



REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF WESTMORLAND

WEDNESDAY, OCTOBER 1, 2025

6:00 PM

City Council Chambers
355 South Center Street
Westmorland, CA 92281

Mayor's Message

This is a public meeting. You may be heard on an agenda item before the Council takes action on the item upon being recognized by the mayor. During the oral communications portion of the agenda, you may address the Council on items that do not appear on the agenda that are within the subject matter jurisdiction of the Council. Personal attacks on individuals, slanderous comments, or comments, which may invade an individual's privacy, are prohibited. The mayor reserves the right to limit the speaker's time. Individuals wishing accessibility accommodations at this meeting, under the Americans with Disabilities Act (ADA), may request such accommodations to aid hearing, visual, or mobility impairment by contacting City Hall at (760) 344-3411. Please note that 48 hours advance notice will be necessary to honor your request.

Brown Act AB 361:

Location: Westmorland City Hall Council Chambers 355 S Center Street

Judith Rivera- Mayor

Justina Cruz - Mayor Pro- Tem

Ana Beltran- Council Member

Xavier Mendez - Council Member

Ray Gutierrez- Council Member

Call to Order:

Pledge of Allegiance & Invocation:

Roll Call:

Oral Communication-Public Comment: Now is the time for any member of the public to speak to the Council. Please step to the podium and state your name and address for the record. Three (3) minute maximum time.

Reports from Council Members Non-Action Items:

Staff Reports Non-Action Items:

Fire Department – Chief Sergio Cruz

Police Department – Chief Lynn Mara

City Manager- Laura Fischer

Public Works Director - Ramiro Barajas

Consent Agenda: Approve the Consent Agenda Items 1-2.

1. Approval of Meeting Minutes of September 17, 2025
2. Approval of City Warrant List.

Regular Business:

1. Discussion & Action adopt Resolution 2025-16 to adopt the five (5) year Program of Capital Projects List for the City of Westmorland- Laura Fischer, Manager
2. Discussion & Action adopt Resolution 2025-17 to adopt the 2025-2026 Fiscal Reserve Policy- Laura Fischer, Manager
3. Discussion/Action to approve The Holt Group's proposal to prepare the City of Westmorland Street System Evaluation Report for an amount not to exceed \$28,792 paid for from Street Funds- Laura Fischer, Manager
4. Discussion/Action to approve the Holt Group's Task Order Agreement for preparation of the City of Westmorland Water Treatment Plant Operations Plan in an amount not to exceed \$15,000 paid for from Water Fund 510-00-6212- Laura Fischer, Manager
5. Discussion/Action to approve the costs to repair water line at 510 Boarts Road not to exceed \$19,000.00, to be paid out of account 510-00-6246 – Ramiro Barajas, Public Works Director
6. Discussion/Action to approve the cost to repair of water valve at N B Street not to exceed \$6,500.00, to be paid out of account 350-00-6216 – Ramiro Barajas, Public Works Director

Closed Session:

- Public Service Employees Job descriptions and salary scales, as well as Appointment, Employment, or evaluation (Gov't. Code §54957(b)(1).)
- Significant exposure to litigation pursuant to § 54956.9(b): (1 case)

Adjournment: Next regular scheduled meeting October 15, 2025.

Council meetings are Open to the Public
If you need further assistance, please email the City Clerk
cityclerk@cityofwestmorland.net



CITY OF WESTMORLAND

CITY COUNCIL REPORT

DATE: October 1, 2025

FROM: Laura Fischer

SUBJECT: Staff Report – Part-Time Manager

Recruitment for Open Accounting Specialist Position

We interviewed three people for the position. The panel members were Chief Lyn Mara, Tami Castro and Laura Fischer. All three candidates were very qualified, but we have selected one person. We are in the process of checking references and will move forward with hiring as soon as possible.

City Future Public Safety Building:

No new update, however our possible Congressional Funding has been, once again, put on hold due to the government shutdown.

We don't have an update on the estimated cost to upgrade the building to use for our police department. You may recall that we discussed in July the possibility of relocating the police offices to the new Public Safety building. After discussing this with USDA we could make some minimal modifications to the facility without disrupting our grant process. We could use the ½ cent sales tax funding from prior years to fund the minimal upgrades until the USDA grant is fully funded. Recall that the ½ cent public safety tax was collected last year for two prior years for police was \$29,362.10 with the same amount for fire department, which totals 64,524.20.

CDBG Program Income Reporting:

I had a zoom meeting with our CDBG representative and I need to modify two documents and resubmit them.

PHLA Permanent Housing Funds. I attended a meeting with ILG and representatives from the PHLA to see what elements and or programs from our Housing Element can be funded by PHLA. There are a lot of regulations but I should have additional information for you to make recommendations on the program that may be most beneficial and that does not require long term follow up for staff.

Per Capital Park Improvement Project. Restrooms & Drinking Fountain. I had a phone call with the State Parks representative and our funding request was moved forward.

REAP Grant. Still on track. Staff met with representatives from SCAG and our consulting firm MIG for a kick off meeting to review project goals. We have established a timeline that includes a presentation from MIG at the October 15, 2025 council meeting and includes a public engagement session at the Honey Festival held in November. I would like a Council member to attend our progress meetings and the city walk through on October 15th. Attached is the meeting agenda for your consideration.

Expedited Drinking Water Grant (EDWG). Ramiro is the lead on this project and may have an update. Since Council approved an agreement with The Holt Group for Construction

Management and Psomas for Project Engineering services, I am working to get the contracts (Professional Service Agreement) approved by our attorney and signed.

We held a project meeting last week and determined that the project cannot start bidding or awarding contracts until the rate study has been completed. Staff has a rate study kick off meeting on 9/3/25. I will have an update at the meeting.

Open Grants Awarded:

The City has several grants open including:

Water – Drought Relief Funding of new filter at Water Plant and pipeline install - \$2.9 M

Mr. Hamby has prepared a written update on the project.

Water – Expedited Drinking Water Grant for Non-Compliance / New Tanks - \$10.5 M

Ramiro will have an update for Council as well as my notes above.

Fire/Police – USDA Disaster Relief Grant for Public Safety Building \$2.7 M

I continue to work with USDA to provide the necessary documents for environmental review as requested. Our Boost partners, Institute for Local Government has secured a consultant to prepare the Architectural Significance Evaluation of the building, which is part of the USDA requirements for funding.

Parks - PER Capita Grant – near completion of new restrooms at park - \$176,952.

Planning -REAP Grant – Planning and Development for Housing - \$176,000.

Sidewalk - CMAQ – The City has a CMAQ project due by the end of 2026, which includes **sidewalk curb and gutter** on various areas in the city. More information will be shared as we move forward.

Parks - IID Tree for All Grant Opportunity. We will start this project design soon. I reached out to a non-profit design group in Palm Springs to see if they are interested in the project, however they don't have the capacity at this time. I have asked a recent college graduate with a degree in Design / Engineering to assist me with the design of the entire park rehab. I will have an update by our next meeting.

AB 617:

We have put together a team to work on these applications. Hanna from ILG, Fumi from THG, Ramiro and me are working on the applications. We are meeting weekly, or more if needed, to prepare the narrative, get measurements, cost estimates and other information needed. We are on track to have the applications ready for submitting by October 30th.

The AB617 Committee has an opening and it would be beneficial for a representative from the city be on the committee. Please consider applying.

Finance:

Public Safety ½ Cent Sales Tax. We have received a total of \$58,646 for three years. That is an additional \$29,323 in Fire and the same amount in Police. The next submission for FY 25-26 is due to the County. I will be working on this.

Auditors and Accountants. I have received a data request from the firm preparing our Rate Study and have executed and sent the Agreement with our new auditing firm. We are holding the kick off meeting for the auditing project on Wednesday, September 3rd.

After the kick off meeting we are in the process of data collection with weekly check in meetings.

Rate Study. Tami and I have attended a telecommunication meeting with the consulting firm preparing the Rate Study. Tami and Christine has been submitting the document request. We held a meeting and they gave us a list of items that need to be turned in to them with a schedule. Attached. We held another rate study meeting and discussed some items such as sewer rates and how they will be calculated. Staff is gathering information for the study.

Imperial County Transportation Commission. Attend monthly meetings to stay informed about street funding and projects.

Imperial County City County Managers Association. Attend monthly meetings.

I had several meetings this past couple of weeks.

- RDA ROPS – Close out and dissolution requirements
- AB 617 – data collection – measurements – IID
- Trees at City Park – intern – mapping and information
- REAP – teleconference with MIG – data collection
- Rate Study – teleconference with LT – data collection
- USDA – ILG and USDA to review status
- Audit – data collection – kick off
- Annual Street Report – virtual meeting and data collection list
- CMAQ – engineers THG and Ramiro – engaged engineers
- Loves – Company officials virtual
- PLHA & ILG – virtual rescheduled for next week – attended meeting
- RDA – ROPS Administration – virtual with Steve Dukett
- ICTC & City Managers – on going projects
- Mr. Hamby – re: 7th Street
- ILG – Boost update

Hours worked.

My timecard submitted on 9/22 recorded 53 hours.

Respectfully submitted,

Laura Fischer



**MINUTES OF THE
REGULAR MEETING OF THE
CITY COUNCIL OF THE
CITY OF WESTMORLAND
WEDNESDAY, SEPTEMBER 17, 2025, 6:00 PM
City Council Chambers
355 South Center Street
Westmorland, CA 92281**

Mayor's Message

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Brown Act AB 361:

Location: Westmorland City Hall Council Chambers 355 S Center Street

Judith Rivera- Mayor

Justina Cruz - Mayor Pro- Tem

Ana Beltran- Council Member

Xavier Mendez - Council Member

Ray Gutierrez- Council Member

Call to Order:

The meeting was called to order at 6 pm by Mayor Rivera.

Pledge of Allegiance & Invocation:

The Pledge of Allegiance was led by Mayor Rivera.

Roll Call:

Council Present

Judith Rivera, Mayor- Present

Justina Cruz, Mayor Pro-Tem- Present

Ray Gutierrez, Member - Present

Xavier Mendez, Member- Absent

Anna Beltran, Member - Present

Staff Present

Laura Fischer, Manager- Present

Ramiro Barajas, PW Director- Present

Sergio Cruz, Fire Chief - Present

Anthony Lyn Mara, Police Chief- Present

Christine Pisch- City Clerk - Absent

Mitchel Driskill- City Attorney - Present

Oral Communication-Public Comment: Now is the time for any member of the public to speak to the Council. Please step to the podium and state your name and address for the record. Three (3) minute maximum time.

- Michelle Hollinger, Imperial Valley Regional Chambers of Commerce- Regarding the Honey Festival – Reported that this year's festival will be held on November 15th and provided flyers to insert into utility billing.
- Linsey Dale, Imperial County Registrar of Voters- Made a presentation on the Voters' Choice Act Election Model.

Reports from Council Members Non-Action Items: 6:10 pm

Staff Reports Non-Action Items:

Fire Department – Nothing to report

Police Department – DUI Grant Update

City Manager- Provided written report and held a discussion regarding the rate study.

Public Works Director – Provided update on water leak at Main and B Street.

Consent Agenda: Approve the Consent Agenda Items 1-2.

1. Approval of Meeting Minutes of September 3, 2025
2. Approval of City Warrant List.

Motion to Approve Meeting Minutes of September 3rd and Warrant List.

AYES: (1) Cruz, (2) Gutierrez, Beltran, and Rivera

NOES: 0

ABSENT: Mendez

Regular Business:

1. Discussion/Action to hold second reading of Ordinance 2025-02 to Change Zone for APN # 035-342-005 and # 035-342-006 from Industrial Zone to Residential Zone and Amend Official Zoning Map and adopt Ordinance via Resolution 2025-15. Laura Fischer, City Manager

Motion to Approve Resolution 2025-15 to adopt Ordinance 2025-02

AYES: (1) Beltran, (2) Cruz, Gutierrez, and Rivera

NOES: 0

ABSENT: Mendez

2. Discussion/Action to authorize submittal of grant applications for paving projects to AB 617 Commission – Laura Fischer, City Manager

Motion to authorize staff to submit grant applications for AB 617 Paving Project.

AYES: (1) Cruz, (2) Gutierrez, Beltran, and Rivera

NOES: 0

ABSENT: Mendez

3. Discussion/Action to authorize staff to prepare and submit a request for proposals to plant trees funded by the IID Green Space Grant - Laura Fischer, City Manager

Motion to authorize staff to submit proposals for planting trees funded by the Green Space Grant.

AYES: (1) Beltran, (2) Cruz, Gutierrez, and Rivera

NOES: 0

ABSENT: Mendez

4. Discussion/Action to authorize staff to get quotes for modifications/upgrades to the new Public Safety Building for the Police Department use. – Laura Fischer, City Manager

Motion to authorize staff to receive quotes for the update of the new Public Safety Building.

AYES: (1) Beltran, (2) Cruz, Gutierrez, and Rivera

NOES: 0

ABSENT: Mendez

5. Discussion/Action to Approve the Measure- D 5-Year Street Plan- Ramiro Barajas, Public Works Director

Motion to Approve 5-year Street Plan

AYES: (1) Beltran, (2) Cruz, Gutierrez, and Rivera

NOES: 0

ABSENT: Mendez

6. Discussion/Action to Contract for Professional Services to design, bid, and perform construction management services for the CMAQ sidewalk improvement project. Laura Fischer, City Manager

Motion to Approve the outsourcing contract for Professional Services for the CMAQ improvement project.

AYES: (1) Beltran, (2) Gutierrez, Cruz, and Rivera

NOES: 0

ABSENT: Mendez

Closed Session: 7:09 pm –

- Public Service Employees Job descriptions and salary scales, as well as Appointment, Employment, or evaluation (Gov't. Code §54957(b)(1)).
- Significant exposure to litigation pursuant to § 54956.9(b): (1 case)

No reportable action taken.

The council adjourned at 7:19 pm.

Motion to adjourn September 17, 2025, Meeting.

AYES: (1) Beltran, (2) Gutierrez, Cruz, and Rivera

NOES: 0

ABSENT: Mendez

Adjournment: Next regular scheduled meeting October 1, 2025.

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Paid Invoice Report

10/01/2025 09:48 AM

Vendor # Invoice #	Description	Date Due	Total Amount	Check-Acct	Inv Date	Remit
Vendor Name	PO Number 1099	Date Paid	Transaction #	Trans-MMY	Claim-Number	Project-Number
8 451115	PD- Communication equipment	10/01/2025	174.56	1	09/12/2025	1
Airwave Communications*	No	10/01/2025	3767 C	09/2025		
30 09/18/2025	WWTP- Telephone	10/01/2025	456.56	1	09/07/2025	1
AT&T*	No	10/01/2025	3768 C	09/2025		
33 10206	Bookkeeping Services	10/01/2025	1612.50	1	10/01/2025	1
Attorney's Bookkeeping Services Inc	No	10/01/2025	3809 C	09/2025	Void	
33 10206.	Bookkeeping Services	10/01/2025	1612.50	1	10/01/2025	1
Attorney's Bookkeeping Services Inc	No	10/01/2025	3810 C	10/2025		
40 001433	WWTP- Testing Services	10/01/2025	402.50	1	09/15/2025	1
Brawley Analytical, Inc.*	No	10/01/2025	3769 C	09/2025		
40 001440	WTP- Testing Services	10/01/2025	796.50	1	09/16/2025	1
Brawley Analytical, Inc.*	No	10/01/2025	3769 C	09/2025		
40 001446	WWTP- Testing Services	10/01/2025	402.50	1	09/23/2025	1
Brawley Analytical, Inc.*	No	10/01/2025	3769 C	09/2025		
43 BPI549922	WTP- Chemicals	10/01/2025	3825.29	1	09/22/2025	1
Brenntag Pacific, Inc.*	No	10/01/2025	3770 C	09/2025		
43 BPI549923	WTP- Chemicals	10/01/2025	3611.71	1	09/22/2025	1
Brenntag Pacific, Inc.*	No	10/01/2025	3770 C	09/2025		
56 9/23/2025	ID 200000001825521 Anthony L Mara	10/01/2025	494.76	1	09/23/2025	1
California State Disbursement Unit*	No	10/01/2025	3771 C	09/2025		
57 33469	Fees Invoice # 33469	10/01/2025	10.00	1	09/15/2025	1
Capital One Trade Credit - Brawley	No	10/01/2025	3772 C	09/2025		
57 9/25/2025	Dept Supplies	10/01/2025	1159.17	1	09/25/2025	1
Capital One Trade Credit - Brawley	No	10/01/2025	3801 C	09/2025		
63 189482601091425	FD- Telephone	10/01/2025	139.99	1	09/14/2025	1
Charter Communications. - Spectrum*	No	10/01/2025	3773 C	09/2025		
63 189482801091425	City Hall - Telephone	10/01/2025	279.96	1	09/14/2025	1
Charter Communications. - Spectrum*	No	10/01/2025	3773 C	09/2025		
63 189483001092125	Parks and Rec - Telephone	10/01/2025	40.00	1	09/21/2025	1
Charter Communications. - Spectrum*	No	10/01/2025	3802 C	09/2025		

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10/01/2025 09:48 AM

Vendor # Invoice #	Description	Date Due	Total Amount	Check-Acct	Inv Date	Remit
Vendor Name	PO Number 1099	Date Paid	Transaction #	Trans-MMY	Claim-Number	Project-Number
63 189483101091425	PD- Telephone	10/01/2025	179.98	1	09/14/2025	1
Charter Communications. - Spectrum*	No	10/01/2025	3773 C	09/2025		
63 189483201091425	Parks and Rec - Telephone (Senior Cente	10/01/2025	129.99	1	09/14/2025	1
Charter Communications. - Spectrum*	No	10/01/2025	3773 C	09/2025		
78 X702116	WTP- Repairs and Maintenance	10/01/2025	1453.62	1	09/10/2025	1
Core & Main*	No	10/01/2025	3774 C	09/2025		
78 X753865	WWTP WTP- Repairs and Maintenance	10/01/2025	168.88	1	09/18/2025	1
Core & Main*	No	10/01/2025	3803 C	09/2025	Void	
89 INV990461	FD- Safety Supplies	10/01/2025	549.26	1	07/21/2025	1
Curtis Tools*	No	10/01/2025	3775 C	09/2025		
102 3375	WTP WWTP- Maintenance	10/01/2025	468.00	1	09/12/2025	1
Desert Valley Power Systems LLC*	No	10/01/2025	3776 C	09/2025		
109 89253848	Dept Building Maintenance	10/01/2025	240.00	1	09/22/2025	1
Dragon Exterminators*	No	10/01/2025	3777 C	09/2025		
110 14369	WWTP- Repairs and Maintenance	10/01/2025	2071.40	1	09/26/2025	1
D & R Supply*	No	10/01/2025	3804 C	09/2025		
125 EMWK4023463	WTP- Repairs and Maintenance	10/01/2025	234.35	1	07/10/2025	1
Empire Southwest*	No	10/01/2025	3778 C	09/2025		
139 199504	FD- Repairs and Maintenance	10/01/2025	360.96	1	06/20/2025	1
Fire Etc.*	No	10/01/2025	3779 C	09/2025		
144 9/29/2025	Dept Supplies	10/01/2025	38.77	1	09/25/2025	1
Frank R Lyall & Son, Inc.*	No	10/01/2025	3805 C	09/2025		
152 14899	WTP- Repairs and Maintenance	10/01/2025	6015.86	1	09/17/2025	1
Gold Coast Environmental*	No	10/01/2025	3780 C	09/2025		
155 4650	WWT/WTP- New employee uniforms	10/01/2025	257.74	1	09/17/2025	1
Graffik Screen Printing & Embroider	No	10/01/2025	3781 C	09/2025		
180 26-07	1st Quarter Membership Fee	10/01/2025	242.54	1	09/23/2025	1
Imperial County Transportation Com	No	10/01/2025	3806 C	09/2025		
191 517039	Ordinance 25-2	10/01/2025	91.18	1	09/22/2025	1
Imperial Valley Press*	No	10/01/2025	3807 C	09/2025		

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Vendor #	Invoice #	Description	Date Due	Total Amount	Check-Acct	Inv Date	Remit
Vendor Name	PO Number	1099	Date Paid	Transaction #	Trans-MMY	Claim-Number	Project-Number
191	517040	Tree Planting RFP	10/01/2025	129.63	1	09/22/2025	1
Imperial Valley Press*		No	10/01/2025	3807 C	09/2025		
217	OM50194	WWTP- Maintenance	10/01/2025	71.72	1	09/17/2025	1
La Brucherie Irrigation Supply*		No	10/01/2025	3782 C	09/2025		
217	OM50285	WWTP- Maintenance	10/01/2025	141.11	1	09/22/2025	1
La Brucherie Irrigation Supply*		No	10/01/2025	3782 C	09/2025		
221	00652-02-066871	Parks and Rec- chemicals	10/01/2025	474.77	1	09/22/2025	1
Leslie's Poolmart*		No	10/01/2025	3783 C	09/2025		
225	INV1089	City Hall - Repairs and Maintenance	10/01/2025	745.00	1	09/25/2025	1
Loosewire Electric N Air Inc.*		No	10/01/2025	3784 C	09/2025		
244	CA05-01147105	WWTP- Repairs and Maintenance	10/01/2025	1616.05	1	09/19/2025	1
Motion Industries, Inc.*		No	10/01/2025	3785 C	09/2025		
244	CA05-01147106	WWTP- Repairs and Maintenance	10/01/2025	989.43	1	09/19/2025	1
Motion Industries, Inc.*		No	10/01/2025	3785 C	09/2025		
282	9/25/2025	Dept - Office Supplies	10/01/2025	64.31	1	09/25/2025	1
Quill LLC*		No	10/01/2025	3786 C	09/2025		
288	S143253435.001	WTP- Repairs and Maintenance	10/01/2025	975.78	1	09/12/2025	1
Rexel*		No	10/01/2025	3787 C	09/2025		
288	S143273769.001	WTP- Repairs and Maintenance	10/01/2025	1437.60	1	07/12/2025	1
Rexel*		No	10/01/2025	3787 C	09/2025		
297	1102687	Dept - Fuel	10/01/2025	1999.09	1	09/15/2025	1
SC Fuels - Cardlock Fuel Systems*		No	10/01/2025	3788 C	09/2025		
308	20250924-1	Building- Inspections, permitting, Admin	10/01/2025	1750.00	1	09/24/2025	1
Incipit Environmental Solutions*		No	10/01/2025	3789 C	09/2025		
318	173506020-001	WWTP- Repairs and Maintenance	10/01/2025	50.10	1	09/04/2025	1
Sunbelt Rentals, Inc.*		No	10/01/2025	3790 C	09/2025		
339	INV00818335	WTP- Repairs and Maintenance	10/01/2025	818.39	1	09/04/2025	1
USA BlueBook*		No	10/01/2025	3791 C	09/2025		
348	6122813104	PD- Telephone	10/01/2025	231.27	1	09/06/2025	1
Verizon Wireless*		No	10/01/2025	3792 C	09/2025		

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10/01/2025 09:48 AM

Vendor #	Invoice #	Description	Date Due	Total Amount	Check-Acct	Inv Date	Remit
Vendor Name	PO Number	1099	Date Paid	Transaction #	Trans-MMY	Claim-Number	Project-Number
349	5220576905	Uniforms	10/01/2025	124.62	1	09/18/2025	1
Vestis*		No	10/01/2025	3793 C	09/2025		
351	9/29/2025	Dept Vision Plan	10/01/2025	170.43	1	09/19/2025	1
Vision Service Plan*		No	10/01/2025	3808 C	09/2025		
379	02202509933244	Dept Health Insurance	10/01/2025	9648.97	1	09/02/2025	1
Anthem Blue Cross*		No	10/01/2025	16 E	09/2025		
396	25-08-022	WTP- Watershed Survey Update	10/01/2025	250.00	1	09/19/2025	1
The Holt Group*		No	10/01/2025	3794 C	09/2025		
400	97261	Dept- Supplies	10/01/2025	1679.60	1	07/02/2025	1
Corporate Warehouse Supply*		No	10/01/2025	3795 C	09/2025		
416	0122594-IN	WTP- Repairs and Maintenance	10/01/2025	9489.25	1	07/23/2025	1
Precision Electric Company Inc*		No	10/01/2025	3796 C	09/2025		
416	0123817-IN	WWTP - Repairs Maintenance	10/01/2025	1653.97	1	09/16/2025	1
Precision Electric Company Inc*		No	10/01/2025	3796 C	09/2025		
454	02724-281C	Annual Renewal -Directory Listing	10/01/2025	275.00	1	09/16/2025	1
The American Business Association*		No	10/01/2025	3797 C	09/2025		
457	09/19/2025	Water Deposit Refund	10/01/2025	200.00	1	09/19/2025	1
Brenda Leyva *		No	10/01/2025	3798 C	09/2025		
462	2025-09E	Dept Labor Law Posters	10/01/2025	109.50	1	09/24/2025	1
Labor Law Poster Service*		No	10/01/2025	3799 C	09/2025		
530	25-2276	WTP- Repairs	10/01/2025	657.19	1	09/15/2025	1
All Valley Fence and Material*		No	10/01/2025	3800 C	09/2025		

Total Invoices: 56

Amount: 63,273.81

CITY OF WESTMORLAND

Report to the City Council

MEETING DATE: October 1, 2025

FROM: Laura Fischer, City Manager

SUBJECT: Adopt Resolution 2025-16 to Adopt the Five Year Capital Improvement Project List for FY 2025-26

ISSUE:

Shall the City of Westmorland Adopt Resolution 2025-16 to adopt the Five Year Capital Improvement Project List?

RECOMMENDATION:

Adopt resolution 2025-16 to adopt the Five Year Capital Improvement Project List as presented

FISCAL IMPACT: None. This is a Project List for Five Years with No obligation of funds required.

DISCUSSION:

Each year the City reviews the program of projects for each department. The project list is estimated over a five year period and beyond. The total for all years including the 6-10 year project list is \$22,999,500. This includes \$13,975,100 of authorized and approved grant funding; City Obligated funds of \$411,500 and unfunded amount of \$8,7612,900.

CONCLUSION:

It is recommended that the City Council Adopt Resolution 2025-16 to adopt the Capital Improvement Project List for FY 2025-26 as presented.

Respectfully Submitted,

Laura Fischer, Manager

ATTACHMENTS:
CIP Project List

CAPITAL IMPROVEMENT PROJECTS FY 2025-26

Adopted Via Resolution 2025-16

CAPITAL IMPROVEMENT PROJECTS		Project Schedule 2025-26
PARKS DEPARTMENT		FY 2025-26
Upgrade to City Hall Park	Restrooms Done PER CAPITA GRANT Trees - IID Grant Lights - Possible IID Grant Paving & Sidewalks - Possible AB 617 Grant	41,400
	TOTAL PARKS PROJECTS	\$41,400

FIRE AND POLICE PUBLIC SAFETY BUILDING		FY 2025-26
Upgrade Police Department - New Fire Station	Upgrade existing building for PD and Fire - Construct new fire station USDA Grant - \$2.6M Possible Congressional Grant - \$1.2M Possible Loan or City Funding	300,000
	TOTAL FIRE AND POLICE PROJECT	\$300,000

WATER DEPARTMENT		FY 2025-26
WaterLine Replacement Project	Construct/Install new C900 water main segments to replace existing small or inadequate water main segments on 7th Street State Water Board Funds Drought Funds SWR/SCDR Agreement # 4600015451	70,000
Water Filter Replacement	Replace existing filter with aluminum filter and upgrade SCADA	140,000
Water Plant Improvement Project	Upgrade Water Plant to comply with water board regulations and compliance with THM violations EDWG Grant for \$11M	600,600
Additional Items may be included in grant	Various items that may be included in \$11M grant	0
	TOTAL WATER PROJECTS	\$810,600

CAPITAL IMPROVEMENT PROJECTS FY 2025-26

Adopted Via Resolution 2025-16

CAPITAL IMPROVEMENT PROJECTS	Project Schedule 2025-26
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<i>WASTEWATER DEPARTMENT</i>		<i>FY 2025-26</i>
<i>Manhole Project</i>	<i>Wastewater Manholes Improvement Project</i>	<i>12,250</i>
<i>Upgrade to WWTP</i>	<i>Upgrade and Improvements to WWTP Possible Grant Funds - Application to be submitted</i>	<i>0</i>
	<i>TOTAL SEWER PROJECTS</i>	<i>\$12,250</i>

Five Year Capital Improvement Project List

Presented October 1, 2025

PARTIAL FUND	ALL FUNDS - GENERAL PROJECTS								
Funding Source	PUBLIC SAFETY BUILDING	\$ 3,650,000							
Successful Grant with USDA for 2.6M possible Federal Application through Congressman Ruiz for 1.2M or loan	Public Safety Building - Fire & Police	Project Cost	Project Schedule FY 24-25	Project Schedule FY 25-26	Project Schedule FY 26-27	Project Schedule FY 27-28	Project Schedule FY 28-29	LONG TERM 6-10 YRS	Project Totals
		\$ 3,650,000							
	Project Components								
	Legal	12,617			12,617				12,617
	Arch, Eng. And Planning	807,465		300,000	507,465				807,465
	Equipment	306,590				306,590		0	306,590
	Construction/Development	2,523,328				2,523,328		0	2,523,328
	TOTAL	3,650,000		300,000	520,082	2,829,918	0	0	3,650,000
PARTIAL FUND	PARKS								
Funding Source	Upgrades to CitY Hall Park	\$ 413,500							
PER CAPITA GRANT IID Tree Grant AB 617 Paving Grant Possible IID Lights	Upgrade to City Hall Park	Project Cost	Project Schedule FY 24-25	Project Schedule FY 25-26	Project Schedule FY 26-27	Project Schedule FY 27-28	Project Schedule FY 28-29	LONG TERM 6-10 YRS	Project Totals
		\$ 413,500							
	Project Components								
	Planning Design	1,500	0	1,500					1,500
	Parking Lot Paving & Sidewalk	134,400		0	134,400				134,400
	Trees	39,900		39,900					39,900
	Lights	20,000		0	20,000				20,000
	New Restrooms	197,700	197,700						197,700
	Misc. Construction Improvements	20,000		0	20,000				20,000
	TOTAL	413,500	197,700	41,400	174,400				413,500

Five Year Capital Improvement Project List

Presented to Council Oct 1, 2025

WATER DISTRIBUTION

FUNDED	Water Funds									
<i>Drought Funds SWR/SCDR Agreement # 4600015451</i>	<i>Water Filter Replacement Project</i>	Total Project Cost \$ 2,465,845	Prior Years Exp	Project Schedule FY 24-25	Project Schedule FY 25-26	Project Schedule FY 26-27	Project Schedule FY 27-28	Project Schedule FY 28-29	LONG TERM 6-10 YRS	Project Totals
<i>Funding \$2.9 Million</i> Expenditure is authorized, funds are reimbursed. There is a 10% retention held by the State which will be released upon project completion.	<i>Project Components</i>									
	Planning/Design	249,681.00		269,681.00						269,681
	Engineering	166,464.00		166,464.00						166,464
	Construction	1,889,700.00		1,889,700.00						1,889,700
	Bidding & Construction Management									-
	Contingency				140,000					140,000
	TOTAL	2,305,845	-	2,325,845	140,000	-	-	-	-	2,465,845

FUNDED	Water Distribution Lines									
<i>Drought Funds SWR/SCDR Agreement # 4600015451</i>	<i>Construct/Install new C900 water main segments to replace existing small or inadequate water main segments</i>	Total Project Cost \$ 748,175	Prior Years Exp	Project Schedule FY 24-25	Project Schedule FY 25-26	Project Schedule FY 26-27	Project Schedule FY 27-28	Project Schedule FY 28-29	LONG TERM 6-10 YRS	Project Totals
<i>Expenditure is authorized, funds are reimbursed. There is a 10% retention held by the State which will be released upon project completion.</i> City has a \$20K match for this portion of the grant funds.	<i>Project Components</i>									
	Planning/Design	55486	35,000	20,486						55,486
	Engineering	60000		61,510						61,510
	Construction	498150		561,179						561,179
	HUTA FUNDS FOR ASPHALT				70,000					70,000
	TOTAL	613,636	35,000	643,175	70,000	-	-	-	-	748,175

FUNDED	Water Distribution Lines
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Five Year Capital Improvement Project List

Presented to Council Oct 1, 2025

<i>EDWG Expedited Drinking Water Grant for \$11M</i>	<i>Upgrade Water Treatment Plant - Compliance with State Water Board</i>	Total Project Cost \$11,000,000	Prior Years Exp	Project Schedule FY 24-25	Project Schedule FY 25-26	Project Schedule FY 26-27	Project Schedule FY 27-28	Project Schedule FY 28-29	LONG TERM 6-10 YRS	Project Totals
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Project Components

\$500 awarded through TA to Psomas to do the PDR and prepare the amended agreement. Grant approved for \$11M	18.0%	Engineering Design	\$ 1,980,000			\$ 495,000	\$ 1,485,000				\$ 1,980,000
	12.0%	Bidding & Construction Management	\$ 1,320,000			\$ 105,600	\$ 1,214,400				\$ 1,320,000
		Construction, Inspection Adm & Survey & Contingency	\$ 7,700,000				\$ 5,775,000	\$ 1,925,000			\$ 7,700,000
		PROJECT SUBTOTAL - W/OUT ADDITIONS	\$ 11,000,000	\$ -	\$ -	\$ 600,600	\$ 8,474,400	\$ 1,925,000	\$ -	\$ -	\$ 11,000,000
		ADDITIONS TO PROJECT									
		New Emergency Generator	\$ 400,000				\$ 400,000				\$ 400,000
		Fencing	\$ 100,000.00					100,000			\$ 100,000
		Upgrade to raw water ponds	\$ 300,000.00				300,000				\$ 300,000
		PROJECT SUBTOTAL - W/OUT ADDITIONS	\$ 800,000.00	\$ -	\$ -	\$ -	\$ 700,000.00	\$ 100,000.00	\$ -	\$ -	\$ 800,000.00

<i>Application has been submitted in 2017 and is being amended and resubmitted.</i>	<i>Upgrade Water Treatment Plant - Misc Additional Items</i>	Total Project Cost \$ 745,000	Prior Years Exp	Project Schedule FY 24-25	Project Schedule FY 25-26	Project Schedule FY 26-27	Project Schedule FY 27-28	Project Schedule FY 28-29	LONG TERM 6-10 YRS	Project Totals
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Project Components

	Staff Offices	\$ 500,000.00			500,000					500,000
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Five Year Capital Improvement Project List

Presented to Council Oct 1, 2025

	Distribution Pumps	\$ 120,000.00			120,000					120,000
	Design, engineering, Inspection Adm & Survey & Contingency	\$ 125,000.00			155,000					155,000
	TOTAL	\$ 745,000.00	-	-	775,000	-	-	-	-	775,000

Westmorland Five Year Capital Improvement Project List

Presented to Westmorland October 1, 2025

WASTEWATER DEPARTMENT

Wastewater Treatment Project		\$ 6,095,000							
Update Wastewater Treatment Plant		Project Total Cost	Project Schedule FY 25-26	Project Schedule FY 26-27	Project Schedule FY 27-28	Project Schedule FY 28-29	Project Schedule FY 29-30	LONG TERM 6-10 YRS	Project Totals
Project Components									
	Application - costs	20,000						25,000	25,000
12.0%	Engineering and Design	540,000						540,000	540,000
1.0%	Bidding	45,000						45,000	45,000
4.0%	Engineering- Staking, Geo & Elec	180,000						180,000	180,000
8.0%	Construction Management	360,000						360,000	360,000
	Construction Costs	4,500,000						4,500,000	4,500,000
10.0%	Contingency	450,000						450,000	450,000
TOTAL		6,095,000						6,100,000	6,100,000
Manhole Repair / Replace Project		\$ 196,000							
Wastewater Manholes Improvement Project		Project Total Cost	Project Schedule FY 25-26	Project Schedule FY 26-27	Project Schedule FY 27-28	Project Schedule FY 28-29	Project Schedule FY 29-30	LONG TERM 6-10 YRS	Project Totals
Project Components									
6.0%	Engineering and Design	10,500		10,500					10,500

Westmorland Five Year Capital Improvement Project List

Presented to Westmorland October 1, 2025

WASTEWATER DEPARTMENT

1.0%	Bidding	1,750	0	1,750		0			1,750
	Construction Costs	175,000	0		175,000	0	0		175,000
5.0%	Contingency for budget purposes only	8,750	0		8,750	0	0		8,750
TOTAL		196,000	0	12,250	183,750	0	0		196,000

Five Year Capital Improvement Project List

Presented to Council October 1, 2025

STREETS DISTRIBUTION

FUNDED	Pedestrian ADA Sidewalks									
Measure D LTA Funds through ICTC	CMAQ Sidewalk Improvements	Total Project Cost \$ 357,000	Prior Years Exp	Project Schedule FY 24-25	Project Schedule FY 25-26	Project Schedule FY 26-27	Project Schedule FY 27-28	Project Schedule FY 28-29	LONG TERM 6-10 YRS	Project Totals
Measure D funds are programed through ICTC All city streets are included in	Project Components									
	Planning/Design/Engingeering/Bid & CM	91000			91,000					91,000
	Construction	266000			100,000	166,000				266,000
	TOTAL	357,000	-	-	191,000	166,000	-	-	-	357,000
FUNDED	Citywide Street Improvement - Overlay									
Measure D LTA Funds through ICTC	Street Improvement - Identified in the Street Survey	Total Project Cost \$ 2,740,000	Prior Years Exp	Project Schedule FY 24-25	Project Schedule FY 25-26	Project Schedule FY 26-27	Project Schedule FY 27-28	Project Schedule FY 28-29	LONG TERM 6-10 YRS	Project Totals
Measure D funds are programed through ICTC All city streets are included in programming. Construct sidewalks, driveway entrances, ADA ramps.	Project Components									
	Planning/Design	300000			40,000	260,000				300,000
	Engineering	240000				240,000				240,000
	Construction	2000000				500,000	1,500,000			2,000,000
	Contingency	200000					200,000			200,000
	TOTAL	2,740,000	-	-	40,000	1,000,000	1,700,000	-	-	2,740,000
FUNDED	7th Street Improvement Project									
Measure D LTA Funds through ICTC	East 7th Street Improvements Overlay from Center to Martin	Total Project Cost	Prior Years Exn	Project Schedule FY	Project Schedule FY	Project Schedule FY	Project Schedule FY	Project Schedule FY	LONG TERM 6-10 YRS	Project Totals

Five Year Capital Improvement Project List

Presented to Council October 1, 2025

ICTC		\$ 700,000		24-25	25-26	26-27	27-28	28-29	30-35 YRS	
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Project Components

Measure D funds are programed through ICTC All city streets are included in programming. Construct sidewalks, driveway entrances, ADA ramps.	3.0%	Planning Design	\$ 78,000.00			-	78,000				78,000
	5.0%	Engineering	\$ 62,400.00				62,400				62,400
		Construction, Inspection Adm & Survey & Contingency	\$ 520,000.00				520,000				520,000
	5.0%	Contingency	\$ 39,600.00				39,600				39,600
		TOTAL	\$ 700,000.00	-	-	-	700,000	-	-	-	700,000

FUNDED	AB 617 Grant Applications									
Measure D LTA Funds through ICTC	AB 617 Grant Applications	Total Project Cost	Prior Years Exp	Project Schedule FY 24-25	Project Schedule FY 25-26	Project Schedule FY 26-27	Project Schedule FY 27-28	Project Schedule FY 28-29	LONG TERM 6-10 YRS	Project Totals
		\$ 742,315								

Project Components

This is a possible grant from AB 617 Committee for new paving streets and parking lots and new sidewalk Appliation due 10/30/25		7th Street Widening Project	\$ 170,000.00			-	170,000				170,000
		Extension of 1st Street Paving	\$ 84,231.00				84,231				84,231
		Parking Lot Paving	\$ 134,400.00				134,400				134,400
		Water Plant Paving Parking Lot	\$ 65,000.00				65,000				
		Citywide Sidewalk Installation	\$ 288,684.00				288,684				288,684
		TOTAL	\$ 742,315.00	-	-	-	742,315	-	-	-	677,315

CITY OF WESTMORLAND

CITY COUNCIL REPORT

DATE: October 1, 2025

FROM: Laura Fischer, Manager

SUBJECT: Approve the professional services to complete a street system evaluation for the City of Westmorland prepared by The Holt Group in an amount not to exceed \$28,792.

ISSUES: Shall the City Council Approve the professional services to complete a street system evaluation for the City of Westmorland prepared by The Holt Group in an amount not to exceed \$28,792?

FISCAL IMPACT: \$28,792 to be paid for out of Street Funds.

DISCUSSION:

The City of Westmorland street system consists of approximately nine (9) miles of paved roadways. The street evaluation will review the Westmorland street system including AC. pavement areas and native earth streets to identify improvements to the streets. The addition of concrete infrastructure including curb and gutter, sidewalks, curb returns and cross gutters will be included in the street report. The street evaluation Scope of Work consists of the following items:

1. Conduct a field review of each City of Westmorland street section. Verify the pavement width and length of each street section. Calculate the pavement area of each street section in square feet and square yards.
2. Conduct a field review of each street section. Determine the concrete infrastructure necessary to improve the street to a fully improved City Street. Concrete infrastructure includes curb and gutter, sidewalk, curb returns, cross gutters, etc.
3. During the field review categorize the existing AC. paved street sections into street maintenance or street rehabilitation sections. Determine the recommended street maintenance or street rehabilitation improvement method for each street section.
4. Identify ½ width street sections. Include the AC. and class II base improvements to construct a full width street section. Include pee infrastructure improvements.
5. Recommend street maintenance improvement methods. Application of an SS- 1H seal coat may be recommended for street maintenance sections in relatively good condition. Crack sealing or a combination of crack sealing and a slurry sealcoat application may be recommended for street sections in a more moderate condition.

6. Recommend street rehabilitation improvement methods include grinding the existing A.G. pavement, application of crack sealant to cracks, installation of an AC. leveling course over the ground and crack sealed AC. pavement, installation of a membrane (asphalt rubber aggregate membrane or asphalt geosynthetic interlayer) over the A.G. leveling course to mitigate reflective cracking and the installation of a surface A.G. overlay. Street rehabilitation improvements may consist of all, or a portion of the items previously described. Street rehabilitation sections in extremely poor condition may require the complete removal of the A.G. pavement and underlying base material and the construction of a new A.G. pavement and class 2 base section.
7. Identify pavement failure areas within the street maintenance designated roadways during the field review. Isolated pavement failure areas comprising a relatively small area can be rehabilitated by removal of the failed A.G. pavement and the installation of a hot mix A.G. pavement prior to the implementing the recommended street maintenance over the roadway section. This is a cost effective method of rehabilitating isolated A.G. pavement failure areas within a street maintenance street section.
8. Complete an A.G. pavement lineal foot crack estimate for each street section during the field review.
9. After the completion of the street field review, complete a City of Westmorland street rehabilitation and maintenance map (or maps) illustrating each street section within the City of Westmorland. A table within the map shall include the name of each street section, the street section pavement width and length and the A.G. pavement area in terms of square footage or square yards of each street pavement section. In addition, a map legend shall be included to quickly identify the recommended improvements included for each street section. Additional tables shall be provided to indicate pee infrastructure improvements along each street section, which include curb and gutter, cross gutters, curb returns and sidewalk. An additional table shall be included for rehabilitating $\frac{1}{2}$ width street sections with A.G. pavement and class II base.
10. The City of Westmorland street rehabilitation and maintenance map shall categorize each street section as a maintenance or rehabilitation section with respect to the condition of the AC. pavement.
11. A drawing detail illustrating the maintenance or rehabilitation recommended improvement method will be illustrated on the street rehabilitation and maintenance map.
12. A street maintenance chart shall be included on the street map. The street maintenance chart shall include the quantities of each proposed street maintenance item, the unit cost of each street maintenance item,

the street maintenance cost for each street section and the total cost to complete the street maintenance for the entire Westmorland Street System.

13. A street rehabilitation chart shall be included on the street maps. The street rehabilitation chart shall include the quantities of each proposed street rehabilitation item, the unit cost of each street rehabilitation item, each street section rehabilitation cost, and the total street rehabilitation cost for the entire Westmorland Street System. This will include AC. pavement and pee infrastructure improvements.
14. A pavement failure area (pothole) chart shall be included on the street maps illustrating the length and width of each pavement failure area, the square footage of each pavement failure area and the estimated cost to rehabilitate each pavement failure area.
15. Summary cost estimate charts for the Westmorland Street System rehabilitation cost and the Westmorland Street System maintenance cost shall be included on the street maps. These summary cost estimate charts will include pavement striping, traffic control, pothole and pavement failure area improvements and raising of manhole frames and covers,- water valve risers and other utility frames and covers to finish pavement grade, as applicable.

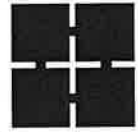
CONCLUSION:

Staff recommends authorizing The Holt Group to prepare the Street System survey in an amount not to exceed \$28,792.

ALTERNATIVES:

1. Do not approve the Agreement with THG.
2. Direct staff to make edits to the Scope of Work prior to approval.
3. Provide alternative direction to staff.

Respectfully Submitted, Laura Fischer



September 15, 2025

Ms. Laura Fischer
City Manager
City of Westmorland
355 South Center Street
Westmorland, California 92281

Re: City of Westmorland - Street System Evaluation - THG Proposal No. 2025-063

Dear Ms. Fischer,

The Holt Group proposes to complete the City of Westmorland Street System Evaluation. The City of Westmorland street system consists of approximately nine (9) miles of paved roadways. The street evaluation will review the Westmorland street system including A.C. pavement areas and native earth streets to identify improvements to the streets. The addition of concrete infrastructure including curb and gutter, sidewalks, curb returns and cross gutters will be included in the street report. The street evaluation Scope of Work consists of the following items:

1. Conduct a field review of each City of Westmorland street section. Verify the pavement width and length of each street section. Calculate the pavement area of each street section in square feet and square yards.
2. Conduct a field review of each street section. Determine the concrete infrastructure necessary to improve the street to a fully improved City Street. Concrete infrastructure includes curb and gutter, sidewalk, curb returns, cross gutters, etc.
3. During the field review categorize the existing A.C. paved street sections into street maintenance or street rehabilitation sections. Determine the recommended street maintenance or street rehabilitation improvement method for each street section.
4. Identify ½ width street sections. Include the A.C. and class II base improvements to construct a full width street section. Include pcc infrastructure improvements.
5. Recommend street maintenance improvement methods. Application of an SS-1H seal coat may be recommended for street maintenance sections in relatively good condition. Crack sealing or a combination of crack sealing and a slurry

sealcoat application may be recommended for street sections in a more moderate condition.

6. Recommend street rehabilitation improvement methods include grinding the existing A.C. pavement, application of crack sealant to cracks, installation of an A.C. leveling course over the ground and crack sealed A.C. pavement, installation of a membrane (asphalt rubber aggregate membrane or asphalt geosynthetic interlayer) over the A.C. leveling course to mitigate reflective cracking and the installation of a surface A.C. overlay. Street rehabilitation improvements may consist of all, or a portion of the items previously described. Street rehabilitation sections in extremely poor condition may require the complete removal of the A.C. pavement and underlying base material and the construction of a new A.C. pavement and class 2 base section.
7. Identify pavement failure areas within the street maintenance designated roadways during the field review. Isolated pavement failure areas comprising a relatively small area can be rehabilitated by removal of the failed A.C. pavement and the installation of a hot mix A.C. pavement prior to the implementing the recommended street maintenance over the roadway section. This is a cost effective method of rehabilitating isolated A.C. pavement failure areas within a street maintenance street section.
8. Complete an A.C. pavement lineal foot crack estimate for each street section during the field review.
9. After the completion of the street field review, complete a City of Westmorland street rehabilitation and maintenance map (or maps) illustrating each street section within the City of Westmorland. A table within the map shall include the name of each street section, the street section pavement width and length and the A.C. pavement area in terms of square footage or square yards of each street pavement section. In addition, a map legend shall be included to quickly identify the recommended improvements included for each street section. Additional tables shall be provided to indicate pcc infrastructure improvements along each street section, which include curb and gutter, cross gutters, curb returns and sidewalk. An additional table shall be included for rehabilitating ½ width street sections with A.C. pavement and class II base.
10. The City of Westmorland street rehabilitation and maintenance map shall categorize each street section as a maintenance or rehabilitation section with respect to the condition of the A.C. pavement.
11. A drawing detail illustrating the maintenance or rehabilitation recommended improvement method will be illustrated on the street rehabilitation and maintenance map.

12. A street maintenance chart shall be included on the street map. The street maintenance chart shall include the quantities of each proposed street maintenance item, the unit cost of each street maintenance item, the street maintenance cost for each street section and the total cost to complete the street maintenance for the entire Westmorland Street System.
13. A street rehabilitation chart shall be included on the street maps. The street rehabilitation chart shall include the quantities of each proposed street rehabilitation item, the unit cost of each street rehabilitation item, each street section rehabilitation cost, and the total street rehabilitation cost for the entire Westmorland Street System. This will include A.C. pavement and pcc infrastructure improvements.
14. A pavement failure area (pothole) chart shall be included on the street maps illustrating the length and width of each pavement failure area, the square footage of each pavement failure area and the estimated cost to rehabilitate each pavement failure area.
15. Summary cost estimate charts for the Westmorland Street System rehabilitation cost and the Westmorland Street System maintenance cost shall be included on the street maps. These summary cost estimate charts will include pavement striping, traffic control, pothole and pavement failure area improvements and raising of manhole frames and covers, water valve risers and other utility frames and covers to finish pavement grade, as applicable.

The Holt Group has periodically completed street assessment evaluations for the City of Calipatria and City of Holtville for the last twenty years. The Holt Group is also currently completing a street assessment evaluation for the City of Brawley consisting of over eighty (80) miles of roadway. A City of Holtville street assessment completed in 2024 is attached to this proposal to provide an example of the street assessment proposed to be provided to the City of Westmorland.

The following assumptions, exceptions and exclusions apply to this proposal:

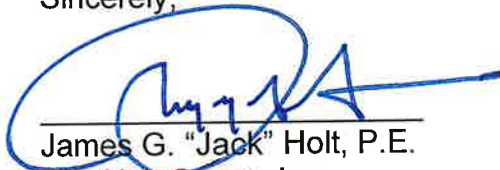
1. A stormwater flow pattern review is not included in the project scope of work. Prior to commencing a street design, it may be necessary to complete a street system stormwater flow pattern map.
2. Right of way and easements will not be included on the street assessment maps. Right of way and easement research is not included in the project scope of work. Street improvement recommendations within this report will assume the City of Westmorland possesses a full width Right-of-Way along all street sections. During the project street design, it will be necessary to conduct Right-of-Way research and the City of Westmorland may be required to obtain Right-of-Way during the street design.

3. It is assumed that the City of Westmorland has a current accurate City Boundary Map or legal description.

The Holt Group proposes to complete the City of Westmorland street evaluation for a lump sum fee of \$28,792.00.

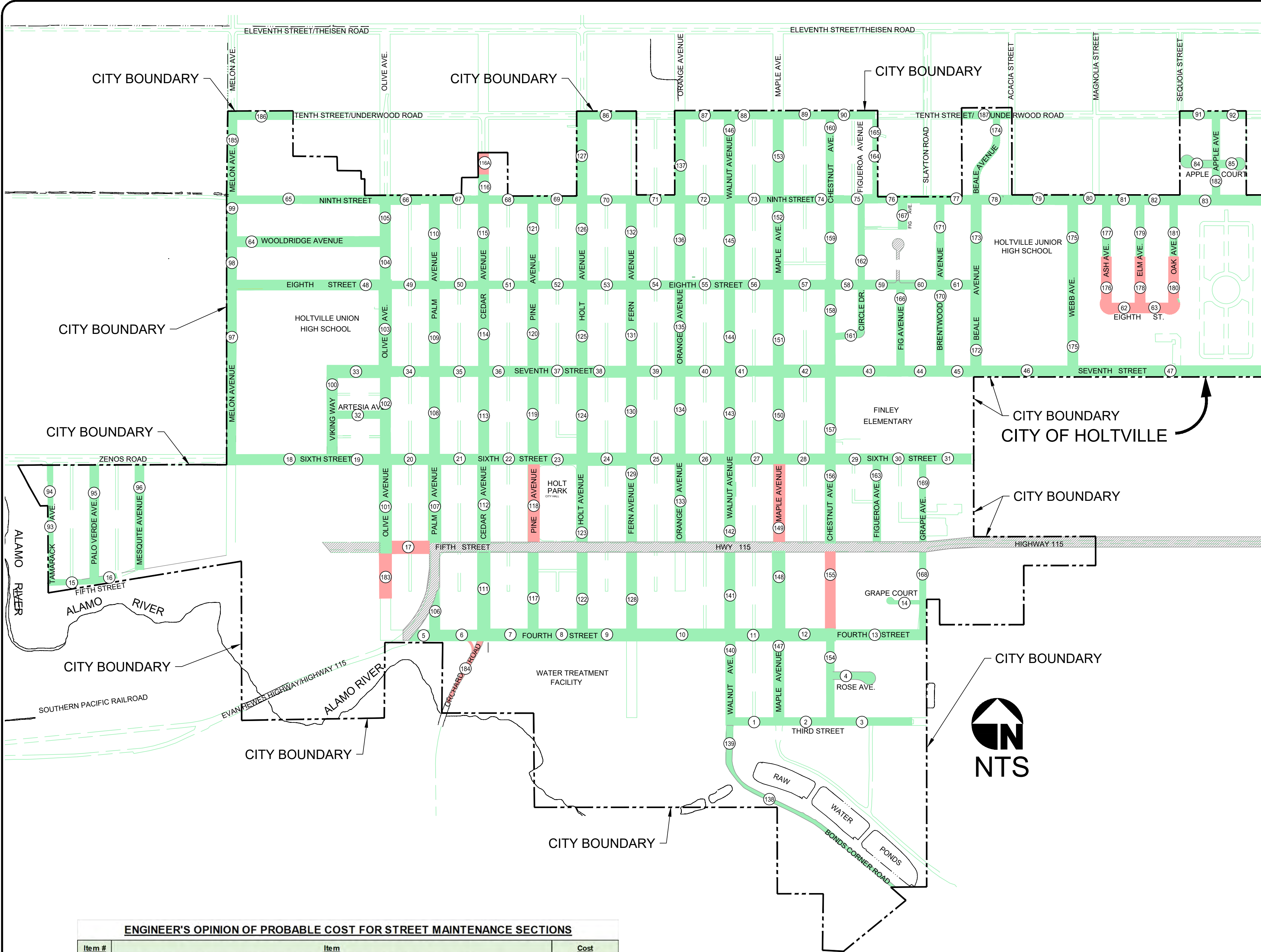
We appreciate the opportunity to submit a proposal to complete the City of Westmorland Street System Evaluation. Please feel free to contact me regarding any questions.

Sincerely,



James G. "Jack" Holt, P.E.
The Holt Group, Inc.

Attachments: City of Holtville Street Rehabilitation and Maintenance Street Evaluation – 2024



Holtville Street List - 2024						Holtville Street List - 2024 (CONTINUED)							
Street Section No.	Street Name	From	To	Width	Length	Pavement Area	Street Section No.	Street Name	From	To	Width	Length	Pavement Area
				(FT)	(FT)	SQ. FT. SYD					(FT)	(FT)	SQ. FT. SYD
1	Third Street	Walnut Avenue	Maple Avenue	40	352	14,480 1,609	122	Holt Avenue	Fourth Street	Fifth Street	60	630	37,800 4,200
2	Third Street	Maple Avenue	Chestnut Avenue	40	406	16,320 1,813	123	Holt Avenue	Fifth Street	Sixth Street	60	630	37,800 4,200
3	Third Street	Chestnut Avenue	Grape Avenue	40	658	26,320 2,924	124	Holt Avenue	Sixth Street	Seventh Street	51	620	31,620 3,513
4	Rose Ave	Chestnut Avenue	East Termination Point	37	376	13,912 1,546	125	Holt Avenue	Seventh Street	Eighth Street	52	630	32,760 3,640
5	Fourth Street	Highway 115	Palm Avenue	46	258	11,888 1,319	126	Holt Avenue	Eighth Street	Ninth Street	52	620	32,240 3,582
6	Fourth Street	Palm Avenue	Cedar Avenue	46	375	17,250 1,917	127	Holt Avenue	Ninth Street	Tenth Street	52	610	31,720 3,524
7	Fourth Street	Cedar Avenue	Pine Avenue	46	380	17,480 1,942	128	Fern Avenue	Fourth Street	Fifth Street	49	630	30,870 3,430
8	Fourth Street	Pine Avenue	Holt Avenue	46	390	17,940 1,993	129	Fern Avenue	Fifth Street	Sixth Street	52	620	32,240 3,582
9	Fourth Street	Holt Avenue	Fern Avenue	40	380	15,200 1,689	130	Fern Avenue	Sixth Street	Seventh Street	52	620	32,240 3,582
10	Fourth Street	Fern Avenue	Walnut Avenue	40	770	30,800 3,422	131	Fern Avenue	Seventh Street	Eighth Street	52	630	32,760 3,640
11	Fourth Street	Walnut Avenue	Maple Avenue	51	380	19,380 2,153	132	Fern Avenue	Eighth Street	Ninth Street	52	620	32,240 3,582
12	Fourth Street	Maple Avenue	Chestnut Avenue	51	390	19,890 2,210	133	Orange Avenue	Fifth Street	Sixth Street	52	620	32,240 3,582
13	Fourth Street	Chestnut Avenue	Grape Avenue	51	710	36,210 4,023	134	Orange Avenue	Sixth Street	Seventh Street	52	620	32,240 3,582
14	Grape Court	Grape Avenue	West Termination Point	40	277	11,080 1,231	135	Orange Avenue	Seventh Street	Eighth Street	52	630	32,760 3,640
15	Fifth Street	Tamarack Avenue	Palo Verde Avenue	35	380	13,300 1,478	136	Orange Avenue	Eighth Street	Ninth Street	52	620	32,240 3,582
16	Fifth Street	Palo Verde Avenue	East Termination Point	35	160	5,600 622	137	Orange Avenue	Ninth Street	Tenth Street	36	610	21,860 2,440
17	Fifth Street	Olive Avenue	Palm Avenue	52	452	23,504 2,612	138	Walnut Avenue	South County Line	250' S. of Third Street	23	1900	43,700 4,856
18	Sixth Street	Melton Avenue	Viking Way	50	793	39,650 4,406	139	Walnut Avenue	250' S. of Third Street	Third Street	50	250	12,500 1,389
19	Sixth Street	Myrtle Avenue	Olive Avenue	50	410	20,500 2,278	140	Walnut Avenue	Third Street	Fourth Street	50	630	31,500 3,500
20	Sixth Street	Olive Avenue	Palm Avenue	50	380	19,000 2,111	141	Walnut Avenue	Fourth Street	Fifth Street	52	630	32,760 3,640
21	Sixth Street	Palm Avenue	Cedar Avenue	50	380	19,000 2,111	142	Walnut Avenue	Fifth Street	Sixth Street	52	620	32,240 3,582
22	Sixth Street	Cedar Avenue	Pine Avenue	50	380	19,000 2,111	143	Walnut Avenue	Sixth Street	Seventh Street	52	620	32,240 3,582
23	Sixth Street	Pine Avenue	Holt Avenue	68	360	24,480 2,720	144	Walnut Avenue	Seventh Street	Eighth Street	52	630	32,760 3,640
24	Sixth Street	Holt Avenue	Fern Avenue	51	380	19,380 2,153	145	Walnut Avenue	Eighth Street	Ninth Street	52	620	32,240 3,582
25	Sixth Street	Fern Avenue	Orange Avenue	51	380	19,380 2,153	146	Walnut Avenue	Ninth Street	Tenth Street	52	610	31,720 3,524
26	Sixth Street	Orange Avenue	Walnut Avenue	51	380	19,380 2,153	147	Walnut Avenue	Third Street	Fourth Street	52	630	32,760 3,640
27	Sixth Street	Walnut Avenue	Maple Avenue	51	380	19,380 2,153	148	Maple Avenue	Fourth Street	Fifth Street	52	620	32,240 3,582
28	Sixth Street	Maple Avenue	Chestnut Avenue	51	395	20,145 2,238	149	Maple Avenue	Fifth Street	Sixth Street	53	620	32,860 3,651
29	Sixth Street	Chestnut Avenue	Figueria Avenue	51	395	20,145 2,238	150	Maple Avenue	Sixth Street	Seventh Street	53	620	32,860 3,651
30	Sixth Street	Figueria Avenue	Walnut Avenue	51	514	26,210 2,914	151	Maple Avenue	Seventh Street	Eighth Street	53	630	33,360 3,710
31	Sixth Street	Grape Avenue	East Termination Point	62	545	33,790 3,754	152	Maple Avenue	Eighth Street	Ninth Street	53	620	32,860 3,651
32	Artesia Avenue	Myrtle Avenue	Olive Avenue	64	362	14,480 1,609	153	Maple Avenue	Ninth Street	Tenth Street	53	610	32,330 3,592
33	Seventh Street	Myrtle Avenue	Olive Avenue	64	410	26,240 2,916	154	Chestnut Avenue	Third Street	Fourth Street	40	630	25,200 2,800
34	Seventh Street	Olive Avenue	Palm Avenue	51	380	19,380 2,153	155	Chestnut Avenue	Fourth Street	Fifth Street	40	620	24,800 2,756
35	Seventh Street	Palm Avenue	Cedar Avenue	51	380	19,380 2,153	156	Chestnut Avenue	Fifth Street	Sixth Street	36	620	22,320 2,480
36	Seventh Street	Cedar Avenue	Pine Avenue	51	380	19,380 2,153	157	Chestnut Avenue	Sixth Street	Seventh Street	40	620	24,800 2,756
37	Seventh Street	Pine Avenue	Holt Avenue	51	380	19,380 2,153	158	Chestnut Avenue	Seventh Street	Eighth Street	37	630	23,310 2,590
38	Seventh Street	Holt Avenue	Fern Avenue	51	380	19,380 2,153	159	Chestnut Avenue	Eighth Street	Ninth Street	37	620	22,940 2,549
39	Seventh Street	Fern Avenue	Orange Avenue	51	380	19,380 2,153	160	Chestnut Avenue	Ninth Street	Tenth Street	40	610	24,400 2,711
40	Seventh Street	Orange Avenue	Walnut Avenue	51	380	19,380 2,153	161	Circle Drive	Chestnut Avenue	Ninth Street	36	576	20,736 2,304
41	Seventh Street	Walnut Avenue	Maple Avenue	51	380	19,380 2,153	162	Circle Drive	Walnut Avenue	Maple Avenue	40	620	22,320 2,480
42	Seventh Street	Maple Avenue	Chestnut Avenue	51	390	19,890 2,210	163	Figueria Avenue	Fifth Street	Sixth Street	36	630	22,880 2,520
43	Seventh Street	Chestnut Avenue	Fig Avenue	64	550	35,200 3,911	164	Figueria Avenue	Ninth Street	North Fence of Primitive Baptist Church	36	365	13,140 1,460
44	Seventh Street	Fig Avenue	Brentwood Avenue	64	310	19,840 2,204							
45	Seventh Street	Brentwood Avenue	Beale Avenue	64	250	15,000 1,778							
46	Seventh Street	Beale Avenue	Webb Avenue	36	796	28,656 3,184							
47	Seventh Street	Webb Avenue	Towland Road	36	1,510	54,360 6,040							
48	Eighth Street	Melton Avenue	Olive Avenue	37	1,208	44,622 4,958							
49	Eighth Street	Olive Avenue	Palm Avenue	37	380	14,060 1,562							
50	Eighth Street	Palm Avenue	Cedar Avenue	37	380	14,060 1,562							
51	Eighth Street	Cedar Avenue	Pine Avenue	37	380	14,060 1,562							
52	Eighth Street	Pine Avenue	Holt Avenue	37	380	14,060 1,562							
53	Eighth Street	Holt Avenue	Fern Avenue	37	380	14,060 1,562							
54	Eighth Street	Fern Avenue	Orange Avenue	37	380	14,060 1,562							
55	Eighth Street	Orange Avenue	Walnut Avenue	36	380	13,680 1,520							
56	Eighth Street	Walnut Avenue	Maple Avenue	36	380	13,680 1,520							
57	Eighth Street	Maple Avenue	Chestnut Avenue	36	390	14,040 1,560							
58	Eighth Street	Chestnut Avenue	Circle Drive	36	250	9,000 1,000							
59	Eighth Street	Circle Drive	Fig Avenue	36	300	10,800 1,200							
60	Eighth Street	Fig Avenue	Brentwood Avenue	36	315	11,340 1,260							
61	Eighth Street	Brentwood Avenue	Beale Avenue	36	216	7,776 864							
62	Eighth Street	Ash Avenue	Elm Avenue	40	290	11,600 1,289							
63	Eighth Street	Elm Avenue	Olive Avenue	40	290	11,600 1,289							
64	Woodridge Avenue	Melton Avenue	Olive Avenue	52	1,206	62,712 6,968							
65	Ninth Street	Melton Avenue	Olive Avenue	32	1,206	38,592 4,288							
66	Ninth Street	Olive Avenue	75 feet West of Palm Avenue	25	280	7,000 778							
67	Ninth Street	75 feet West of Palm Avenue	Cedar Avenue	46	480	22,080 2,453							
68	Ninth Street	Cedar Avenue	Pine Avenue	46	380	17,480 1,942							
69	Ninth Street	Pine Avenue	Holt Avenue	46	380	17,480 1,942							
70	Ninth Street	Holt Avenue	Fern Avenue	46	380	17,480 1,942							
71	Ninth Street	Fern Avenue	Orange Avenue	46	380	17,480 1,942							
72	Ninth Street	Orange Avenue	Walnut Avenue	46	380	17,480 1,942							
73	Ninth Street	Walnut Avenue	Maple Avenue	46	380	17,480 1,942							
74	Ninth Street	Maple Avenue	Chestnut Avenue	46	390	17,940 1,993							
75	Ninth Street	Chestnut Avenue	Figueria Avenue	46	340	15,640 1,738							
76	Ninth Street	Figueria Avenue	Slayton Road	46	380	17,480 1,942							
77	Ninth Street	Slayton Road	428' East of Beale Avenue	406	406	19,616 2,075							
78	Ninth Street	Beale Avenue	428' East of Beale Avenue	46	428	19,688 2,188							
79	Ninth Street	428' East of Beale Avenue	Webb Avenue	42	310	13,020 1,447							
80	Ninth Street	Webb Avenue	Ash Avenue	32	320	10,240 1,138							
81	Ninth Street	Ash Avenue	Elm Avenue	32	260	8,320 924							
82	Ninth Street	Elm Avenue	Oak Avenue	32	260	8,320 924							
83	Ninth Street	Oak Avenue	Towland Road	35	720	25,200 2,800							
84	Apple Court	Apple Avenue	West Culebras	37	260	10,360 1,151							
85	Apple Court	Apple Avenue	East Culebras	37	250	9,250 1,028							
86	Tenth Street	Holt Avenue	Fern Avenue	37	380	14,060 1,562							
87	Tenth Street	Orange Avenue	Walnut Avenue	31	380	11,780 1,309							
88	Tenth Street	Walnut Avenue	Maple Avenue	31	380	11,780 1,309							
89	Tenth Street	Maple Avenue	Chestnut Avenue	31	390	12,090 1,343							
90	Tenth Street	Chestnut Avenue	Figueria Avenue	31	340	10,540 1,171							
91	Tenth Street	Sequoia Street	Apple Avenue	28	262	7,896 877							
92	Tenth Street	Apple Avenue	A point West of Towland Rd	28	330	9,240 1,027							
93	Tamarack Avenue	Fifth Street	Point 165' S. of Zenos Rd.	31	165	5,115 568							
94	Tamarack Avenue	Point 165' S. of Zenos Rd.	Zenos Road	40	770	30,800 3,422							
95	Palo Verde Avenue	Fifth Street	Zenos Road	44	915	40,260 4,473							
96	Melton Avenue	Fifth Street	Zenos Road	40	860	34,400 3,822							
97	Melton Avenue	Sixth Street	Eighth Street	26	1,340	34,840 3,871							
98	Melton Avenue	Eighth Street	Woodridge Avenue	26	330	8,580 953							
99	Melton Avenue	Woodridge Avenue	Ninth Street	26	330	8,580 953							
100	Viking Way	Sixth Street	Seventh Street	54	630	34,020 3,780							
101	Olive Avenue	Fifth Street	Sixth Street	52	680	35,360 3,929							
102	Olive Avenue	Sixth Street	Seventh Street	52	680	35,360 3,929							
103	Olive Avenue	Seventh Street	Eighth Street	52	680	35,360 3,929							
104	Olive Avenue	Eighth Street	Woodridge Avenue	52	330	17,160 1,907							
105	Olive Avenue	Woodridge Avenue	Ninth Street	52	330	17,160 1,907							
106	Palm Avenue	Fourth Street	Highway 115	36	320	11,520 1,280							
107	Palm Avenue	Fifth Street	Sixth Street	52	620	32,240 3,582							
108	Palm Avenue	Sixth Street	Seventh Street	52	620	32,240 3,582							
109	Palm Avenue	Seventh Street	Eighth Street	52	630	32,760 3,640							
110	Palm Avenue	Eighth Street	Ninth Street	52	620	32,240 3,582							
111	Cedar Avenue	Fourth Street	Fifth Street	52	630	32,760 3,640							
112	Cedar Avenue	Fifth Street	Sixth Street	52									

TABLE A - HOLTVILLE STREET IMPROVEMENTS - CRACK AND SEAL AND SLURRY SEAL SUMMARY CHART

Street Section No.	Street Name	From	To	Width	Length	Pavement Area	Crack Length	Total Estimated LBS of Crack Sealant	Crack Seal Cost	Total Estimated Crack Seal Cost	Crack Seal Accumulative Cost	Pavement Area	Dry Pound Sand 13.3 LB / SYD	Slurry Seal Cost	Total Estimated Slurry Seal Cost	Slurry Seal Accumulative Cost	
				FT	FT	SQFT	FT		PER LB			SYD	LBS	TONS	PER TON		
1	Third Street	Walnut Avenue	Maple Avenue	40	352	14,480	4,740	513	\$2.70	\$1,386.00	\$1,386.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$3,424.00
2	Third Street	Maple Avenue	Chestnut Avenue	40	408	16,320	5,478	587	\$2.70	\$1,589.10	\$2,975.10	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$6,848.00
3	Third Street	Chestnut Avenue	Grape Avenue	40	658	26,320	8,544	924	\$2.70	\$2,497.00	\$5,468.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$10,292.00
4	Rose Ave.	Chestnut Avenue	East Termination Point	37	376	13,912	4,614	499	\$2.70	\$1,349.00	\$6,817.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$13,741.00
5	Fourth Street	Hwy 115	Palm Avenue	46	258	11,868	3,956	428	\$2.70	\$1,157.00	\$7,974.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$17,195.00
6	Fourth Street	Palm Avenue	Cedar Avenue	46	375	17,250	5,725	611	\$2.70	\$1,650.75	\$9,624.75	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$20,648.75
7	Fourth Street	Cedar Avenue	Pine Avenue	46	380	17,480	2,563	277	\$2.70	\$749.00	\$10,391.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$24,065.00
8	Fourth Street	Pine Avenue	Holt Avenue	46	390	17,940	2,630	285	\$2.70	\$769.00	\$11,160.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$27,514.00
9	Fourth Street	Holt Avenue	Fern Avenue	40	380	15,200	3,772	400	\$2.70	\$1,080.00	\$12,240.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$30,938.00
10	Fourth Street	Fern Avenue	Walnut Avenue	40	770	30,800	4,517	489	\$2.70	\$1,326.00	\$13,566.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$34,362.00
11	Fourth Street	Walnut Avenue	Maple Avenue	51	380	19,380	2,842	308	\$2.70	\$831.00	\$14,400.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$37,786.00
12	Fourth Street	Maple Avenue	Chestnut Avenue	51	390	19,890	2,917	316	\$2.70	\$853.00	\$15,273.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$41,200.00
13	Fourth Street	Chestnut Avenue	Grape Avenue	51	710	36,210	12,000	1,299	\$2.70	\$3,507.00	\$17,780.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$44,624.00
14	Grape Court	Grape Avenue	West Termination Point	40	277	11,080	3,648	395	\$2.70	\$1,066.00	\$18,846.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$48,070.00
15	Fifth Street	Tamarack Avenue	Palo Verde Avenue	35	380	13,300	4,410	477	\$2.70	\$1,289.00	\$20,135.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$51,494.00
16	Fifth Street	Palo Verde Avenue	East Termination Point	35	160	5,600	1,860	201	\$2.70	\$544.00	\$20,679.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$54,918.00
17	Fifth Street	Maple Avenue	Myrtle Avenue	50	793	39,650	6,340	686	\$2.70	\$1,853.00	\$22,532.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$58,350.00
18	Sixth Street	Myrtle Avenue	Oliver Avenue	50	410	20,500	3,169	343	\$2.70	\$927.00	\$23,459.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$61,777.00
19	Sixth Street	Oliver Avenue	Fern Avenue	50	380	19,000	3,034	328	\$2.70	\$887.00	\$24,346.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$65,184.00
20	Sixth Street	Palm Avenue	Cedar Avenue	50	380	19,000	3,034	328	\$2.70	\$887.00	\$25,233.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$68,591.00
21	Sixth Street	Cedar Avenue	Pine Avenue	50	380	19,000	3,034	328	\$2.70	\$887.00	\$26,120.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$71,998.00
22	Sixth Street	Pine Avenue	Holt Avenue	50	380	19,000	3,034	328	\$2.70	\$887.00	\$27,007.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$75,405.00
23	Sixth Street	Holt Avenue	Fern Avenue	50	380	19,000	3,034	328	\$2.70	\$887.00	\$27,894.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$78,812.00
24	Sixth Street	Fern Avenue	Orange Avenue	51	380	19,380	3,498	379	\$2.70	\$1,023.00	\$28,917.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$82,229.00
25	Sixth Street	Orange Avenue	Walnut Avenue	51	380	19,380	3,498	379	\$2.70	\$1,023.00	\$29,940.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$85,643.00
26	Sixth Street	Walnut Avenue	Maple Avenue	51	395	20,145	6,647	719	\$2.70	\$1,943.00	\$31,712.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$89,057.00
27	Sixth Street	Maple Avenue	Chestnut Avenue	51	395	20,145	6,647	719	\$2.70	\$1,943.00	\$33,655.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$92,471.00
28	Sixth Street	Chestnut Avenue	Grape Avenue	51	395	20,145	6,647	719	\$2.70	\$1,943.00	\$35,598.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$95,885.00
29	Sixth Street	Grape Avenue	Fig Avenue	51	514	26,214	8,651	936	\$2.70	\$2,528.00	\$40,069.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$99,299.00
30	Sixth Street	Fig Avenue	Brentwood Avenue	51	514	26,214	8,651	936	\$2.70	\$2,528.00	\$42,597.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$102,713.00
31	Sixth Street	Brentwood Avenue	Webb Avenue	51	514	26,214	8,651	936	\$2.70	\$2,528.00	\$45,125.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$106,127.00
32	Sixth Street	Webb Avenue	Towland Road	51	514	26,214	8,651	936	\$2.70	\$2,528.00	\$47,653.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$109,541.00
33	Seventh Street	Maple Avenue	Myrtle Avenue	50	410	20,500	3,169	343	\$2.70	\$927.00	\$48,580.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$112,955.00
34	Seventh Street	Myrtle Avenue	Oliver Avenue	50	380	19,000	3,034	328	\$2.70	\$887.00	\$49,467.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$116,369.00
35	Seventh Street	Oliver Avenue	Fern Avenue	50	380	19,000	3,034	328	\$2.70	\$887.00	\$50,354.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$119,783.00
36	Seventh Street	Fern Avenue	Orange Avenue	50	380	19,000	3,034	328	\$2.70	\$887.00	\$51,241.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$123,197.00
37	Seventh Street	Orange Avenue	Walnut Avenue	51	380	19,380	3,498	379	\$2.70	\$1,023.00	\$52,128.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$126,611.00
38	Seventh Street	Walnut Avenue	Maple Avenue	51	380	19,380	3,498	379	\$2.70	\$1,023.00	\$53,015.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$130,025.00
39	Seventh Street	Maple Avenue	Chestnut Avenue	51	380	19,380	3,498	379	\$2.70	\$1,023.00	\$53,902.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$133,439.00
40	Seventh Street	Chestnut Avenue	Grape Avenue	51	380	19,380	3,498	379	\$2.70	\$1,023.00	\$54,789.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$136,853.00
41	Seventh Street	Grape Avenue	Fig Avenue	51	380	19,380	3,498	379	\$2.70	\$1,023.00	\$55,676.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$140,267.00
42	Seventh Street	Fig Avenue	Brentwood Avenue	51	380	19,380	3,498	379	\$2.70	\$1,023.00	\$56,563.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$143,681.00
43	Seventh Street	Brentwood Avenue	Webb Avenue	51	380	19,380	3,498	379	\$2.70	\$1,023.00	\$57,450.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$147,095.00
44	Seventh Street	Webb Avenue	Towland Road	51	380	19,380	3,498	379	\$2.70	\$1,023.00	\$58,337.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$150,509.00
45	Seventh Street	Towland Road	Oliver Avenue	51	380	19,380	3,498	379	\$2.70	\$1,023.00	\$59,224.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$153,923.00
46	Seventh Street	Oliver Avenue	Fern Avenue	51	380	19,380	3,498	379	\$2.70	\$1,023.00	\$60,111.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$157,337.00
47	Seventh Street	Fern Avenue	Orange Avenue	51	380	19,380	3,498	379	\$2.70	\$1,023.00	\$61,000.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$160,751.00
48	Seventh Street	Orange Avenue	Walnut Avenue	51	380	19,380	3,498	379	\$2.70	\$1,023.00	\$61,887.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$164,165.00
49	Seventh Street	Walnut Avenue	Maple Avenue	51	380	19,380	3,498	379	\$2.70	\$1,023.00	\$62,774.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$167,579.00
50	Seventh Street	Maple Avenue	Chestnut Avenue	51	380	19,380	3,498	379	\$2.70	\$1,023.00	\$63,661.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$170,993.00
51	Seventh Street	Chestnut Avenue	Grape Avenue	51	380	19,380	3,498	379	\$2.70	\$1,023.00	\$64,548.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$174,407.00
52	Seventh Street	Grape Avenue	Fig Avenue	51	380	19,380	3,498	379	\$2.70	\$1,023.00	\$65,435.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$177,821.00
53	Seventh Street	Fig Avenue	Brentwood Avenue	51	380	19,380	3,498	379	\$2.70	\$1,023.00	\$66,322.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$181,235.00
54	Seventh Street	Brentwood Avenue	Webb Avenue	51	380	19,380	3,498	379	\$2.70	\$1,023.00	\$67,209.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$184,649.00
55	Seventh Street	Webb Avenue	Towland Road	51	380	19,380	3,498	379	\$2.70	\$1,023.00	\$68,096.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$188,063.00
56	Seventh Street	Towland Road	Oliver Avenue	51	380	19,380	3,498	379	\$2.70	\$1,023.00	\$68,983.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$191,477.00
57	Seventh Street	Oliver Avenue	Fern Avenue	51	380	19,380	3,498	379	\$2.70	\$1,023.00	\$69,870.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$194,891.00
58	Seventh Street	Fern Avenue	Orange Avenue	51	380	19,380	3,498	379	\$2.70	\$1,023.00	\$70,757.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$198,305.00
59	Seventh Street	Orange Avenue	Walnut Avenue	51	380	19,380	3,498	379	\$2.70	\$1,023.00	\$71,644.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$201,719.00
60	Seventh Street	Walnut Avenue	Maple Avenue	51	380	19,380	3,498	379	\$2.70	\$1,023.00	\$72,531.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$205,133.00
61	Seventh Street	Maple Avenue	Chestnut Avenue	51	380	19,380	3,498	379	\$2.70	\$1,023.00	\$73,418.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$208,547.00
62	Seventh Street	Chestnut Avenue	Grape Avenue	51	380	19,380	3,498	379	\$2.70	\$1,023.00	\$74,305.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$211,961.00
63	Seventh Street	Grape Avenue	Fig Avenue	51	380	19,380	3,498	379	\$2.70	\$1,023.00	\$75,192.00	1,608.89	21,398.22	10.70	\$320.00	\$3,424.00	\$215,375.00
64	Seventh Street	Fig Avenue	Brentwood Avenue	51	380	19,380	3,498	379	\$2.70	\$1,023.00	\$76,079.00	1,608.89	21,398.22	10.70	\$320.00		

CITY OF WESTMORLAND

CITY COUNCIL REPORT

DATE: October 1, 2025

FROM: Laura Fischer, Manager

SUBJECT: Approve the professional services to complete the Update of the Water Treatment Plant Operations Plan in an amount not to exceed \$15,000.

ISSUES: Shall the City Council Approve the professional services to complete the Update of the Water Treatment Plant Operations Plan in an amount not to exceed \$15,000?

FISCAL IMPACT: \$15,000. To be paid from the Water Fund

DISCUSSION:

The City of Westmorland is required by the State Water Board as a component of the Filter and Pipeline grant to have our Operations Plan updated to include the new filter and other components constructed during the filter project.

The Holt Group was the construction management team during the Filter replacement project and is familiar with the operations plan and the new filter. Thus it is prudent to have The Holt Group prepare the operations plan update.

CONCLUSION:

Staff recommends authorizing The Holt Group complete the Update of the Water Treatment Plant Operations Plan in an amount not to exceed \$15,000.

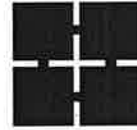
ALTERNATIVES:

1. Do not approve the Agreement with THG.
2. Direct staff to make edits to the Scope of Work prior to approval.
3. Provide alternative direction to staff.

Respectfully Submitted, Laura Fischer

The Holt Group, Inc.

Engineering Department



■ Municipal Design ■ Infrastructure Engineering ■ Construction Management ■

September 19, 2025

Ms. Laura Fischer
City Manager
City of Westmorland
355 South Center Street
PO Box 92281
Westmorland, CA 92281

Re: City of Westmorland – Update of The Water Treatment Plant Operations Plan

Dear Ms. Fischer,

Per the On-Call Planning Services Agreement dated May 5th, 2021, between the City of Westmorland and The Holt Group, Inc., The Holt Group is proposing to update the Water Treatment Plant Operations Plan. as required by the California State Water Resources Control Board – Division of Drinking Water (SWRCB - DDW) as part of recent upgrades to the Water Treatment Plant. The existing Operations Plan was drafted as part of the 1993 Water Treatment Plant improvements and updated as part of the 2002 Water Treatment Plant improvements. The latest Water Treatment Plant improvements that include Filter No. 2 replacement and SCADA system update have triggered California State Water Resources Control Board – Division of Drinking Water (SWRCB - DDW), the regulatory agency, to request an updated Operations Plan. The Operations Plan's scope of work will include the following:

- Update the Identification and Description of the Water Treatment Plant's existing and new facilities. These facilities include the Raw Water Headworks and Ponds, Settled Water Pump Station, identical Filters 1 and 3, Filter 2, Filtered Water Pump Station, and Storage Tanks, Distribution Pump Station, Backwash Water Pump Station, Chemical Dosing, Water Quality Instrumentation, Electrical, and SCADA Control System.
- Provide details of the treatment processes and water quality monitoring requirements, as listed above.
- Update of various sections of the Operations Plan, such as Chemical Dosing information and documentation, Laboratory Information, and Maintenance as requested by DDW.

- Identification and listing of WTP Alarms for the various facilities, to include detailed information for each alarm.
- Coordinate with Water Treatment Plant Operators and Division of Drinking Water in drafting and inclusion of information for the Operations Plan.

COMPENSATION OF SERVICES

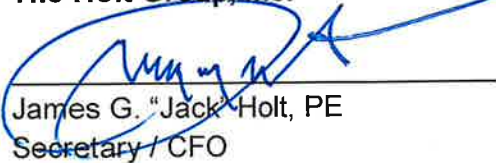
The Holt Group proposes to conduct the update of the Water Treatment Plant Operations Plan on a Time and Material basis for a Not To Exceed cost of \$15,000.00.

Out of pocket costs for printing, telephone, travel postage and miscellaneous expenses are included in the lump sum fee. Additional work items, approved in advance by the City of Westmorland, shall be performed according to The Holt Group 2021 Hourly Rate Schedule, as attached to the Agreement dated May 5th, 2021.

SIGNATURE OF TASK ORDER NO. 1

Thank you for considering this Task Order Agreement. If this Task Order Agreement is acceptable to the City of Westmorland please sign and date below:

The Holt Group, Inc.


James G. "Jack" Holt, PE
Secretary / CFO

Date: September 19, 2025

City of Westmorland

Laura Fischer
City Manager

Date: _____