

AGENDA

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

Monday, September 23, 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:

PROCLAMATION:

*Designating October 2024 as Domestic Violence Awareness Month
Community Outreach Department - WomanHaven*

PRESENTATION:

*Chuckwalla National Monument
California Environmental Voters*

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, September 9, 2024.
- b. Current Demands #47216 through #47265.

REPORTS of OFFICERS, COMMISSIONS, COMMITTEES and COMMUNIQUES:

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

3. **NEW BUSINESS:**

a. **Discussion/Related Action to Adopt RESOLUTION #24-25** Authorizing an Expenditure of Sewer Enterprise Funds for Replacement of the Trojan Ultraviolet Light Disinfection System at the Wastewater Treatment Plant *Nick Wells, City Manager*

b. **Discussion/Related Action** to Designate a Delegate to the League of California Cities 2024 Annual Conference & Expo to be Held October 16-18, 2024, in Long Beach, California *Nick Wells, City Manager*

5. **STAFF REPORTS**

- a. **City Manager Report - Nick Wells**
- b. ~~Finance Supervisor - Adriana Anguis~~ *Not included*
- c. Fire Chief - Alex Silva
- 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) on Friday, September 20, 2024.

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

Monday, September 9, 2024

| | |
|---------------|-----------------------|
| MEETING DATE: | <u>9/23/24</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, September 9, 2024, at 5:30 pm in the Civic Center. Mayor Murray Anderson was present, as were Council Members Mike Goodsell, Richard Layton, and Mike Pacheco. Council Member John Munger was absent. Also present were Finance Supervisor Adriana Anguis, Police Chief Joe Conkey, City Treasurer George Morris, 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 6:05 PM.

PLEDGE OF ALLEGIANCE: *Mr. Pacheco 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, September 6, 2024.

EXECUTIVE SESSION ANNOUNCEMENTS:

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

PRESENTATION:

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

Jessi Preciado introduced IV California Cinderella Scholarship Pageant Winners in attendance:

Chloe Mulvihill, Samantha Castaneda, Amber Bautista, Leila Bannasch, and Grace Bannasch. Ms. Preciado listed their respective titles earned through pageants and briefly explained the program. Mayor Anderson presented the group with a certificate of recognition and pictures were taken with all Council members.

PRESENTATION:

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

Holtville Rotary Club member Joseph Dhalliwal came to update the Council on the progress of their Entry Triangle Project at Orchard Road and Fourth Street. He presented a mock-up of the project design, depicting a small vintage crawler dozer and welcome sign. He highlighted the fact that the designs will include boulders and no vegetation. Mayor Anderson was curious about the expected timeframe for the project. Mr. Dhalliwal answered questions for the Council and took direction to proceed as planned.

GENERAL PUBLIC COMMENTS:

Abby Carrillo (1831 Thiesen Road) came on behalf of Holtville AYF to request a monetary donation to the program to aid in the purchase of uniforms and other equipment. Stacy Britschgi (854 Cedar Avenue) who is also involved with Holtville AYF, contributed that the program has 4 teams this season and were

able to waive all registration fees thanks to a large sponsor. Despite having no registration fees, they struggle to obtain athletes and provide equipment. Mr. Wells informed the ladies that the Council could not discuss the matter at this time but will take their request into consideration at a later time.

Stacy Britschgi (854 Cedar Avenue) commented that there are multiple cars on her street that have not been moved in over a year. Pursuant to a recently passed ordinance on the 72-hour parking rule, she requested that ICSO check on the issue. Chief Conkey informed her that ICSO has been actively working on enforcing the ordinance and that they will check her street for any missed vehicles.

Chief Conkey announced the newly promoted ICSO South-County Operations Lieutenant Mike Mistrieli. Mr. Mistrieli introduced himself and offered his assistance to the Council.

1. CITY COUNCIL CONSENT AGENDA:

- a. Approval of the Minutes from the Regular Meeting of Monday, August 26, 2024.
- b. Current Demands #47171 through #47216

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

AYES: Goodsell, Layton, Pacheco, Anderson

NOES: None

ABSENT: Munger

ABSTAIN: None

REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES, AND COMMUNIQUE:

Ms. Rios announced the upcoming Farmers Market & Street Fair on Thursday, September 19. The event will be in conjunction with a movie night hosted by the Holtville Chamber of Commerce.

Mr. Wells reported that he attended the 9/11 Stair Climb and announced the completion of the Ninth Street East Project. Paving is expected to begin in February for the West portion of the project. The League of Cities Division Dinner will be September 26 in Westmorland.

Mr. Walker and Mr. Layton had nothing to report.

Mr. Goodsell reported that he attended an ICTC meeting where he was elected to serve as a delegate for SCAG.

Mr. Pacheco and Mr. Morris had nothing to report.

Chief Conkey reviewed statistics for calls for service from the past month. He reported that a stolen car found in Holtville helped uncover a car theft ring with two related arrests. Chief Conkey answered questions from the Council regarding ongoing investigations and law enforcement activity.

Ms. Anguis reported that she has been working to catch up on reconciliations, transactions, and postings. She announced that there were 25 water utility shutoffs with 3 accounts unrestored. She will be working on the audit for FEMA.

Mayor Anderson had nothing to report.

2. UNFINISHED BUSINESS:

- a. **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 unfinished discussion from the prior meeting where she compared

options for communication services. She took direction to approach the potential service provider, TextMyGov, to see if they would agree to a one-year contract as opposed to being committed for three years. Ms. Rios announced that TextMyGov obliged the request for a one-year contract with the added condition of being enrolled as a flagship account. Council members expressed that they were inclined towards awarding a contract to TextMyGov and were curious to see how residents will respond.

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

AYES: Goodsell, Ward, Pacheco, Anderson

NOES: None

ABSENT: Munger

ABSTAIN: None

3. NEW BUSINESS:

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

Nick Wells, City Manager

Mr. Wells delineated available funding that has been previously discussed for potential use for the Public Safety Building. Mr. Wells recommended that the reserve funds, totaling \$5.4M, be earmarked for construction of the project. As for the shortfall in funding, Mr. Wells introduced the option of considering a loan to source the remaining funds. He explained a USDA low-income loan where applicants qualify to receive up to 50% of the loan amount as an award. Mr. Goodsell recalled that a USDA loan was fundamental in the construction of the upgraded WWTP. Mayor Anderson gave staff direction to further investigate details for the proposed USDA loan.

4. INFORMATION ONLY:

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

Adriana Anguis, Finance Supervisor

Ms. Anguis presented a bi-monthly year-to-date budget report. She reported that revenues and expenditures are performing normally and explained that any outliers are due to payments that will not reoccur throughout the fiscal year or monies that are expected.

5. STAFF REPORTS:

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

6. Items for Future Meetings: *Presentations*

7. ADJOURNMENT: *There being no further business to come before the Council, Mayor Anderson adjourned the meeting at 7:24 PM.*

MEETING DATE: 9/23/24

ITEM NUMBER 1 b

Approvals

CITY MANAGER _____

FINANCE MANAGER _____

CITY ATTORNEY _____

City of Holtville
Live 4.17.2022

Check Register - DETAILS REPORT
Check Issue Dates: 9/6/2024 - 9/19/2024

Page: 1
10:07PM

| Check Issue Date | Check Number | Payee | Invoice Number | Invoice GL Account | Invoice Amount | | | | |
|------------------|--------------|---------------------|----------------|--------------------|----------------|------------|-----------------------|--|-------|
| 47216 | | | | | | | | | |
| 09/16/2024 | 47216 | PYRAMID CONSTRUC | APP #1 | 22-80042-4430 | 188,501.49 | 188,501.49 | 9TH ST ASH AND OAK AP | | PW |
| Total 47216: | | | | | | 188,501.49 | | | |
| 47217 | | | | | | | | | |
| 09/19/2024 | 47217 | ACE HARDWARE | E48847 | 10-31150-44310 | 117.30 | 117.30 | KIT BLOWER, PREMIER C | | PW |
| 09/19/2024 | 47217 | ACE HARDWARE | E58575 | 10-31158-44200 | 16.10 | 16.10 | ICE | | |
| 09/19/2024 | 47217 | ACE HARDWARE | E59419 | 10-31150-44210 | 11.84 | 11.84 | TOOLS FOR PARKS | | |
| 09/19/2024 | 47217 | ACE HARDWARE | E60468 | 10-31158-44200 | 16.10 | 16.10 | ICE | | |
| 09/19/2024 | 47217 | ACE HARDWARE | E61772 | 11-31520-44200 | 36.60 | 36.60 | INSECT KILLER, ROUND | | |
| 09/19/2024 | 47217 | ACE HARDWARE | E62376 | 11-31520-44200 | 43.37 | 43.37 | DUSTER CANS, MOUSE | | |
| 09/19/2024 | 47217 | ACE HARDWARE | E65369 | 10-80127-4420 | 746.68 | 746.68 | JET PUMP, CABLE TIES | | |
| 09/19/2024 | 47217 | ACE HARDWARE | E65886 | 10-31150-43140 | 31.28 | 31.28 | SUN HATS | | |
| 09/19/2024 | 47217 | ACE HARDWARE | E65886 | 11-31510-43140 | 4.47 | 4.47 | SUN HATS | | |
| 09/19/2024 | 47217 | ACE HARDWARE | E65886 | 12-31620-4314 | 8.94 | 8.94 | SUN HATS | | |
| 09/19/2024 | 47217 | ACE HARDWARE | E66107 | 10-21070-4420 | 48.48 | 48.48 | DOG FOOD | | |
| 09/19/2024 | 47217 | ACE HARDWARE | E66127 | 10-31150-44310 | 21.53 | 21.53 | HEDGE TRIMMER CLEAN | | |
| 09/19/2024 | 47217 | ACE HARDWARE | E66554 | 10-31150-44200 | 323.24 | 323.24 | BLOWER | | |
| 09/19/2024 | 47217 | ACE HARDWARE | E66564 | 10-31150-44310 | 99.09 | 99.09 | WEEDEATER AND BLOW | | |
| 09/19/2024 | 47217 | ACE HARDWARE | E66967 | 10-31150-44200 | 6.02 | 6.02 | PARK SUPPLIES | | |
| 09/19/2024 | 47217 | ACE HARDWARE | E67068 | 10-31150-44200 | 91.70 | 91.70 | BATTERIES, 5 GALLON C | | |
| 09/19/2024 | 47217 | ACE HARDWARE | E67105 | 10-31150-44200 | 38.77 | 38.77 | PADLOCK | | |
| 09/19/2024 | 47217 | ACE HARDWARE | E67112 | 10-31150-44200 | 48.46 | 48.46 | PADLOCKs | | |
| 09/19/2024 | 47217 | ACE HARDWARE | E67366 | 10-31150-44200 | 49.74 | 49.74 | FLEXOGEN HOSE | | |
| 09/19/2024 | 47217 | ACE HARDWARE | E67374 | 12-31620-4428 | 6.45 | 6.45 | THREADED PLUG | | |
| 09/19/2024 | 47217 | ACE HARDWARE | E67411 | 10-31140-44200 | 46.30 | 46.30 | EMT CONDUIT, DISINFEC | | |
| 09/19/2024 | 47217 | ACE HARDWARE | E68670 | 10-13050-4420 | 48.43 | 48.43 | PAINT MARKERS | | |
| Total 47217: | | | | | | 1,860.89 | | | |
| 47218 | | | | | | | | | |
| 09/19/2024 | 47218 | ACME SAFETY & SUPP | 165134-00 | 10-31150-44200 | 24.25 | 24.25 | VEST | | PW |
| 09/19/2024 | 47218 | ACME SAFETY & SUPP | 165134-00 | 11-31510-44200 | 3.46 | 3.46 | VEST | | |
| 09/19/2024 | 47218 | ACME SAFETY & SUPP | 165134-00 | 12-31620-4420 | 6.93 | 6.93 | VEST | | |
| 09/19/2024 | 47218 | ACME SAFETY & SUPP | 165210-00 | 10-31150-44200 | 21.60 | 21.60 | SAFETY VEST | | |
| 09/19/2024 | 47218 | ACME SAFETY & SUPP | 165210-00 | 11-31510-44200 | 3.09 | 3.09 | SAFETY VEST | | |
| 09/19/2024 | 47218 | ACME SAFETY & SUPP | 165210-00 | 12-31620-4420 | 6.16 | 6.16 | SAFETY VEST | | |
| Total 47218: | | | | | | 65.49 | | | |
| 47219 | | | | | | | | | |
| 09/19/2024 | 47219 | ADRIANA ANGUIUS | SEPT 2024 | 10-14020-4429 | 70.35 | 70.35 | SEPT 2024 MILEAGE | | ADMIN |
| Total 47219: | | | | | | 70.35 | | | |
| 47220 | | | | | | | | | |
| 09/19/2024 | 47220 | AFLAC | 307130 | 10-00000-2023 | 17.17 | 17.17 | INSURANCE PREMIUM | | ADMIN |
| 09/19/2024 | 47220 | AFLAC | 307130 | 10-00000-2024 | 8.08 | 8.08 | INSURANCE PREMIUM | | |
| 09/19/2024 | 47220 | AFLAC | 326874 | 10-00000-2024 | 8.08 | 8.08 | INSURANCE PREMIUM | | |
| 09/19/2024 | 47220 | AFLAC | 326874 | 10-00000-2023 | 17.17 | 17.17 | INSURANCE PREMIUM | | |
| Total 47220: | | | | | | 50.50 | | | |
| 47221 | | | | | | | | | |
| 09/19/2024 | 47221 | AMERICA'S FINEST FI | 16M 910862 | 11-31520-44300 | 1,096.68 | 1,096.68 | WTP FIRE PROTECTION | | PW |

| Check Issue Date | Check Number | Payee | Invoice Number | Invoice GL Account | Invoice Amount | Check Amount | Description | |
|------------------|--------------|---------------------|----------------|--------------------|----------------|--------------|----------------------|-------|
| 09/19/2024 | 47221 | AMERICA'S FINEST FI | 18M 910858 | 10-31140-44300 | 1,397.70 | 1,397.70 | SHOP EXTINGUISHER SE | |
| 09/19/2024 | 47221 | AMERICA'S FINEST FI | 18M 910859 | 11-31520-44300 | 699.80 | 699.80 | WTP FIRE PROTECTION | |
| Total 47221: | | | | | | 3,194.18 | | |
| 47222 | | | | | | | | |
| 09/19/2024 | 47222 | AT&T MOBILITY | 1671X09112 | 10-22080-4423 | 45.05 | 45.05 | FIRE DEPT PHONE | ADMIN |
| 09/19/2024 | 47222 | AT&T MOBILITY | 1671X09112 | 10-22080-4515 | 120.72 | 120.72 | FIRE DEPT SERVICES | |
| 09/19/2024 | 47222 | AT&T MOBILITY | 8116X091120 | 10-12001-4423 | 59.08 | 59.08 | TELEPHONE CHARGES | |
| 09/19/2024 | 47222 | AT&T MOBILITY | 8116X091120 | 10-12001-4515 | 70.21 | 70.21 | TELEPHONE CHARGES | |
| 09/19/2024 | 47222 | AT&T MOBILITY | 8116X091120 | 10-22080-4423 | 45.05 | 45.05 | TELEPHONE CHARGES | |
| 09/19/2024 | 47222 | AT&T MOBILITY | 8116X091120 | 10-22080-4515 | 40.24 | 40.24 | TELEPHONE CHARGES | |
| 09/19/2024 | 47222 | AT&T MOBILITY | 8116X091120 | 10-14020-4423 | 50.09 | 50.09 | TELEPHONE CHARGES | |
| 09/19/2024 | 47222 | AT&T MOBILITY | 8116X091120 | 10-14020-4515 | 20.12 | 20.12 | TELEPHONE CHARGES | |
| 09/19/2024 | 47222 | AT&T MOBILITY | 8116X091120 | 10-12003-4423 | 45.05 | 45.05 | TELEPHONE CHARGES | |
| 09/19/2024 | 47222 | AT&T MOBILITY | 8116X091120 | 10-31140-44230 | 111.99 | 111.99 | TELEPHONE CHARGES | |
| 09/19/2024 | 47222 | AT&T MOBILITY | 8116X091120 | 10-31150-44230 | 66.93 | 66.93 | TELEPHONE CHARGES | |
| 09/19/2024 | 47222 | AT&T MOBILITY | 8116X091120 | 12-31610-4423 | 47.29 | 47.29 | TELEPHONE CHARGES | |
| 09/19/2024 | 47222 | AT&T MOBILITY | 8116X091120 | 12-31620-4423 | 139.00 | 139.00 | TELEPHONE CHARGES | |
| 09/19/2024 | 47222 | AT&T MOBILITY | 8116X091120 | 11-31530-44230 | 47.29 | 47.29 | TELEPHONE CHARGES | |
| 09/19/2024 | 47222 | AT&T MOBILITY | 8116X091120 | 11-31510-44230 | 91.68 | 91.68 | TELEPHONE CHARGES | |
| 09/19/2024 | 47222 | AT&T MOBILITY | 8116X091120 | 11-31520-44230 | 186.92 | 186.92 | TELEPHONE CHARGES | |
| Total 47222: | | | | | | 1,186.71 | | |
| 47223 | | | | | | | | |
| 09/19/2024 | 47223 | AUTO ZONE COMMER | 5648944740 | 11-31520-44200 | 28.93 | 28.93 | DEGREASER, OIL ABSOR | PW |
| 09/19/2024 | 47223 | AUTO ZONE COMMER | 5648949384 | 11-31520-44280 | 175.46 | 175.46 | DURALAST BATTERY | |
| Total 47223: | | | | | | 204.39 | | |
| 47224 | | | | | | | | |
| 09/19/2024 | 47224 | BABCOCK & SONS, IN | CI40470-227 | 12-31610-4430 | 183.32 | 183.32 | BIOCHEMICAL OXYGEN | PW |
| 09/19/2024 | 47224 | BABCOCK & SONS, IN | LI40011-2279 | 12-31610-4430 | 33.44 | 33.44 | E.COLI LAB ANALYSIS | |
| Total 47224: | | | | | | 216.76 | | |
| 47225 | | | | | | | | |
| 09/19/2024 | 47225 | BAVCO | 293313 | 11-31530-44200 | 178.78 | 178.78 | BACKFLOW SUPPLIES | PW |
| Total 47225: | | | | | | 178.78 | | |
| 47226 | | | | | | | | |
| 09/19/2024 | 47226 | BLUE SHIELD OF CALI | 2425700146 | 10-13010-4230 | 594.62 | 594.62 | INSURANCE PREMIUM | ADMIN |
| 09/19/2024 | 47226 | BLUE SHIELD OF CALI | 2425700146 | 10-12001-4230 | 1,666.00 | 1,666.00 | INSURANCE PREMIUM | |
| 09/19/2024 | 47226 | BLUE SHIELD OF CALI | 2425700146 | 10-14020-4230 | 951.60 | 951.60 | INSURANCE PREMIUM | |
| 09/19/2024 | 47226 | BLUE SHIELD OF CALI | 2425700146 | 10-22080-4230 | 2,378.48 | 2,378.48 | INSURANCE PREMIUM | |
| 09/19/2024 | 47226 | BLUE SHIELD OF CALI | 2425700146 | 10-31140-42300 | 410.23 | 410.23 | INSURANCE PREMIUM | |
| 09/19/2024 | 47226 | BLUE SHIELD OF CALI | 2425700146 | 10-31150-42300 | 391.68 | 391.68 | INSURANCE PREMIUM | |
| 09/19/2024 | 47226 | BLUE SHIELD OF CALI | 2425700146 | 10-12003-4230 | 1,030.05 | 1,030.05 | INSURANCE PREMIUM | |
| 09/19/2024 | 47226 | BLUE SHIELD OF CALI | 2425700146 | 11-31530-42300 | 173.89 | 173.89 | INSURANCE PREMIUM | |
| 09/19/2024 | 47226 | BLUE SHIELD OF CALI | 2425700146 | 11-31510-42300 | 1,665.72 | 1,665.72 | INSURANCE PREMIUM | |
| 09/19/2024 | 47226 | BLUE SHIELD OF CALI | 2425700146 | 12-31610-4230 | 623.16 | 623.16 | INSURANCE PREMIUM | |
| 09/19/2024 | 47226 | BLUE SHIELD OF CALI | 2425700146 | 12-31620-4230 | 1,816.79 | 1,816.79 | INSURANCE PREMIUM | |

| Check Issue Date | Check Number | Payee | Invoice Number | Invoice GL Account | Invoice Amount | Check Amount | Description | |
|------------------|--------------|--------------------|----------------|--------------------|----------------|--------------|-----------------------|-------|
| Total 47226: | | | | | | 11,702.22 | | |
| 47227 | | | | | | | | |
| 09/19/2024 | 47227 | BRYAN FUENTES | FINAL CHEC | 10-00000-2020 | 1,199.70 | 1,199.70 | FINAL CHECK | FIRE |
| Total 47227: | | | | | | 1,199.70 | | |
| 47228 | | | | | | | | |
| 09/19/2024 | 47228 | CASELLE, INC. | 135629 | 10-14020-4430 | 1,761.00 | 1,761.00 | CONTRACT SUPPORT | ADMIN |
| Total 47228: | | | | | | 1,761.00 | | |
| 47229 | | | | | | | | |
| 09/19/2024 | 47229 | CITY OF IMPERIAL | 2024-0112 | 10-17030-4432 | 2,944.37 | 2,944.37 | CYBER SECURITY 2024-2 | ADMIN |
| Total 47229: | | | | | | 2,944.37 | | |
| 47230 | | | | | | | | |
| 09/19/2024 | 47230 | CONTROL SYSTEMS E | 2024-0905 | 11-31520-44300 | 2,296.25 | 2,296.25 | WTP ELECTRICAL SERVI | PW |
| Total 47230: | | | | | | 2,296.25 | | |
| 47231 | | | | | | | | |
| 09/19/2024 | 47231 | CORE & MAIN LP | V558003 | 10-31140-44200 | 374.07 | 374.07 | PVC PIPES | PW |
| Total 47231: | | | | | | 374.07 | | |
| 47232 | | | | | | | | |
| 09/19/2024 | 47232 | COUNTY MOTOR PAR | 314144 | 12-31620-4420 | 9.58 | 9.58 | QUICK COUPLERS | PW |
| Total 47232: | | | | | | 9.58 | | |
| 47233 | | | | | | | | |
| 09/19/2024 | 47233 | DELL COMPUTER COR | 10770111801 | 12-31610-4530 | 2,612.22 | 2,612.22 | TECHNICAL SUPPORT | PW |
| Total 47233: | | | | | | 2,612.22 | | |
| 47234 | | | | | | | | |
| 09/19/2024 | 47234 | DRAGON'S EXTERMIN | 89242382 | 10-31158-44300 | 250.00 | 250.00 | MONTHLY PEST | PW |
| Total 47234: | | | | | | 250.00 | | |
| 47235 | | | | | | | | |
| 09/19/2024 | 47235 | EXQUISITE POOL CUS | 5979 | 10-80127-4420 | 1,013.26 | 1,013.26 | MURIATIC ACID | PW |
| Total 47235: | | | | | | 1,013.26 | | |
| 47236 | | | | | | | | |
| 09/19/2024 | 47236 | FEDERAL EXPRESS | 8-613-06131 | 10-14020-4417 | 74.41 | 74.41 | CHECK MAILED | PW |
| Total 47236: | | | | | | 74.41 | | |
| 47237 | | | | | | | | |
| 09/19/2024 | 47237 | GRANITE DATA SOLUT | IN95038-1 | 10-14020-4520 | 867.00 | 867.00 | ADOBE PRO | ADMIN |
| 09/19/2024 | 47237 | GRANITE DATA SOLUT | IN95038-1 | 12-31610-4520 | 867.00 | 867.00 | ADOBE PRO | |

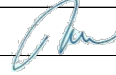
| Check Issue Date | Check Number | Payee | Invoice Number | Invoice GL Account | Invoice Amount | Check Amount | Description | | |
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| Total 47237: | | | | | | 1,734.00 | | | |
| 47238 | | | | | | | | | |
| 09/19/2024 | 47238 | HARTFORD | 4817761266 | 10-11011-42310 | 58.81 | 58.81 | INSURANCE PREMIUM | ADMIN | |
| 09/19/2024 | 47238 | HARTFORD | 4817761266 | 10-12001-4231 | 39.12 | 39.12 | INSURANCE PREMIUM | | |
| 09/19/2024 | 47238 | HARTFORD | 4817761266 | 10-14020-4231 | 33.08 | 33.08 | INSURANCE PREMIUM | | |
| 09/19/2024 | 47238 | HARTFORD | 4817761266 | 10-12003-4231 | 26.16 | 26.16 | INSURANCE PREMIUM | | |
| 09/19/2024 | 47238 | HARTFORD | 4817761266 | 10-22080-4231 | 39.12 | 39.12 | INSURANCE PREMIUM | | |
| 09/19/2024 | 47238 | HARTFORD | 4817761266 | 10-31140-42310 | 19.82 | 19.82 | INSURANCE PREMIUM | | |
| 09/19/2024 | 47238 | HARTFORD | 4817761266 | 10-21070-4231 | 4.90 | 4.90 | INSURANCE PREMIUM | | |
| 09/19/2024 | 47238 | HARTFORD | 4817761266 | 10-31150-42310 | 2.93 | 2.93 | INSURANCE PREMIUM | | |
| 09/19/2024 | 47238 | HARTFORD | 4817761266 | 11-31530-42310 | 3.92 | 3.92 | INSURANCE PREMIUM | | |
| 09/19/2024 | 47238 | HARTFORD | 4817761266 | 11-31510-42310 | 81.18 | 81.18 | INSURANCE PREMIUM | | |
| 09/19/2024 | 47238 | HARTFORD | 4817761266 | 11-31520-42310 | 19.56 | 19.56 | INSURANCE PREMIUM | | |
| 09/19/2024 | 47238 | HARTFORD | 4817761266 | 12-31610-4231 | 77.52 | 77.52 | INSURANCE PREMIUM | | |
| 09/19/2024 | 47238 | HARTFORD | 4817761266 | 12-31620-4231 | 94.95 | 94.95 | INSURANCE PREMIUM | | |
| Total 47238: | | | | | | 501.07 | | | |
| 47239 | | | | | | | | | |
| 09/19/2024 | 47239 | I.C. TAX COLLECTOR | 045-500-021- | 10-31158-44301 | 19.00 | 19.00 | 045-500-021-000 2024 TA | ADMIN | |
| 09/19/2024 | 47239 | I.C. TAX COLLECTOR | 045-633-022- | 10-31158-44301 | 41.36 | 41.36 | 045-633-022-000 2024 | | |
| Total 47239: | | | | | | 60.36 | | | |
| 47240 | | | | | | | | | |
| 09/19/2024 | 47240 | IMPERIAL IRRIGATION | #0303 AUGU | 11-31520-44350 | 3,038.00 | 3,038.00 | RAW WATER CHARAGES | PW | |
| Total 47240: | | | | | | 3,038.00 | | | |
| 47241 | | | | | | | | | |
| 09/19/2024 | 47241 | INDUCTIVE AUTOMATI | 1340532 | 12-31610-4430 | 3,760.00 | 3,760.00 | SUPPORT PLAN | PW | |
| Total 47241: | | | | | | 3,760.00 | | | |
| 47242 | | | | | | | | | |
| 09/19/2024 | 47242 | J&S AG SUPPLIES | 776246 | 12-31620-4420 | 52.41 | 52.41 | CAMLOCK | PW | |
| Total 47242: | | | | | | 52.41 | | | |
| 47243 | | | | | | | | | |
| 09/19/2024 | 47243 | JADE SECURITY SYST | 0215779 | 12-31610-4430 | 59.98 | 59.98 | MONITOR SECURITY SY | PW | |
| 09/19/2024 | 47243 | JADE SECURITY SYST | 0215779 | 11-31520-44300 | 59.99 | 59.99 | MONITOR SECURITY SY | | |
| Total 47243: | | | | | | 119.97 | | | |
| 47244 | | | | | | | | | |
| 09/19/2024 | 47244 | JORDAN IMPLEMENT | S25273 | 12-31610-4430 | 4,163.39 | 4,163.39 | MACHINE REPAIRS | PW | |
| Total 47244: | | | | | | 4,163.39 | | | |
| 47245 | | | | | | | | | |
| 09/19/2024 | 47245 | K-C WELDING & RENT | 201032 | 10-31140-44200 | 608.11 | 608.11 | BRUSH CUTTER REPAIR | PW | |
| 09/19/2024 | 47245 | K-C WELDING & RENT | 201032 | 11-31510-44200 | 608.12 | 608.12 | BRUSH CUTTER REPAIR | | |

| Check Issue Date | Check Number | Payee | Invoice Number | Invoice GL Account | Invoice Amount | Check Amount | Description | |
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| Total 47245: | | | | | | 1,216.23 | | |
| 47246 | | | | | | | | |
| 09/19/2024 | 47246 | KLEINFELDER | 1498361 | 23-80025-4430 | 1,040.00 | 1,040.00 | ALAMO RIVER TRAIL SER | ADMIN |
| Total 47246: | | | | | | 1,040.00 | | |
| 47247 | | | | | | | | |
| 09/19/2024 | 47247 | LA BRUCHERIE IRRIGA | 287958C | 11-31520-44200 | 153.46 | 153.46 | VALVES AND NOZZLES | PW |
| 09/19/2024 | 47247 | LA BRUCHERIE IRRIGA | 288097C | 11-31520-44200 | 20.35 | 20.35 | PVC PIPES | |
| Total 47247: | | | | | | 173.81 | | |
| 47248 | | | | | | | | |
| 09/19/2024 | 47248 | LEAF | 17105232 | 10-22080-4525 | 118.53 | 118.53 | PRINTER LEASE | FIRE |
| Total 47248: | | | | | | 118.53 | | |
| 47249 | | | | | | | | |
| 09/19/2024 | 47249 | LIEBERT CASSIDY WH | 272989 | 10-16026-4430 | 5,230.00 | 5,230.00 | ERC MEMBERSHIP 2024-2 | ADMIN |
| Total 47249: | | | | | | 5,230.00 | | |
| 47250 | | | | | | | | |
| 09/19/2024 | 47250 | MISSIONSQUARE | 6981480 | 10-00000-2026 | 2,245.43 | 2,245.43 | INSURANCE PREMIUM | ADMIN |
| 09/19/2024 | 47250 | MISSIONSQUARE | 6981480 | 10-00000-2027 | 798.89 | 798.89 | INSURANCE PREMIUM | |
| 09/19/2024 | 47250 | MISSIONSQUARE | 6981480 | 10-12001-4240 | 672.01 | 672.01 | INSURANCE PREMIUM | |
| 09/19/2024 | 47250 | MISSIONSQUARE | 6981480 | 10-14020-4240 | 294.48 | 294.48 | INSURANCE PREMIUM | |
| 09/19/2024 | 47250 | MISSIONSQUARE | 6981480 | 10-22080-4240 | 346.51 | 346.51 | INSURANCE PREMIUM | |
| 09/19/2024 | 47250 | MISSIONSQUARE | 6981480 | 10-12003-4240 | 199.44 | 199.44 | INSURANCE PREMIUM | |
| 09/19/2024 | 47250 | MISSIONSQUARE | 6981480 | 10-21070-4240 | 42.22 | 42.22 | INSURANCE PREMIUM | |
| 09/19/2024 | 47250 | MISSIONSQUARE | 6981480 | 10-31140-42400 | 143.64 | 143.64 | INSURANCE PREMIUM | |
| 09/19/2024 | 47250 | MISSIONSQUARE | 6981480 | 10-31150-42400 | 25.33 | 25.33 | INSURANCE PREMIUM | |
| 09/19/2024 | 47250 | MISSIONSQUARE | 6981480 | 11-31530-42400 | 32.78 | 32.78 | INSURANCE PREMIUM | |
| 09/19/2024 | 47250 | MISSIONSQUARE | 6981480 | 11-31510-42400 | 480.57 | 480.57 | INSURANCE PREMIUM | |
| 09/19/2024 | 47250 | MISSIONSQUARE | 6981480 | 11-31520-42400 | 399.12 | 399.12 | INSURANCE PREMIUM | |
| 09/19/2024 | 47250 | MISSIONSQUARE | 6981480 | 12-31610-4240 | 466.24 | 466.24 | INSURANCE PREMIUM | |
| 09/19/2024 | 47250 | MISSIONSQUARE | 6981480 | 12-31620-4240 | 559.21 | 559.21 | INSURANCE PREMIUM | |
| Total 47250: | | | | | | 6,705.87 | | |
| 47251 | | | | | | | | |
| 09/19/2024 | 47251 | PEOPLEREADY,INC. | 28834296 | 12-31610-4140 | 853.80 | 853.80 | TEMP WORKER WWTP | PW |
| 09/19/2024 | 47251 | PEOPLEREADY,INC. | 28834297 | 10-31150-41400 | 782.65 | 782.65 | TEMP WORKER PARKS | |
| Total 47251: | | | | | | 1,636.45 | | |
| 47252 | | | | | | | | |
| 09/19/2024 | 47252 | POOL ELECTRICAL SU | 0017285032- | 10-80127-4420 | 562.70 | 562.70 | LADDER COVER, FLUIDS | PW |
| 09/19/2024 | 47252 | POOL ELECTRICAL SU | 176177242-0 | 10-80127-4420 | 94.06 | 94.06 | LADDER COVER | |
| Total 47252: | | | | | | 656.76 | | |
| 47253 | | | | | | | | |
| 09/19/2024 | 47253 | PYRAMID CONSTRUC | 24486 | 10-31140-44200 | 464.00 | 464.00 | SAND/ HAULING | PW |

| Check Issue Date | Check Number | Payee | Invoice Number | Invoice GL Account | Invoice Amount | Check Amount | Description | |
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| Total 47253: | | | | | | 464.00 | | |
| 47254 | | | | | | | | |
| 09/19/2024 | 47254 | QUILL CORPORATION | 40425269 | 12-31610-4416 | 71.09 | 71.09 | KEYBOARDS | PW |
| 09/19/2024 | 47254 | QUILL CORPORATION | 40443173 | 12-31610-4416 | 13.57 | 13.57 | BATTERIES | |
| Total 47254: | | | | | | 84.66 | | |
| 47255 | | | | | | | | |
| 09/19/2024 | 47255 | RDO EQUIPMENT CO. | P5092643 | 10-31150-44310 | 26.54 | 26.54 | ROUND RETAINER | PW |
| Total 47255: | | | | | | 26.54 | | |
| 47256 | | | | | | | | |
| 09/19/2024 | 47256 | REXEL USA, INC. | S140456925. | 10-31150-44200 | 1,744.99 | 1,744.99 | LIGHTS | PW |
| 09/19/2024 | 47256 | REXEL USA, INC. | S140456925. | 10-31150-44200 | 8,485.72 | 8,485.72 | LIGHTS | |
| 09/19/2024 | 47256 | REXEL USA, INC. | S14048434.0 | 10-31150-44200 | 126.34 | 126.34 | FLIP SOCKET SET | |
| 09/19/2024 | 47256 | REXEL USA, INC. | S140484344. | 10-31150-44200 | 126.34 | 126.34 | FLIP SOCKET SET | |
| Total 47256: | | | | | | 10,483.39 | | |
| 47257 | | | | | | | | |
| 09/19/2024 | 47257 | RICK'S GROUP DIESE | 30635 | 10-31140-44280 | 196.84 | 196.84 | TRUCK REPAIRS | PW |
| 09/19/2024 | 47257 | RICK'S GROUP DIESE | 30635 | 11-31510-44280 | 344.48 | 344.48 | TRUCK REPAIRS | |
| 09/19/2024 | 47257 | RICK'S GROUP DIESE | 30635 | 12-31620-4428 | 344.48 | 344.48 | TRUCK REPAIRS | |
| 09/19/2024 | 47257 | RICK'S GROUP DIESE | 30635 | 11-31530-44280 | 98.42 | 98.42 | TRUCK REPAIRS | |
| Total 47257: | | | | | | 984.22 | | |
| 47258 | | | | | | | | |
| 09/19/2024 | 47258 | ROBERT S. NELSON A | 15049 | 10-31150-44280 | 386.91 | 386.91 | TRUCK REPAIRS | PW |
| 09/19/2024 | 47258 | ROBERT S. NELSON A | 15049 | 11-31510-44280 | 55.27 | 55.27 | TRUCK REPAIRS | |
| 09/19/2024 | 47258 | ROBERT S. NELSON A | 15049 | 12-31620-4428 | 110.55 | 110.55 | TRUCK REPAIRS | |
| Total 47258: | | | | | | 552.73 | | |
| 47259 | | | | | | | | |
| 09/19/2024 | 47259 | ROTO ROOTER | 209855 | 10-31150-44300 | 460.00 | 460.00 | POOL PLUMBING SERVI | PW |
| 09/19/2024 | 47259 | ROTO ROOTER | 217211 | 10-31158-44300 | 500.00 | 500.00 | 5TH AND GRAPE REPAIR | |
| Total 47259: | | | | | | 960.00 | | |
| 47260 | | | | | | | | |
| 09/19/2024 | 47260 | SERVICE MASTER | 35325 | 10-31158-44300 | 2,045.60 | 2,045.60 | CONTRACT JANITORIAL | ADMIN |
| Total 47260: | | | | | | 2,045.60 | | |
| 47261 | | | | | | | | |
| 09/19/2024 | 47261 | SOUTHERN CA ASSO | SCAG FY25 | 10-12001-4312 | 822.00 | 822.00 | 2024-25 MEMBERSHIP | ADMIN |
| Total 47261: | | | | | | 822.00 | | |
| 47262 | | | | | | | | |
| 09/19/2024 | 47262 | SPARKLETTS | 9431538 090 | 10-31158-44200 | 272.54 | 272.54 | PUBLIC WORKS WATER | PW |

| Check Issue Date | Check Number | Payee | Invoice Number | Invoice GL Account | Invoice Amount | Check Amount | Description | |
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| Total 47262: | | | | | | 272.54 | | |
| 47263 | | | | | | | | |
| 09/19/2024 | 47263 | VALLEY TESTING | 37849 | 10-31150-44300 | 79.80 | 79.80 | PRE EMPLOYMENT DRU | PW |
| 09/19/2024 | 47263 | VALLEY TESTING | 37849 | 11-31510-44300 | 11.40 | 11.40 | PRE EMPLOYMENT DRU | |
| 09/19/2024 | 47263 | VALLEY TESTING | 37849 | 12-31620-4430 | 22.80 | 22.80 | PRE EMPLOYMENT DRU | |
| Total 47263: | | | | | | 114.00 | | |
| 47264 | | | | | | | | |
| 09/19/2024 | 47264 | VESTIS | #2000 SEPT | 10-31158-44200 | 257.72 | 257.72 | WORKPLACE SUPPLIES | PW |
| 09/19/2024 | 47264 | VESTIS | #2000 SEPT | 12-31610-4314 | 568.22 | 568.22 | UNIFORM CHARGES | |
| 09/19/2024 | 47264 | VESTIS | #2000 SEPT | 11-31520-43140 | 467.20 | 467.20 | UNIFORM CHARGES | |
| 09/19/2024 | 47264 | VESTIS | #2000 SEPT | 11-31530-43140 | 116.53 | 116.53 | UNIFORM CHARGES | |
| 09/19/2024 | 47264 | VESTIS | #2000 SEPT | 10-31150-43140 | 109.25 | 109.25 | UNIFORM CHARGES | |
| 09/19/2024 | 47264 | VESTIS | #2000 SEPT | 10-31140-43140 | 109.25 | 109.25 | UNIFORM CHARGES | |
| 09/19/2024 | 47264 | VESTIS | #2000 SEPT | 11-31510-43140 | 196.64 | 196.64 | UNIFORM CHARGES | |
| 09/19/2024 | 47264 | VESTIS | #2000 SEPT | 12-31620-4314 | 196.63 | 196.63 | UNIFORM CHARGES | |
| Total 47264: | | | | | | 2,021.44 | | |
| 47265 | | | | | | | | |
| 09/19/2024 | 47265 | VIC'S A/C | 99643 | 11-31520-44300 | 570.23 | 570.23 | WTP A/C REPAIRS | PW |
| Total 47265: | | | | | | 570.23 | | |
| Grand Totals: | | | | | | 269,374.82 | | |

City of Holtville
REPORT TO COUNCIL

| | |
|---------------|--|
| MEETING DATE: | 09/23/24 |
| ITEM NUMBER | 3 a |
| Approvals | CITY MANAGER  |
| | FINANCE MANAGER |
| | CITY ATTORNEY |

DATE ISSUED: September 19, 2024
FROM: Nick Wells, City Manager
SUBJECT: *Resolution No. 24-25 Authorizing the Expenditure of Sewer Enterprise Funds for Replacement of the Trojan Ultraviolet Light Disinfection System at the City's Wastewater Treatment Plant*

ISSUE:

Shall the City Council approve Resolution No. 24-25, authorizing the expenditure of Sewer Enterprise funds for the purchase of a replacement Ultraviolet Light Disinfection System at the City's Wastewater Treatment Plant?

DISCUSSION:

In 2003, as part of a larger project upgrading the City's Wastewater Treatment Plant (WWTP), an Ultraviolet Light (UV) disinfection system was installed as the final disinfection stage of treated and clarified wastewater just prior to discharge into the Alamo River. The system, produced by Trojan Technologies, required a custom built concrete housing conforming to the size, shape, and design of the specific product. Perhaps the most significant and specific portion of the structure is the concrete channel wherein the water flow is exposed to the UV lights, which is precisely fitted to the current equipment.

Also as a part of that project, a shade structure was erected as part of the project that also conformed to the previously described parameters. Later, as part of the 2016 Plant Upgrade, changes were made to the plant itself that rerouted flows to directly integrate with that structure via gravity flow, replacing pumping to the structure that had taken place in the prior plant configuration.

In 2023, Trojan first notified the city that the system installed in 20034 - which had been out of production for some time - would no longer be supported and replacement parts for repairs would no longer be available. Although a stockpile of some parts was amassed at that time to prolong the utility of the system, it was immediately recognized that a longer term solution was/is necessary.

All of those factors were considered, in light of the assumption that any change of equipment may require demolition and reconstruction, which would make for a project of significant expense. Although some other solutions were discussed, due to the custom footprint of the installation, Trojan Technologies was contacted for a potential similar replacement. After some discussion, it was revealed that the Trojan UV 3000 Plus model, similar in size and disinfection capability to the original equipment. A quote was provided and some additional information compiled to bring the equipment to operation.

| Ultraviolet Light Disinfection System Replacement | |
|--|------------------|
| Trojan UV 3000 Plus | \$188,500 |
| Sales Tax & Delivery | \$30,000 |
| Setup & Training | \$20,000 |
| Mechanical Construction/Insta | \$10,000 |
| Electrical & Controls | \$50,000 |
| Miscellaneous | \$1,500 |
| Total: | \$300,000 |

NOTE: City Staff had completed this report section to this point when a memo from the City Engineer was provided (attached). Most of the information is duplicative, but some additional information was provided above, so this report is provided as additional context.

FISCAL IMPACT:

Expenditure of up to \$300,000 in funds from the City's Water Enterprise.

The Sewer Enterprise currently has \$3.1 million in cash on hand. The attached section of the 2022-23 Financial Audit lists a \$3.1 million deficit, but as has been explained over the years, that is a function of the Cash basis accounting system that the City employs, which does not account for the assets created that incurred debt - in this case, the Outfall Main pipeline and the rebuilt Wastewater Treatment Plant. Merely removing the long-term portion of the corresponding debt demonstrates a \$3.1 POSITIVE fund balance, clearly enough to cover this project expenditure.

CITY MANAGER RECOMMENDED ACTION:

It is recommended that the City Council authorize the resolution as presented.

ALTERNATIVE:

- 1 - Adopt the action as presented, authorizing expenditure of Water Enterprise Funds.
- 2 - Request that staff seek funding alternatives.
- 3 - Give staff alternate direction



Memo

Originator: Juny Marmolejo, Project Engineer

Distribution: Nick Wells, City Manager, City of Holtville
Frank Cornejo, City of Holtville Chief WWTP Operator
Jack Holt, Principal Engineer
Adrian Maciel, Assistant Project Engineer
Project Files

Date: September 19, 2024

Subject: **City of Holtville
Wastewater Treatment Plant -
Replacement of Existing Ultraviolet Disinfection System**

It has come to the attention of the Holtville Wastewater Treatment Plant that the existing Ultraviolet Disinfection System's UV System is going to be obsolete in the early to middle of 2025.

As background information, the existing Ultraviolet Disinfection System (UV 300 Plus) was installed and has been operable since 2003 (21 years). It is also noted that the existing UV 3000 Plus was the first (1st) generation. The existing UV 3000 Plus system is in operable condition. However, the various replacement parts, such as light bulbs and self-cleaning components require frequent replacement as part of normal operation. These parts are no longer being fabricated to be sold. As such, the existing ultraviolet disinfection system requires replacement.

Holtville Wastewater Treatment Plant Operators and The Holt Group Engineers have researched various options to replace the existing ultraviolet disinfection system. After analyzing various options, it is evident that the most cost-effective replacement of the ultraviolet disinfection is of the same kind, but latest model, as offered by the same manufacturer (Trojan Technologies). The latest UV 3000 Plus system is the third (3rd) generation. The replacement parts of the UV 300 Plus 3rd generation are and will still be available for years to come.

City of Holtville and The Holt Group have been in coordination with Coombs Hopkins who is the supplier representative of the Trojan Technologies Ultraviolet Disinfection System. The cost for replacement of the UV 300 Plus 3rd generation is estimated to be approximately \$300,000.00. The breakdown cost to update the system is as follows:

| | |
|-----------------------------------|-----------|
| Trojan UV 3000 Plus..... | \$190,000 |
| Tax and Delivery System..... | \$30,000 |
| Set up and Training System..... | \$20,000 |
| Mechanical Construction..... | \$10,000 |
| Electrical and Control Const..... | \$50,000 |

It is The Holt Group's recommendation that the City of Holtville consider the replacement of the existing ultraviolet disinfection system with the same, but latest generation of the system. For further options, it is recommended that a Preliminary Study be conducted as soon as possible. The Preliminary Study would evaluate other disinfection options and include a large-scale rehabilitation of the disinfection system.

CITY OF HOLTVILLE
 PROPRIETARY FUNDS
 STATEMENT OF ASSETS, LIABILITIES, AND NET POSITION
 ARISING FROM CASH TRANSACTIONS
 June 30, 2023

| | Enterprise Funds | | | |
|---|--------------------|--------------------|---------------------|--------------------|
| | Water Fund | Sewer Fund | Solid Waste Fund | Totals |
| ASSETS | | | | |
| Current Assets: | | | | |
| Cash and investments | \$1,104,933 | \$3,156,384 | \$67,742 | \$4,329,059 |
| Restricted cash and investments | 221,086 | 332,743 | | 553,829 |
| Total assets | 1,326,019 | 3,489,127 | 67,742 | 4,882,888 |
| LIABILITIES | | | | |
| Current Liabilities: | | | | |
| Current portion of compensated absences | \$4,537 | \$7,450 | | \$11,987 |
| Current portion of bonds payable | 75,000 | 267,888 | | 342,888 |
| Total current liabilities | 79,537 | 275,338 | 0 | 354,875 |
| Long-Term Liabilities: | | | | |
| Compensated absences | \$40,836 | \$67,054 | | \$107,890 |
| Bonds payable | 2,805,399 | 6,268,548 | | 9,073,947 |
| Total long-term liabilities | 2,846,235 | 6,335,602 | | 9,181,837 |
| Total liabilities | 2,925,772 | 6,610,940 | 0 | 9,536,712 |
| NET POSITION (DEFICIT) | | | | |
| Restricted for debt service 221,086 246,450 | \$221,086 | \$246,493 | | \$467,579 |
| Restricted for equipment reserves | | 86,250 | | 86,250 |
| Unrestricted | (1,820,839) | (3,454,556) | 67,742 | (5,207,653) |
| Total net position (deficit) | (1,599,753) | (3,121,813) | 67,742 | (4,653,824) |
| <i>Section Added (NW)</i> | | | | |
| <u>Realistic Fund Balances</u> | | | | |
| Adding Back | | | | |
| Long-Term Bonds Payable | \$1,205,646 | \$3,146,735 | \$67,742 | \$4,420,123 |

**HOLTVILLE CITY COUNCIL
RESOLUTION NO. 24-25**

**A RESOLUTION OF THE HOLTVILLE CITY COUNCIL AUTHORIZING AN
AUGMENTATION TO THE SEWER ENTERPRISE BUDGET FOR REPLACEMENT
OF THE TROJAN ULTRAVIOLET LIGHT DISINFECTION SYSTEM AT THE
WASTEWATER TREATMENT PLANT**

WHEREAS, the City of Holtville provides wastewater treatment services to the residents of the City; and

WHEREAS, the City of Holtville 2024-25 Sewer Enterprise Budget provides for \$20,000 for Equipment Replacement at of the City's Wastewater Treatment Plant; and

WHEREAS, an additional extraordinary expenditure is currently necessary to maintain mandated functionality of the plant, with the replacement of the obsolete Trojan Ultraviolet Light Disinfection System with an updated model; and

WHEREAS, due to the specialized installation footprint of the original 2004 system and subsequent custom plant modifications to continue to incorporate the system, the only cost effective solution for replacement of the current system is the purchase and installation of an updated model form the same vendor; and

WHEREAS, Trojan Technologies, the vendor of the original equipment, has submitted a quote of \$188,500 for the new Trojan UV 3000 Plus model, similar in size and disinfection capability to the original equipment as a replacement unit; and

WHEREAS, additional amounts for taxes, delivery and installation of the unit are estimated to be approximately \$111,500 to bring the unit to operational status; and

WHEREAS, staff has deemed that proposal and additional costs to bring the unit to operational status to be reasonable for the necessary system replacement; and

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

1. That the City Council hereby authorizes the expenditure of Sewer Enterprise funding for the purpose of purchasing the described equipment and directs the City Manager to execute any contract documents necessary for Trojan Technologies, with a regional office in Carlsbad, California to replace the City Wastewater Treatment Plant's Ultraviolet Light Disinfection unit.
2. That the Sewer Treatment Plant budget is hereby authorized to expend an additional amount not to exceed \$300,000.
3. That the foregoing is true, correct and adopted.

PASSED, APPROVED AND ADOPTED by Holtville City Council at a regular meeting held on this 23rd day of September, 2024, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

City of Holtville
REPORT TO COUNCIL

| | | |
|------------------|---------------|-----------------|
| Approvals | Meeting Date | <u>09/23/24</u> |
| | Item Number | <u>3 b</u> |
| | City Manager | _____ |
| | Finance | _____ |
| | City Attorney | _____ |

DATE ISSUED: September 20, 2024

FROM: Nick Wells, City Manager

SUBJECT: *Appointment of a Delegate & Alternate to Attend the 2024 California League Cities Annual Conference Authorizing Both to Act on the City's Behalf*

ISSUE:

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

DISCUSSION:

Each year member cities of California League of Cities (Cal Cities) gather to share ideas, discuss State regional issues and decide on advocacy platforms to represent the constituents. Each City is Required to appoint a member of their Council to serve as a delegate and alternate to participate In the gathering. Topics to be discussed this year will be forthcoming as the event gets closer.

This year, Mayor Murray Anderson and Councilmember Mike Goodsell have volunteered to be Delegate and Alternate, respectively.

FISCAL IMPACT:

Registration is \$700 for Elected Officials and City Managers who are members. Additionally, there are costs associated with travel, food, and lodging. Mileage will be to and from Long Beach, rooms have been reserved. These expenditures have been factored into travel budgets in past years.

RECOMMENDED ACTION:

The City Manager recommends the appointment and authorization of both volunteers to vote on the City's behalf.


ALTERNATIVES:

Not to authorize or give staff alternate direction.

City of Holtville

REPORT TO COUNCIL

DATE ISSUED: September 20, 2024
FROM: Nick Wells, City Manager
SUBJECT: City Manager Update

| | |
|---------------|---|
| Meeting Date | <u>09/23/24</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. *Staff met with representatives of USDA Rural Development this week to discuss financing the remaining unfunded portion of the project. Unfortunately, although their website notes capability of disadvantaged communities with populations under 12,000 to apply for 50% grant, 50% loan funding, that program is capped at \$50,000 for grants, so any hope that grant funding may be available is not there. Rates are adjusted quarterly and will be amended on October 1, so we will more fully explore this option in the next few weeks.*

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 was completed in early September. 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. ***A job walk was conducted on Friday, September 13, and the project was signed off by staff. A few speed signs will be added to the project before final closeout.***

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.

A web conference was held late this week to clarify the need to move a portion of the funding for the street project into the current fiscal year. We still await final determination.

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. ***Staff has continued to follow up on this, but we still await scheduling information from the contractor.***

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. ***Kleinfelder provided 90% plans early this week, so this phase nears completion. Included in that plan set were construction estimates. After some analysis, staff will be bringing this to Council to approve advertising and bidding.***

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 **98** 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.

Staff was apprised recently of the fact that a contractor has been engaged to begin earth moving to build up pads to start construction. We have communicated the need to schedule a pre-construction meeting to the developer and expect that soon

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. ***Information***

continues to flow back and forth on this. Staff has been working with the design engineers on a variety of topics, so we expect finalization soon.

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 :

- 09/08/24 Department Head Meeting *City Hall*
- 09/08/24 Holtville City Council Meeting *City Hall*
- 09/10/24 IC Board of Supervisors Meeting *IC Admin Offices (EC)*
- 09/10/24 Meeting w/ IC Heads of Planning & Public Works re: Various Projects *El Centro*
- 09/11/24 ICTC Management/CCMA Meetings *IC Admin Offices (EC)*
- 09/13/24 E Ninth Street Project Job Walk *Job Site*
- 09/13/24 Holtville Rotary Club Meeting *St. Paul's Lutheran Church*
- 09/16/24 Department Head Meeting *City Hall*
- 09/17/24 Conference w/ USDA Reps re: PS Bldg Funding *Web Conference*
- 09/18/24 Conference w/ State DOT Reps re: W Ninth Project Time Extension *Web Conference*
- 09/18/24 CEDS Committee Meeting *IC Workforce Development (EC)*
- 09/19/24 Holtville Farmers Market & Street Fair *Holt Park*
- 09/20/24 Meeting w/ Holtville Little League Reps *City Hall*
- 09/20/24 Holtville Rotary Club Meeting *St. Paul's Lutheran Church*

UPCOMING EVENTS :

- 09/23/24 Department Head Meeting *City Hall*
- 09/23/24 Holtville City Council Meeting *City Hall*
- 09/26/24 Imperial County League of Cities Division Dinner *The Town Pump (Westmorland)*
- 09/27/24 Holtville Rotary Club Meeting *St. Paul's Lutheran Church*
- 09/30/24 IV, State & Philanthropic Leaders Convening Dinner *El Centro City Library*
- 10/01/24 IV, State & Philanthropic Leaders Conference *Holiday Inn Express Conf Room (EC)*
- 10/08/24 Holtville City Council Meeting *City Hall*
- 10/09/24 ICTC Management/CCMA Meetings *ICTC Offices (EC)*
- 10/09/24 Alamo River Trail (Wetlands Spur) Check-in Meeting *Web Conference*
- 10/11/24 NW Vacation Day (*Out of Office*) *Fresno, CA*
- 10/15/24 Holtville Planning Commission Meeting *City Hall*
- 10/17/24 Holtville Farmers Market & Street Fair *Holt Park*
- 11/20/24 IV Foreign Trade Zone Meeting *IC Workforce Development (EC)*
- 10/16 - 18/2024 CA League of Cities Annual Conference *Long Beach, CA*
- 10/19/24 Mellinger Alamo River Trail Walk *Trail/Holt Park*
- 11/02/24 Veterans Day Parade *Fifth Street*
- 11/11/24 Veterans Day Observed (*City Hall Closed*)
- 11/14/24 Imperial-Mexicali Bi-National Alliance Meeting *Imperial County*
- 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 COUNCIL

| | |
|---------------|-----------------------|
| MEETING DATE: | 9/23/24 |
| ITEM NUMBER | 5 c |
| Approvals | CITY MANAGER _____ |
| | FINANCE MANAGER _____ |
| | CITY ATTORNEY _____ |

DATE ISSUED: September 8, 2024
FROM: Alex Silva, Fire Chief
SUBJECT: Monthly Report for August 2024

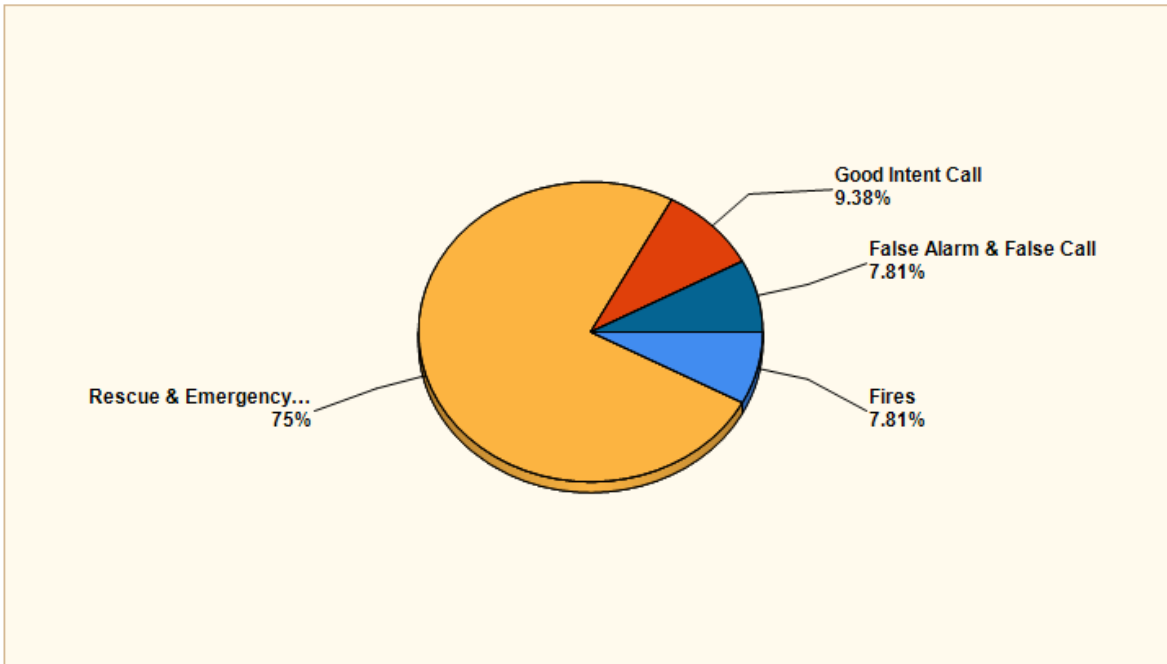
THIS IS INFORMATION PROVIDED TO THE CITY COUNCIL. NO ACTION IS REQUIRED OF THE CITY COUNCIL.

August was extremely busy for strike team activations for not only Holtville Fire Department but for the entire Imperial Valley. HFD went to two more fires in the month of August 2024. We have had an increase in haystack fires in the Holtville county contract area. We are working with ICFD to determine the cause of the fires. HFD has a lot of young firefighters within our ranks, we have been working with them diligently to get them the experience. Attached is our monthly report for the month of August 2024

| | |
|-----------------|-----|
| Emergency calls | 64 |
| Training hours | 134 |

Cordially submitted

Alex Silva
Fire Chief



| MAJOR INCIDENT TYPE | # INCIDENTS | % of TOTAL |
|------------------------------------|-------------|-------------|
| Fires | 5 | 7.81% |
| Rescue & Emergency Medical Service | 48 | 75% |
| Good Intent Call | 6 | 9.38% |
| False Alarm & False Call | 5 | 7.81% |
| TOTAL | 64 | 100% |

| ACTION TAKEN | # INCIDENTS | PERCENTAGE |
|---|-------------|------------|
| 10 - Fire control or extinguishment, other | 1 | 1.56% |
| 11 - Extinguishment by fire service personnel | 3 | 4.69% |
| 14 - Contain fire (wildland) | 1 | 1.56% |
| 31 - Provide first aid & check for injuries | 12 | 18.75% |
| 32 - Provide basic life support (BLS) | 30 | 46.88% |
| 60 - Systems and services, other | 1 | 1.56% |
| 70 - Assistance, other | 3 | 4.69% |
| 71 - Assist physically disabled | 1 | 1.56% |
| 73 - Provide manpower | 4 | 6.25% |

| | | |
|-------------------------|---|-------|
| 86 - Investigate | 5 | 7.81% |
| 93 - Cancelled en route | 3 | 4.69% |

TOTAL: 64

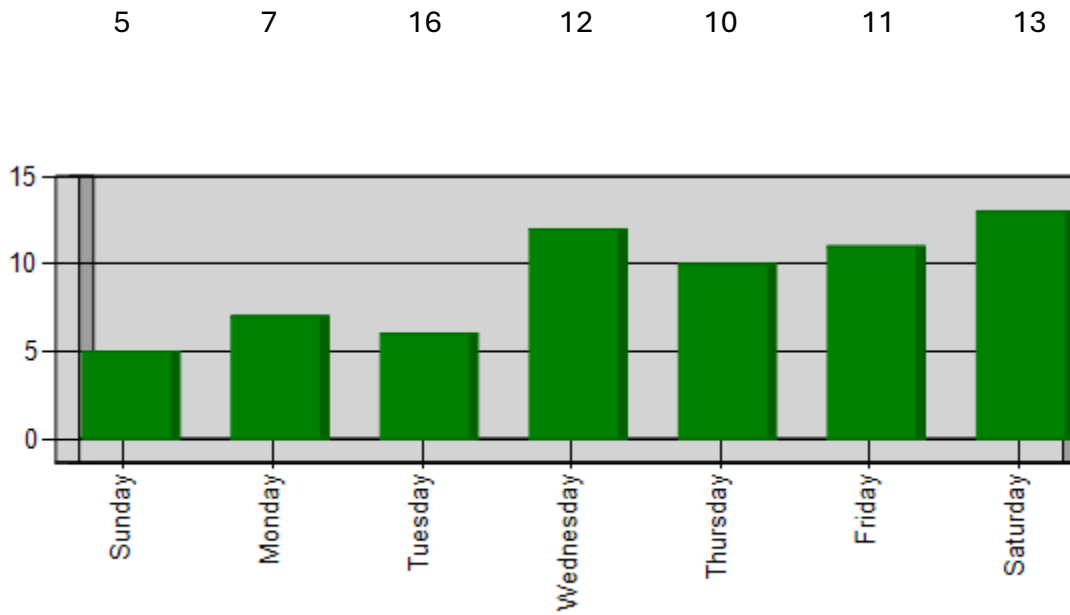
Dollar loss

| TOTAL INCIDENTS | TOTAL PROPERTY LOSS | TOTAL CONTENT LOSS | TOTAL LOSSES | AVERAGE LOSS |
|-----------------|---------------------|--------------------|--------------|--------------|
| 6 | \$410,400.00 | \$0.00 | \$410,400.00 | \$68,400.00 |

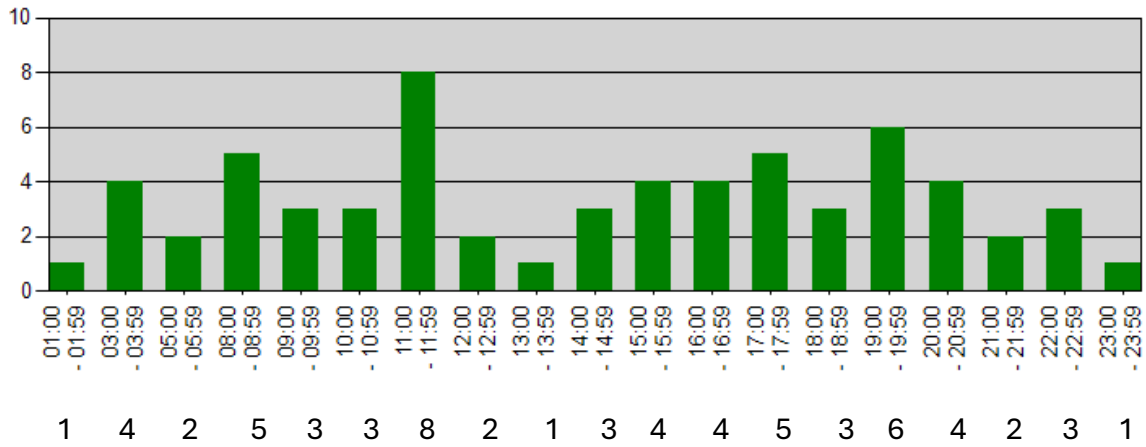
| INCIDENT NUMBER | DATE | Incident Type | PROPERTY LOSS | CONTENT LOSS | TOTAL | % of Total |
|-----------------|------------|--|---------------|--------------|--------------|------------|
| 2024-588 | 08/07/2024 | 138 - Off-road vehicle or heavy equipment fire | \$293,000.00 | \$0.00 | \$293,000.00 | 71.39% |
| 2024-589 | 08/07/2024 | 651 - Smoke scare, odor of smoke | \$400.00 | \$0.00 | \$400.00 | 0.10% |
| 2024-600 | 08/14/2024 | 324 - Motor vehicle accident with no injuries. | \$30,000.00 | \$0.00 | \$30,000.00 | 7.31% |
| 2024-607 | 08/17/2024 | 322 - Motor vehicle accident with injuries | \$15,000.00 | \$0.00 | \$15,000.00 | 3.65% |
| 2024-610 | 08/18/2024 | 322 - Motor vehicle accident with injuries | \$2,000.00 | \$0.00 | \$2,000.00 | 0.49% |
| 2024-617 | 08/23/2024 | 142 - Brush or brush-and-grass mixture fire | \$70,000.00 | \$0.00 | \$70,000.00 | 17.06% |

| Call as of September 01 | |
|-------------------------|-----|
| 2021 | 672 |
| 2022 | 518 |
| 2023 | 723 |
| 2024 | 647 |

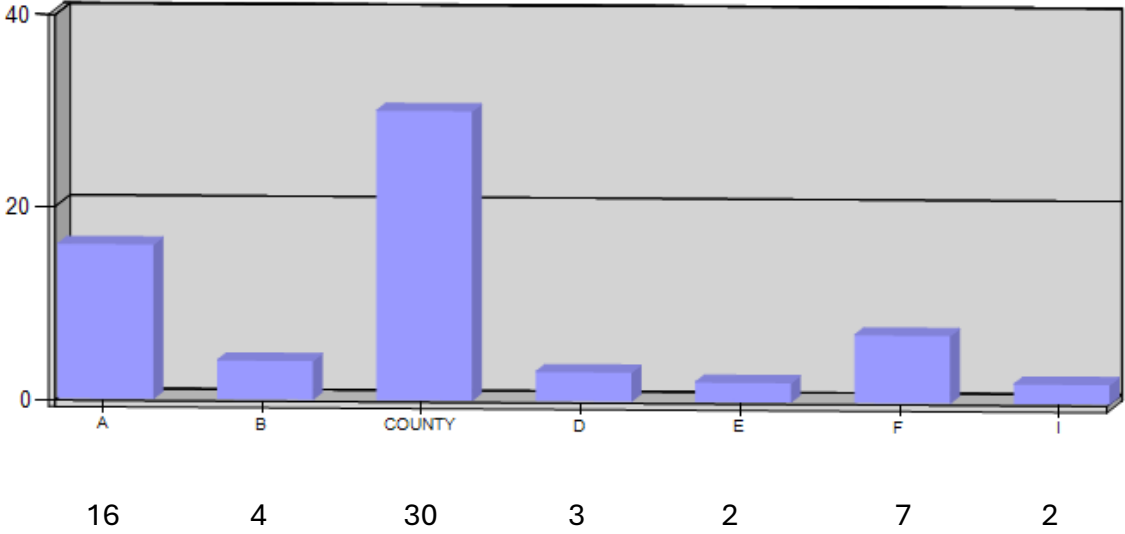
Days of the week



Hours of the week



Response Zones



City of Holtville
REPORT TO CITY COUNCIL

| | |
|---------------|-----------------------|
| MEETING DATE: | <u>9/23/24</u> |
| ITEM NUMBER | <u>5 d</u> |
| Approvals | CITY MANAGER _____ |
| | FINANCE MANAGER _____ |
| | CITY ATTORNEY _____ |

DATE ISSUED: September 17th, 2024

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 09/03/24 to 09/17/2024.

Also included with this report is a summary of all Pretreatment Program related activities conducted during the month of August 2024.

WATER TREATMENT PLANT:

- Staff completed annual service and maintenance of UV wiper assemblies, and calibrated new UV Transmittance analyzer.
- Staff completed replacement of chemical feed lines at raw water pre-chlorination injection point.
- Staff completed removal and disposal of dried sludge solids in drying beds 1 & 2.
- Staff took all routine samples, completed all regulatory reports, and maintained operational records as required.

WASTEWATER TREATMENT PLANT:

- Staff completed repairs and service work on Zenos Road lift-station T4 pumps and motors.
- Staff took all routine samples, completed all regulatory reports, and maintained operational records as required.

PREATREATMENT PROGRAM:

FOG INSPECTIONS SUMMARY REPORT: (*submitted by Hector Orozco*)

Taco Shop - 08/19/24- I spoke with kitchen staff regarding Best Management Practices (BMP) for Fats, Oils, and Grease (FOG). Inspected kitchen drain along with Grease trap. Need 2 drain screens under sinks. The screen which was suggested was a concaved one, which will essentially trap a larger quantity of FOG, and are expected to be within 2 weeks.

Donut Ave- 08/19/24--- spoke with Ernesto, Inspected the trap today and it was in good conditions. I talked with Ernesto Ramirez who has been put in charge of grease trap maintenance and he provided me with completed BMPs log sheets and receipts of frying oil removal from "One More Time". I will continue to check up on them every other week to make sure they keep up the good work.

Wong's Kitchen- 08/26/24– Mr. Wong provide me with two BMP's kitchen and grease trap, there were no solids at grease trap looking good, checked all BMP's kitchen, and grease trap, lave some blank form for Mr. Wong, requested oil recycling invoices.

Respectfully Submitted,



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

**City of Holtville
REPORT TO COUNCIL**

| | |
|---------------|-----------------------|
| MEETING DATE: | <u>9/23/24</u> |
| ITEM NUMBER | <u>5 e</u> |
| Approvals | CITY MANAGER _____ |
| | FINANCE MANAGER _____ |
| | CITY ATTORNEY _____ |

DATE ISSUED September 20TH, 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.
- Replaced 1 one-inch meter.
- Set up road closure for the Farmers market.
- Replaced 3 ¾ inch meters.
- Replaced 1 two-inch meter.
- Caught 3 dogs.

Respectfully Submitted,

Alejandro Chavez
Public Works Supervisor
City of Holtville