30 PM. by Mayor Murray Anderson.*

**PUBLIC EMPLOYMENT:**

*(Government Code Section 54957)*

City Manager Evaluation

Evaluation Criteria

**CITY COUNCIL OPEN SESSION MEETING CALLED TO ORDER:**

*Mayor Anderson called the Open Session meeting to order at 6:01 PM.*

**PLEDGE OF ALLEGIANCE:** *Mr. Munger led the Pledge of Allegiance.*

**INVOCATION:** *The Invocation was given by Mr. Goodsell.*

**CITY CLERK RE: VERIFICATION OF POSTING OF AGENDA:**

*City Clerk Yvette Rios verified that the agenda was duly posted on Friday, August 23, 2024.*

**EXECUTIVE SESSION ANNOUNCEMENTS:**

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

**PRESENTATION:**

*Edgar Quinones*

*Imperial Valley 9/11 Stair Climb Committee*

*Edgar Quinones came in the place of Robert Amparano to introduce the Imperial Valley 9/11 Stair Climb Committee and explain their upcoming 11th annual fundraiser: 9/11 Memorial Event & Stair Climb. A video was played to showcase the event. He presented the available sponsorship opportunities, four levels ranging from \$343, \$413, \$911, and \$2001, each representing a significant number in the 9/11 catastrophe. Mr. Anderson informed Mr. Quinones that discussion for potential sponsorship was upcoming on the agenda for the night.*

**GENERAL PUBLIC COMMENTS:**

*Rosie Allegranza, Executive Director for the Holtville Chamber of Commerce, reported on the recent Teacher's Luncheon. She was proud to announce that she collected many raffle items for the teachers. She informed the Council that she met with City of Holtville staff regarding hosting a movie night in conjunction with the upcoming Farmers Market. Lastly Ms. Allegranza announced that the Holtville Chamber of Commerce plans to host a candidate forum on October 8 or 10.*

*Evangeline McDonald (307 W Eighth Street) came to inquire what the procedure was for a burst pipe seeping through sidewalk cracks. Mr. Wells informed her for future reference that she could report the issue to City Hall and it would be determined if the pipe is in the influence of the City or resident. Public Works will go to her residence as a courtesy to inspect the situation.*

*Sara Solorzano, Field Representative for Congressman Raul Ruiz, came to invite the Council to the Veterans University event on September 4 at the Veterans Memorial Hall in Imperial. She announced that other political figures will be coming from DC. Aside from sharing the invitation, she extended her services and support for Holtville.*

*Stacy Britschgi (854 Cedar Avenue) wanted to thank Chief Silva for donating shirts for a fundraiser. She explained that she helped Ms. Dowsey with outreach for the involvement of the HUSD, Holtville 4-H, local churches, and other organizations at the upcoming Farmers Market.*

## **1. CITY COUNCIL CONSENT AGENDA:**

- a.** Approval of the Minutes from the Regular Meeting of Monday, July 22, 2024.
- b.** Current Demands #47036 through #47170

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

AYES: *Goodsell, Layton, Munger, Pacheco, Anderson*

NOES: *None*

ABSENT: *None*

ABSTAIN: *None*

## **REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES, AND COMMUNIQUES:**

*Ms. Rios announced the six official candidates in the order they would appear on the ballot. She reported on the recent Family Friday Night Swims and shared results for her communication survey.*

*Mr. Wells reported that he attended the Teacher's Luncheon and a meeting with the Local Government Commission. He is deferring the rest of his report on projects for later in the evening.*

*Mr. Walker had nothing to report.*

*Mr. Layton reported that he attended the Teachers Luncheon and gave praise to the Chamber.*

*Mr. Goodsell reported that he also attended the Teachers Luncheon as well as an ALUC meeting. He took advantage of the City Clean Up event the past Saturday hosted by CR&R and announced that HHS had their first win of the football season at their first home game.*

*Mr. Munger and Mr. Pacheco had nothing to report.*

*Chief Silva reviewed recent fire incidents and strike teams deployed during the season. HFD will be visiting local schools for a 9/11 Ceremony and PT staff will be training to compete for a FT position that will soon be available.*

*Mayor Anderson was recently out of town but shared that he is excited for the HHS football season.*

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

## **3. NEW BUSINESS:**

- a. Discussion/Related Action** Regarding Sponsorship of the 9/11 Memorial Stair Climb  
**Nick Wells, City Manager**

*Mr. Wells recalled that the Council authorized a sponsorship of the 9/11 Memorial Stair Climb in the amount of \$413 the year prior. His recommendation to the Council was to support the event in the same amount this year, postulating that this action would reflect positively on the City. Having heard the presentation and taking the City Manager's recommendation into account, Mr. Pacheco motioned to approve a sponsorship of \$413.*

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

AYES: *Goodsell, Layton, Munger, Pacheco, Anderson*

NOES: *None*

ABSENT: *None*

ABSTAIN: *None*

**b. Discussion/Related Action Regarding the Public Safety Building**

***Rubio Medina, Architect***

*Mr. Medina last presented rough plans at a Council meeting in February. Today he presented updated plans that include in depth details on aesthetics, elevation, and dimensions. Mr. Wells briefly reviewed logistics such as current funding and phases of the project. At a future meeting, he and Ms. Anguis will bring forth an assessment of the project budget so that the Council may explore a practical course of action. The Council decided to formally approve of the rough plans presented by Mr. Medina.*

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

AYES: *Goodsell, Layton, Munger, Pacheco, Anderson*

NOES: *None*

ABSENT: *None*

ABSTAIN: *None*

**c. Discussion/Related Action to Adopt RESOLUTION #24-24 Requesting the Appropriation of Additional Fiscal Year 2022-23 Funds Allocated from the State of California's Citizen Option Services for Public Safety ("COPS") Program to Provide for Front Line Police**

***Nick Wells, City Manager***

*Mr. Wells explained that the Council must annually resolve to appropriate the standard award of \$100,000 in COPS funding. The City has the opportunity to capture additional growth funding for the FY 2022-23. Mr. Wells recommends that the Council resolves to accept the funding.*

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

AYES: *Goodsell, Layton, Munger, Pacheco, Anderson*

NOES: *None*

ABSENT: *None*

ABSTAIN: *None*

**d. Discussion/Related Action Regarding Proposals for Platforms of Communication Services Between the City and its Residents**

***Yvette Rios, City Clerk***

*Ms. Rios reminded the Council of the proposals she presented earlier in the year for a communication platform, TextMyGov. As directed, she collected alternative proposals from similar platforms and sought feedback from neighboring cities. The results were compared in a chart for the Council to easily peruse. Ms. Rios shared that although she found strong competitors, she still favors the platform she originally presented, TextMyGov. She recommended that the Council further pursue a contract with TextMyGov, due to their unmatched services that focus on interactive two-way communication, in addition to necessary basic functions. Mr. Munger was hesitant of the 3-year contract term and*

would favor the platform more if the term could be lowered to 1-year. Ms. Rios will request a lower contract term and gather answers for other questions she was asked. Mr. Wells reminded the Council of the upcoming League of Cities Annual Conference in October, where attendees may scope out supplemental options. The discussion was tabled for the upcoming meeting.

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

**5. STAFF REPORTS:**

- a. **City Manager Report - Nick Wells**            *Mr. Wells outlined progress in City projects.*
- b. ~~Finance Supervisor - Adriana Anguis~~            *Not included*
- c. **Fire Chief - Alex Silva**
- d. **Water/Wastewater Consultant - Frank Cornejo**
- e. **Public Works Supervisor - Alex Chavez**

**6. Items for Future Meetings:**            *Explore communication platforms*  
*Analyze Public Safety Building funding*  
*Presentations*

**7. ADJOURNMENT:**            *There being no further business to come before the Council,*  
*Mayor Anderson adjourned the meeting at 7:32 PM.*

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**Yvette Rios, City Clerk**

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**Murray Anderson, Mayor**

MEETING DATE: 9/9/24

ITEM NUMBER 1 b

Approvals

CITY MANAGER

FINANCE MANAGER

CITY ATTORNEY

City of Holtville  
Live 4.17.2022Check Register - DETAILS REPORT  
Check Issue Dates: 8/23/2024 - 9/5/2024

Report Criteria:

Report type: GL detail

Check.Type = {&lt;-&gt;} "Adjustment"

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
<b>47171</b>								
08/30/2024	47171	BARTON PROPER	JUDGEMEN	10-17030-7251	25,008.95	25,008.95	WILLOWBEND PAYMENT	ADMIN
Total 47171:						25,008.95		
<b>47172</b>								
09/05/2024	47172	8x8, INC.	4585146	10-12001-4425	53.77	53.77	TELEPHONE	ADMIN
09/05/2024	47172	8x8, INC.	4585146	10-12003-4425	53.77	53.77	TELEPHONE	
09/05/2024	47172	8x8, INC.	4585146	10-14020-4425	53.77	53.77	TELEPHONE	
09/05/2024	47172	8x8, INC.	4585146	11-31510-44250	53.76	53.76	TELEPHONE	
09/05/2024	47172	8x8, INC.	4585146	12-31620-4425	53.77	53.77	TELEPHONE	
Total 47172:						268.84		
<b>47173</b>								
09/05/2024	47173	ACE HARDWARE	E60194	10-31150-44200	58.93	58.93	CLEANING SUPPLIES	PW
09/05/2024	47173	ACE HARDWARE	E60335	10-22080-4420	12.92	12.92	SHUTOFF HOSE	FIRE
09/05/2024	47173	ACE HARDWARE	E60363	10-31158-44200	104.03	104.03	MOUSE TRAPS	
09/05/2024	47173	ACE HARDWARE	E60920	10-22080-4420	18.78	18.78	ICE BAG	
09/05/2024	47173	ACE HARDWARE	E60924	10-22080-4420	10.73	10.73	ICE BAG	
09/05/2024	47173	ACE HARDWARE	E60954	10-22080-4420	4.95	4.95	WINDEX	
09/05/2024	47173	ACE HARDWARE	E60987	10-22080-4420	18.69	18.69	BATTERIES	
09/05/2024	47173	ACE HARDWARE	E61055	10-22080-4420	163.60	163.60	FIRE DEPT SUPPLIES	
09/05/2024	47173	ACE HARDWARE	E61121	10-22080-4420	29.53	29.53	ICE, WATER	
09/05/2024	47173	ACE HARDWARE	E61261	10-22080-4420	16.10	16.10	ICE BAG	
09/05/2024	47173	ACE HARDWARE	E61273	10-22080-4420	8.60	8.60	FEBREEZE	
09/05/2024	47173	ACE HARDWARE	E61309	10-22080-4420	26.83	26.83	ICE BAG	
09/05/2024	47173	ACE HARDWARE	E61320	10-22080-4420	10.75	10.75	BOTTLED WATER	
09/05/2024	47173	ACE HARDWARE	E61322	10-31150-44310	8.73	8.73	LAWNMOWER SUPPLIES	
09/05/2024	47173	ACE HARDWARE	E61481	10-22080-4420	13.41	13.41	ICE BAG	
09/05/2024	47173	ACE HARDWARE	E61523	10-22080-4420	26.83	26.83	ICE BAG	
09/05/2024	47173	ACE HARDWARE	E61546	10-31140-44200	21.01	21.01	SPRAYPAINT	
09/05/2024	47173	ACE HARDWARE	E61643	10-31158-44200	13.41	13.41	ICE BAG	
09/05/2024	47173	ACE HARDWARE	E61656	10-22080-4420	21.46	21.46	ICE BAG	
09/05/2024	47173	ACE HARDWARE	E61678	10-31140-44200	64.64	64.64	FILM POLY	
09/05/2024	47173	ACE HARDWARE	E61926	10-22080-4420	20.46	20.46	CONTRACTOR BAG	
09/05/2024	47173	ACE HARDWARE	E62158	10-22080-4420	2.68	2.68	ICE BAG	
09/05/2024	47173	ACE HARDWARE	E62275	10-22080-4420	8.05	8.05	ICE BAG	
09/05/2024	47173	ACE HARDWARE	E62353	10-22080-4420	5.37	5.37	ICE BAG	
09/05/2024	47173	ACE HARDWARE	E62369	10-31150-44200	4.30	4.30	SPRINKLER SUPPLIES	
09/05/2024	47173	ACE HARDWARE	E62437	10-31140-44200	32.30	32.30	GAS	
09/05/2024	47173	ACE HARDWARE	E62738	10-31140-44200	79.98	79.98	DEWALT IMPACT	
09/05/2024	47173	ACE HARDWARE	E62738	11-31510-44200	79.98	79.98	DEWALT IMPACT	
09/05/2024	47173	ACE HARDWARE	E62738	12-31620-4420	79.99	79.99	DEWALT IMPACT	
09/05/2024	47173	ACE HARDWARE	E62750	10-31150-44200	3.43	3.43	PVC	
09/05/2024	47173	ACE HARDWARE	E62781	11-31510-44200	11.30	11.30	DUCT TAPE	
09/05/2024	47173	ACE HARDWARE	E62781	12-31620-4420	11.30	11.30	DUCT TAPE	
09/05/2024	47173	ACE HARDWARE	E62962	10-31140-44200	33.17	33.17	PAINT AND BRUSHES	
09/05/2024	47173	ACE HARDWARE	E63355	10-31150-44200	38.77	38.77	GREASE GUN	
09/05/2024	47173	ACE HARDWARE	E63616	11-31510-44200	1.93	1.93	KEYS	
09/05/2024	47173	ACE HARDWARE	E63616	12-31620-4420	1.94	1.94	KEYS	
09/05/2024	47173	ACE HARDWARE	E63777	10-31140-44200	29.07	29.07	PAINT SUPPLIES	

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
09/05/2024	47173	ACE HARDWARE	E63800	10-31140-44200	18.31	18.31	CEMENT	
09/05/2024	47173	ACE HARDWARE	E64112	10-31150-44200	10.75	10.75	TOILET CLEANER	
09/05/2024	47173	ACE HARDWARE	E64692	10-31158-44200	20.01	20.01	RESTROOM SINK REPAIRS	
09/05/2024	47173	ACE HARDWARE	E64908	11-31520-44200	102.56	102.56	WATER STATION SUPPLIES	
09/05/2024	47173	ACE HARDWARE	E65000	11-31520-44200	60.05	60.05	COUPLING CAM LOCK	
09/05/2024	47173	ACE HARDWARE	E65007	10-31150-44200	52.30	52.30	SPRINKLER SUPPLIES	
09/05/2024	47173	ACE HARDWARE	E65092	10-31150-44200	24.76	24.76	WIRE BRUSH	
09/05/2024	47173	ACE HARDWARE	E65120	10-31150-44310	40.93	40.93	LINE ROUND	
09/05/2024	47173	ACE HARDWARE	E65408	10-31150-44210	64.50	64.50	LIGHT BULBS	
09/05/2024	47173	ACE HARDWARE	H37563	12-31610-4420	183.32	183.32	WWTP SUPPLIES	
Total 47173:						1,675.44		
<b>47174</b>								
09/05/2024	47174	ADRIANA ANGUIS	AUGUST 202	10-14020-4429	50.25	50.25	AUGUST 2024 MILEAGE	ADMIN
Total 47174:						50.25		
<b>47175</b>								
09/05/2024	47175	ALEJANDRO ESTR	1493	10-12001-4510	90.00	90.00	MANAGEMENT INFO SERVIC	ADMIN
09/05/2024	47175	ALEJANDRO ESTR	1493	10-12003-4510	90.00	90.00	MANAGEMENT INFO SERVIC	
09/05/2024	47175	ALEJANDRO ESTR	1493	10-14020-4510	90.00	90.00	MANAGEMENT INFO SERVIC	
09/05/2024	47175	ALEJANDRO ESTR	1493	10-22080-4510	90.00	90.00	MANAGEMENT INFO SERVIC	
09/05/2024	47175	ALEJANDRO ESTR	1493	11-31510-45100	90.00	90.00	MANAGEMENT INFO SERVIC	
09/05/2024	47175	ALEJANDRO ESTR	1493	12-31620-4510	90.00	90.00	MANAGEMENT INFO SERVIC	
09/05/2024	47175	ALEJANDRO ESTR	1493	11-31520-45100	90.00	90.00	MANAGEMENT INFO SERVIC	
09/05/2024	47175	ALEJANDRO ESTR	1493	12-31610-4510	90.00	90.00	MANAGEMENT INFO SERVIC	
09/05/2024	47175	ALEJANDRO ESTR	1493	10-12003-4520	150.00	150.00	BUILDING PERMIT SYSTEM	
09/05/2024	47175	ALEJANDRO ESTR	1493	10-22080-4520	75.00	75.00	FIRE DEPT CONSULTING	
09/05/2024	47175	ALEJANDRO ESTR	1493	11-31520-45200	300.00	300.00	WTP CONSULTING	
09/05/2024	47175	ALEJANDRO ESTR	1493	12-31610-4520	300.00	300.00	WWTP CONSULTING	
09/05/2024	47175	ALEJANDRO ESTR	1493	10-14020-4520	450.00	450.00	CITY HALL CONSULTING	
09/05/2024	47175	ALEJANDRO ESTR	1493	10-12001-4520	1,125.00	1,125.00	CITY HALL CONSULTING	
09/05/2024	47175	ALEJANDRO ESTR	1493	11-31510-45200	150.00	150.00	CITY HALL CONSULTING	
09/05/2024	47175	ALEJANDRO ESTR	1493	12-31620-4520	150.00	150.00	CITY HALL CONSULTING	
Total 47175:						3,420.00		
<b>47176</b>								
09/05/2024	47176	ALEJANDRO SILVA	HEADLIGHT	10-22080-4428	64.64	64.64	FIRE TRUCK HEADLIGHTS	FIRE
Total 47176:						64.64		
<b>47177</b>								
09/05/2024	47177	BABCOCK & SONS	CH41145-22	11-31520-44301	19.81	19.81	COPPER	PW
09/05/2024	47177	BABCOCK & SONS	CH41146-22	12-31610-4430	19.81	19.81	AMMONIA LAB ANALYSIS	
09/05/2024	47177	BABCOCK & SONS	CH41152-22	12-31610-4430	65.65	65.65	OIL AND GREASE	
09/05/2024	47177	BABCOCK & SONS	CH41154-22	12-31610-4430	39.64	39.64	TOTAL HARDNESS PACKAGE	
09/05/2024	47177	BABCOCK & SONS	CH41254-22	11-31520-44301	39.62	39.62	ALUMINUM LAB ANALYSIS	
09/05/2024	47177	BABCOCK & SONS	CH41272-22	12-31610-4430	19.81	19.81	AMMONIA LAB ANALYSIS	
09/05/2024	47177	BABCOCK & SONS	CH41595-22	12-31610-4430	183.32	183.32	BIOCHEMICAL OXYGEN DEM	
09/05/2024	47177	BABCOCK & SONS	CH41607-22	11-31520-44301	761.79	761.79	HALOACETIC ACIDS	
09/05/2024	47177	BABCOCK & SONS	CH41738-22	11-31520-44301	19.81	19.81	ALUMINUM LAB ANALYSIS	
09/05/2024	47177	BABCOCK & SONS	CI40121-227	12-31610-4430	183.32	183.32	BIOCHEMICAL OXYGEN DEM	
09/05/2024	47177	BABCOCK & SONS	CI40122-227	11-31520-44301	19.81	19.81	ALUMINUM LAB ANALYSIS	
09/05/2024	47177	BABCOCK & SONS	LH40057-227	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS	



Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
09/05/2024	47177	BABCOCK & SONS	LI40003-227	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS	
Total 47177:						1,439.27		
<b>47178</b>								
09/05/2024	47178	BAJA DESERT TIR	S21-20224	10-22080-4428	80.00	80.00	ALIGNMENT	FIRE
Total 47178:						80.00		
<b>47179</b>								
09/05/2024	47179	BK TECHNOLOGIE	EW-082224-	10-22080-4428	380.00	380.00	FLATE RATE REPAIR	FIRE
Total 47179:						380.00		
<b>47180</b>								
09/05/2024	47180	BOOT BARN, INC.	INV0039669	10-31140-43140	33.12	33.12	BRETT MOSTRONG BOOTS	PW
09/05/2024	47180	BOOT BARN, INC.	INV0039669	11-31510-43140	57.96	57.96	BRETT MOSTRONG BOOTS	
09/05/2024	47180	BOOT BARN, INC.	INV0039669	11-31530-43140	16.57	16.57	BRETT MOSTRONG BOOTS	
09/05/2024	47180	BOOT BARN, INC.	INV0039669	12-31620-4314	57.96	57.96	BRETT MOSTRONG BOOTS	
09/05/2024	47180	BOOT BARN, INC.	INV0039669	10-31150-43140	115.93	115.93	GABRIEL RAMIREZ BOOTS	
09/05/2024	47180	BOOT BARN, INC.	INV0039669	11-31510-43140	16.56	16.56	GABRIEL RAMIREZ BOOTS	
09/05/2024	47180	BOOT BARN, INC.	INV0039669	12-31620-4314	33.12	33.12	GABRIEL RAMIREZ BOOTS	
Total 47180:						331.22		
<b>47181</b>								
09/05/2024	47181	BORDER TACTICA	A206953	10-12001-4314	93.91	93.91	EMPLOYEE SHIRTS	FIRE
09/05/2024	47181	BORDER TACTICA	A210103	10-22080-4314	144.00	144.00	FIRE PATCHES	
09/05/2024	47181	BORDER TACTICA	A210279	10-22080-4314	83.92	83.92	FIRE DEPT CLOTHING	
Total 47181:						321.83		
<b>47182</b>								
09/05/2024	47182	CA ASSOC. OF CO	300020276	10-12003-4312	100.00	100.00	PROFESSIONAL MEMBERSH	ADMIN
Total 47182:						100.00		
<b>47183</b>								
09/05/2024	47183	COUNTY MOTOR P	311707	10-31140-44280	38.50	38.50	FILTERS, WIRE SET	PW
09/05/2024	47183	COUNTY MOTOR P	311707	11-31510-44280	134.74	134.74	FILTERS, WIRE SET	
09/05/2024	47183	COUNTY MOTOR P	311707	11-31530-44280	38.50	38.50	FILTERS, WIRE SET	
09/05/2024	47183	COUNTY MOTOR P	311707	12-31620-4428	173.24	173.24	FILTERS, WIRE SET	
09/05/2024	47183	COUNTY MOTOR P	313525	10-12003-4428	35.55	35.55	PRESSURE HOSE	
09/05/2024	47183	COUNTY MOTOR P	313825	10-31150-44310	45.14	45.14	V-BELTS	
09/05/2024	47183	COUNTY MOTOR P	313881	10-31140-44200	145.52	145.52	SPRAY GUN, NOZZLES	
Total 47183:						611.19		
<b>47184</b>								
09/05/2024	47184	COUNTY OF SAN	25HOLTFDN	10-22080-4433	708.00	708.00	FIRE RADIOS	PW
09/05/2024	47184	COUNTY OF SAN	25HOLTFDN	12-31620-4433	14.75	14.75	PW RADIOS	FIRE
09/05/2024	47184	COUNTY OF SAN	25HOLTFDN	11-31510-44330	14.75	14.75	PW RADIOS	
Total 47184:						737.50		

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
<b>47185</b>								
09/05/2024	47185	CR&R INCORPORA	AUGUST 202	13-31710-4430	26,429.94	26,429.94	ADJUSTED GROSS	ADMIN
09/05/2024	47185	CR&R INCORPORA	AUGUST 202	10-00000-3145	3,171.59-	3,171.59-	FRANCHISE FEES	
09/05/2024	47185	CR&R INCORPORA	AUGUST 202	13-00000-3849	1,585.80-	1,585.80-	ABA 939	
09/05/2024	47185	CR&R INCORPORA	AUGUST 202	10-00000-3848	1,321.50-	1,321.50-	VEHICLE IMPACT FEE	
Total 47185:						20,351.05		
<b>47186</b>								
09/05/2024	47186	FIRE-ETC	191941	10-22080-4420	663.74	663.74	DJ RED ULTRA SHIELDED	FIRE
Total 47186:						663.74		
<b>47187</b>								
09/05/2024	47187	FORESTRY SUPPL	584101-00	10-22080-4420	368.74	368.74	FIRE WEATHER INSTRUMEN	FIRE
Total 47187:						368.74		
<b>47188</b>								
09/05/2024	47188	I.C. ASSESSORS O	2493	10-17030-4430	111.75	111.75	2024-25 DATA SERVICE COU	ADMIN
Total 47188:						111.75		
<b>47189</b>								
09/05/2024	47189	I.C. SHERIFF'S DE	08312024-1	10-21050-4430	8,476.00	8,476.00	DISPATCH SERVICES	ADMIN
09/05/2024	47189	I.C. SHERIFF'S DE	08312024-1	10-21040-4430	79,633.78	79,633.78	SHERIFF SERVICES	
Total 47189:						88,109.78		
<b>47190</b>								
09/05/2024	47190	IMPERIAL PRINTE	24-2425	10-14020-4416	87.03	87.03	OCCUPATIONAL LICENSE BO	ADMIN
09/05/2024	47190	IMPERIAL PRINTE	24-2454	10-12003-4416	163.34	163.34	STOP WORK TAGS	
Total 47190:						250.37		
<b>47191</b>								
09/05/2024	47191	IMPERIAL VALLEY	2024 9-11 CL	10-11011-44320	413.00	413.00	2024 9-11 STAIR CLIMB	ADMIN
Total 47191:						413.00		
<b>47192</b>								
09/05/2024	47192	IV UNIVERSAL AUT	5974	10-22080-4428	475.52	475.52	WINDSHIELD REPAIRS	FIRE
Total 47192:						475.52		
<b>47193</b>								
09/05/2024	47193	IV WATER SPECIA	82724	12-31610-4430	2,325.00	2,325.00	MONTHLY WATER AND WAST	PW
09/05/2024	47193	IV WATER SPECIA	82724	11-31520-44300	2,325.00	2,325.00	MONTHLY WATER AND WAST	
Total 47193:						4,650.00		
<b>47194</b>								
09/05/2024	47194	KYLEE RUDELL	FINAL BILL	11-00000-39620	58.83	58.83	UTILITY FINAL BILL	UTILITIES
Total 47194:						58.83		

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
<b>47195</b>								
09/05/2024	47195	L.N. CURTIS & SO	INV855480	10-22080-4420	66.00	66.00	HYDRAPAK RESERVOIR	<b>FIRE</b>
Total 47195:						66.00		
<b>47196</b>								
09/05/2024	47196	LA BRUCHERIE IR	287221C	11-31520-44200	204.28	204.28	WTP SUPPLIES	<b>PW</b>
09/05/2024	47196	LA BRUCHERIE IR	287897C	10-31150-44200	1,006.66	1,006.66	HUNTER BATTERIES	
09/05/2024	47196	LA BRUCHERIE IR	OM42123	10-31150-44200	535.86	535.86	SPRINKLER SUPPLIES	
Total 47196:						1,746.80		
<b>47197</b>								
09/05/2024	47197	MISSIONSQUARE	6072333	10-00000-2026	2,194.55	2,194.55	RETIREMENT	<b>ADMIN</b>
09/05/2024	47197	MISSIONSQUARE	6072333	10-00000-2027	798.89	798.89	RETIREMENT	
09/05/2024	47197	MISSIONSQUARE	6072333	10-12001-4240	672.01	672.01	RETIREMENT	
09/05/2024	47197	MISSIONSQUARE	6072333	10-14020-4240	294.48	294.48	RETIREMENT	
09/05/2024	47197	MISSIONSQUARE	6072333	10-22080-4240	176.91	176.91	RETIREMENT	
09/05/2024	47197	MISSIONSQUARE	6072333	10-12003-4240	199.44	199.44	RETIREMENT	
09/05/2024	47197	MISSIONSQUARE	6072333	10-21070-4240	42.22	42.22	RETIREMENT	
09/05/2024	47197	MISSIONSQUARE	6072333	10-31140-42400	143.64	143.64	RETIREMENT	
09/05/2024	47197	MISSIONSQUARE	6072333	10-31150-42400	25.33	25.33	RETIREMENT	
09/05/2024	47197	MISSIONSQUARE	6072333	11-31530-42400	32.78	32.78	RETIREMENT	
09/05/2024	47197	MISSIONSQUARE	6072333	11-31510-42400	480.57	480.57	RETIREMENT	
09/05/2024	47197	MISSIONSQUARE	6072333	11-31520-42400	399.12	399.12	RETIREMENT	
09/05/2024	47197	MISSIONSQUARE	6072333	12-31610-4240	466.24	466.24	RETIREMENT	
09/05/2024	47197	MISSIONSQUARE	6072333	12-31620-4240	559.21	559.21	RETIREMENT	
Total 47197:						6,485.39		
<b>47198</b>								
09/05/2024	47198	NICHOLAS WELLS	AUGUST 202	10-12001-4429	100.17	100.17	MILEAGE	<b>ADMIN</b>
Total 47198:						100.17		
<b>47199</b>								
09/05/2024	47199	PARKSON CORPO	AR1/510410	12-31610-4420	2,007.03	2,007.03	BIOFUSER	<b>PW</b>
Total 47199:						2,007.03		
<b>47200</b>								
09/05/2024	47200	PEOPLEREADY,IN	28805464	12-31610-4140	1,323.39	1,323.39	TEMP WORKER WWTP	<b>PW</b>
09/05/2024	47200	PEOPLEREADY,IN	28805465	10-31150-41400	754.19	754.19	TEMP WORKER PARKS	
09/05/2024	47200	PEOPLEREADY,IN	28815452	12-31610-4140	1,323.39	1,323.39	TEMP WORKER WWTP	
09/05/2024	47200	PEOPLEREADY,IN	28815453	10-31150-41400	626.12	626.12	TEMP WORKER PARKS	
09/05/2024	47200	PEOPLEREADY,IN	28822355	12-31610-4140	1,323.39	1,323.39	TEMP WORKER WWTP	
09/05/2024	47200	PEOPLEREADY,IN	28822356	10-31150-41400	782.65	782.65	TEMP WORKER PARKS	
Total 47200:						6,133.13		
<b>47201</b>								
09/05/2024	47201	POOL ELECTRICAL	17285032-00	10-80127-4420	562.70	562.70	POOL SUPPLIES	<b>POOL</b>
Total 47201:						562.70		

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
<b>47202</b>								
09/05/2024	47202	PURCHASE POWE	#9843 AUGU	10-13010-4417	10.89	10.89	POSTAGE	<b>ADMIN</b>
09/05/2024	47202	PURCHASE POWE	#9843 AUGU	10-14020-4417	109.75	109.75	POSTAGE	
09/05/2024	47202	PURCHASE POWE	#9843 AUGU	10-22080-4417	90.48	90.48	POSTAGE	
09/05/2024	47202	PURCHASE POWE	#9843 AUGU	10-12001-4417	38.54	38.54	POSTAGE	
09/05/2024	47202	PURCHASE POWE	#9843 AUGU	12-31610-4417	5.03	5.03	POSTAGE	
09/05/2024	47202	PURCHASE POWE	#9843 AUGU	11-31520-44170	1,262.56	1,262.56	POSTAGE	
Total 47202:						1,517.25		
<b>47203</b>								
09/05/2024	47203	QUILL CORPORATI	40011943	10-14020-4416	59.25	59.25	NOTEBOOK CASE	<b>ADMIN FIRE</b>
09/05/2024	47203	QUILL CORPORATI	40023589	10-22080-4416	165.91	165.91	TONER	
Total 47203:						225.16		
<b>47204</b>								
09/05/2024	47204	RDO EQUIPMENT	P5248443	10-31150-44280	770.58	770.58	SPINDLE	<b>PW</b>
09/05/2024	47204	RDO EQUIPMENT	P5448643	10-31150-44280	685.55	685.55	SPINDLE	
Total 47204:						1,456.13		
<b>47205</b>								
09/05/2024	47205	ROBERT S. NELSO	15008	10-12003-4428	384.23	384.23	BLOWER RESISTOR	<b>PW</b>
Total 47205:						384.23		
<b>47206</b>								
09/05/2024	47206	RUBIO MEDINA, A	2304-082024	10-70001-4430	1,271.75	1,271.75	PUBIC SAFETY BUILDING PL	<b>ADMIN</b>
Total 47206:						1,271.75		
<b>47207</b>								
09/05/2024	47207	SELLERS PETROL	CL40154	10-22080-4427	1,892.61	1,892.61	FIRE DEPT FUEL	<b>PW FIRE</b>
09/05/2024	47207	SELLERS PETROL	CL40155	10-21070-4427	433.37	433.37	PW FUEL	
09/05/2024	47207	SELLERS PETROL	CL40155	10-31150-44270	148.62	148.62	PW FUEL	
09/05/2024	47207	SELLERS PETROL	CL40155	11-31510-44270	360.29	360.29	PW FUEL	
09/05/2024	47207	SELLERS PETROL	CL40155	11-31530-44270	229.26	229.26	PW FUEL	
09/05/2024	47207	SELLERS PETROL	CL40155	11-31520-44270	127.94	127.94	PW FUEL	
09/05/2024	47207	SELLERS PETROL	CL40155	12-31610-4427	595.96	595.96	PW FUEL	
09/05/2024	47207	SELLERS PETROL	CL40155	12-31620-4427	264.56	264.56	PW FUEL	
Total 47207:						4,052.61		
<b>47208</b>								
09/05/2024	47208	SENSUS USA, INC.	ZA24021047	11-31510-44300	3,700.00	3,700.00	ANNUAL SUPPORT RENEWA	<b>ADMIN</b>
Total 47208:						3,700.00		
<b>47209</b>								
09/05/2024	47209	THATCHER CO.	2024400104	11-31520-44201	13,381.94	13,381.94	T-CHLOR	<b>PW</b>
Total 47209:						13,381.94		
<b>47210</b>								
09/05/2024	47210	UNDERGROUND S	820240327	10-31140-44300	48.85	48.85	DIG ALERT FEES	<b>PW</b>

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
Total 47210:						48.85		
<b>47211</b>								
09/05/2024	47211	USA BLUEBOOK	INV00463911	12-31610-4420	1,109.37	1,109.37	CHEMICALS	PW
09/05/2024	47211	USA BLUEBOOK	INV0046560	11-31520-44200	1,181.28	1,181.28	CHEMICAL FEED FLOW MET	
Total 47211:						2,290.65		
<b>47212</b>								
09/05/2024	47212	VIC'S A/C	99375	10-31158-44300	517.71	517.71	POOL HUT A/C REPAIRS	PW
09/05/2024	47212	VIC'S A/C	99457	10-22080-4420	90.00	90.00	FIRE DEPT AC REPAIRS	FIRE
09/05/2024	47212	VIC'S A/C	99477	10-31158-44300	190.00	190.00	CITY HALL A/C REPAIRS	
Total 47212:						797.71		
<b>47213</b>								
09/05/2024	47213	VISUAL EDGE IT, I	24AR200019	10-12001-4416	48.90	48.90	PRINTER	ADMIN
09/05/2024	47213	VISUAL EDGE IT, I	24AR200019	10-13010-4416	48.90	48.90	PRINTER	
09/05/2024	47213	VISUAL EDGE IT, I	24AR200019	10-14020-4416	48.91	48.91	PRINTER	
09/05/2024	47213	VISUAL EDGE IT, I	24AR200019	11-31510-44160	48.91	48.91	PRINTER	
09/05/2024	47213	VISUAL EDGE IT, I	24AR200019	12-31620-4416	48.91	48.91	PRINTER	
Total 47213:						244.53		
<b>47214</b>								
09/05/2024	47214	WAXIE SANITARY	82685156	10-31150-44200	140.11	140.11	CLEANING SUPPLIES	PW
Total 47214:						140.11		
<b>47215</b>								
09/05/2024	47215	XEROX FINANCIAL	6166090	10-12001-4525	93.62	93.62	PRINTER LEASE	ADMIN
09/05/2024	47215	XEROX FINANCIAL	6166090	10-13010-4416	93.62	93.62	PRINTER LEASE	
09/05/2024	47215	XEROX FINANCIAL	6166090	10-14020-4525	93.62	93.62	PRINTER LEASE	
09/05/2024	47215	XEROX FINANCIAL	6166090	11-31510-45250	93.62	93.62	PRINTER LEASE	
09/05/2024	47215	XEROX FINANCIAL	6166090	12-31620-4525	93.62	93.62	PRINTER LEASE	
Total 47215:						468.10		
Grand Totals:						197,022.15		

Report Criteria:

Report type: GL detail  
Check.Type = {<>} "Adjustment"

**City of Holtville**  
**REPORT TO COUNCIL**

<b>Approvals</b>	Meeting Date	<u>09/09/24</u>
	Item Number	<u>2 a</u>
	City Manager	_____
	Finance	_____
	City Attorney	_____

**DATE ISSUED:** September 6, 2024  
**FROM:** Yvette Rios, City Clerk  
**SUBJECT:** *Communication Platforms*

**ISSUE:**

Shall the City Council award a contract to a communication platform to enhance social relationships and information delivery with residents?

**DISCUSSION:**

In late March 2024, City Clerk Yvette Rios was engaged by a representative from TextMyGov, a smart technology platform that facilitates communication between local government agencies and citizens via text messaging.

Ms. Rios presented a proposal from TextMyGov at the City Council meeting held April 8, 2024, where she was directed by the Council to pursue alternative options and confer with cities from the Imperial Valley and report back later. The council noted that SCAG delegates may have the opportunity to determine if other local governments are utilizing similar communication platforms through social networking at the SCAG conference.

As per the direction of the Council, Ms. Rios sought alternative options to TextMyGov, for comparative purposes. Alternative options found include CivicPlus, GOGov, text-em-all, Thrillshare through Apptegy, and govDelivery through Granicus. The City of El Centro is utilizing CivicPlus and the City of Imperial has the MyImperial phone app through GOGov.

To provide the Council insight that may assist any related action, a survey was released on August 14, 2024, via social media and fliers posted around the City.

*After discussion at the August 26 meeting, this item was tabled for the present convening.*

**FISCAL IMPACT:**

Proposals have been compared in the Communication Comparison Chart found in **Attachment A**. A revised proposal has been received from TextMyGov, see **Attachment B**.

**RECOMMENDED ACTION:**

The City Clerk recommends that a communication platform be awarded a contract.

**ALTERNATIVES:**

Not to authorize.

Respectfully Submitted,  
*Yvette Rios*

# Attachment A - Comparison of Communication Services

	TEXTMYGOV	CIVICPLUS	GOGO	TEXT-EM-ALL	THRILLSHARE -APTEGY	GODELIVERY -GRANICUS
<b>PLATFORM TYPE</b>						
TEXT	✓	✓	COMING SOON	✓		✓
APP		✓	✓		✓	
<b>FEATURES</b>						
AUTOMATIC TRANSLATION	✓	✓				✓
TWO-WAY COMMUNICATION	✓			✓		✓
EMAIL ALERTS		✓	✓			✓
FACEBOOK INTEGRATION		✓	✓			
IPAWS (INTEGRATED PUBLIC ALERT & WARNING SYSTEM)	✓	✓				
RESIDENT ISSUE REPORTING	✓					
SURVEYS/POLLS	✓	✓		✓		
NUMBER DATABASE	✓					

	TEXTMYGOV	CIVICPLUS	GOGO	TEXT 'EM ALL	THRILLSHARE -APTEGY	GOVDELIVERY -GRANICUS
QUOTE						
INITIAL COST/SETUP FEES	\$1,000				\$1,000	\$3,455
RECURRING	\$4,000	\$4,000	\$3,900		\$4,900	\$7,314
FIRST YEAR TOTAL	\$5,000	\$4,000	\$3,900		\$5,900	\$10,769
SUBJECT TO INCREASE	5%	5%	7%		5%	7 %
CONTRACT TERM	1 YR <del>3 YR</del>	1 YR	1 YR	MONTHLY SUBSCRIPTION	1 YR	3 YR



# TextMyGov

City of Holtville, California

# WHY TEXTMYGOV

---

The most efficient way to communicate with your citizens is via text. No app, no email, no sign up required.

Our two-way smart response allows citizens to ask questions, and report issues all from their cell phone.

Customize your notifications/alerts based on groups, departments, or physical location.



● Receive Alerts

● Request Information

● Report Issues

TEXTMYGOV FOR  
**CITY OF HOLTVILLE**  
**CALIFORNIA**

Every agency uses Textmygov a little bit differently. Here are some **KEY** features that would best help Holtville.

# Key Features

- Our interactive side would allow residents to text in with commonly asked questions, and from there the system will kick back automated responses directing the resident back to the city website. This will field questions regarding trash bin replacements, permit fees, agendas, business licensing, and city ordinance questions.
- The reporting issue feature will give the residents another avenue to report their complaints, the resident texts in the issue with a photo, and from there the system will compile the data and forward the work order to the correct department in an email or text chain. This will be used for residents submitting complaints such as water leaks, loose dogs, and virtually any complaint that can be reported. This is and will be a valuable asset for call reduction.
- TextMyGov's scheduled alerts will allow you to pre-create and schedule notifications, this will help schedule upcoming event reminders, Veterans Day parades, and water bill notices.
- TextMyGov's map feature will allow you to highlight and send out text notifications to targeted areas within the city, this will be used in the event of water main breaks, water shutoffs, and inclement weather.
- The notifications feature will allow the user to create singular or multiple group types for your residents, this can be used for office hours, events, taxes, elections, and water notifications. The sky is the limit with notification groups that can be created on the back end.



# MAP FEATURE

## LOCATION SPECIFIC ALERTS

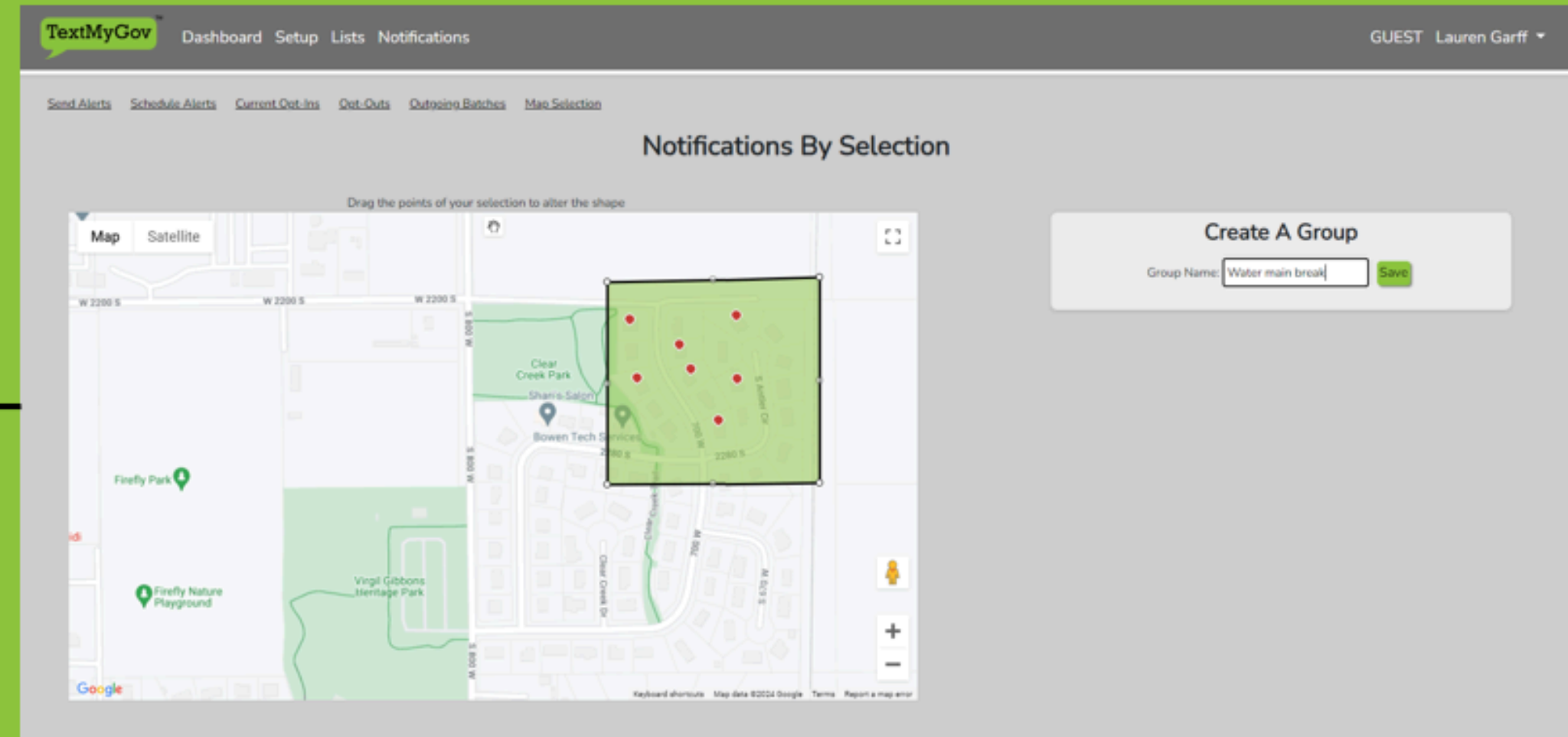
In need of sending out a location specific alert?

Our map feature can provide a user-friendly tool.

Map out a neighborhood, street, or district to directly send information.

Mapping out an area will add this area as a new notification group. There is no limit to groups you create.

Our database of local numbers reaches the majority of households in your city/town/county from the very start.



# WHY TEXTMYGOV?



## No Download Needed

- Citizens don't need to download an app or subscribe to an email service. If they have a cell phone they have access to alerts/notifications.
- For the user, this system is web-based, so you won't be using your cell phones. We will provide you with logins.



## Dedicated Account Management

- Every account has a Dedicated Account Manager who will help set up your entire account. We specifically work with local governments so they will be able to provide suggestions on best practices and ideas on how you can maximize the service.



## Unlimited Training

- Your account manager will provide unlimited training for staff. We know that departments can turn over, so we are here to help train new staff, new departments, or even just a refresher.

## A FEW OF OUR CLIENTS IN CALIFORNIA

- BUENA PARK, CA
- NEWARK, CA
- DORRIS, CA
- TEHACHAPI, CA
- PALMDALE, CA

AND MANY MORE....

# Try it Out!

Text “Hi” to 435-265-4446 to see how the interactive texting feature works

# TextMyGov

TextMyGov

P.O. Box 3784

Logan, Utah 84323

435-787-7222

## Partnership Agreement

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### Introducing TextMyGov

TextMyGov was developed to open lines of communication with local government agencies and citizens. The system works 24 hours a day and easily connects with your website and other communication methods.

Using the regular messaging app on any smartphone, the smart texting technology allows the citizen to ask questions and get immediate responses, find links to information on the agency's website, address problems, report any issues and upload photos.

According to the Pew Research Center, ***97% of smartphone owners text regularly.***

The technology analysts at Compuware reported ***that 80 to 90% of all downloaded apps are only used once and then eventually deleted*** by users.



# TextMyGov Solutions

*Communicate, Engage, Boost Website Traffic, Track and Work.*



## Communicate

TextMyGov uses smart texting technology to communicate with citizens. Local government agencies can answer questions, send links to their website, and provide details on garbage pickup, utility payments, city news, events, office hours, just to name a few.



## Engage

TextMyGov uses smart texting technology to engage with citizens. Citizens can easily report issues to any department, such as potholes, drainage problems, tall grass, junk cars. The issue reporting function can be customized for each department and their most commonly reported items. Agencies can engage citizens and ask specific guided questions regarding location, address, street name, and more. If your goal is to engage with citizens and get smart valuable data- You need TextMyGov.



## Boost Website Traffic

TextMyGov uses smart texting technology to maximize a city's website. Citizens can text in keywords like festival, parking, ticketing, meeting, sporting event, etc. The smart texting technology can answer the question or send a link from the city's website with additional information. Local government agencies spend thousands of dollars each year on their website. TextMyGov is the best way to benefit from that investment. If your goal is to benefit from your website investment- You need TextMyGov.



## Track

TextMyGov uses smart texting technology to track and record all the information that is sent in. Agencies can track the cell phone number, date, and time of every request. If your agency wants to be compliant with FOIA- You need TextMyGov.



## Work

Smart texting uses detailed information to track a citizen's request or create a work order. Work orders and requests can be generated and completed. Smart texting allows you to easily collect information like name, location, street address, and allows the user to upload a photo. If your agency wants to track real requests and real work orders submitted by a real cell phone number- You need TextMyGov.

# Implementation

## Getting Started

- After the execution of the basic service agreement, a project manager will be assigned to assist the client through implementation. A local phone number will be obtained for use with TextMyGov.

## Configuration

- The project manager will work with the client to customize interactive responses, create automation flows, and keyword lists. Training will be provided on how to quickly create and edit data.

## Media Kit

- Advertising materials will be provided to the client, including an infographic for the website and downloadable flyer for social media and other communication methods used by the agency.

## Unlimited Training and Support

- After initial implementation and training, unlimited on-going support is included. Our experts are available M-F 6am-5pm MST.

# Subscription Cost Break Down

This quote represents a subscription to TextMyGov with an annual recurring charge for a period of One year. The agreement is set to automatically renew on the date of this agreement, after the initial term. . Support and service fees may increase in subsequent years but will increase no more than 5% per year. See below for package price and other details

Terms and conditions can be printed and attached as Exhibit A or viewed at [www.TextMyGov.com/terms](http://www.TextMyGov.com/terms)

**Prepared for:**

City of Holtville, California  
 121 W 5Th Street, Holtville, CA 92250  
 Yvette Rios

**Prepared by:**

John Kenna  
 Account Executive  
 P.O. Box 3784  
 Logan, UT 84323

Package	Package Price	Billing
<b>TextMyGov</b> Package includes: <ul style="list-style-type: none"> <li>• TextMyGov Web-Based Software</li> <li>• Local Phone Number</li> <li>• Database (local phone numbers)</li> <li>• Unlimited Users</li> <li>• Unlimited Departments</li> <li>• Unlimited Support for Every User</li> <li>• 10 GB Managed online data storage</li> <li>• 50,000 Text Messages per year</li> </ul>	\$4,000.00	Annual
Implementation/Setup Fee	\$1,000.00 <del>\$2,400.00</del>	One Time
<b>Total (First Year):</b>	\$5,000.00 <del>\$7,200.00</del>	<b>First Year</b>
<b>Total (Ongoing):</b>	\$4,000.00 <del>\$4,800.00</del>	<b>Annual</b>

**Terms:**

1. This is a One-Year agreement. After the initial One-Year, the contract can be canceled by providing 60-day written notice.
2. After the initial One-Year, the agreement will revert to a year-to-year.
3. Customer is required to put Text My Gov widget on the Agency's Web Home page.
4. The discounts above are good through **09/13/2024**, in consideration of the City of Holtville, California being a flagship account of TextMyGov, willing to be a reference for other TextMyGov accounts.
5. Customer is required to provide copy of W-9

## Additional Services

TextMyGov provides additional applications and services that can be purchased as part of the TextMyGov solution. These can be added to the customer's annual\* cost, upon request.

<p><b>Enhanced Media &amp; Care Package</b> – Marketing materials and expert implementation to promote and optimize TextMyGov, see us here for additional information- <a href="https://textmygov.com/enhanced-media-care/">https://textmygov.com/enhanced-media-care/</a></p> <p>*Our marketing team invests significant time and effort into creating a personalized media kit for your Agency, designed to enhance your Agencies presence and reach. As part of our agreement, we request that you post the material provided on your social media channels to maximize its effectiveness and ensure the best possible outcomes for the service.</p>	Price based on Population	Annual
<p><b>Additional Storage</b> – Each unit of storage contains an additional 100 GB.</p>	\$250	Annual
<p><b>Additional text messages</b> – Additional text messages can be purchased at any time. (\$750 for 100,000), (\$550 for 50,000), (\$300 for 25,000)</p>	Price based on amount of text messages	Annual
<p><b>Database</b></p> <ul style="list-style-type: none"> <li>• Database of your local residence to improve citizen engagement.</li> <li>• Database might have been quoted in the original quote. See your package breakdown for details.</li> </ul>	Price is based on population. See Account Executive for details.	

# Agreement Confirmation

## Implementation Team Information

Name:

Title:

Email:

Office Phone:

Cell Phone (Required):

## Implementation Team Information

Name:

Title:

Email:

Office Phone:

Cell Phone (Required):

## Billing Information

**(Invoices for the amount will be sent two weeks after signature with net 30 days. Invoices will be sent from an iWorQ email address)**

Billing Contact Name:

Title:

Email:

Office Phone:

Address:

(Please attach copy of W-9)

## Agreement Signature

Name:

Title:

Date:

Signature:

## Widget Contact

Name:

Title:

Email:

Phone:

\*This person is responsible for placing the TextMyGov Widget (see options-[textmygov.com/textmygov-widget/](https://textmygov.com/textmygov-widget/)) the agency's website within 60 days of the signature. The Text My Gov widget will remain on the agency's website for the duration of the agreement. If the widget is not placed on the City/County website within 60 days, the Agency agrees to pay an additional \$1,000 towards setup costs. (this is to cover TextMyGov's time).

# Twilio Contact Authorization

## Twilio Authorized Contacts

Employee Name (1):

Email:

Phone Number:

Job Position:

Business Title:

Employee Name (2):

Email:

Phone Number:

Job Position:


Business Title:

*I confirm that my nominated authorized representatives agree to be contacted by Twilio.*

*\*\*Twilio contact can be the same as the implementation contact. Twilio requires us to have two authorized contacts. They rarely reach out, but if there are any support questions, they require these contacts. \*\**

# City of Holtville

## REPORT TO COUNCIL

<b>MEETING DATE:</b>	<u>09/09/24</u>
<b>ITEM NUMBER</b>	<u>3 a</u>
<b>Approvals</b>	<b>CITY MANAGER</b> <u></u>
	<b>FINANCE MANAGER</b> _____
	<b>CITY ATTORNEY</b> _____

**DATE ISSUED:** September 6, 2024

**FROM:** Nick Wells, City Manager  
Adriana Anguis, Finance Supervisor

**SUBJECT:** *Potential On Hand Sources of Funding for the Public Safety Building*

**ISSUE:**

Shall the City Council consider allocating of funds on hand from various sources to the construction of the Public Safety Building proposed to be constructed on Sixth Street and Pine Avenue?

**DISCUSSION:**

For over twenty years, the City has examined various concepts for constructing a Public Safety Facility and/or multiple City facilities on the vacant lot owned by the City of Holtville north of Holt Park. The lot was donated to the City by the Meek family for that purpose. Although full architectural plans were developed in 2009, the project was put out to bid at that time and all bids received were significantly higher than the cost estimate, which stalled the project.

An alternative plan for “segmenting” the project to attempt to construct the building in phases in order to break the project into financially manageable parts was developed in the past few years. Again, multiple alternatives and footprints have been explored. A final footprint was selected in 2023 and an architect, Rubio Medina, was selected to design the facility.

As we draw closer to the completion of the plans, decisions need to be made regarding the scope of the project, specifically whether to follow the phasing approach to select one of the segments (Phase I-Apparatus Bay or Phase II-Admin Offices/Dorms) or to procure loans to construct the entire project all at once. Staff has gathered information for funding on hand that has been discussed in the past as potential sources for the project. The following funds have been discussed in past conversations:

RDA Bond Funds	\$1,796,953
CDBG Program Income	\$1,013,882
Federal AARPA Funds	\$1,224,795
Detention Center Revenue	\$912,720
Congressional Award	\$250,000
Money Market Account Interest Earnings	\$218,730
<b>Total</b>	<b>\$5,417,080</b>

**STAFF RECOMMENDATION:**

Staff recommends that these funds be earmarked for construction of the Public Safety Building and consideration be given to funding the remainder of the full project with bond or loan funding.

**City of Holtville**  
**Report to City Council**

MEETING DATE:	<u>9/9/24</u>
ITEM NUMBER	<u>4 a</u>
<b>Approvals</b>	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

September 5, 2024

From: Adriana Anguis, Finance Supervisor

Subject: Fiscal Year 24-25 Bi-Monthly Budget Review

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

**DISCUSSION:**

As requested by council, the Finance Department is responsible for submitting a bi-monthly year to date budget report. Below is a summary of the revenues and expenditures for general, water, sewer and solid waste fund.

<b>GENERAL FUND REVENUES</b>	<b>Budget</b>	<b>Thru Aug</b>	<b>% of Bgt</b>
Total Property Tax:	330,700	14,546	4.4%
Other Taxes	1,231,500	186,997	15.2%
Licenses/Permits	1,700	309	18.2%
Fines & Penalties	1,050	111	10.6%
Revenue from Use of Money	55,000	2,620	4.8%
Revenue from other Agencies	1,020,738	17,102	1.7%
Total Current Services	188,625	61,542	32.6%
Total Other Revenue	670,000	37	0.0%
<b>TOTAL REVENUE</b>	<b>3,499,313</b>	<b>283,264</b>	<b>8.1%</b>
<b>ADMINISTRATIVE EXPENDITURES</b>	<b>Budget</b>	<b>Thru Aug</b>	<b>% of Bgt</b>
Total Salaries & Wages	371,923	62,223	16.7%
Total Fringe Benefits	118,022	21,427	18.2%
Total Personal Expenses	310,445	315,084	101.5%
Total Supplies & Services	332,833	40,284	12.1%
Total Data Processing	35,125	4,628	13.2%
Total Outlay	5,500	-	
Total Gen Admin Expenditures	<b>1,173,848</b>	<b>477,178</b>	<b>40.7%</b>



<b>WATER REVENUE</b>	<b>Budget</b>	<b>Thru Aug</b>	<b>% of Bgt</b>
Total Revenue from Use of Money	17,500	-	0.0%
Total Current Services	1,509,000	286,134	19.0%
Total Other Revenue	53,000	10,663	20.1%
Total Water Revenue:	<b>1,579,500</b>	<b>296,797</b>	<b>18.8%</b>
<b>WATER EXPENDITURES</b>	<b>Budget</b>	<b>Thru Aug</b>	<b>% of Bgt</b>
Total Salaries & Wages	281,437	32,009	11.4%
Total Fringe Benefits	110,899	22,069	19.9%
Total Personal Expenses	17,575	3,072	17.5%
Total Materials, Supplies & Services	602,850	79,830	13.2%
Total Data Processing	2,592,262	433,777	16.7%
Total Expenditures from Enterprise Activity	<b>1,157,147</b>	<b>138,071</b>	<b>11.9%</b>

<b>SEWER REVENUES</b>	<b>Budget</b>	<b>Thru Aug</b>	<b>% of Bgt</b>
Total Revenue from Use of Money	11,500	-	0.0%
Total Current Services	1,632,000	283,726	17.4%
Total Other Revenue	100	-	
Total Sewer Revenue:	<b>1,643,600</b>	<b>283,726</b>	<b>17.3%</b>
<b>SEWER EXPENDITURES</b>	<b>Budget</b>	<b>Thru Aug</b>	<b>% of Bgt</b>
Total Salaries & Wages	303,861	35,430	11.7%
Total Fringe Benefits	120,470	29,615	24.6%
Total Personal Expenses	17,350	3,015	17.4%
Total Materials, Supplies & Services	363,150	44,279	12.2%
Total Data Processing	26,350	1,391	5.3%
Total Expenditures from Enterprise Activity	<b>956,181</b>	<b>238,730</b>	<b>25.0%</b>

<b>SOLID WASTE REVENUE</b>	<b>Budget</b>	<b>Thru Aug</b>	<b>% of Bgt</b>
Total Sewer Revenue:	<b>342,500</b>	<b>63,736</b>	<b>18.6%</b>
<b>SOLID WASTE EXPENDITURES</b>	<b>Budget</b>	<b>Thru Aug</b>	<b>% of Bgt</b>
Total Expenditures from Enterprise Activity	<b>338,000</b>	<b>76,722</b>	<b>22.7%</b>

Respectfully Submitted,

*Adriana Anguis*


Adriana Anguis

Finance Supervisor

# City of Holtville

## REPORT TO COUNCIL

**DATE ISSUED:** September 6, 2024  
**FROM:** Nick Wells, City Manager  
**SUBJECT:** City Manager Update

Meeting Date	<u>09/09/24</u>
Item Number	<u>5 a</u>
City Manager	
Finance	_____
City Attorney	_____

### INFORMATION ONLY – NO ACTION REQUIRED AT THIS TIME

#### ADMINISTRATION

**Financial Audit** – Multiple challenges with the new accounting software delayed work on the City’s 2022-23 financial audit, including submission of the Single Audit of Federal funds, which was due March 31. After several months, the Finance Department was able to rectify the issue and the auditors performed their work. The audit was finalized in July and filed with the proper agencies. It will be presented to Council at a future meeting.

**Public Safety Lot/New Construction** – Rubio Medina of Irvine, California was engaged in April, 2023, to perform Architecture services to design Phase I (Fire Apparatus Bay) and Phase II (PS Administration & Fire Dormitories) of this project. Staff met with Mr. Medina multiple times in early May wherein iterative documents were discussed and revised. Pursuant to discussions between Chief Silva, the CM and Mr. Medina regarding configuration, direction solidified for constructing a 3-bay apparatus section and a 2-story administration/residence area. Further discussion also clarified the placement of the building on the site and the external motif of the building. Feedback was provided and Mr. Medina was very open to incorporating ideas presented.

Mr. Medina has moved forward with subconsultants for plumbing, electrical, HVAC, etc. Due to an increase in the size of the project over that which was called out in the RFP, the architect has approached the City about augmented funding, which may be brought to Council in the future. More solid delineation of cost estimates for the phasing of the project were presented in August and presented to Council for consideration. ***An item is on the current Agenda to further discuss this and potential available funds to construct.***

Multiple conversations regarding augmented funding have taken place with staff, Mayor Anderson, and various entities. The CM compiled information from various sources and submitted an application for directed Congressional funding to Raul Ruiz’s office in early May. The City received word that the project was selected by the Congressman and recommended to the Congressional budget committee. We recently received word that the project is on track to receive some funding, which will be a welcome addition to the City’s ability to construct. However, the amount projected to be received will likely be a fraction of the amount requested, so sizing the project down is probably on the horizon.

#### PUBLIC WORKS

##### TRANSPORTATION PROJECTS

**Citywide Pavement Maintenance Project** – a Streets Assessment report was prepared by the City Engineer earlier this year reporting the general condition of the over 16 miles of streets maintained by the City. Nearly all of the system is in good condition, requiring maintenance rather rehabilitation or construction. A recommendation has been made to perform crack sealing and slurry coat to the bulk of the

system to prolong life of the system and forestall major work to a future date. At the July Council meeting, direction was given to proceed with preparation of specifications for the project. ***A check with THG revealed that the report is being finalized and should be ready for the first October meeting.*** Pursuant to that, Council will revisit the issue to identify the extent of the maintenance project.

**East Ninth Street Sidewalk Improvements** – The City was awarded CMAQ money to complete this project through Caltrans and ICTC. Holt Group completed design on the project in late 2023. Staff worked with LAFCo, the County and a private landowner to finalize jurisdiction and easements in the project area. SB1 funding was allocated to this and the West Ninth project in July, 2023. Advertising to procure contractors was run in January and Nicklaus Engineering (NEI) was selected as the RE/CM for the project. A project kickoff meeting was held in early March with NEI, THG and staff to discuss issues and responsibilities. The construction bid opening was held on Tuesday, February 13, 2024, with a low bid actually coming in *below* the projected project cost. A request was made to Caltrans to reallocate some of the funding to cover some non-construction costs. A previously agreed upon administrative course of action to annex a small strip of the project from the County into the City is now requiring a more formal process. The CM met with the County CEO and Public Works Director to finalize the required paperwork, which will now need to go through a formal process with LAFCO. A stopgap measure was completed to circumvent this issues while the full process is completed. The project was permitted to go forward, so a pre-construction meeting was held in mid-July, and construction began in late July. Concrete for the curb, gutter and sidewalk has been poured. ***Pavement work is taking place as this report is written. The project was able to capture all the maximum available funding, by adding repairs to pavement within the project area in addition to the prescribed road widening.***

**Pear Canal Undergrounding/Ninth Street Improvements (Olive to Melon)** – this project has been discussed for some time. Initial action to proceed was taken in early 2021. A deposit was forwarded to IID to begin design and multiple site visits with staff, the IID and City Engineer took place to discuss issues that need to be addressed in design. Undergrounding work was scheduled to take place in December 2021, however, delays were discussed in those meetings from the IID side which eventually led to construction work being pushed back. The City has been awarded funding through ICTC for the resulting necessary sidewalk and roadway improvements. LC Engineering was awarded the contract for design in February.

A construction challenge for IID existed for this project, as it would make it difficult to continue to service several nearby County-area residences served by surface water. It was determined that incentivizing these properties to convert to City water would be in the best interest of the project. Staff worked with IID to encourage the residents to switch. In March, the final remaining holdout submitted paperwork to connect to City water service, so staff is working with IID to get the project reinitialized. Separately, staff met with a contractor to establish physical connections. The CM is working with IID to schedule the work prior to the undergrounding operation. The CM has had multiple conversations with IID and ICTC in the past several weeks and we will keep this moving forward.

A new wrinkle developed wherein the dedicated Congressional funding IID procured is not immediately accessible. Although that is expected to be resolved fairly soon, the uncertainty begat the need to push the City's project funding into next fiscal year to avoid non-performance. David Aguirre with ICTC worked with SCAG and Caltrans to accomplish that. At present, we await final paperwork issues for the dispersal of Congressional funds for the project. It looks as if the funding will be directed to the City to administer,. In a significant development last week, it was relayed to staff that by taking on administration of the funding, the City would now be responsible for paying the 11.47% matching funds necessary for the grant, which could be in the neighborhood of \$100k. Since this was not originally part of the equation, it will require some discussion in the near future.

**Pine Avenue Sidewalks** – Subsequent to the awards of funding for streets projects utilizing Federal Highways dollars through ICTC in early 2022, another year of projects was quickly requested to be added.

Holtville submitted a project to capture CMAQ dollars to add sidewalks to either side of Pine Avenue between Fourth and Fifth Streets. Action to approve was taken in October, 2023.

**Capital Improvements Project Listing** – a meeting was held in November with staff, including the City Manager, City Engineer, City Planner and Water/Wastewater Lead Operator to discuss long term capital improvements needed in the City. Water system improvements, sewer system upgrades, streets projects and other issues were discussed and expected to be further explored. A more complete detailing of the discussion will be presented to the Council in the near future.

## **PARKS**

**Holtville Wetlands Project** – In late 2016, approximately \$3 million was granted to the City through the US Bureau of Reclamation (BoR). THG was selected for Grant Administration tasks and George Cairo Engineering (GCE) for design services. GCE was significantly behind schedule from the outset, but finally produced approved plans in 2021.

A construction RFP was released in early 2022 netted only one bid, which was significantly over (+/- \$1.4 million) the construction budget. The BoR representative, Jeremy Brooks, was extremely helpful in moving the project along. In September, 2022, he was able to secure funding to bridge the gap to pay for construction. That funding was officially awarded in early February, 2023. Action to officially award the construction contract was taken in March and a pre-con meeting was held in early May, with the contractor onsite performing various activities simultaneously.

The site has now been fully constructed with regard to major earth work, piping and the inlet headworks, however there was a substantial holdup with a permit from the Army Corps of Engineers (USACE). Originally applied for as a renewal in October, 2023, a new analyst required much more information than previously required. Through various meetings and multiple iterations, THG completed work on additional documents requested by USACE and the permit was finally approved in June (though still not officially issued!). In early August, the USACE permit was finally officially granted and issued!

The long wait for the USACE permit necessitated a time extension request in January, which was granted. The new completion deadline was pushed to September, 2024. Now that the USACE permit is in hand, it would be possible to complete the planting in a short amount of time, however, the potential success of establishing foliage during the Imperial Valley summer months is a difficult endeavor, so due to the length of time taken by USACE, another extension needed to be requested in July. The extension to December 31 was granted in August. ***THG recently updated the required stormwater plan (SWPPP) and we await an updated construction schedule from the contractor. Staff has begun discussions with BoR to schedule a ribbon cutting in the Fall.***

THG contacted the contractor to ramp back up when possible. The horticulture contractor has ordered plants for the project. It is assumed that we will be able to tap into the River and begin the process populating the beds with plant species proceed in late-September or early October when the material is in hand.

**Railroad Trestle Repair** – A grant was secured from the California Natural Resources Agency to repair the railroad trestle burned in a river bottom fire several years ago. This is necessary to connect the Trail to east side of the river and eventually the future Wetlands area. After over a decade and a half of being somewhat unsightly and unusable, the trestle will soon be fixed cosmetically and usable for pedestrian and non-motorized traffic. Documentation was finally signed for this grant in late October, 2021. The City Engineer completed the technical specification for the Scope of Work in June 2022 for the RFP. A decision was made to forestall the bid process a bit to allow construction costs to stabilize. An extension was secured in early October from the funding agency to allow this extra time. Kleinfelder, Inc., was selected for Design services in April. A meeting with the design team was held in early May wherein various facets of the project were discussed. Mayor Ward volunteered to sit in on meetings for this project when possible, so she and

staff met with the design team via Zoom to discuss preliminary design concepts. Multiple ideas to control costs and stretch the project dollars were decided upon. Staff has continued to meet with the design team. The decision was made to proceed with the general direction of keeping the original character of the structure, while making concessions to keep costs under control.

At this point, most of the structural design work has been completed, with additional work needed on ancillary elements such as landscaping and the proposed picnic area. A January update meeting between the Design team, the City Planner and the CM revealed that the project had stalled due to a needed topographical study that the consultant thought the City would provide. After discussion, Kleinfelder engaged a local consultant to produce the document and the project is back in motion. Preliminary plans were recently submitted for review. Other than requesting a reprioritization of the elements to be completed vis a vis available funding, the project is once again progressing and starting to take definitive shape. The designer recently inquired about prioritization of construction elements, so costing seems to be on the horizon. *As of today, Kleinfelder is promising 90% plans by early next week, so this phase nears completion. Another status meeting is to be held next week to keep this project moving.*

**Holtville East Trail Link** - The City Manager had multiple discussions in recent years about a Trail extension from the Trestle to the Country Club area, then to the UC Research station and eventually to Hwy 111 for easier access to IVC with active transportation funding options. The idea was well-received by SCAG staff and the head of County Public Works. An application for of Active Transportation funding was developed in mid-2024. A public hearing was held at Planning Commission to solicit any comments from residents regarding the project. Although only one member of the public was on hand to register a comment, both his feedback and that from the PC was positive. A grant application was submitted in June to fund design of the project.

**Mellinger Alamo River Trail** - A grant application through River Partners, a non-profit that deals in habitat restoration, for a project that would include our Wetlands trail spur, was unsuccessful in 2022, but a reapplication recently received approval. RP met with the City Manager and toured the site this week to kick off the project. They are in discussion with Nicklaus Engineering to design the project. Staff was contacted by NEI in March to discuss design elements. River Partners staff met briefly with the CM a few weeks ago while in town to do a physical “scouting” trip to decide a best path for the trail extension. We expect to meet with them and the design engineer soon to discuss. Staff has interacted with River Partners multiple times in the past few weeks. They have done some preliminary exploration and soil sampling and continue to move the project forward. They are now beginning weekly check-in meetings. A tentative map was forwarded to the City this week. The original template is aggressive (i.e. “Expensive”), so it is assumed that discussions and concessions will be forthcoming. A slightly revised plan was recently presented which will be discussed with Council soon. The primary contact with River Partners announced in August that he was leaving for another opportunity. *At a reorganization meeting held last week, an update to the current plans was given and several fine points discussed. River Partners committed to appearing at the October 14 meeting to update Council on the direction of the project.*

**BUILDING DEPT** - The City issued **96** building permits in 2024. A list of permits pulled by month is available on the City’s website at <http://holtville.ca.gov/section.php?id=73>.

**Melon, LLC Housing Project (± 50)** – A project has been in the works for some time at the northeast corner of Ninth and Melon, just outside the City limits. After years of confusion regarding the process, the project’s ownership group, led by John Hawk, engaged Development Design & Engineering in 2016 to assist in moving the project along. DD&E completed CEQA compliance, and a Mitigated Negative Declaration was adopted by the Planning Commission and City Council in late 2020.

The project was presented at the Planning Commission in October 2020 and drew a good deal of public opposition. PC action pushed the project forward with a designation of allowing R-1 or R-2 development,

with Council accepting the PC recommendation in November, 2020. The denser R-2 zoning designation would allow up to 8 units per acre or approximately 65 units. The annexation was approved by LAFCo in February, 2021. We await further submission from the project proponent.

Staff spoke with Mr. Hawk multiple times to remind him that there are still several requirements to move his project forward, which he could be doing concurrently with the preparation and construction of the IID and City improvements. He said he will be speaking to his partners. As the undergrounding and street work are imminent, he still needs to produce a site plan, building plans, pull permits, etc. The City's project should now have no bearing on his timeline. This was reiterated to Mr. Hawk again in January and again in July.

**AMG Sunset Rose Senior Apartments (± 33)** – In July, 2022, the City was granted HOME funding for this AMG & Associates apartment project, proposed in the area of Third and Grape. This will create some long-term oversight by the City, but it does continue to add housing. A subdivision map was approved for the property. A consultant to administer this grant was engaged in May, 2022, and an application for additional subsidized financing was approved by the City in late November.

A pre-submittal meeting was held in early November to discuss necessary aspects to the construction with the project proponent, including offsite improvements. Much of the discussion centered on handling stormwater. Final map and the necessary proposed lot split were approved in late February as well. Since the closing of the financing, several paperwork/compliance issues cropped up that the City was left to work on. This was not the “deal” as originally presented, so staff sought assistance. Staff met with HCD representatives on this project in October. We are hoping they will assist in working with the contractor to get the project running more smoothly.

Start was delayed as construction bids came in significantly over projections. The developer has now made a drawdown on funding, however, the ownership group has been somewhat unresponsive as the project continues to sit in limbo. An extension on their CUP was requested and was granted by Planning Commission in May, so we still await the start of construction activities. The CM had a recent conversation with AMG to express disappointment over the lack of information flow. It was promised that more updates would begin to flow.

**AMG Pine Crossing Apartments (± 64)** – Staff has been notified by AMG, that the mirror image project across from Fern Crossing will be starting up, with plan submittal expected soon. The Building Inspector coordinated a meeting with a firm to perform the plan check, of whom the City Engineer approved. The Building Inspector finalized the agreement with the firm and submitted plans in June. The plans have already been returned to AMG with comments, so we await resubmission. The City Engineer and staff have had multiple recent meetings regarding this project, both on the site and with the design engineers.

**Peri & Sons Ag Labor Housing (66)** – this project was introduced to Planning Commission earlier this week. It proposes to construct USDA-approved dormitory style housing for up to 660 H2A Visa Program agriculture laborers working for the applicant firm. PC approved the site plan and density waiver contingent on City Council approval of the land use designation and Conditional Use Permit. A Public Hearing was held at the last City Council meeting and the project was approved. We will now await more definitive site plans and building design for review.

## **WATER ENTERPRISE**

**Rate Study** – The profitability of the Water Enterprise has been problematic in recent years. Coupled with the debt covenant to budget a net revenue of 120% of the annual debt service, a rate adjustment has been explored. A formal Water Rate Study must be completed, which will be brought back for discussion at some point in the future.

**MEETINGS & EVENTS RECENTLY ATTENDED :**

- 08/26/24 Department Head Meeting *City Hall*
- 08/26/24 Holtville City Council Meeting *City Hall*
- 08/27/24 Trail Wetlands Spur Design Check-in *Web Conference*
- 08/29/24 Conference w/ City Attorney re: *Various Issues* *Offices of Walker & Driskill*
- 08/30/24 CEDS Committee Meeting *IC Workforce Development (EC)*
- 09/02/24 Labor Day Observed *(City Hall Closed)*
- 09/03/24 Department Head Meeting *City Hall*
- 09/04/24 Lithium Tax Discussion (CMs & County Reps) *County Admin Offices*
- 09/04/24 Veterans Outreach Seminar *Veteran's Hall (Imperial)*
- 09/05/24 Discussion w/ City Engineer re: *Various Projects* *The Holt Group Offices (EC)*
- 09/05/24 Conference w/ RE/CM re: *East Ninth Street Project* *Project Site*
- 09/06/24 Ninth Street Progress Meeting *Project Site*
- 09/06/24 Holtville Rotary Club Meeting *St. Paul's Lutheran Church*
- 

**UPCOMING EVENTS :**

- 09/09/24 Department Head Meeting *City Hall*
- 09/09/24 Holtville City Council Meeting *City Hall*
- 09/11/24 ICTC Management/CCMA Meetings *City of Westmorland*
- 09/12/24 Imperial-Mexicali Bi-National Alliance Meeting *Imperial County*
- 09/13/24 Holtville Rotary Club Meeting *St. Paul's Lutheran Church*
- 09/16/24 Holtville Planning Commission Meeting *City Hall*
- 09/17/24 Alamo River Trail (Wetlands Spur) Check-in Meeting *Web Conference*
- 09/18/24 IV Foreign Trade Zone Meeting *IC Workforce Development (EC)*
- 09/19/24 Holtville Farmers Market & Street Fair *Holt Park*
- 09/20/24 Holtville Rotary Club Meeting *St. Paul's Lutheran Church*
- 09/23/24 Holtville City Council Meeting *City Hall*
- 10/11/24 NW Vacation Day *(Out of Office)* *Fresno, CA*
- 10/16 - 18/2024 CA League of Cities Annual Conference *Long Beach, CA*
- 10/19/24 Mellinger Alamo River Trail Walk (Tentative) *Trail/Holt Park*
- 11/02/24 Veterans Day Parade *Fifth Street*
- 11/11/24 Veterans Day Observed *(City Hall Closed)*
- 11/28/24 Tree Lighting Ceremony (Tentative) *Holt Park*

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

Respectfully submitted,



Nicholas D. Wells, City Manager

City of Holtville  
Report to City Council

MEETING DATE:	<u>9/9/24</u>
ITEM NUMBER	<u>5 b</u>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

September 5, 2024

From: Adriana Anguis, Finance Supervisor

Subject: Bimonthly Report

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

The purpose of this report is to inform Council of City of Holtville Finance activities and updates since the last council meeting.

- Catching up on reconciliations, transaction postings and updating GL.
- Water shutoffs 25
- Finance department has had a high volume of calls about water bills, water consumption has been record high. Customers are inquiring about their meters and if reads are correct.
- LTA audit meetings to start on the audit, gathering project data to prepare for audit.
- FEMA Hurricane Hilary, roof reports have been completed and submitted to FEMA.

Respectfully Submitted,

*Adriana Anguis*

Adriana Anguis  
Finance Supervisor  
City of Holtville





MEETING DATE:	9/9/24
ITEM NUMBER	5 c
Approvals	CITY MANAGER
	FINANCE MANAGER
	CITY ATTORNEY

## City of Holtville Report to Council

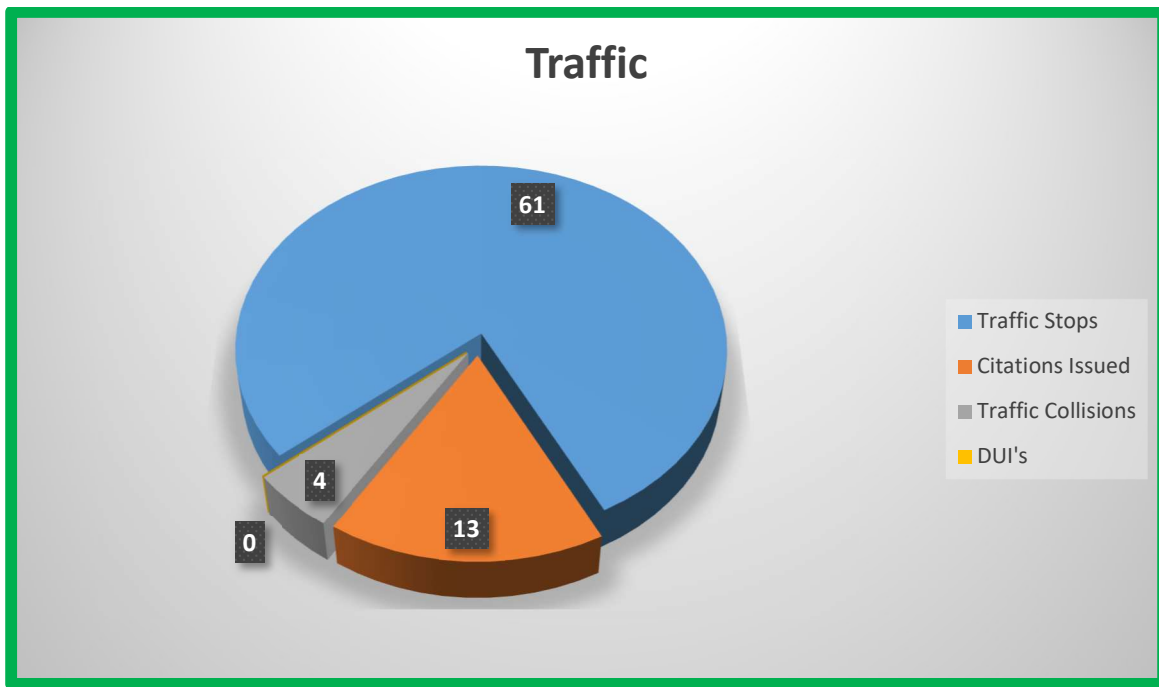
**Date Issued:** August 03, 2024  
**From:** Sergeant Joseph Conkey, Chief of Police  
**Subject:** Holtville Sheriff's Monthly Report – August 2024

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

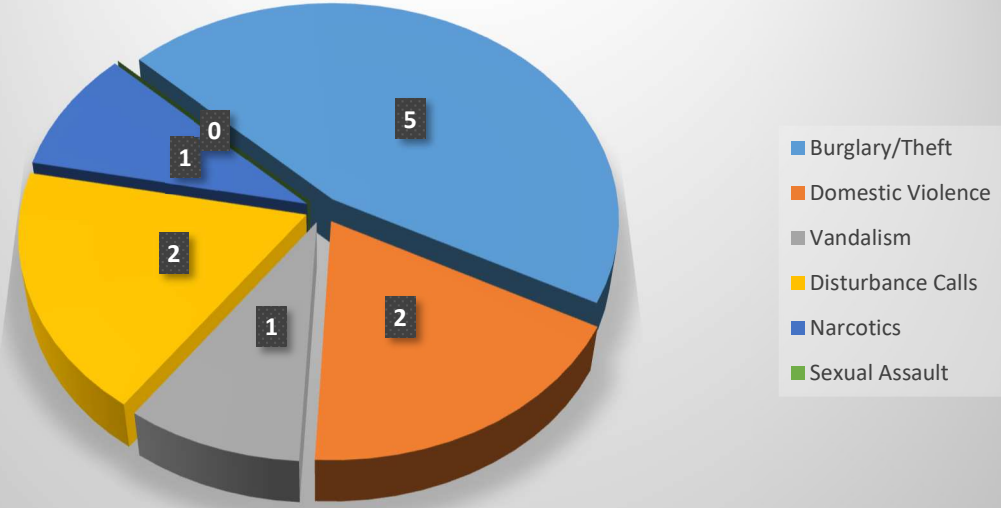
The following is a summary of statistics for the Holtville Sheriff's Deputies for the month of  
**August 2024.**

### Calls for Service:

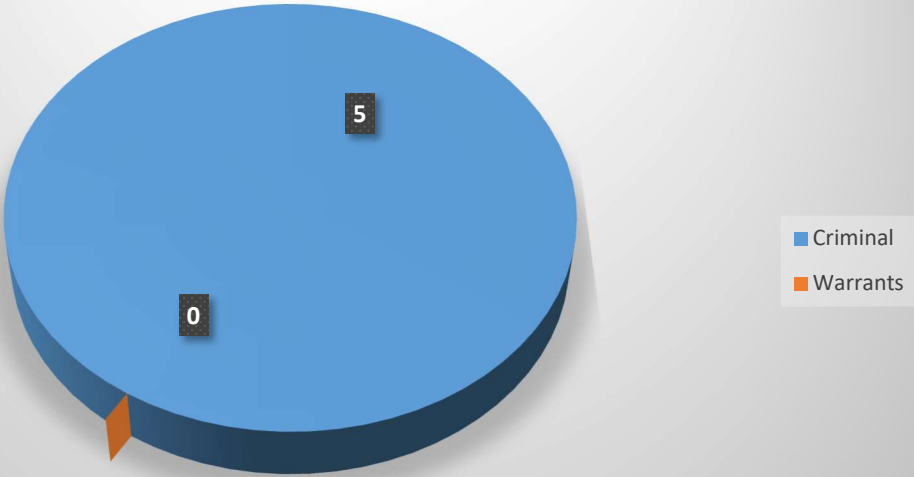
- **306** total incident reports, which were entered into Pro Phoenix Computer Database by the Imperial County Sheriff's Dispatch Center. These calls consisted of requests for Sheriff's services.

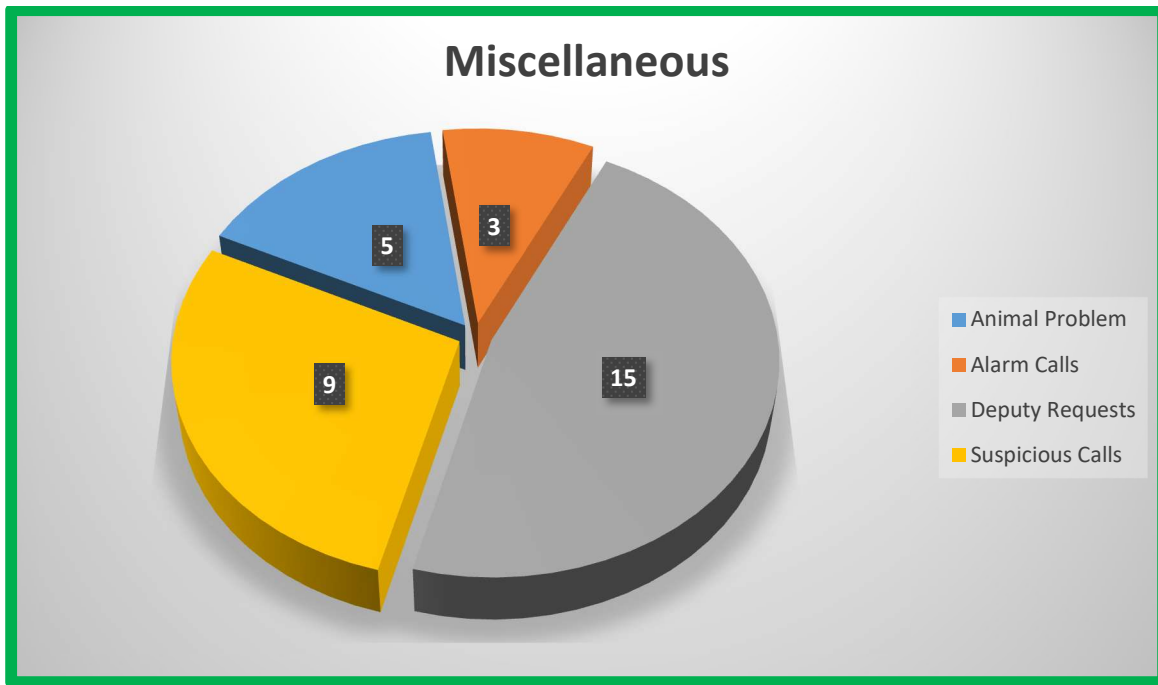


### Criminal Activity



### Arrests





**The following is a brief summary of incidents and events that the Holtville Police Department has been involved in during the month of May 2024.**

**24-22804 – Deputy Request in the 500 Block of Fern Avenue**

Reporting person, wanted options on evicting ex boyfriend from the residence after they broke up and he was refusing to leave. Reporting person advised of her options and how to start the eviction process and file for a restraining order.

**24-22812 – Patrol Check in the 700 Block of Palm Avenue**

Caller heard a loud bang in the back yard of her residence and requested a patrol check. Deputy checked the area and all appeared quiet. No signs of anyone in the area and did not notice any signs of vandalism or attempted break in.

**24-22880 – 911 Call in the area of Rose Street and Chestnut Avenue**

Reporting person called to advise of multiple individuals fighting in the street. Deputy arrived on scene and broke up a physical altercation of approximately 5 individuals. Turned out to be a neighbor dispute and a physical fight broke out. All individuals denied medical and refused prosecution. Non prosecution form was signed by all individuals and parties agreed to stay away from each other.

**24-22892 – 911 Call in the area of Fig Avenue and 8<sup>th</sup> Street**

Reporting person called in to report a disturbance between him and his brother. Deputy arrived and determined that the brother was a danger to himself, detained him and transported him to mental health where he was turned over to their care.

**24-23039 – Stolen Vehicle in the 700 Block of Pine Avenue**

Reporting person called to report her vehicle was stolen sometime during the evening. Report was taken and vehicle was entered into the Stolen Vehicle System.

**24-23127 – Traffic stop in the area of 5<sup>th</sup> Street and Cedar Avenue**

Deputy conducted a traffic stop for a vehicle infraction and determined the driver had a local warrant for his arrest and he was arrested.

**24-23160 – Stolen Vehicle in the 600 Block of Olive Avenue**

Reporting person called to report his truck, trailer and UTV were stolen sometime during the night. Report was taken and vehicles were entered into the Stolen Vehicle System.

**24-23301 – Attempt to Locate in the area of Holt Avenue and 5<sup>th</sup> Street**

Flock Camera System indicated of a stolen vehicle in the area. Deputies checked the area and located the vehicle. Vehicle was reported stolen out of Holtville and recovered in Brawley earlier that day but had not been removed. Vehicle was removed.

**24-23383 – Suspicious in the area of 6<sup>th</sup> Street and Cedar Avenue**

Reporting person called to report a male subject walking in the area yelling. Subject was contacted by deputy and sent on his way as no crime was committed.

**24-23389 – Recovered Vehicle in the 500 Block of Pine Avenue**

Deputy received information in reference to a stolen vehicle parked in the area. Vehicle was stolen out of El Centro. Deputy surveilled the vehicle and located a male subject walking to the vehicle and standing at the vehicle. Deputy contacted the male subject and he admitted to stealing the vehicle. An investigation was conducted and determined that same male was responsible for stealing vehicles out of Holtville, El Centro and surrounding areas. Subject was involved in a large stolen vehicle ring around the county and investigations took over the case. Subject was booked into county jail.

**24-22391 – Flag Down in the 500 Block of Pine Avenue**

Reporting person flagged down deputy to report their child missing. Report was taken and juvenile was entered into Missing Persons System. Juvenile later returned home.

**24-23438 – Counter Traffic at the station**

Reporting person was wanting a deputy to assist them in serving court papers. Deputy assisted while reporting person served court documents.

**24-23618 – Suspicious in the area of Holt Avenue and 9<sup>th</sup> Street**

Reporting person called to request a patrol check of the area due to him being out for a run and a vehicle he didn't recognize pass by and subjects yelled at him. Checked the area vehicle was not located. No crime took place.

**24-23643 – Suspicious in the 900 Block of 9<sup>th</sup> Street**

Reporting person called due to a male subject knocking on her door and sitting on the stairs to her apartment who she did not recognize. Deputy contacted the male subject and determined he had an outstanding warrant for his arrest. Subject was booked into jail.

**24-23840 – Disturbance in the 800 Block of Circle Drive**

Reporting person called to report loud music in the area. Deputy contacted homeowner who was playing loud music. Homeowner agreed to lower music.

**24-23968 – Vehicle Accident in the area of 5<sup>th</sup> and Chestnut**

Reporting person called to advise of a traffic collision. Negative injuries. Both parties exchanged insurance information.

**24-24292 – Welfare check in the area of 554 Grape**

Reporting person called to request a welfare check on children in the residence. Welfare check was conducted and case was turned over to Child Protective Services.

**24-24317 – Disturbance in the 800 Block of Chestnut Avenue**

Reporting person called to report a disturbance and physical altercation. Deputy arrived and determined that male and female got into a fight and the female hit the male and threw a pool ball at him. Female was arrested and booked into county jail.

**24-24400 – Vandalism in the 800 Block of Holt Avenue**

Reporting person called to report a broken window to the church. Unknown how it occurred and exact time frame. Reporting person just wanted a report to be taken for insurance.

**24-24690 – Theft in the 800 Block of Orange Avenue**

Reporting person called to report a theft of their license plate. Report taken and license plate entered into Stolen System.

**24-25358 – Traffic stop in the 900 Block of Holt**

Deputy conducted a traffic stop for vehicle infraction and contacted two subjects in the vehicle with warrants. Both subjects were arrested.

**24-25530 – Theft in the area of 1225 East 7<sup>th</sup> Street**

Reporting person called to report a theft of his sons bicycle. Unknown suspect, report was taken.

**24-25804 – Vehicle accident in the 800 Block of Beale Avenue**

Reporting person called to report her vehicle was just hit by another vehicle. Negative injuries parties exchanged insurance information.

**Respectfully submitted,**

Sergeant Joseph Conkey



**WASTEWATER TREATMENT PLANT:**

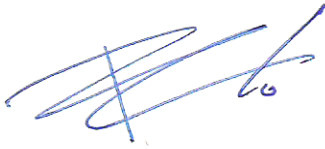
As noted in the spreadsheet below, wastewater treatment plant effluent ammonia levels have continued to remain in compliance during the **2nd Quarter 2024**.

**City of Holtville Monthly Wastewater Monitoring Data**

NPDES Permit No. CA0104361

Month/Year	Influent Flow Average (MGD)	Influent Flow Minimum (MGD)	Influent Flow Maximum (MGD)	Influent BOD mg/L	Effluent BOD mg/L	Influent TSS mg/L	Effluent TSS mg/L	Influent Ammonia, ppm	Effluent Ammonia, ppm	Effluent E. Coli
Jan-24	0.3609	0.3007	0.623	670.0	0.0	2460.0	1.8	55.0	0.0	2.4
Feb-24	0.3624	0.3151	0.4431	460.0	0.0	1625.0	2.3	59.0	0.0	3.7
Mar-24	0.3672	0.3252	0.4088	610.0	0.0	1650.0	1.8	42.0	0.0	5.1
Apr-24	0.3641	0.3278	0.4084	538.0	0.0	1486.0	1.9	39.0	0.0	5.3
May-24	0.3804	0.3174	0.4564	682.5	0.0	1098.0	1.0	53.0	0.0	2.9
Jun-24	0.3818	0.3188	0.4387	670.0	0.0	1840.0	0.9	39.0	0.0	5.7
Jul-24										
Aug-24										
Sep-24										
Oct-24										
Nov-24										
Dec-24										
AVERAGES-	0.3695	0.3175	0.4631	605.1	0.0	1693.2	1.6	47.8	0.0	4.2

Respectfully Submitted,



Frank Cornejo.  
Water/Wastewater Chief Operator/Consultant  
IV Water Specialists

**City of Holtville  
REPORT TO COUNCIL**

MEETING DATE:	<u>9/9/24</u>
ITEM NUMBER	<u>5 e</u>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

**DATE ISSUED**      September 6<sup>TH</sup>, 2024.  
**FROM:**              Public Works Supervisor  
**SUBJECT:**          Bimonthly Report.

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

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

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

- Cleared sewer plugs at various locations in town.
- Repaired water service line leaks.
- Worked with the Sheriff's Department to clean up graffiti at park and around town.
- Cleaning up all burnt salt cedars south of the skate park.
- Assisted CR&R with cleanup day.
- Cleared brush on 4<sup>th</sup> St. and Bonds Corner Rd.
- Assisted AA electric with the repairs of the lighting at Samaha park.
- Replaced 2 one-inch meters.
- Replaced 3 ¾ inch meters.
- Patch 3 water break areas.
- Caught 4 dogs.

Respectfully Submitted,



Alejandro Chavez  
Public Works Supervisor  
City of Holtville