

AGENDA

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

Monday, November 25, 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"/> 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

CONFERENCE WITH LABOR NEGOTIATORS:

(Government Code Section 54957.6)

Agency Negotiator: City Manager/City Attorney

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:

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 Tuesday, November 12, 2024.
- b. Current Demands #47432 through #47472.

REPORTS of OFFICERS, COMMISSIONS, COMMITTEES and COMMUNIQUES:

2. UNFINISHED BUSINESS: *None*

3. NEW BUSINESS:

a. Discussion/Related Action to Adopt RESOLUTION #24-28 Approving an Agreement for Law Enforcement Services from the Imperial County Sheriff's Department

Nick Wells, City Manager

4. UNFINISHED BUSINESS: *None*

5. STAFF REPORTS

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

6. Items for Future Meetings: *Sidewalks/Bus Bench Funding*
Swearing in of new Council Members

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, November 22, 2024.

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

Tuesday, November 12, 2024

MEETING DATE:	<u>11/25/24</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 Tuesday, November 12, 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 Police Chief Joe Conkey, 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 6:02 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, November 8, 2024.

EXECUTIVE SESSION ANNOUNCEMENTS:

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

PRESENTATION:

Salton Sea Management Program

Miguel Hernandez - California Natural Resources Agency

Miguel Hernandez, Public Affairs Officer for the Salton Sea Management Program, came to provide the Council information regarding projects associated with the Salton Sea. He explained that the exposed lakebed has a negative impact on air quality in the area. Efforts by the Salton Sea Management Program and other agencies, aim to improve the air quality and by effect preserve the habitat for natural wildlife. Mr. Hernandez overviewed the plans and future stages for current projects.

GENERAL PUBLIC COMMENTS:

Laura Goodsell, Holtville representative for the Imperial Valley Health Care District Initial Board of Directors, came to update the Council regarding the unified health care district. She reported that she is not at will to discuss some recent developments due to legal proceedings preventing her from doing so. She was able to share that the issue of transitioning PMHD into the IVHCD is part of those court proceedings and she will be able to share more a later meeting. The BoD have continued with negotiations with other parties, such as ECRMC. Ms. Goodsell believes that progress towards the unified health care district has been moving in a positive direction.

Julie Velasco (644 Cedar Avenue) expressed that she is a proud Holtville resident but feels that concerned about unsightly properties around town. She wishes the City had the authority to compel improvement.

Mary Helen Dollente (1925 Orchard Road) voiced citizen grief with inoperable public restrooms at Holt Park. She feels that the park needs a public restroom for families to use. Ms. Dollente reported broken playground equipment. The City Clerk informed her that she can report those type of issues to the City's new texting service, TextMyGov, at (760) 359-9995.

1. CITY COUNCIL CONSENT AGENDA:

- a. Approval of the Minutes from the Regular Meeting of Monday, October 28, 2024.
- b. Current Demands #47372 through #47431

A motion was made by Mr. Goodsell and seconded by Mr. Layton 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 COMMUNIQUE:

Ms. Rios reported on the successful Veterans Day Parade, informed the Council of a PC meeting next week, and shared a fundraiser idea for the Public Safety Building from Rosie at the Chamber.

Mr. Wells expressed that the Veterans Day Parade was well done. He announced that the Wetlands Ribbon Cutting Ceremony will be held November 21, at the project site. He reported that he has attended the first meeting for preconstruction for paving streets.

Mr. Walker shared that he enjoyed watching the parade as he announced.

Mr. Layton conveyed that City of Holtville staff and Holtville Chamber staff working well together is a good reflection of the City, he thanked them for their cooperation.

Mr. Goodsell also announced for the Veterans Day Parade and commented that the event improves every year. He attended a presentation at SCAG headquarters in LA, next week he has an ALUC meeting.

Mr. Munger also attended the Veterans Day Parade and volunteered to be "pied" for a Pine School Fundraiser. He thank staff for organizing a great event.

Mr. Pacheco reported that he also attended the Veterans Day Parade and donated to the Pine School fundraiser by "pie-ing" his colleagues. He confirmed with Mr. Wells that the Community Clean-Up day is this Saturday.

Chief Conkey shared that recent parades for HHS and the City went smoothly. He reported that ICSO has experienced a slower volume of calls for service in the last month and listed the community event he has attended.

Mayor Anderson also attended the Veterans Day Parade and thanked Mr. Munger and Chief Silva for volunteering for the Pine School Fundraiser, a little over \$400 was raised for the students. He stopped by City Hall on Election Day to drop off his ballot and he enjoyed seeing familiar faces.

2. UNFINISHED BUSINESS: None

3. NEW BUSINESS:

- a. **Discussion/Related Action to Adopt RESOLUTION #24-27** Approving the Expenditure of Water Enterprise Funds for the Extension of Water Utility Services to Specified Properties Located Near the Intersection of Olive Avenue and Underwood Road

As per recent discussion, Mr. Wells explained that the Pear Canal Undergrounding / Ninth Street West Improvement projects will eliminate surface water for six residences in the area. Those six residences will connect to City water, at the expense of the City. The cost has been waived for the resident so that expenses may be charged to project costs. Mr. Wells reported that he has been reviewing bids from contractors and hopes to move forward soon with water connection.

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, Layton, Munger, Pacheco, Anderson*

NOES: *None*

ABSENT: *None*

ABSTAIN: *None*

4. INFORMATION ONLY: *None*

5. STAFF REPORTS:

a. City Manager Report - Nick Wells

Mr. Wells reported that the Pine Crossing and Sunset Rose Apartments have been moving towards progress.

b. Finance Supervisor -

c. Police Chief - Joe Conkey

d. Water/Wastewater Consultant - Frank Cornejo

e. Public Works Supervisor - Alex Chavez

6. Items for Future Meetings: *Solution for chairs on sidewalk prior to the Carrot Festival Parade*

7. ADJOURNMENT: *There being no further business to come before the Council, Mayor Anderson adjourned the meeting at 7:05 PM.*

Yvette Rios, City Clerk

Murray Anderson, Mayor

MEETING DATE:	<u>11/25/24</u>
ITEM NUMBER	<u>1 b</u>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

City of Holtville
Live 4.17.2022

Check Register - DETAILS REPORT
Check Issue Dates: 11/5/2024 - 11/18/2024

Report Criteria:

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

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
47432								
11/15/2024	47432	8x8, INC.	4678121	10-12001-4425	53.86	53.86	TELEPHONE	ADMIN
11/15/2024	47432	8x8, INC.	4678121	10-12003-4425	53.86	53.86	TELEPHONE	
11/15/2024	47432	8x8, INC.	4678121	10-14020-4425	53.86	53.86	TELEPHONE	
11/15/2024	47432	8x8, INC.	4678121	11-31510-44250	53.86	53.86	TELEPHONE	
11/15/2024	47432	8x8, INC.	4678121	12-31620-4425	53.86	53.86	TELEPHONE	
Total 47432:						269.30		
47433								
11/15/2024	47433	ACE HARDWARE	E75391	10-22080-4420	36.17	36.17	PADLOCK, CLEANER	PW FIRE DEPT
11/15/2024	47433	ACE HARDWARE	E75492	10-22080-4420	38.26	38.26	PROPANE	
11/15/2024	47433	ACE HARDWARE	E75520	10-22080-4420	10.33	10.33	PAINTER TAPEL, GLOW STIC	
11/15/2024	47433	ACE HARDWARE	E75535	10-31150-44200	320.62	320.62	PAINTER	
11/15/2024	47433	ACE HARDWARE	E75536	10-31150-44200	59.34	59.34	PAINT, TRAYS	
11/15/2024	47433	ACE HARDWARE	E75810	10-22080-4420	9.69	9.69	COUPLERS	
11/15/2024	47433	ACE HARDWARE	E76007	10-31140-44200	31.81	31.81	PUBLIC WORKS SUPPLIES	
11/15/2024	47433	ACE HARDWARE	E76450	10-22080-4420	23.69	23.69	CLEANING CLOTH	
11/15/2024	47433	ACE HARDWARE	E76573	12-31620-4420	62.46	62.46	TAPE, CHISEL	
11/15/2024	47433	ACE HARDWARE	E76574	10-12003-4420	4.30	4.30	AIR FRESHNER	
11/15/2024	47433	ACE HARDWARE	E76759	11-31510-44200	11.28	11.28	VALVES, BUSHINGS	
11/15/2024	47433	ACE HARDWARE	E76759	12-31620-4420	11.28	11.28	VALVES, BUSHINGS	
11/15/2024	47433	ACE HARDWARE	E76783	10-22080-4420	16.79	16.79	UNDERCOATING RUBBER	
11/15/2024	47433	ACE HARDWARE	E76803	10-31150-44200	25.84	25.84	CONCRETE MIX	
11/15/2024	47433	ACE HARDWARE	E76825	10-31150-44200	56.67	56.67	PAINTER TAPEL, GLOW STIC	
11/15/2024	47433	ACE HARDWARE	E76890	10-22080-4420	8.61	8.61	SCREWS, SCREWDRIVER	
11/15/2024	47433	ACE HARDWARE	E77019	10-31140-44200	51.63	51.63	STREET SUPPLIES	
11/15/2024	47433	ACE HARDWARE	E77022	10-31140-44200	12.37	12.37	STREET SUPPLIES	
11/15/2024	47433	ACE HARDWARE	E77027	10-22080-4420	3.43	3.43	TAPE	
11/15/2024	47433	ACE HARDWARE	E77046	10-31140-44200	54.03	54.03	CLEANING SUPPLIES	
11/15/2024	47433	ACE HARDWARE	E77070	10-22080-4420	29.25	29.25	TAPE, BRUSHES	
11/15/2024	47433	ACE HARDWARE	E77178	10-22080-4420	86.15	86.15	BATTERIES	
11/15/2024	47433	ACE HARDWARE	E77206	10-22080-4420	8.46	8.46	SCREWS	
11/15/2024	47433	ACE HARDWARE	E77278	10-22080-4420	18.31	18.31	DEGREASER	
11/15/2024	47433	ACE HARDWARE	E77288	10-22080-4420	69.10	69.10	PAINT, SCRUBBER	
11/15/2024	47433	ACE HARDWARE	E77291	10-31150-44200	17.23	17.23	BAGS	
11/15/2024	47433	ACE HARDWARE	E75072	10-31150-44200	7.53	7.53	STORAGE BOX	
11/15/2024	47433	ACE HARDWARE	E75197	10-31150-44200	80.80	80.80	RYEGRASS	
11/15/2024	47433	ACE HARDWARE	E75323	10-22080-4420	10.75	10.75	SNAP BOLTS	
Total 47433:						1,151.44		
47434								
11/15/2024	47434	AMERICA'S FINES	18M 915349	10-21040-4430	243.00	243.00	SHERIFF DEPT EXTINGUISH	ADMIN
Total 47434:						243.00		
47435								
11/15/2024	47435	APPLIED INDUSTR	7030560431	12-31610-4420	231.44	231.44	NITRILE GLOVES	PW
Total 47435:						231.44		

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
47436								
11/15/2024	47436	AUTO ZONE COM	0564897381	10-22080-4428	37.98	37.98	MOTOR OIL	PW FIRE DEPT
11/15/2024	47436	AUTO ZONE COM	5648971808	11-31520-44280	146.48	146.48	FILTERS, OIL	
11/15/2024	47436	AUTO ZONE COM	5648973688	11-31520-44280	47.70	47.70	SUB ZERO	
11/15/2024	47436	AUTO ZONE COM	5648973789	11-31520-44280	10.00-	10.00-	SUB ZERP	
Total 47436:						222.16		
47437								
11/15/2024	47437	BABCOCK & SONS	CK40142-22	12-31610-4430	183.32	183.32	BIOCHEMICAL OXYGEN DEM	PW
11/15/2024	47437	BABCOCK & SONS	CJ41574-227	11-31520-44301	178.35	178.35	TOTAL ORGANIC CARBON	
11/15/2024	47437	BABCOCK & SONS	CJ41704-227	12-31610-4430	157.31	157.31	BIOCHEMICAL OXYGEN DEM	
11/15/2024	47437	BABCOCK & SONS	CJ41705-227	11-31520-44301	19.81	19.81	ALUMINUM LAB ANALYSIS	
11/15/2024	47437	BABCOCK & SONS	LJ40038-227	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS	
11/15/2024	47437	BABCOCK & SONS	LJ40046-227	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS	
11/15/2024	47437	BABCOCK & SONS	LJ40058-227	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS	
11/15/2024	47437	BABCOCK & SONS	LJ40064-227	12-31610-4430	33.44	33.44	E.COLI LAB ANALYSIS	
Total 47437:						672.55		
47438								
11/15/2024	47438	BAJA DESERT TIR	S21-21666	10-31150-44280	256.24	256.24	TIRES	PW
11/15/2024	47438	BAJA DESERT TIR	S21-21666	11-31510-44280	36.60	36.60	TIRES	
11/15/2024	47438	BAJA DESERT TIR	S21-21666	12-31620-4428	73.20	73.20	TIRES	
11/15/2024	47438	BAJA DESERT TIR	S21-21707	12-31610-4428	25.00	25.00	FLAT REPAIR	
Total 47438:						391.04		
47439								
11/15/2024	47439	BLU BULK TRANS	059746 10/3	10-31158-44200	129.00	129.00	PUBLIC WORKS WATER	PW
Total 47439:						129.00		
47440								
11/15/2024	47440	BOUNDTREE	85520406	10-22080-4420	541.09	541.09	GLOVES, MASKS, BANDAGE	FIRE DEPT
Total 47440:						541.09		
47441								
11/15/2024	47441	CHOLLA CONSTR	111224	12-31620-4430	31,820.98	31,820.98	MELON/7TH SEWER MANHO	PW
Total 47441:						31,820.98		
47442								
11/15/2024	47442	COUNTY MOTOR P	315389	11-31510-44200	94.78	94.78	BACKHOE SUPPLIES	PW
11/15/2024	47442	COUNTY MOTOR P	315398	10-31140-44200	617.34	617.34	SHAFT	
11/15/2024	47442	COUNTY MOTOR P	314706	12-31610-4420	1,134.51	1,134.51	AIR FILTERS	
11/15/2024	47442	COUNTY MOTOR P	315174	10-31150-44200	31.58	31.58	BRUSHES, PAINT	
11/15/2024	47442	COUNTY MOTOR P	315273	10-31140-44200	67.54	67.54	D-RING, CHUCK, CONNECTO	
11/15/2024	47442	COUNTY MOTOR P	315283	11-31510-44200	51.34	51.34	HOSE, GAUGE	
11/15/2024	47442	COUNTY MOTOR P	315283	12-31620-4420	51.35	51.35	HOSE, GAUGE	
Total 47442:						2,048.44		
47443								
11/15/2024	47443	CR&R INCORPORA	OCTOBER 2	13-31710-4430	26,543.58	26,543.58	ADJUSTED GROSS	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
11/15/2024	47443	CR&R INCORPORA	OCTOBER 2	10-00000-3145	3,185.23-	3,185.23-	FRANCHISE FEES	ADMIN
11/15/2024	47443	CR&R INCORPORA	OCTOBER 2	13-00000-3849	1,592.61-	1,592.61-	ABA 939	
11/15/2024	47443	CR&R INCORPORA	OCTOBER 2	10-00000-3848	1,327.18-	1,327.18-	VEHICLE IMPACT FEE	
Total 47443:						20,438.56		
47444								
11/15/2024	47444	CRAIG'S CRANE &	N2 8428	11-31520-44300	1,040.00	1,040.00	MOVED GENERATOR SOLD	PW
Total 47444:						1,040.00		
47445								
11/15/2024	47445	D.J. MILLER, INC.	24194	22-80027-4430	298,965.00	298,965.00	PROGRESS PAYMENT #9	ADMIN
Total 47445:						298,965.00		
47446								
11/15/2024	47446	DELL COMPUTER	1077144069	12-31610-4530	1,232.48	1,232.48	OPTIPLEX MICRO FORM FAC	PW
Total 47446:						1,232.48		
47447								
11/15/2024	47447	DESERT VETERIN	305606	10-21070-4430	90.00	90.00	EUTHANASIA	PW
Total 47447:						90.00		
47448								
11/15/2024	47448	DRAGON'S EXTER	89244196	10-31158-44300	250.00	250.00	MONTHLY PEST	PW
Total 47448:						250.00		
47449								
11/15/2024	47449	FERGUSON ENTE	4878731	10-31140-44210	286.80	286.80	TOOLS	PW
11/15/2024	47449	FERGUSON ENTE	4878731	10-31140-44200	192.41	192.41	SHOP SUPPLIES	
Total 47449:						479.21		
47450								
11/15/2024	47450	FERNANDO RUIZ, I	168287	12-31610-4315	87.50	87.50	SAFETY SERVICES	PW
11/15/2024	47450	FERNANDO RUIZ, I	168287	10-31140-43150	87.50	87.50	SAFETY SERVICES	
11/15/2024	47450	FERNANDO RUIZ, I	168287	10-31150-43150	87.50	87.50	SAFETY SERVICES	
11/15/2024	47450	FERNANDO RUIZ, I	168287	11-31510-43150	87.50	87.50	SAFETY SERVICES	
11/15/2024	47450	FERNANDO RUIZ, I	168287	12-31620-4315	87.50	87.50	SAFETY SERVICES	
11/15/2024	47450	FERNANDO RUIZ, I	168287	11-31520-43150	87.50	87.50	SAFETY SERVICES	
Total 47450:						525.00		
47451								
11/15/2024	47451	GEORGE'S PIZZA	0703	12-31620-4450	86.53	86.53	MELON RD MANHOLE REPAI	PW
Total 47451:						86.53		
47452								
11/15/2024	47452	GOLDEN BELL PR	18971	12-31610-4420	1,987.14	1,987.14	DEGREASER	PW

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
Total 47452:						1,987.14		
47453								
11/15/2024	47453	HOLTVILLE TRIBU	0101705	10-12003-4422	472.50	472.50	LEGAL AD-ORDINANCE TITL	ADMIN
11/15/2024	47453	HOLTVILLE TRIBU	0101704	10-12003-4422	1,575.00	1,575.00	LEGAL AD-STREET PROJECT	
Total 47453:						2,047.50		
47454								
11/15/2024	47454	I.C. SHERIFF'S DE	10312024-1	10-21050-4430	8,476.00	8,476.00	DISPATCH SERVICES	ADMIN
11/15/2024	47454	I.C. SHERIFF'S DE	10312024-1	10-21040-4430	82,845.94	82,845.94	SHERIFF SERVICES	
Total 47454:						91,321.94		
47455								
11/15/2024	47455	IMPERIAL COUNTY	IVFTZ-2025-	10-17030-4432	1,126.49	1,126.49	IVFTZ CONTRIBUTION	ADMIN
Total 47455:						1,126.49		
47456								
11/15/2024	47456	IMPERIAL IRRIGAT	ELECTRICIT	10-31140-44240	2,083.86	2,083.86	ELECTRICITY	ADMIN
11/15/2024	47456	IMPERIAL IRRIGAT	ELECTRICIT	10-31158-44240	3,069.41	3,069.41	ELECTRICITY	
11/15/2024	47456	IMPERIAL IRRIGAT	ELECTRICIT	11-31520-44240	12,573.48	12,573.48	ELECTRICITY	
11/15/2024	47456	IMPERIAL IRRIGAT	ELECTRICIT	12-31610-4424	5,095.15	5,095.15	ELECTRICITY	
11/15/2024	47456	IMPERIAL IRRIGAT	ELECTRICIT	12-31620-4424	116.75	116.75	ELECTRICITY	
11/15/2024	47456	IMPERIAL IRRIGAT	ELECTRICIT	11-31510-44240	152.94	152.94	ELECTRICITY	
11/15/2024	47456	IMPERIAL IRRIGAT	ELECTRICIT	11-31520-44240	152.95	152.95	ELECTRICITY	
11/15/2024	47456	IMPERIAL IRRIGAT	PARKS OCT	10-31150-44240	2,521.03	2,521.03	PARKS ELECTRICITY	
Total 47456:						25,765.57		
47457								
11/15/2024	47457	IMPERIAL IRRIGAT	#0303 OCT 2	11-31520-44350	3,124.00	3,124.00	RAW WATER CHARAGES	ADMIN
Total 47457:						3,124.00		
47458								
11/15/2024	47458	J&S AG SUPPLIES	776328	10-31140-44200	52.41	52.41	CAMLOCK	PW
Total 47458:						52.41		
47459								
11/15/2024	47459	LA BRUCHERIE IR	290611C	11-31520-44200	191.08	191.08	BUSHINGS AND ADAPTERS	PW
11/15/2024	47459	LA BRUCHERIE IR	292209C	10-31150-44200	954.05	954.05	CONTROLLER, ASSEMBLY	
11/15/2024	47459	LA BRUCHERIE IR	292995C	12-31610-4420	480.42	480.42	FITTINGS, HOSE	
Total 47459:						1,625.55		
47460								
11/15/2024	47460	MISSIONSQUARE	6521716	10-00000-2026	2,158.71	2,158.71	INSURANCE PREMIUM	ADMIN
11/15/2024	47460	MISSIONSQUARE	6521716	10-00000-2027	480.21	480.21	INSURANCE PREMIUM	
11/15/2024	47460	MISSIONSQUARE	6521716	10-12001-4240	672.01	672.01	INSURANCE PREMIUM	
11/15/2024	47460	MISSIONSQUARE	6521716	10-14020-4240	56.16	56.16	INSURANCE PREMIUM	
11/15/2024	47460	MISSIONSQUARE	6521716	10-22080-4240	346.51	346.51	INSURANCE PREMIUM	
11/15/2024	47460	MISSIONSQUARE	6521716	10-12003-4240	199.44	199.44	INSURANCE PREMIUM	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
11/15/2024	47460	MISSIONSQUARE	6521716	12-31610-4240	466.24	466.24	INSURANCE PREMIUM	
11/15/2024	47460	MISSIONSQUARE	6521716	12-31620-4240	575.00	575.00	INSURANCE PREMIUM	
11/15/2024	47460	MISSIONSQUARE	6521716	10-21070-4240	42.22	42.22	INSURANCE PREMIUM	
11/15/2024	47460	MISSIONSQUARE	6521716	10-31140-42400	146.51	146.51	INSURANCE PREMIUM	
11/15/2024	47460	MISSIONSQUARE	6521716	10-31150-42400	25.33	25.33	INSURANCE PREMIUM	
11/15/2024	47460	MISSIONSQUARE	6521716	11-31530-42400	32.78	32.78	INSURANCE PREMIUM	
11/15/2024	47460	MISSIONSQUARE	6521716	11-31510-42400	490.63	490.63	INSURANCE PREMIUM	
11/15/2024	47460	MISSIONSQUARE	6521716	11-31520-42400	399.12	399.12	INSURANCE PREMIUM	
Total 47460:						6,090.87		
47461								
11/15/2024	47461	PEOPLEREADY,IN	28899062	12-31610-4140	853.80	853.80	TEMP WORKER WWTP	ADMIN
11/15/2024	47461	PEOPLEREADY,IN	28899063	10-31150-41400	782.65	782.65	TEMP WORKER PARKS	
11/15/2024	47461	PEOPLEREADY,IN	28913939	12-31610-4140	853.80	853.80	TEMP WORKER WWTP	
11/15/2024	47461	PEOPLEREADY,IN	28913940	10-31150-41400	782.65	782.65	TEMP WORKER PARKS	
11/15/2024	47461	PEOPLEREADY,IN	28921363	12-31610-4140	853.80	853.80	TEMP WORKER WWTP	
11/15/2024	47461	PEOPLEREADY,IN	28921364	10-31150-41400	782.65	782.65	TEMP WORKER PARKS	
Total 47461:						4,909.35		
47462								
11/15/2024	47462	PYRAMID CONSTR	25175	10-31140-44200	808.64	808.64	CLASS 2 BASE	PW
11/15/2024	47462	PYRAMID CONSTR	25176	10-31140-44200	454.00	454.00	SAND	
Total 47462:						1,262.64		
47463								
11/15/2024	47463	QUILL CORPORATI	41200207	10-14020-4416	16.44	16.44	OFFICE SUPPLIES	ADMIN PW FIRE DEPT
11/15/2024	47463	QUILL CORPORATI	41200207	11-31510-44160	16.44	16.44	OFFICE SUPPLIES	
11/15/2024	47463	QUILL CORPORATI	41200207	12-31620-4416	16.44	16.44	OFFICE SUPPLIES	
11/15/2024	47463	QUILL CORPORATI	41513537	10-14020-4416	11.54	11.54	OFFICE SUPPLIES	
11/15/2024	47463	QUILL CORPORATI	41513537	10-22080-4416	25.29	25.29	OFFICE SUPPLIES	
Total 47463:						86.15		
47464								
11/15/2024	47464	RAYLENE TAPICER	11.4.2024 A	10-12003-4314	42.20	42.20	BUILDING INSPECTOR JACK	BUILDING
11/15/2024	47464	RAYLENE TAPICER	CONFEREN	10-12003-43110	735.93	735.93	CODE ENFORCE TRAINING	
Total 47464:						778.13		
47465								
11/15/2024	47465	ROBERT S. NELSO	15091	10-22080-4428	225.94	225.94	TRUCK REPAIRS	FIRE DEPT
Total 47465:						225.94		
47466								
11/15/2024	47466	SELLERS PETROL	CL39615-IN	10-12003-4427	52.02	52.02	PUBLIC WORKS FUEL	PW
11/15/2024	47466	SELLERS PETROL	CL39615-IN	10-21070-4427	120.60	120.60	PUBLIC WORKS FUEL	
11/15/2024	47466	SELLERS PETROL	CL39615-IN	10-31150-44270	485.69	485.69	PUBLIC WORKS FUEL	
11/15/2024	47466	SELLERS PETROL	CL39615-IN	11-31510-44270	253.44	253.44	PUBLIC WORKS FUEL	
11/15/2024	47466	SELLERS PETROL	CL39615-IN	11-31530-44270	256.77	256.77	PUBLIC WORKS FUEL	
11/15/2024	47466	SELLERS PETROL	CL39615-IN	11-31520-44270	135.00	135.00	PUBLIC WORKS FUEL	
11/15/2024	47466	SELLERS PETROL	CL39615-IN	12-31610-4427	55.35	55.35	PUBLIC WORKS FUEL	
11/15/2024	47466	SELLERS PETROL	CL39615-IN	12-31620-4427	364.69	364.69	PUBLIC WORKS FUEL	

Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount	Description	
Total 47466:						1,723.56		
47467								
11/15/2024	47467	SERVICE MASTER	35380	10-31158-44300	2,045.60	2,045.60	JANITORIAL SERVICE	PW
Total 47467:						2,045.60		
47468								
11/15/2024	47468	SPARKLETTES	9431538 110	10-31158-44200	294.66	294.66	PUBLIC WORKS WATER	PW
Total 47468:						294.66		
47469								
11/15/2024	47469	THATCHER CO.	20241001163	11-31520-44201	27,631.44	27,631.44	T-FLOC	PW
Total 47469:						27,631.44		
47470								
11/15/2024	47470	VESTIS	#2000 OCT 2	12-31620-4314	266.67	266.67	UNIFORM CHARGES	PW
11/15/2024	47470	VESTIS	#2000 OCT 2	11-31510-43140	266.68	266.68	UNIFORM CHARGES	
11/15/2024	47470	VESTIS	#2000 OCT 2	10-31140-43140	148.16	148.16	UNIFORM CHARGES	
11/15/2024	47470	VESTIS	#2000 OCT 2	10-31150-43140	148.16	148.16	UNIFORM CHARGES	
11/15/2024	47470	VESTIS	#2000 OCT 2	11-31530-43140	158.03	158.03	UNIFORM CHARGES	
11/15/2024	47470	VESTIS	#2000 OCT 2	11-31520-43140	604.65	604.65	UNIFORM CHARGES	
11/15/2024	47470	VESTIS	#2000 OCT 2	12-31610-4314	638.42	638.42	UNIFORM CHARGES	
11/15/2024	47470	VESTIS	#2000 OCT 2	10-31158-44200	433.39	433.39	WORKPLACE SUPPLIES	
Total 47470:						2,664.16		
47471								
11/15/2024	47471	VISUAL EDGE IT, I	24AR221229	10-13010-4416	1.39	1.39	CITY HALL PRINTER	ADMIN
11/15/2024	47471	VISUAL EDGE IT, I	24AR221229	12-31620-4416	1.40	1.40	CITY HALL PRINTER	
11/15/2024	47471	VISUAL EDGE IT, I	24AR221229	10-12001-4416	1.39	1.39	CITY HALL PRINTER	
11/15/2024	47471	VISUAL EDGE IT, I	24AR221229	11-31510-44160	1.39	1.39	CITY HALL PRINTER	
11/15/2024	47471	VISUAL EDGE IT, I	24AR221229	10-14020-4416	1.39	1.39	CITY HALL PRINTER	
Total 47471:						6.96		
47472								
11/15/2024	47472	XEROX FINANCIAL	6397155	10-14020-4525	195.93	195.93	PRINTER LEASE	ADMIN
11/15/2024	47472	XEROX FINANCIAL	6397155	11-31510-45250	195.92	195.92	PRINTER LEASE	
11/15/2024	47472	XEROX FINANCIAL	6397155	12-31620-4525	195.93	195.93	PRINTER LEASE	
11/15/2024	47472	XEROX FINANCIAL	6397155	10-12001-4525	195.93	195.93	PRINTER LEASE	
11/15/2024	47472	XEROX FINANCIAL	6397155	10-13010-4525	195.93	195.93	PRINTER LEASE	
Total 47472:						979.64		
47473								
11/15/2024	47473	I.C. PUBLIC WORK	11152024	11-31510-44301	85.00	85.00	WATER DISTRIBUTION PERM	ADMIN
Total 47473:						85.00		
Grand Totals:						536,661.92		

City of Holtville

REPORT TO COUNCIL

MEETING DATE:	<u>11/25/24</u>
ITEM NUMBER	<u>3 a</u>
Approvals	CITY MANAGER
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED: November 21, 2024
FROM: Nick Wells, City Manager
SUBJECT: **Resolution No. 24-28** *Renewal of ICSO Contract*

ISSUE:

Shall the City Council approve Resolution No. 24-28, approving the renewal of a contract with the Imperial County Sheriff’s Office (ICSO) to provide law enforcement services for Holtville?

DISCUSSION:

The City of Holtville began contracting with the ICSO in 2010 upon dissolution of the local Police Department. The scope of services was negotiated for a period of five (5) years with a caveat for annual reexamination and/or termination. Prior to the conclusion of that agreement in 2015, the City opted to renew for another 5-year term, then again in 2020. With that renewal set to expire, City staff began discussion with ICSO several weeks ago to extend that agreement for another 5-year term.

In conjunction with County Counsel and the County Auditor/Controller, a new “not to exceed” amount has been proposed. Under the first contract, that was \$975,874, then \$1,068,392 for the second, which represented a 9.5% increase, then the third iteration was capped at \$1,103,461, which represented a 3.28% increase. With the extensive shifts in economic factors since the last renewal, ICSO is proposing a 3% annual increase over the life of the 5-year renewal. The new proposed "not to exceed" amounts would then equate to:

	Increase	Cap Amount		
	(Current Cap)		\$1,103,458	
2025	3.000%	\$1,136,554		\$1,136,562
2026	3.000%	\$1,170,666		\$1,170,659
2027	3.000%	\$1,205,781		\$1,205,778
2028	3.000%	\$1,241,552		\$1,241,952
2029	3.000%	\$1,279,179		\$1,279,210

In past years, average annual billings have at times totaled from 88 – 92% of the original “not to exceed” number. It is always hoped that some savings can occur to keep the billed amounts more palatable.

FISCAL IMPACT:

An additional \$33,096 is added to the cap amount of the contract for next calendar year, climbing to \$175,721 in additional expenditures at the end of the contract, all coming from the General Fund.

CITY MANAGER RECOMMENDED ACTION:

It is recommended that the City Council authorize the renewal of the contract for services as presented in the attached “Agreement Between the County of Imperial and the City of Holtville for the Imperial County Sheriff’s Office to Perform Certain Law Enforcement Services and Functions.”

ALTERNATIVES:

- 1) Adopt the action as presented
- 2) Give staff direction to open further negotiations
- 3) Direct staff to explore alternate law enforcement services

CITY OF HOLTVILLE
Analysis of Contract with Imperial County Sheriff's Office for
Law Enforcement Services

MONTH/YEAR	2017	2018	2019	2020	2021	2022	2023	2024
January	\$ 74,000.33	\$ 70,862.35	\$ 64,043.36	\$ 75,548.23	\$ 78,998.12	\$ 76,996.31	\$ 78,174.01	\$ 79,077.42
February	76,182.19	70,844.76	65,117.86	77,155.55	72,033.68	72,264.75	74,050.73	79,367.49
March	71,467.97	69,922.99	61,284.35	79,118.90	82,036.64	76,288.84	78,102.29	82,602.79
April	76,075.55	72,490.21	62,452.82	83,857.99	75,259.82	72,292.39	73,534.36	80,327.27
May	70,601.32	69,515.38	62,928.95	86,777.32	83,097.23	77,400.59	81,543.01	86,832.84
June	77,333.63	74,693.49	71,160.20	85,580.65	82,832.86	75,323.32	85,532.84	76,665.61
July	73,051.72	68,755.54	65,305.98	88,551.04	80,535.06	81,108.12	83,433.43	76,016.12
August	73,503.07	72,375.53	66,652.74	85,526.18	74,398.30	86,412.69	83,038.12	79,633.78
September	76,273.70	67,084.47	66,721.95	73,552.12	67,159.19	79,679.47	77,252.44	81,734.66
October	70,471.61	65,471.97	70,592.85	83,644.33	78,062.74	76,504.19	81,032.27	82,845.94
November	74,050.42	67,918.60	71,950.12	83,871.10	74,789.56	78,460.65	76,827.58	76,693.00
December	67,469.12	65,421.36	70,070.23	83,861.59	73,245.17	75,718.88	83,315.37	77,427.00
Dispatch	101,712.00	101,712.00	101,712.00	101,712.00	101,712.00	101,712.00	101,712.00	101,712.00
Annual Total	\$ 982,192.63	\$ 937,068.65	\$ 899,993.41	\$ 1,088,757.00	\$ 1,024,160.37	\$ 1,030,162.20	\$ 1,057,548.45	\$ 1,060,935.92
"Not to Exceed" Amt	\$ 1,068,391	\$ 1,068,391	\$ 1,068,391	\$ 1,068,391	\$ 1,068,391	\$ 1,068,391	\$ 1,068,391	\$ 1,068,391
% OF NO EXCEED	92%	88%	84%	102%	96%	96%	99%	99%
Savings to Holtville	\$ 86,198.37	\$ 131,322.35	\$ 168,397.59	\$ (20,366.00)	\$ 44,230.63	\$ 38,228.80	\$ 10,842.55	\$ 7,455.08
Monthly Average	\$ 81,849.39	\$ 78,089.05	\$ 74,999.45	\$ 90,729.75	\$ 85,346.70	\$ 85,846.85	\$ 88,129.04	\$ 88,411.33

**HOLTVILLE CITY COUNCIL
RESOLUTION NO. 24-28**

**A RESOLUTION OF THE HOLTVILLE CITY COUNCIL APPROVING AN
AGREEMENT WITH THE COUNTY OF IMPERIAL FOR THE PROVISION OF
PUBLIC SAFETY AND LAW ENFORCEMENT SERVICES THROUGH THE
IMPERIAL COUNTY SHERIFF'S OFFICE**

WHEREAS, the City of Holtville is authorized to provide law enforcement and public safety service to residents of the City within the incorporated area; and

WHEREAS, after successfully utilizing the services of the Imperial County Sheriff's Office to provide law enforcement and public safety services since 2010 to the satisfaction of the City of Holtville; and

WHEREAS, the County of Imperial and Imperial County Sheriff's Office are willing to continue to provide law enforcement and public safety services to the City of Holtville pursuant to the terms delineated in the written agreement for said services; and

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

1. That the City of Holtville finds that it best serves its residents by continuing to contract with the County of Imperial to provide public safety and law enforcement services.
2. That the City Council hereby agrees to extend the agreement with the County of Imperial for the provision of law enforcement and public safety services pursuant to the written agreement and addenda, copies of which in form and substance are attached hereto as Exhibit A.
3. That this agreement will take effect upon execution by authorized representatives of the City of Holtville and the County of Imperial.
4. The foregoing is true, correct and adopted.

PASSED, APPROVED AND ADOPTED by Holtville City Council at a regular meeting held on this 26th day of November, 2024, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Attest:

Yvette Rios, City Clerk

Murray Anderson, Mayor

**AGREEMENT BETWEEN THE COUNTY OF IMPERIAL
AND THE CITY OF HOLTVILLE FOR THE IMPERIAL COUNTY SHERIFF'S OFFICE
TO PROVIDE CERTAIN LAW ENFORCEMENT SERVICES AND FUNCTIONS**

THIS AGREEMENT ("Agreement"), made and entered into effective the ____ day of _____, 2025, by and between the **COUNTY OF IMPERIAL**, a political subdivision of the State of California, through its Imperial County Sheriffs Office, ("County"), and the **CITY OF HOLTVILLE**, a California municipality with its main office located at 121 West 5th Street, Holtville, California 92250,

RECITALS

WHEREAS, the Imperial County Sheriffs Office ("ICSO") has contracted with the City of Holtville to perform law enforcement services and functions for the City of Holtville; and

WHEREAS, the City desires to enter into a new contract with the County for the ICSO provide certain law enforcement services and functions within the City's jurisdictional boundaries, by reason its qualifications and experience for performing such services; and

WHEREAS, this Agreement is authorized pursuant to Government Code § 51301; and

WHEREAS, the Parties agree to enter into this Agreement on the terms and in the manner set forth herein.

NOW, THEREFORE, in consideration of their mutual covenants, the Parties have and hereby agree to the following:

1. TERM.

1.1 The term of this Agreement shall be effective from January 4, 2025 through January 4, 2030, unless otherwise modified or terminated as provided for herein.

1.2 This Agreement shall automatically renew for an additional five (5) year period unless otherwise modified or terminated by either Party.

2. SCOPE OF SERVICES.

County shall provide to the City the services identified under "Scope of Services," which is attached hereto and incorporated herein by this reference as **Exhibit "A"**.

3. COMPENSATION.

3.1 City shall pay County an amount not to exceed **One Million, One Hundred Thirty-Six**

1 **Thousand, Five Hundred Fifty-Four Dollars (\$1,136,554)**, for County's services contemplated under
2 this Agreement, for year one January 4, 2025 through January 4, 2026. City shall pay County an amount not to
3 exceed **One Million, One Hundred Seventy, Six Hundred Sixty-Six Dollars (\$1,170,666)**, for County's
4 services contemplated under this Agreement, for year two January 4, 2026 through January 4, 2027. City shall
5 pay County an amount not to exceed **One Million, Two Hundred and Five, Seven Hundred Eighty-One**
6 **Dollars (\$1,205,781)**, for County's services contemplated under this Agreement, for year three January 4, 2027
7 through January 4, 2028. City shall pay County an amount not to exceed **One Million, Two Hundred Forty-**
8 **One, Five Hundred Fifty-Two Dollars (\$1,241,552)**, for County's services contemplated under this
9 Agreement, for year four January 4, 2028 through January 4, 2029. City shall pay County an amount not to
10 exceed **One Million, Two Hundred Seventy-Nine, One Hundred Seventy-Nine Dollars (\$1,279,179)**, for
11 County's services contemplated under this Agreement, for year five January 4, 2029 through January 4, 2030.
12 As identified in the "Detail Worksheet for Sheriff Services - FBHR for the City of Holtville," which is attached
13 hereto and incorporated herein by this reference as **Exhibit "B"**.

14 **3.2** City understands and agrees that it will be invoiced separately for the actual cost of overtime
15 and all services performed by County that exceed the professional expertise of the positions specifically
16 contemplated by this Agreement, including but not limited to investigation work performed by ICSO
17 investigators and/or SAL-related work performed by ICSO staff.

18 **3.3** County, through the ICSO, shall render to City within ten (10) days after the close of
19 each calendar month an invoice which covers all services performed during said month, and City shall pay
20 County therefore within thirty (30) calendar days after receipt of each monthly statement.

21 **3.4** Except as provided for in paragraph 2 of Exhibit C, CITY agrees to pay for any increased
22 costs that result from collective bargaining negotiations between COUNTY and any relevant ICSO bargaining
23 units which come into effect during the term of this Agreement. COUNTY and CITY will amend the
24 Agreement and Exhibit A accordingly each time the not-to-exceed amount increases as a result of collective
25 bargaining negotiations.

26 **3.5** In the event this Agreement is terminated by either Party, City shall pay County the total
27 outstanding compensation within thirty (30) calendar days of the date of termination.

28 ///

1 **4. TERMINATION.**

2 Either Party may terminate this Agreement at any time, with or without cause, by notifying the
3 other Party of its intent to terminate the Agreement and specifying the effective date thereof, at least twelve
4 (12) months before the effective date of such termination.

5 **5. ADMINISTRATION AND SUPERVISION.**

6 **5.1** The ICSO will provide law enforcement services twenty-four (24) hours per day, seven (7)
7 days per week, and three hundred sixty-five (365) days per year. The assignment of personnel pursuant to this
8 Agreement is at the sole discretion of the Sheriff.

9 **5.2** The ICSO will provide law enforcement within City's incorporated City limits as same now
10 exists, or as such limits may be modified by annexation or exclusion during the term of this Agreement.

11 **5.3** During the term of this Agreement, the Sheriff or his designee shall serve as City's Chief of
12 Police and shall perform the functions of the Chief of Police at the direction of City.

13 **5.4** The ICSO will maintain an average staffing level of thirty-four (34) hours per day, per two
14 (2) week pay period, including administrative and deputy/police services as follows:

15 **5.4.1** One (1) Administrative Sergeant

16 a) Two thousand eighty (2,080) hours per year, scheduled to work eighty (80)
17 hours per two (2) week pay period.

18 **5.4.2** Five (5) Deputies - Deputy/Police Services

19 a) Two thousand eighty (2,080) hours per year for each deputy for a total of ten
20 thousand four hundred (10,400) hours per year scheduled to work eighty (80)
21 hours for each deputy per two (2) week pay period. The ICSO in its discretion
22 may substitute one or more senior deputy sheriffs for one or more deputy
23 sheriffs so long as doing so will not result in the costs for services exceeding the
24 amount in paragraph 3 "Compensation."

25 **5.5** The ICSO will make all best efforts to assign full-time status deputies who have been
26 charged to protect and serve City as their priority mission. The ICSO will ensure that all employees assigned
27 under this Agreement are fully trained in the field for City.

28 **5.6** Personnel of each shift may work varying and different times and may be deployed to other

1 shifts when the need arises. Any long-term shift deployment change or reassignment of dedicated deputies or
2 supervision will be reported to the City Manager.

3 **5.7** County agrees to provide dispatching services for City's public safety and fire emergency
4 telephone calls, including those received on 9-1-1 telephone lines and on published ten (10) digit emergency
5 telephone lines. All requests for public safety and fire response will be received and processed by County for
6 incidents within City.

7 **5.7.1** City shall compensate County for the cost associated with the hourly rate and fringe
8 benefits of one (1) public safety dispatcher. ICSO will provide a full dispatch service and City will
9 compensate ICSO for one (1) full-time equivalent ("FTE") dispatcher as the cost to provide dispatch services
10 for City's public safety calls performed by ICSO staff pursuant to this Agreement, City's Fire Department and
11 County's fire calls performed by City staff.

12 **5.8** All County personnel performing services on behalf of County under this Agreement shall
13 remain under the supervision, direction, and control of County, and no employee of City shall be employed by
14 County. No person employed by County shall have any City pension, civil service, or other employee status,
15 right, or benefit.

16 **5.9** No officer, employee or department of County shall perform any service or function for City
17 not coming within the scope of the duties of such officer, employee or department in performing services or
18 functions for County.

19 **5.10** The rendition of the services performed by the ICSO, the standards of performance, the
20 discipline of officers, and other matters incident to the performance of such services and the control of
21 personnel so employed shall remain with COUNTY.

22 **5.11** Except for those matters described in paragraph 5.10, in the event of a dispute between the
23 Parties as to the extent of the duties or functions to be rendered hereunder, or the minimum level or manner of
24 performance of such service, the Parties shall meet and confer in good faith to determine whether an
25 acceptable resolution can be mutually agreed upon. In the event an acceptable resolution cannot be mutually
26 agreed upon, the Parties agree that the determination made by the Sheriff shall be final and conclusive.

27 **6. PERFORMANCE OF CONTRACT.**

28 **6.1** For the purpose of performing the services and function of this agreement, County shall

1 furnish and supply all necessary labor, supervision, equipment, communication facilities, and supplies
2 necessary to maintain the agreed level of service and obligations under this Agreement. This shall include but
3 is not limited to vehicles, weapons, radios, uniforms and training.

4 **6.2** Notwithstanding the foregoing, City may provide additional resources for the County to
5 utilize in performance of service. City agrees that ICSO shall have full cooperation and assistance from City,
6 its officers, agents and employees.

7 **6.3** City's City Manager shall be City's liaison with the ICSO pertaining to law enforcement
8 matters within City's jurisdictional boundaries. Such liaison responsibilities shall include, but not limited to
9 discussion and/or resolution of problems, complaints or conflicts that may arise. The Sheriff or his designee
10 shall be the liaison with City pertaining to law enforcement matters within City's jurisdictional boundaries.

11 **6.4** City shall furnish, at its own cost and expense, all necessary office space, janitor service
12 telephone, light, water and other utilities necessary for the performance of this Agreement. Computers,
13 furniture, and furnishing as inventoried at execution of this Agreement will be available for use by ICSO but
14 will remain the property of City.

15 **6.5** It is understood that in the event a local office or building is maintained in City's
16 jurisdictional boundaries, such quarter may be used by ICSO in connection with the performance of its duties
17 in territory outside of City's jurisdictional boundaries provided that the performance of such outside duties
18 shall not be at any additional cost to City.

19 **6.6** Notwithstanding the foregoing, it is mutually agreed that in all instances where special
20 supplies stationery, notices, forms, and the like must be issued in the name of City, the same shall be supplied
21 by City at its own cost and expense.

22 **6.7** The name "City of Holtville" shall be affixed to all squad cars used primarily within City's
23 jurisdictional boundaries at City's own cost and expense, which the Parties agree is a cost not contemplated in
24 the not-to-exceed amount set forth in the paragraph 3 "Compensation."

25 **7. MUTUAL RESPONSIBILITIES.**

26 Both Parties shall be responsible for:

27 **7.1** Agreeing upon all operational procedures necessary to carry out the material terms of this
28 Agreement. In the event an emergency requires changes to the operational procedures, or the Parties cannot

1 come to a mutual agreement, the procedure shall be determined jointly by the Sheriff and Chief of Police.

2 **7.2** Meeting and endeavoring to reach an agreement as to whether unforeseen or needed capital
3 expenditures utilized in providing services hereunder should occur, as identified in Exhibit "A."

4 **7.3** Meeting on a bi-annual basis to discuss the terms and conditions of this Agreement.

5 **8. JURISDICTION AND VENUE.**

6 This Agreement is made and entered into in Imperial County, California. This Agreement shall be
7 construed and enforced in accordance with the laws of the State of California, and the Parties agree that any
8 action brought by either Party regarding this Agreement shall be brought in a court of competent jurisdiction
9 in Imperial County or, if appropriate, in the Federal District Court serving Imperial County.

10 **9. INSURANCE.**

11 Each Party shall retain sufficient insurance, or otherwise be sufficiently self-insured, to meet its
12 respective obligations under this Agreement.

13 **10. INDEMNIFICATION.**

14 **10.1** Each Party agrees, to the fullest extent permitted by law, to defend with counsel acceptable
15 to the other Party, indemnify and hold the other Party, its representatives, officers, elected officials, designees,
16 employees, agents, successors and assigns, harmless from and against any and all liability, loss, expense
17 (including reasonable attorneys' fees) or claims for injury or damages arising out of the performance of this
18 Agreement, but only in proportion to and to the extent such liability, loss expense, attorneys' fees or claims for
19 injury or damages are caused by or result from the negligent acts and omissions or willful misconduct of the
20 indemnifying Party, its officers, employees, representatives, elected officials, designees, or agents.

21 **10.2** Notwithstanding the foregoing, in the event that the Parties are both held to be responsible
22 for the negligent acts and omissions or willful misconduct of its own officers, employees representatives,
23 elected officials, designees, or agents, the Parties will bear their proportionate share of liability as determined
24 in any such proceeding. Each Party to bear its own costs and attorneys' fees.

25 **11. NO AGENCY.**

26 Nothing herein contained shall be construed to create, and the Parties hereto expressly disclaim any
27 intent to create, any form of agency relationship, joint venture or partnership.

28 ///

1 **12. SEVERABILITY.**

2 If any provision of this Agreement is held by a court of competent jurisdiction to be void, invalid, or
3 unenforceable, the remaining provisions shall continue in full force and effect.

4 **13. GOOD FAITH PERFORMANCE.**

5 The Parties hereto agree to act in good faith and deal fairly with the other Party in the performance of
6 this Agreement.

7 **14. ASSIGNMENT.**

8 Neither this Agreement nor any duties or obligations under this Agreement may be assigned by
9 District without prior written consent of County.

10 **15. NOTICES.**

11 Any notice to be given pursuant to this Agreement shall be in writing and personally delivered or sent
12 by certified mail, postage prepaid, return receipt requested or by overnight carrier, priority overnight delivery,
13 postage and delivery charges prepaid, addressed to each Party at the following address:

14 **COUNTY**

15 Fred Miramontes, Sheriff
16 Imperial County Sheriff's Office
328 Applestill Road
El Centro, CA 92243

CITY

Nick Wells, City Manager
City of Holtville
121 West Fifth Street
Holtville, CA 92250

17 Copies of notices to Sheriff shall also be sent to:
18 Imperial County Executive Office
Attn: County Executive Officer
19 940 West Main Street, Suite 208 El Centro, CA 92243

20 Imperial County Department of Human Resources & Risk Management
21 940 West Main Street, Suite 101
El Centro, CA 92243

22 Notice shall be deemed to have been delivered only upon receipt by the Party, seventy-two (72 hours
23 after deposit in the United States mail or twenty-four (24) hours after deposit with an overnight carrier. The
24 addressees and addresses for purposes of this Paragraph may be changed to any other addressee and address
25 by giving written notice of such change in the manner provided in this Paragraph. Unless and until written
26 notice of change of addressee and/or address is delivered in the manner provided in this paragraph, the
27 addressee and address set forth in this Agreement shall continue in effect for all purposes hereunder.

28 ///

1 **16. WAIVER.**

2 No waiver of any default by any Party to this Agreement shall be deemed to be a waiver of any
3 subsequent default. Failure on the part of County to require exact, full, and complete compliance with any
4 term of this Agreement shall not be construed in any manner as changing the terms hereof, or estopping
5 County from enforcement hereof.

6 **17. ENTIRE AGREEMENT.**

7 This Agreement contains the entire Agreement between County and City relating to the transactions
8 contemplated hereby, and supersedes all prior or contemporaneous Agreements, understandings, provisions,
9 negotiations, representations, or statements, either written or oral.

10 **18. MODIFICATION.**

11 No modification, waiver, amendment, discharge, or change of this Agreement shall be valid unless
12 the same is in writing and signed by both Parties.

13 **19. AUTHORITY.**

14 **19.1.** Each individual executing this Agreement on behalf of City represents and warrants that:

15 **19.1.1.** He/She is duly authorized to execute and deliver this Agreement on behalf of City;

16 **19.1.2.** Such execution and delivery is in accordance with the terms of the Articles of
17 Incorporation or Partnership, any by-laws or Resolutions of City and;

18 **19.1.3.** This Agreement is binding upon City in accordance with its terms.

19 **19.2.** City shall deliver to County evidence acceptable to County of the foregoing within thirty (30)
20 days of execution of this Agreement.

21 **20. COUNTERPARTS.**

22 This Agreement (as well as any amendments hereto) may be executed in any number of counterparts,
23 each of which when executed shall be an original, and all of which together shall constitute one and the same
24 Agreement. No counterparts shall be effective until all Parties have executed counterpart hereof.

25 **21. REVIEW OF AGREEMENT TERMS.**

26 **21.1** Each Party has had the opportunity to receive independent legal advice from its attorney(s) with
27 respect to the advisability of making the representations, warranties, covenants and agreements provided for herein,
28 and with respect to the advisability of executing this Agreement.

1 **21.2** No presumption or rule that ambiguities shall be construed against the drafting party shall apply
2 to the interpretation or enforcement of the same or any subsequent amendments thereto.

3 **IN WITNESS WHEREOF**, the Parties have executed this Agreement on the day and year first above
4 written.

5 **County of Imperial**

City of Holtville

6
7 By: _____
8 Luis A. Plancarte, Chairman
 Imperial County Board of Supervisors

By: _____
Murray Anderson, Mayor
City of Holtville, State of California

9 **ATTEST:**

ATTEST:

10
11 By: _____
12 Blanca Acosta, Clerk of the Board
 County of Imperial, State of California

By: _____
Yvette Rios, City Clerk
City of Holtville, State of California

13
14 **ACKNOWLEDGE AND AGREE:**

15
16 By: _____
17 Fred Miramontes, Sheriff/Coroner
 County of Imperial, State of California

18
19 **APPROVED AS TO FORM:**
20 Danuta Tuszynska,
21 County Counsel

APPROVED AS TO FORM:
City of Holtville,
Office of the City Attorney

22 By: _____
23 Danuta Tuszynska,
 Deputy County Counsel

By: _____
Steven M. Walker,
City Attorney

24 ///

25 ///

26 ///


27 ///

28 ///

City of Holtville

REPORT TO COUNCIL

DATE ISSUED: November 22, 2024
FROM: Nick Wells, City Manager
SUBJECT: City Manager Update

Meeting Date	<u>11/25/24</u>
Item Number	<u>5 a</u>
City Manager	
Finance	_____
City Attorney	_____

INFORMATION ONLY – NO ACTION REQUIRED AT THIS TIME

ADMINISTRATION

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 Council, 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. Mr. Medina 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 in September 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 were adjusted on October 1, from 4% down to 3.75%, so the loan payment calculation improved, but not drastically.

Multiple conversations regarding augmented funding have taken place with staff, Council, 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. Although we received word that the project is on track to receive some funding, 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.

Staff continues to pursue additional funding sources. At the recent League of Cities Annual Conference, Mayor Anderson, Councilman Goodsell and the CM had multiple conversations with firms and organizations that show promise as potential funding sources. We have followed up with some and will continue to attempt to develop those leads. ***One proposal has been received. Council has requested further research in the proposed service.***

EVENTS – ***Multiple events are on tap for both the City and the Chamber of Commerce for Christmas and the Holiday season. Please see the final page of this report for upcoming events.***

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. In October, Council approved moving the project forward with advertisement for construction bidding. *A pre-bid conference was held last week with multiple contractors expressing interest in the project.*

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. *Action was taken in early November to fund installation of water infrastructure to serve the affected residents that are moving off of IID service. Staff has been working with the contractor to prepare, including procuring County permits.*

A new wrinkle developed wherein the dedicated Congressional funding IID procured is not immediately accessible. 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. Due to its ongoing relationship for project funding with Caltrans, the Congressional funding and its administration were transferred to the City. In a significant development late in the process, 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. Nevertheless, an agreement was approved with IID to administer the funding in October.

A web conference was held in September to clarify the need to move a portion of the funding for the street project into the current fiscal year.

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, 2023, 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.

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. 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. ***With construction substantially complete, planting is in process and should be complete by the end of the month. A ribbon cutting ceremony was held this week with many project partners and members of the community coming out to celebrate the completion of the project.***

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. Eventually, 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. Ginger Ward volunteered to sit in on meetings for this project when possible, so she and staff met multiple times with the design team via Zoom to discuss design concepts. Multiple ideas to control costs and stretch the project dollars were decided upon. 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.

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. Pursuant to a periodic plan check, reprioritization of the elements to be completed vis a vis available funding was amended in May. Kleinfelder provided 90% plans in late September, 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. THG reviewed the plans and sent them back to Kleinfelder for clarification and/or correction.

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 has been well received by SCAG staff and the head of County Public Works. An application for Active Transportation funding was developed in mid-2024 and a grant application was submitted in June to fund design of the project.

Mellinger Alamo River Trail - A grant was awarded in early 2024 to River Partners, a non-profit that deals in habitat restoration, for a project that would include a Wetlands trail spur. RP met with the City Manager and toured the site, then engaged Nicklaus Engineering to design the project. Staff was contacted by NEI in March to discuss design elements. River Partners staff continued to meet with the CM throughout the Spring and early Summer, performing a few physical “scouting” trips to decide the best path for the trail extension. They have done some preliminary exploration and soil sampling and continue to move the project forward. 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. River Partners presented a slightly revised plan to the Council in early October to get feedback on the direction of the project.

BUILDING DEPT - The City issued *112* building permits in 2024. A list of permits issued by month is available on the City’s website at <https://www.holtville.ca.gov/building-planning/building-and-planning/building-department/>

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. A conversation with Mr. Hawk in early October revealed that he is still pursuing developer investment. We discussed the coming timeline with the undergrounding and the street project. He hopes to have some momentum by the time those things are complete.

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 recently apprised 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) – This is a proposed mirror image project across from Fern Crossing complex. The Building Inspector and City Engineer have coordinated with a plan check firm on the plans that were first submitted in June. After a few iterations and resubmissions, the building plans were approved in early October. AMG is still working with The City Engineer and staff on finalizing all site work and off-site plans for utilities and stormwater handling. There continues to be back and forth regarding these issues now, particularly the abandonment of the Artesian well on the property.

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 :

- 11/11/24 Veterans Day Observed *(City Hall Closed)*
- 11/12/24 Department Head Meeting *City Hall*
- 11/12/24 Holtville City Council Meeting *City Hall*
- 11/12/24 Citywide Pavement Project Pre-Bid Meeting *Video Conference*
- 11/14/24 Imperial-Mexicali Bi-National Alliance Meeting *Imperial County*
- 11/18/24 Department Head Meeting *City Hall*
- 11/18/24 Holtville Planning Commission Meeting *(Postponed-Lack of Quorum) City Hall*
- 11/19/24 Alamo River Trail (Wetlands Spur) Check-in Meeting *Web Conference*
- 11/19/24 BOOST Assistance Strategy Session *Web Conference*
- 11/19/24 Holtville Planning Commission Meeting *City Hall*
- 11/20/24 Vikings Solar Ribbon Cutting *Project Site (East of Holtville)*
- 11/20/24 IV Foreign Trade Zone Meeting *IC Workforce Development (EC)*
- 11/21/24 Holtville Wetlands Ribbon Cutting *Project Site*
- 11/21/24 El Centro Rotary Club Meeting *PAL Building (EC)*

UPCOMING EVENTS :

- 11/25/24 Department Head Meeting *City Hall*
- 11/25/24 Holtville City Council Meeting *City Hall*
- 11/28/24 Thanksgiving Day *(City Hall Closed)*
- 11/29/24 Thanksgiving Observed *(City Hall Closed)*
- 12/03/24 Alamo River Trail (Wetlands Spur) Check-in Meeting *Web Conference*
- 12/03/24 BOOST Assistance Strategy Session *Web Conference*
- 12/03/24 Citywide Pavement Project Bid Opening *City Hall*
- 12/05/24 Tree Lighting Ceremony *Holt Park*
- 12/06/24 El Centro Rotary Club Meeting *PAL Building (EC)*
- 12/09/24 Holtville City Council Reorganization Meeting *City Hall*
- 12/11/24 ICTC Management/CCMA Meetings *City of Westmorland*
- 12/16/24 Holtville Planning Commission Meeting *City Hall*
- 12/19/24 Employee Christmas Luncheon *Hot Rods & Beer*
- 12/19/24 Holtville CofC Christmas in the Park *Holt Park*
- 12/23/24 Holtville City Council Meeting *(Likely Dark) City Hall*
- 12/25/24 Christmas Day Observed *(City Hall Closed)*
- 12/26 - 27/2024 Christmas Observed *(City Hall Closed)*
- 01/01/24 New Years Day Observed *(City Hall Closed)*
- 01/15/25 Imperial-Mexicali Bi-National Alliance Meeting *Imperial County*
- 01/15/25 IV Foreign Trade Zone Meeting *IC Workforce Development (EC)*
-

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

MEETING DATE:	<i>11/25/24</i>
ITEM NUMBER	<i>5 c</i>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

**City of Holtville
REPORT TO COUNCIL**

DATE ISSUED: November 19, 2024
FROM: Alex Silva, Fire Chief
SUBJECT: Monthly Report for October 2024

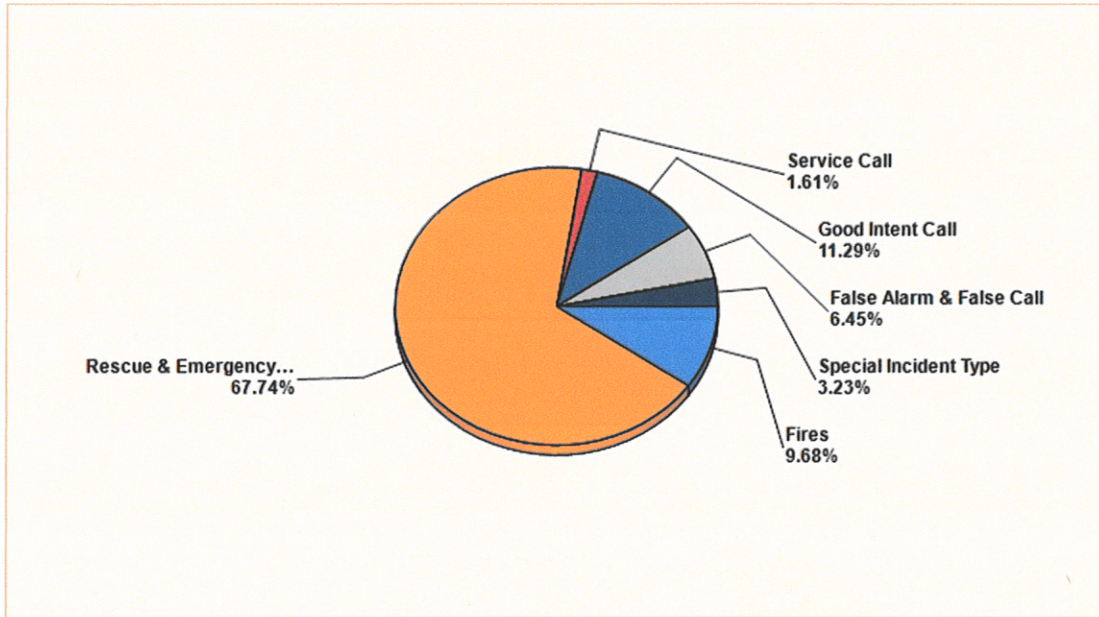
THIS IS INFORMATION PROVIDED TO THE CITY COUNCIL. NO ACTION IS REQUIRED OF THE CITY COUNCIL.

During the month of October 2024, we participated in a few events for the month. We started with our 16th annual walk to school. This year we had a total of 215 kids for the 3 day event. We had annual fire prevention week at the schools and day care. HFD participated in the Valley wide Fire Engine caravan, two day event we went to the elementary schools throughout the valley. We were asked again to assist in the Finley Pumking Run. The following is the monthly report for October 2024.

Emergency calls	62
Training hours	175

Cordially submitted

Alex Silva
Fire Chief



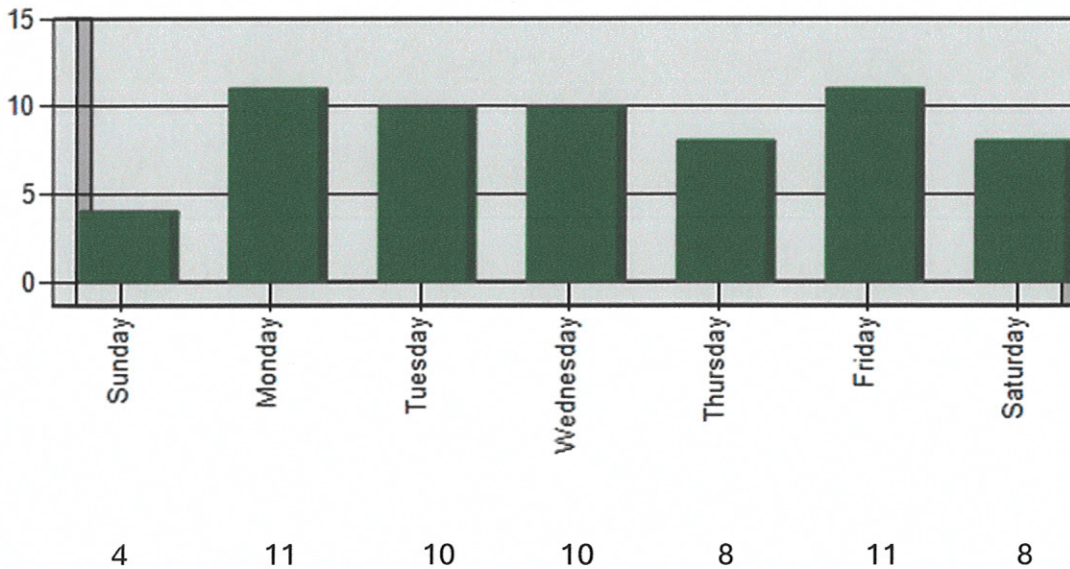
MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	6	9.68%
Rescue & Emergency Medical Service	42	67.74%
Service Call	1	1.61%
Good Intent Call	7	11.29%
False Alarm & False Call	4	6.45%
Special Incident Type	2	3.23%
TOTAL	62	100%

ACTION TAKEN	# INCIDENTS	PERCENTAGE
00 - Action taken, other	3	4.84%
10 - Fire control or extinguishment, other	2	3.23%
11 - Extinguishment by fire service personnel	2	3.23%
12 - Salvage & overhaul	1	1.61%
16 - Control fire (wildland)	1	1.61%
21 - Search	1	1.61%
30 - Emergency medical services, other	1	1.61%
31 - Provide first aid & check for injuries	7	11.29%
32 - Provide basic life support (BLS)	29	46.77%
33 - Provide advanced life support (ALS)	1	1.61%
73 - Provide manpower	4	6.45%
82 - Notify other agencies.	1	1.61%
86 - Investigate	4	6.45%
87 - Investigate fire out on arrival	1	1.61%
92 - Standby	1	1.61%
93 - Cancelled en route	6	9.68%

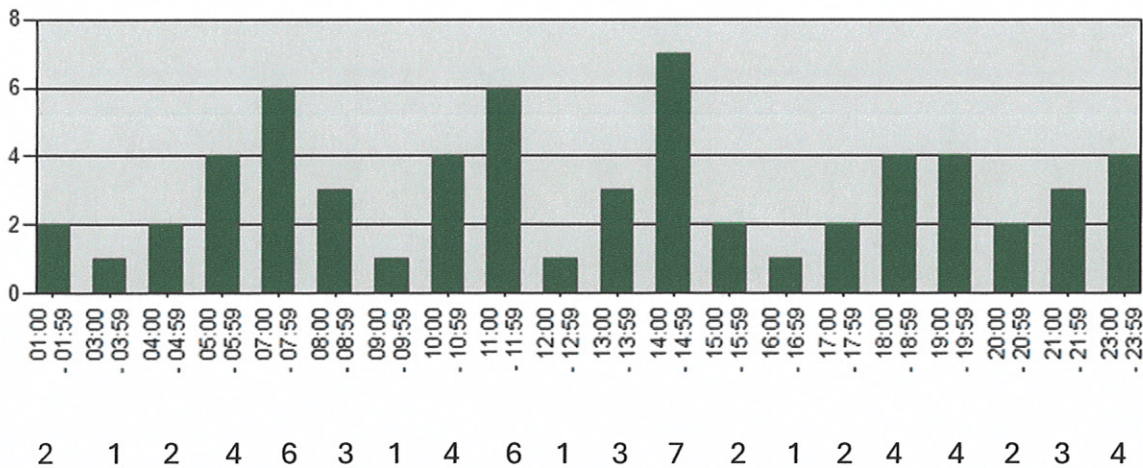
TOTAL: 65

TOTAL INCIDENTS	TOTAL PROPERTY LOSS	TOTAL CONTENT LOSS	TOTAL LOSSES	AVERAGE LOSS
2	\$4,000.00	\$800.00	\$4,800.00	\$2,400.00

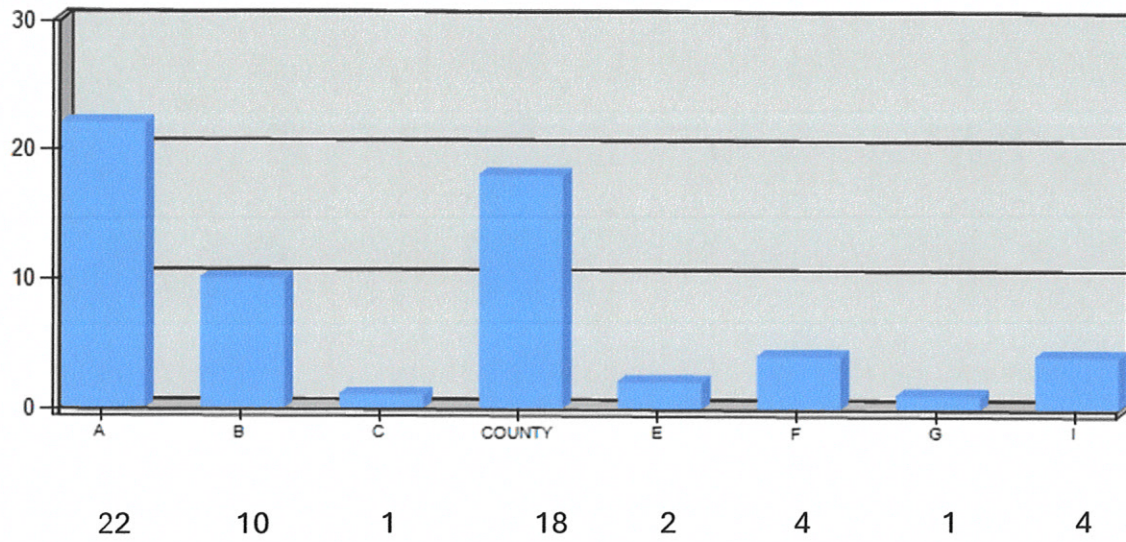
INCIDENT NUMBER	DATE	Incident Type	PROPERTY LOSS	CONTENT LOSS	TOTAL	% of Total
2024-729	10/11/2024	322 - Motor vehicle accident with injuries	\$4,000.00	\$0.00	\$4,000.00	83.33%
2024-743	10/15/2024	100 - Fire, other	\$0.00	\$800.00	\$800.00	16.67%



Hours of the day



Zones



Calls as of 10/31

2024	777
2023	902
2022	662
2021	807

MEETING DATE:	<u>11/25/24</u>
ITEM NUMBER	<u>5 d</u>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

City of Holtville
REPORT TO CITY COUNCIL

DATE ISSUED: November 19th, 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 Water & Wastewater treatment facilities during the period between 11/06/2024 thru 11/19/2024.

WATER PLANT:

- Water Plant staff finished disconnecting all old conduit and exhaust pipes from old main gen-set and assisted in loading onto transport truck for delivery to buyer.
- Water plant staff completed isolation, draining, and drying of Raw Water Ponds #1 & 2 in preparation for annual cleaning operations.

WASTEWATER PLANT:

- Staff completed dried sludge removal operations of drying beds 4-5-6.

Respectfully Submitted,



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



Old water plant gen-set site circled in **RED**
New main gen-set circled in **BLUE**



Old gen-set removed from concrete slab foundation



Raw Water Pond #1 drained and prepped for annual cleaning operations



Raw Water Pond #2 drained and prepped for annual cleaning operations

**City of Holtville
REPORT TO COUNCIL**

MEETING DATE:	<u>11/25/24</u>
ITEM NUMBER	<u>5e</u>
Approvals	CITY MANAGER _____
	FINANCE MANAGER _____
	CITY ATTORNEY _____

DATE ISSUED November 22nd, 2024.
FROM: Public Works Supervisor
SUBJECT: Bimonthly Report.

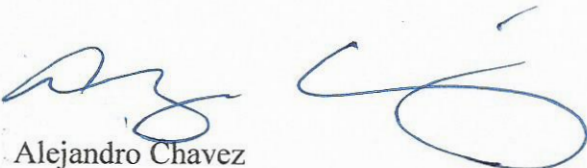
THIS IS INFORMATION PROVIDED TO THE CITY COUNCIL. NO ACTION IS REQUIRED OF THE CITY COUNCIL.

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.
- Repaired 4-inch water break at De Lupita alley.
- Repaired water break on 700 block of Orange Ave. alley.
- Replaced 2 1-inch meters.
- Replaced 4 3/4- inch meters.
- Installed a 3-inch meter at water station.
- Assisted CR&R on cleanup day.
- Cleaned up Apple Court retention basin.
- Caught 5 dogs and 1 cat.

Respectfully Submitted,



Alejandro Chavez
Public Works Supervisor
City of Holtville