

**Click on
Blue Text to
jump to
support
material for
that item.**

**City of Santee
Regular Meeting Agenda**

**Santee City Council
CDC Successor Agency
Santee Public Financing Authority**

**Council Chamber – Building 2
10601 Magnolia Avenue
Santee, CA 92071**

**June 12, 2013
7:00 PM**

ROLL CALL: Mayor Randy Voepel
Vice Mayor John Minto
Council Members Jack Dale, Rob McNelis and John Ryan

LEGISLATIVE INVOCATION \ PLEDGE OF ALLEGIANCE:

PRESENTATION: [Presentation of funds to City Council by Waste Management for Santee Salutes, Holiday Lighting and Santree Fest Events.](#)

ITEMS TO BE ADDED, DELETED OR RE-ORDERED ON AGENDA:

1. CONSENT CALENDAR:

Consent Calendar items are considered routine and will be approved by one motion, with no separate discussion prior to voting. Council Members, staff or public may request specific items be removed from the Consent Calendar for separate discussion or action. Speaker slips for this category must be presented to the City Clerk before the meeting is called to order. Speakers are limited to 3 minutes.

- (A) Approval of reading by title only and waiver of reading in full of Ordinances on agenda.**
- (B) Approval of Meeting Minutes:**
 - [Santee City Council 5-22-13 Regular Meeting](#)
 - [CDC Successor Agency 5-22-13 Regular Meeting](#)
 - [Public Financing Authority 5-22-13 Regular Meeting](#)
- (C) Approval of Payment of Demands as presented.**
- (D) Approval of the expenditure of \$83,065.45 for April 2013 Legal Services and related costs.**

- (E) Adoption of a Resolution awarding the construction contract for the Citywide CMP Replacement Program (CIP 2013-22) to Ace Excavating and Environmental Services for \$242,740, and authorization for the City Manager to execute the contract and the Director of Development Services to approve changes orders in an amount no to exceed \$24,274.
- (F) Rejection of all bids for the Bike Lane Project on Prospect Avenue, Olive Lane, and Town Center Parkway (CIP 2013-52) and authorization for staff to re-bid the project.
- (G) Adoption of a Resolution authorizing a one year extension of the annual Traffic Signal Maintenance Contract with Siemens Industry, Inc. in the amount of \$118,000 for FY 2013-14, and authorization for the City Manager to execute the contract extension and the Director of Development Services to execute change orders in an amount not to exceed \$8,900.
- (H) Adoption of a Resolution awarding the Street Light Maintenance Contract to Clark Telcom and Electric in the amount of \$26,289.60 for FY 2013-14, and authorization for the City Manager to execute the contract agreement and the Director of Development Services to execute change orders up to \$6,600.
- (I) Adoption of a Resolution accepting the construction contract with California Neon Products, DBA CNP Signs and Graphics, for the Clock Tower LED Panel Replacement Project (CIP 2012-040) as complete and authorizing the filing a Notice of Completion.
- (J) Find the bid received from US National Corp to be non-responsive and authorize award of contract for As-Needed Painting to Terry Shaw Painting in an amount not to exceed \$34,800 for FY 2013-14 per Bid 13/14-3, and authorization for the City Manager to approve three (3) additional 12-month options to renew along with the corresponding purchase orders and to approve annual change orders up to 10% of the then-current contract amount.
- (K) Adoption of a Resolution authorizing award of contract to Victor Concrete for Concrete Repair and/or Replacement in an amount not to exceed \$56,448.40 for FY 2013-14 per Bid 13/14-1, and authorization for the City Manager to approve three (3) additional 12-month options to renew along with the corresponding purchase orders and to approve annual change orders up to 10% of the then-current contract amount.
- (L) Authorization to award the contract for Fountain Maintenance and As-Needed Repairs to California Waters in an amount not to exceed \$25,750 for FY 2013-14 per Bid 13/14-4, and authorization for the City Manager to approve three (3) additional 12-month options to renew along with the corresponding purchase orders and to approve annual change orders up to 10% of the then-current contract amount.

- (M) Authorization to award the contract for Plumbing Repairs and Related Maintenance to Plumber X in an amount not to exceed \$18,435 for FY 2013-14 per Bid 13/14-2, and authorization for the City Manager to approve three (3) additional 12-month options to renew along with the corresponding purchase orders and to approve annual change orders up to 10% of the then-current contract amount.
- (N) Adoption of a Resolution accepting the construction contract with T&M Electric, DBA Perry Electric, for the Internally Illuminated Street Name Sign Replacement Project (CIP 2012-010) as complete and authorizing the filing of a Notice of Completion.
- (O) Adoption of a Resolution authorizing an amendment to the Roadway Striping and Marking Maintenance Contract with Payco Specialties, Inc. to reduce the total contract amount of by \$1,440 to a new total contract amount of \$100,000 with no unit price changes and authorization for the City Manager to execute a 12-month extension as amended for FY 2013-14.
- (P) Adoption of a Resolution authorizing the Director of Development Services to execute a Program Supplement agreement with the State of California for the SR2S grant funds for the Wethersfield Road Sidewalk Widening Project and directing staff to file a Notice of Exemption with the San Diego County Clerk's Office.
- (Q) Adoption of a Resolution authorizing the Director of Development Services to execute a Program Supplement agreement with the State of California for the SR2S grant funds for the Prospect Avenue Sidewalk Project and directing staff to file a Notice of Exemption with the San Diego County Clerk's Office.
- (R) Adoption of three (3) Resolutions initiating proceedings and ordering the preparation of an Engineer's Report, approving the Engineer's Report, and declaring the City Council's intention to levy assessments and setting a Public Hearing for the Fiscal Year 2013-2014 Town Center Landscape Maintenance District annual levy of assessments.
- (S) Adoption of three (3) Resolutions initiating proceedings and ordering the preparation of an Engineer's Report, approving the Engineer's Report, and declaring the City Council's intention to levy assessments and setting a Public Hearing for the Fiscal Year 2013-2014 Santee Landscape Maintenance District annual levy of assessments.

2. PUBLIC HEARINGS: None

3. **ORDINANCES (First Reading):** None

4. **CITY COUNCIL ITEMS AND REPORTS:**

5. **CONTINUED BUSINESS:**

(A) Continued review and discussion of the proposed Five-Year Capital Improvement Program Budget for Fiscal Years 2013-2014 through 2017-2018 and the proposed Operating Budget for Fiscal Years 2013-2014 and 2014-2015.

Recommendation:

Continue the review and discussion of the Proposed Five-Year Capital Improvement Program Budget for Fiscal Years 2013-2014 through 2017-2018 and the Proposed Operating Budget for Fiscal Years 2013-2014 and 2014-2015.

6. **NEW BUSINESS:**

(A) Installation of all-way stop signs at the intersection of Jeremy Street and Ramsgate Drive.

Recommendation:

Authorize the installation of stop signs and associated pavement markings in compliance with the California Manual on Uniform Traffic Control Devices (CA MUTCD) provisions on the Jeremy Street approaches at the intersection of Ramsgate Drive.

(B) Approve Relocation Plan for the Prospect Avenue Widening Project.

Recommendation:

Approve the Relocation Plan for the Prospect Avenue Widening Project

(C) Award of contract for HVAC Installation & Improvement Project for City Hall Data Room and Town Center Community Park

Recommendation:

Award the contract based on the options presented by staff.

7. COMMUNICATION FROM THE PUBLIC:

Each person wishing to address the City Council regarding items not on the posted agenda may do so at this time. In accordance with State law, Council may not take action on an item not scheduled on the Agenda. If appropriate, the item will be referred to the City Manager or placed on a future agenda.

8. CITY MANAGER REPORTS:

9. CDC SUCCESSOR AGENCY:
(Note: Minutes appear as Item 1B)

10. SANTEE PUBLIC FINANCING AUTHORITY:
(Note: Minutes appear as Item 1B)

11. CITY ATTORNEY REPORTS:

12. CLOSED SESSION:

(A) CONFERENCE WITH LABOR NEGOTIATORS

(Government Code §54957.6)

Agency Designated Representatives: City Manager

Unrepresented Employees: All Full-Time Miscellaneous & Management Employees

(B) CONFERENCE WITH LABOR NEGOTIATORS

(Government Code §54957.6)

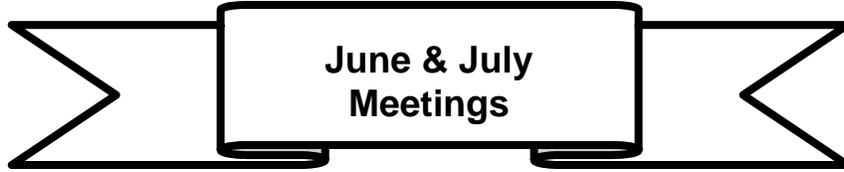
Agency Designated Representative: City Manager

Employee Organization: Santee Firefighters' Association

(C) CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Initiation of litigation pursuant to Government Code §54956.9(c): One case.

13. ADJOURNMENT:



June	06	Santee Park & Recreation Committee	Bldg. 6 Conf. Rm.
June	10	Community Oriented Policing Committee	Chamber Conf. Rm.
June	12	City Council Meeting	Chamber
June	20	Manufactured Home Fair Practices Commission	Chamber
June	26	City Council Meeting	Chamber
July	08	Community Oriented Policing Committee	Chamber Conf. Rm.
July	10	City Council Meeting	Chamber
July	11	Santee Park & Recreation Committee	Bldg. 6 Conf. Rm.
July	24	City Council Meeting	Chamber

The Santee City Council welcomes you and encourages your continued interest and involvement in the City's decision-making process.

For your convenience, a complete Agenda Packet is available for public review at City Hall and on the City's website at www.ci.santee.ca.us.

The City of Santee complies with the Americans with Disabilities Act. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the American with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to the City Clerk's Office at (619) 258-4100, ext. 112 at least 48 hours before the meeting, if possible.

State of California	}	AFFIDAVIT OF POSTING AGENDA
County of San Diego	} ss.	
City of Santee	}	
I, <u>Patsy Bell, CMC, City Clerk</u> of the City of Santee, hereby declare, under penalty of perjury, that a copy of this Agenda was posted in accordance with Resolution 61-2003 on <u>June 7, 2013</u> at <u>4:30 p.m.</u>		
_____ Signature	<u>6/7/13</u> Date	

City of Santee
COUNCIL AGENDA STATEMENT

PRES

MEETING DATE

JUNE 12, 2013

AGENDA ITEM NO.

ITEM TITLE

**PRESENTATION OF FUNDS TO CITY COUNCIL BY WASTE
MANAGEMENT FOR SANTEE SALUTES, HOLIDAY LIGHTING AND
SANTREE FEST EVENTS**

DIRECTOR/DEPARTMENT

Mayor Randy Voepel

SUMMARY

For several years, Waste Management has been the Title Sponsor of Santee Salutes, the City's July 4th fireworks showcase and signature event.

Waste Management has increased its investment in the community and has become the Title Sponsor of the City's Holiday Lighting Celebration and SanTree Fest events. Their cash and in-kind investment makes the most of their partnership within the Santee community and contributes to the overall success of these events.

At tonight's meeting, Waste Management will present a check to the City Council in the amount of **\$34,500.00**.

FINANCIAL STATEMENT

Waste Management's contribution is a cash and in-kind investment associated with Santee's community events, Santee Salutes event, Holiday Lighting Celebration and SanTree Fest.

CITY ATTORNEY REVIEW

N/A

Completed

RECOMMENDATION

Accept the contribution from Waste Management and recognize them as a valuable member of our corporate community.

ATTACHMENTS (Listed Below)

None.

City of Santee
COUNCIL AGENDA STATEMENT

1B

MEETING DATE June 12, 2013

AGENDA ITEM NO.

ITEM TITLE APPROVAL OF MEETING MINUTES: SANTEE CITY COUNCIL,
CDC SUCCESSOR AGENCY AND SANTEE PUBLIC FINANCING
AUTHORITY REGULAR MEETING OF MAY 22, 2013

DIRECTOR/DEPARTMENT Patsy Bell, CMC, City Clerk

PB

SUMMARY

Submitted for your consideration and approval are the minutes of the above meeting.

FINANCIAL STATEMENT

N/A

CITY ATTORNEY REVIEW

N/A Completed

RECOMMENDATION

Approve Minutes as presented.

ATTACHMENTS (Listed Below)

May 22, 2013 Minutes

Minutes

**Santee City Council
CDC Successor Agency
Santee Public Financing Authority**

Draft

**Council Chambers
10601 Magnolia Avenue
Santee, California**

May 22, 2013

This Regular Meeting of the Santee City Council, the CDC Successor Agency, and the Santee Public Financing Authority was called to order by Mayor/Chair Randy Voepel at 7:05 p.m.

Council Members present were: Mayor/Chair Randy Voepel; Vice Mayor/Vice Chair John W. Minto; and Council/Authority Members Jack E. Dale, Rob McNelis and John Ryan.

Staff present were: City Manager/Authority Secretary Keith Till, City/Authority Attorney Shawn Hagerty, Deputy City Manager/Director of Development Services Pedro Orso-Delgado, Director of Community Services Bill Maertz, Finance Director/Treasurer Tim McDermott, Director of Fire and Life Safety Bob Leigh, Director of Human Resources Jodene Dunphy, Director of Planning Melanie Kush, Assistant to the City Manager Kathy Valverde, Senior Management Analyst Pamela White, Santee Sheriff's Lieutenant Frank Roy, City Clerk Patsy Bell, and Administrative Secretary Pam Coleman.

(Note: Hereinafter the titles Mayor, Vice Mayor, Council Member, City Manager, and City Attorney shall be used to indicate Mayor/Chair, Vice Mayor/Vice Chair, Council/Authority Member, City Manager/Authority Secretary, and City/Authority Attorney)

LEGISLATIVE INVOCATION: Pastor Todd Tolson, Riverview Community Church

PLEDGE OF ALLEGIANCE: Santee resident Jean Emmons

PROCLAMATION: May 30th as Leon Bender Day

Council Member McNelis presented the Proclamation to Leon's mother, Antoinette Bender, and Leon's family and friends.

Draft

**PROCLAMATION: June 1 – 8, 2013 as American Cancer Society Relay for Life
Cancer Awareness Week**

Vice Mayor Minto introduced Courtney Walsh, Volunteer Coordinator for the American Cancer Society Relay for Life, and John Morley, Volunteer Event Chair for the American Cancer Society Relay for Life and this year's participants that were in attendance at tonight's meeting. He presented the Proclamation to Ms. Walsh and Mr. Morley.

ITEMS TO BE ADDED, DELETED OR RE-ORDERED ON AGENDA: None

1. CONSENT CALENDAR:

- (A) Approval of reading by title only and waiver of reading in full of Ordinances on agenda.
- (B) Approval of Meeting Minutes:
 - Santee City Council 5-8-13 Regular Meeting
 - CDC Successor Agency 5-8-13 Regular Meeting
 - Public Financing Authority 5-8-13 Regular Meeting
- (C) Approval of Payment of Demands as presented.
- (D) Adoption of findings in support of Open Market Purchase and authorization for the purchase of necessary and urgent automotive repairs from Mueller's Truck & Equipment when needed for an amount not to exceed \$2,000 for the remainder of FY 2012-2013 and \$13,000 for FY 2013-2014.

ACTION: On motion of Vice Mayor Minto, seconded by Council Member Ryan, the Agenda and Consent Calendar were approved as presented with all voting aye.

2. PUBLIC HEARINGS: None

3. ORDINANCES (First Reading): None

Draft

4. CITY COUNCIL ITEMS AND REPORTS:

- (A) Selection of voting representative and alternate(s) for League of California Cities Annual Conference.**

ACTION: After a brief discussion, on motion of Council Member McNelis, seconded by Council Member Ryan, Vice Mayor Minto was selected to be the voting representative and Council Member Dale was selected as the alternate, and the City Clerk was directed to forward the completed form to the League of California Cities with all voting aye.

4. CITY COUNCIL REPORTS:

Mayor Voepel reported on a San Diego River sweep done by the Santee Sheriff's Department.

- 5. CONTINUED BUSINESS: None**

6. NEW BUSINESS:

- (A) Presentation of the Proposed Five-Year Capital Improvement Program Budget for Fiscal Years 2013-2014 through 2017-2018.**

City Manager Till introduced the item. Assistant to the City Manager Valverde presented an overview of the Capital Improvement Program budget utilizing a PowerPoint presentation.

- (B) Review of Proposed Operating Budget for Fiscal Years 2013-2014 and 2014-2015.**

Director of Finance McDermott presented the staff report utilizing a PowerPoint presentation and answered Council's questions. Budget discussions will continue at the next Council meeting on June 12, 2013.

7. COMMUNICATION FROM THE PUBLIC:

- (A) Robert Germann spoke regarding Gillespie Field. He distributed a flyer from the Citizens Against Gillespie Field Existence Low Flying Aircraft and the Gillespie Field Community Relations Traffic Pattern Review Final Report from September 2012.**

- 8. CITY MANAGER REPORTS: None**

Draft

9. **CDC SUCCESSOR AGENCY:**
(Note: Minutes appear as Item 1B)
10. **SANTEE PUBLIC FINANCING AUTHORITY:**
(Note: Minutes appear as Item 1B)
11. **CITY ATTORNEY REPORTS:** None

Council Members recessed at 9:04 p.m. and convened in Closed Session at 9:10 p.m. with all Members present.

12. **CLOSED SESSION:**

- (A) **CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION**
(Gov. Code section 54956.9)
Name of Case: Equity Lifestyle Properties, Inc. and MHC Financing Limited Partnership Two v. City of Santee, SDSC Case No. 37-2012-00065477.
- (B) **CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION**
(Gov. Code section 54956.9)
Name of Case: MHC Financing Limited Partnership Two v. City of Santee, USDC Case No. 12 CV 253 W-POR.
- (C) **CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION**
Government Code Section 54956.9(a)
Name of Case: Cameron's Mobile Estates, LLC v. City of Santee Case No. 37-2012-00069606-CU-WM-EC

Council Members reconvened in Open Session at 9:40 p.m. with all Members present. Mayor Voepel reported that direction was given to staff on Items 12(A), 12(B), and 12(C).

13. **ADJOURNMENT:**

There being no further business, the meeting was adjourned at 9:40 p.m.

Date Approved: _____

Patsy Bell, City Clerk and for
Authority Secretary Keith Till

City of Santee
COUNCIL AGENDA STATEMENT

1C

MEETING DATE June 12, 2013

AGENDA ITEM NO.

ITEM TITLE PAYMENT OF DEMANDS

DIRECTOR/DEPARTMENT Tim K. McDermott/Finance *TM*

SUMMARY

A listing of checks that have been disbursed since the last Council meeting is submitted herewith for approval by the City Council.

TM
FINANCIAL STATEMENT

Adequate budgeted funds are available for the payment of demands per the attached listing.

CITY ATTORNEY REVIEW N/A Completed

TM
RECOMMENDATION

Approval of the payment of demands as presented.

ATTACHMENTS (Listed Below)

- 1) Payment of Demands-Summary of Checks Issued
- 2) Disbursement Journal

Payment of Demands
Summary of Checks Issued

<u>Date</u>	<u>Description</u>	<u>Amount</u>
05/14/13	Accounts Payable	\$ 36,466.00
05/15/13	Accounts Payable	13,239.87
05/16/13	Account Payable	167,204.85
05/16/13	Payroll	281,668.28
05/16/13	Accounts Payable	776.00
05/16/13	Accounts Payable	78,976.68
05/21/13	Accounts Payable	1,272,718.21
05/29/13	Accounts Payable	394,856.48
05/30/13	Payroll	286,010.34
05/30/13	Accounts Payable	161,690.19
05/30/13	Accounts Payable	<u>82,670.45</u>
	TOTAL	<u>\$ 2,776,277.35</u>

I hereby certify to the best of my knowledge and belief that the foregoing demands listing is correct, just, conforms to the approved budget, and funds are available to pay said demands.



Tim K. McDermott, Director of Finance

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
102288	5/14/2013	10021 BOUND TREE MEDICAL LLC	81059776	50050	EMS SUPPLIES	226.52
			81059777	50050	EMS SUPPLIES	30.10
			81059778	50050	EMS SUPPLIES	1,564.18
				Total :		1,820.80
102289	5/14/2013	10023 BUILDERS FENCE COMPANY INC	1438414	50109	FENCING MATERIALS	77.37
				Total :		77.37
102290	5/14/2013	11067 BURNS, DENNIS	05012013		PARAMEDIC RECERT	217.00
				Total :		217.00
102291	5/14/2013	10542 C2 REPROGRAPHICS	541266		BID PKT-STORM DRAIN IMPROV	228.53
				Total :		228.53
102292	5/14/2013	11046 CAREER SURVIVAL GROUP	SFD-2013-2		FIREFIGHTER TRAINING	1,630.00
				Total :		1,630.00
102293	5/14/2013	10299 CARQUEST AUTO PARTS	11102-289803	50260	VEHICLE REPAIR SUPPLIES	22.48
				Total :		22.48
102294	5/14/2013	10031 CDW GOVERNMENT LLC	BR38383	50309	WORKSTATION HARD DRIVES	195.85
				Total :		195.85
102295	5/14/2013	10032 CINTAS #64	694567426	50304	UNIFORM/PARTS CLNR RNTL	46.68
				Total :		46.68
102296	5/14/2013	10038 COSTCO WHOLESALE #403	040310018213	50034	COFFEE FS 4 & 5	169.06
				Total :		169.06
102297	5/14/2013	11069 COUNTY OF SAN DIEGO	02 773910		UNSECURED PROPERTY TAX	207.03
			02 773911		UNSECURED PROPERTY TAX	54.03
			02 776213		UNSECURED PROPERTY TAX	32.93
			02 815975		UNSECURED PROPERTY TAX	410.54
				Total :		704.53
102298	5/14/2013	10250 EAST COUNTY CALIFORNIAN	00017557		INVITE TO BID-CITY CMPS	329.00

Bank code : ubgen		Invoice		PO #	Description/Account	Amount
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
102298	5/14/2013	10250 EAST COUNTY CALIFORNIAN	(Continued)			Total : 329.00
102299	5/14/2013	10057 ESGIL CORPORATION	04/29/13-5/3/13		SHARE OF FEES	6,591.47
					Total :	6,591.47
102300	5/14/2013	10066 GLOBALSTAR USA LLC	1000000004665476		SATELLITE PHONE 4/16/13	87.66
					Total :	87.66
102301	5/14/2013	10640 GOVERNMENT JOBS.COM INC, C/O NEOX 07-8786			NEOGOV RENEWAL	3,000.00
					Total :	3,000.00
102302	5/14/2013	10256 HOME DEPOT CREDIT SERVICES	5150217	50055	PAINTER'S TAPE	14.21
					Total :	14.21
102303	5/14/2013	10198 HYDRO SCAPE PRODUCTS	7570657-00	50104	IRRIGATION MATERIALS	1,407.33
			7571465-00	50104	IRRIGATION MATERIALS	30.79
					Total :	1,438.12
102304	5/14/2013	10077 JOHN DEERE LANDSCAPES INC	64315305	50312	HERBICIDE	1,364.86
					Total :	1,364.86
102305	5/14/2013	10079 MEDICO PROFESSIONAL	1229354	50036	MEDICAL LINEN SERVICE	24.16
			1229355	50036	MEDICAL LINEN SERVICE	21.25
					Total :	45.41
102306	5/14/2013	10507 MITEL LEASING	1117416		MONTHLY RENTAL 124690	146.90
			1118213		MONTHLY RENTAL 122670	1,757.78
			1118634		MONTHLY RENTAL 130737	97.94
			1118683		MONTHLY RENTAL 131413	97.47
					Total :	2,100.09
102307	5/14/2013	10155 MUSCO SPORTS LIGHTING, LLC	246333	50290	WH PARK SPORTS LIGHTING	3,860.00
					Total :	3,860.00
102308	5/14/2013	10416 NATIONAL PETROLEUM INC	150624	50181	VEHICLE SUPPLIES	47.52
					Total :	47.52
102309	5/14/2013	10218 OFFICE DEPOT BUSINESS SOLUTION	654316323001	50084	COPIES	23.94

Bank code : ubgen		Invoice		PO #	Description/Account	Amount
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
102309	5/14/2013	10218	10218 OFFICE DEPOT BUSINESS SOLUTIONI (Continued)			Total : 23.94
102310	5/14/2013	10092	PHOENIX GROUP INFO SYSTEMS 032013031	50305	PARKING CITE SVC MAR 2013	39.93
					Total :	39.93
102311	5/14/2013	10713	SANTEE KIWANIS 9127	50224	ROADSIDE PRIDE GRANT	150.00
					Total :	150.00
102312	5/14/2013	10314	SOUTH COAST EMERGENCY VEHICLE 467800	50059	VEHICLE REPAIR PARTS	114.55
					Total :	114.55
102313	5/14/2013	10217	STAPLES ADVANTAGE	50039	OFFICE SUPPLIES	35.72
			3197689139	50039	OFFICE SUPPLIES	106.75
			3197733676	50256	OFFICE SUPPLIES	159.42
			3197733677	50256	OFFICE SUPPLIES	5.93
			3197733678	50039	FY 12/13 AS-NEEDED OFFICE SUPI	54.48
			3197733679	50039	OFFICE SUPPLIES	44.27
			3197733680	50039	OFFICE SUPPLIES	92.36
			3198813997	50039	OFFICE SUPPLIES	-43.90
					Total :	455.03
102314	5/14/2013	10116	STAT PHARMACEUTICALS INC	50071	PHARMACEUTICALS	55.68
			410677-00	50071	PHARMACEUTICALS	66.68
					Total :	122.36
102315	5/14/2013	10617	STATE OF CALIFORNIA		UNEMPLOYMENT BENEFITS	64.00
			L0227616832		Total :	64.00
102316	5/14/2013	10121	SUPERIOR READY MIX LP	50108	ASPHALT	74.95
			562350		Total :	74.95
102317	5/14/2013	11038	TCR SERVICES		PRINTER REPAIRS	193.45
			14489		Total :	193.45
102318	5/14/2013	11032	THE OMEGA GROUP		GIS SOFTWARE ENHANCEMENT	555.00
			00008261-IN		Total :	555.00
102319	5/14/2013	10158	THE SOCO GROUP INC	50061	DELIVERED FUEL	1,607.18
			135784			

Bank code :	ubgen			Invoice	PO #	Description/Account	Amount
Voucher	Date	Vendor					
102319	5/14/2013	10158 THE SOCO GROUP INC	(Continued)	783488	50249	FLEET CARD FUELING	1,972.27
						Total :	3,579.45
102320	5/14/2013	10479 TIRE CENTERS LLC	8720138745	50125		VEHICLE TIRES	727.50
						Total :	727.50
102321	5/14/2013	10257 TYLER TECHNOLOGIES INC	045-86119	24171		INTEGRATED FIN MGMT SUPRT	6,293.29
						Total :	6,293.29
102322	5/14/2013	10475 VERIZON WIRELESS	1182739395			CELL PHONE SERVICE	81.91
						Total :	81.91
						Bank total :	36,466.00
						Total vouchers :	36,466.00

35 Vouchers for bank code : ubgen

35 Vouchers in this report

Prepared by: *Vanessa Jackson*
 Date: 5/14/13
 Approved by: *Donna Johnson*
 Date: 5-14-13

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
102323	5/15/2013	10001 US BANK	000321194020		PRE-MEETING MISSION TRAILS	29.44
			0005		MEETING SUPPLIES	6.14
			0023		MEETING SUPPLIES	6.14
			013777		SANTREE FEST	16.01
			02		NAMEPLATES	26.16
			022613		CPRS TRAINING-REFUND	-10.00
			03/22/13		LUNCH FOR O/B RATERS	35.29
			03/25/2013		OFFICE SUPPLIES	14.88
			031813-11		SHARPENED CHAINS	63.60
			04/04/13		ONLINE WEBINAR	39.00
			040313-6		PARTS/REPAIR CHAINS	389.28
			051611		SPRING EGGSTRAVAGANZA	221.12
			06262012		PROTOCOL HANDBOOK	570.00
			06730001239052		YARD SUPPLIES	140.64
			06730001336304		YARD SUPPLIES	78.51
			06730005950043		SIGN SUPPLIES	174.77
			0673002554996		AUTO MAINT. SUPPLIES	22.85
			0712-6		OFFICE SUPPLIES	26.41
			085094		BLUEGRASS FESTIVAL	33.32
			100867		SR TRIP PALM SPRINGS FOLLIES	1,632.00
			1049		SPARC LUNCH	56.71
			111771		SUBSCRIPTION-CASQA	40.00
			14642		PLAYGROUND PAINT AND SUPPLIE	95.83
			153088		SPRING EGGSTRAVAGANZA	41.04
			1602062		CONCRETE	643.26
			206736		HOTEL-MECHANICS ACADEMY	465.45
			214612		CD	149.00
			22056		PLAYGROUND PAINT/ SUPPLIES	239.53
			228306		SHACKLES	98.67
			256740		SANTREE FEST	25.86
			259254		BLUEGRASS FESTIVAL	6.48
			26388		GRAFITTI ABATEMENT	76.69
			27		PRESENTATION SUPPLIES	5.77
			274		MEETING SUPPLIES	53.98
			28455		DRINKING FOUNTAIN REPAIRS	27.28
			301131148		ENGRAVING	35.15

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher 102323 Date 5/15/2013 Vendor 10001 US BANK

Invoice	PO #	Description/Account	Amount
(Continued)			
30197		REPAIR PARTS	438.20
31788		DUEL TWIST LOCK	340.00
3-27-13		MEETING SUPPLIES	12.96
339686		PARTS	182.08
339910		WATER FILTER	48.81
35041		ELECTRICAL SUPPLIES	28.12
357200		EQUIPMENT REPAIR PARTS	72.80
38128		SR TRIPS SUPPLIES	28.94
38227A		WHITE CIRCLE TABS-LAWTON	85.75
404723		TOWELS	113.19
427		MEETING SUPPLIES	2.79
651631806-001		BUSINESS CARDS	46.50
65678019201		HOLIDAY LIGHTING/ EGGSTRAVA	860.61
68547		GRAFITTI PAINT	99.35
68911		SMALL TOOL	48.57
74463		PARKS MATERIALS	54.36
746321		ELECTRICAL FIXTURES	878.85
750250855		GENERAL EVENT EXPENSES	3.22
77253		PLAYGROUND MAINT. SUPPLIES	193.26
82		MEETING SUPPLIES	12.95
844719		SR TRIP LUNCH	805.17
86424		PARKS MARKING PAINT	16.14
92348		SUPPLIES	13.52
9567400		TEEN FRIDAY NIGHT SUPPLIES	36.91
BBB547278553		SUPPLIES FIRE STATION	390.02
F-0143		MEETING SUPPLIES	6.38
H126076209		TONER CARTRIDGES	550.78
JM6476		FLEET SHOP SUPPLIES	465.03
S 13797		VEHICLE REPAIR PART	566.71
S1661M62		SPRAY PAINT	36.16
S1661MG2		SMALL TOOL	14.03
SA3321765		RENTAL CAR	304.96
STE/3520		ELECTRICAL SUPPLIES	209.55
V01056320101		BASKETBALL RIMS	520.80
W189164370		PLAYGROUND MAINT. TOOL	49.16
W199478001016		CERTIFICATES	27.98

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
102323	5/15/2013	10001 US BANK	(Continued) w215694621		APPLE IOS DEVELOPER PROGRAM	99.00

1 Vouchers for bank code : ubgen

1 Vouchers in this report

13,239.87

Bank total : 13,239.87

Total vouchers : 13,239.87

Prepared by: Sammy Jackson
Date: 5/15/13
Approved by: Sammy Jackson
Date: 5-15-13

Bank code : ubgen									
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount			
102324	5/16/2013	10779 NATIONAL BENEFIT SERVICES LLC	PPE 05/08/13		FLEXIBLE SPENDING ACCOUNT	1,626.12			
					Total :	1,626.12			
102325	5/16/2013	10784 NATIONAL UNION FIRE INSURANCE	May 2013		VOLUNTARY AD&D	182.06			
					Total :	182.06			
102326	5/16/2013	10353 PERS	05 13 3		PERS RETIREMENT PAYMENT	126,416.94			
					Total :	126,416.94			
102327	5/16/2013	10335 SAN DIEGO FIREFIGHTERS FEDERAL	May 2013		LONG TERM DISABILITY-SAFETY	960.00			
					Total :	960.00			
102328	5/16/2013	10424 SANTEE FIREFIGHTERS	PPE 05/08/13		SFFA DUES/ PEC	2,191.20			
					Total :	2,191.20			
102329	5/16/2013	10776 STATE OF CALIFORNIA	PPE 05/08/13		WITHHOLDING ORDER	652.45			
					Total :	652.45			
102330	5/16/2013	10783 UNITED WAY OF SAN DIEGO COUNTY	May 2013		UNITED WAY	116.00			
					Total :	116.00			
102331	5/16/2013	10001 US BANK	P Date 05/16/13		PARS RETIREMENT: PAYMENT	640.70			
					Total :	640.70			
102332	5/16/2013	10959 VANTAGE TRANSFER AGENT/457	ICMA PPE 05/08/13		ICMA	30,486.44			
					Total :	30,486.44			
102333	5/16/2013	10782 VANTAGEPOINT TRNSFR AGT/801801	PPE 04/24/13		RETIREE HEALTH SAVINGS ACCOL	3,932.94			
					Total :	3,932.94			
					Bank total :	167,204.85			
					Total vouchers :	167,204.85			

10 Vouchers for bank code : ubgen

10 Vouchers in this report

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
---------	------	--------	---------	------	---------------------	--------

Prepared by: Vanney Jackson
Date: 5/16/13
Approved by: [Signature]
Date: 5-16-13

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
102334	5/16/2013	10171 COUNTY OF SAN DIEGO	08/12 AGENCY REV		08/12 AGENCY PK CITE RPT	57.50
			08/12 DMV REVENUE		08/12 DMV PRK CITE REPT	140.00
			08/12 PHOENIX REV		08/12 PHX CITE REV REPT	578.50
					Total :	776.00

1 Vouchers for bank code : ubgen

1 Vouchers in this report

Bank total : 776.00
Total vouchers : 776.00

Prepared by: *Sammy Jackson*
Date: 5/16/13

Approved by: *[Signature]*
Date: 5-16-13

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
63562	5/16/2013	10955 DEPARTMENT OF THE TREASURY	PPE 05/08/13		FEDERAL WITHHOLDING TAX: PAYI	61,519.89
					Total :	61,519.89
63592	5/16/2013	10956 FRANCHISE TAX BOARD	PPE 05/08/13		CA STATE TAX WITHHELD: PAYMEN	17,456.79
					Total :	17,456.79
					Bank total :	78,976.68
					Total vouchers :	78,976.68

2 Vouchers for bank code : ubgen

2 Vouchers in this report

Prepared by: *Annex Jackson*
Date: 5/16/13

Approved by: *[Signature]*
Date: 5-16-13

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
102335	5/21/2013	10742 ASSOCIATION OF ENVIRONMENTAL	6/1/13		AEP WORKSHOP	30.00
					Total :	30.00
102336	5/21/2013	10924 BATTISTI, JEREMY	04012013		MEAL & FUEL REIMBURSEMENT	116.43
					Total :	116.43
102337	5/21/2013	10018 BENCHMARK LANDSCAPE SVCS INC	103169	50195	LANDSCAPE SVCS/ EXTRA WORK	150.00
					Total :	150.00
102338	5/21/2013	10021 BOUND TREE MEDICAL LLC	81065919	50050	EMS SUPPLIES	255.55
			81065920	50050	EMS SUPPLIES	178.36
			81071183	50050	EMS SUPPLIES	213.87
			81071184	50050	EMS SUPPLIES	93.80
					Total :	741.58
102339	5/21/2013	10542 C2 REPROGRAPHICS	541932		COPY SERVICES	258.12
			542679		BID PKT-CMP REPLACEMENT	401.11
					Total :	659.23
102340	5/21/2013	10031 CDW GOVERNMENT LLC	BW89120	50311	BACKUP SOFTWARE UPDATE	726.96
			BW89172	50311	BACKUP SOFTWARE UPDATE	490.88
					Total :	1,217.84
102341	5/21/2013	10526 CHANNEL ISLANDS SIDEWALK	1411	50278	SIDEWALK SLICING	11,115.65
					Total :	11,115.65
102342	5/21/2013	10032 CINTAS #64	694569906	50304	UNIFORM/PARTS CLNR RNTL	130.87
					Total :	130.87
102343	5/21/2013	10979 CITY OF LA MESA	15093		FINGERPRINTING COSTS	60.00
					Total :	60.00
102344	5/21/2013	10171 COUNTY OF SAN DIEGO	01/13 AGENCY REV ADJ		01/13 AGENCY PRK CITE ADJ	66.00
			02/13 AGENCY REV ADJ		02/13 AGENCY PRK CITE ADJ	1.50
			03/13 AGENCY REV ADJ		03/13 AGENCY PRK CITE ADJ	40.00
			09/12 AGENCY REV ADJ		09/12 AGENCY PRK CITE ADJ	74.00
			10/12 AGENCY REV ADJ		10/12 AGENCY PRK CITE ADJ	20.50

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
102344	5/21/2013	10171 COUNTY OF SAN DIEGO	(Continued)			202.00
102345	5/21/2013	10333 COX COMMUNICATIONS	052335901 094486701		8950 COTTONWOOD AVE TELEPHONE	245.41 3,019.30 3,264.71
102346	5/21/2013	10200 DELGADO, PEDRO ORSO	4/1/13-4/30/13		CITY'S PORTION AT&T BILL	102.49
102347	5/21/2013	10049 DREW AUTO CENTER	C49839	50035	VEHICLE REPAIR	102.49
102348	5/21/2013	10250 EAST COUNTY CALIFORNIAN	0017164	50009	ORDINANCE 521	142.44
102349	5/21/2013	10053 EL CAJON PLUMBING & HEATING	254126 254445	50212 50212	PLUMBING SUPPLIES PLUMBING SUPPLIES	142.44
102350	5/21/2013	10057 ESGIL CORPORATION	05/06/13-05/10/13		SHARE OF FEES	364.00 364.00
102351	5/21/2013	10628 FINELINE GRAFIX	1106 1147 1148 1149	50245 50245 50245 50245	BANNER INSTALL SVCS BANNER INSTALL SVCS BANNER INSTALL SVCS BANNER INSTALL SVCS	91.79 30.42 122.21
102352	5/21/2013	10009 FIRE ETC	47317 47470	50010 50010	ELECTRICAL ADAPTERS EQUIPMENT REPAIR PARTS	4,587.48 4,587.48
102353	5/21/2013	11073 HAMANN COMPANIES	05/08/13		REFUND PLAN CHECK FEES	110.00 590.00 130.00 110.00 940.00
102354	5/21/2013	10152 HELIX ENVIRONMENTAL PLANNING	47187	23306	ENV MONITORING - TCCP	118.05 732.97 851.02
						145.26 145.26
						535.00 535.00

Voucher List
CITY OF SANTEE

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
102355	5/21/2013	10256 HOME DEPOT CREDIT SERVICES	8150494	50055	SMALL TOOLS	55.68
					Total :	55.68
102356	5/21/2013	10198 HYDRO SCAPE PRODUCTS	7563200-00	50104	IRRIGATION MATERIALS	342.68
			7566457-00	50104	IRRIGATION MATERIALS	155.13
			7572874-00	50104	IRRIGATION MATERIALS	106.04
			7575812-00	50104	IRRIGATION MATERIALS	67.07
			7578163-00	50104	IRRIGATION MATERIALS	31.48
			7580332-00	50104	IRRIGATION MATERIALS	49.89
			7581356-00	50104	TREE STAKE/ TIES	253.76
			7581383-00	50104	IRRIGATION MATERIALS	10.92
			7588327-00	50104	IRRIGATION MATERIALS	82.96
			7588872-00	50104	IRRIGATION MATERIALS	23.69
					Total :	1,123.62
102357	5/21/2013	10075 IRON MOUNTAIN INFO MGMT INC	GYB4111-GYB4119	50123	APRIL/MAY STORAGE	349.69
					Total :	349.69
102358	5/21/2013	10077 JOHN DEERE LANDSCAPES INC	64254162	50105	IRRIGATION MATERIALS	25.59
			64291589	50105	IRRIGATION MATERIALS	76.83
			64302718	50105	IRRIGATION MATERIALS	174.09
					Total :	276.51
102359	5/21/2013	11079 JOZU INVESTMENTS LLC	PARTIAL REFUND13-104		OVERPAYMENT OF BLDG FEES	109.97
					Total :	109.97
102360	5/21/2013	11045 JUNGLE GYM & CAFE INC	28April2013		INSTRUCTOR PAYMENT	155.04
					Total :	155.04
102361	5/21/2013	10590 KOCH - ARMSTRONG GENERAL	90608	50196	PAVEMENT REPAIR & MAINT.	233,639.08
			90608R		PAVEMENT REPAIR & MAINT.	-11,681.95
					Total :	221,957.13
102362	5/21/2013	11051 MACDONALD, CRAIG	BLDG RCPT 28074		REFUND OVR PYMNT BLDG RCPT	62.68
					Total :	62.68
102363	5/21/2013	10079 MEDICO PROFESSIONAL	1232835	50036	MEDICAL LINEN SERVICE	24.16
			1232836	50036	MEDICAL LINEN SERVICE	16.36

Voucher List
CITY OF SANTEE

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
102368	5/21/2013	10344 PADRE DAM MUNICIPAL WATER DIST	(Continued) 242-02225-03 242-13056-04 242-13058-02 242-21086-10 243-01350-02 260-07501-01 260-12478-01 260-12480-01 265-08965-02		MAGNOLIA @ MISSION GORGE 10335 MISSION GORGE RD 10355 MISSION GORGE RD CUYAMACA ST CALA LILY ST WOODSIDE AVE @ NORTHCOATE 9161 SHAWDOW HILL 9161 SHAWDOW HILL RD DIAMONDBACK DR	51.70 60.50 127.77 83.20 1,474.77 57.00 1,312.42 333.12 137.50 9,636.81
102369	5/21/2013	10157 PRIMO DJ'S	24		FRIDAY NIGHT DJ SVCS	350.00 350.00
102370	5/21/2013	10161 PRIZM JANITORIAL SERVICES, INC	7138	50107	JANITORIAL SERVICES	2,235.75 2,235.75
102371	5/21/2013	10606 SAN DIEGO COUNTY SHERIFFS	SHERIFF MARCH 2013		LAW ENFORCEMENT MAR 2013	973,288.28 973,288.28
102372	5/21/2013	10110 SECTRAN SECURITY INC	13050276	50198	ARMORED CAR TRANSPORT SVC	105.00 105.00
102373	5/21/2013	10529 SIMPLOT PARTNERS	202011445 202011446	50319 50319	FERTILIZER FERTILIZER	475.11 514.70 989.81
102374	5/21/2013	10217 STAPLES ADVANTAGE	3198186609 3198186610 3198186611 3198186612 3198186614	50256 50114 50060 50060 50022	MISC OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES	286.64 262.62 156.30 3.64 157.05 866.25
102375	5/21/2013	10116 STAT PHARMACEUTICALS INC	410677-01 410678-01 410811-00	50071 50071 50071	PHARMACEUTICALS PHARMACEUTICALS PHARMACEUTICALS	18.95 37.90 225.53

Voucher List
CITY OF SANTEE

Bank code :	ubgen											
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount						
102375	5/21/2013	10116 STAT PHARMACEUTICALS INC	(Continued) 410907-00 410908-00	50071 50071	PHARMACEUTICALS PHARMACEUTICALS - STATION 5	18.83 18.80						
					Total :	320.01						
102376	5/21/2013	10119 STEVEN SMITH LANDSCAPE INC	25548	50129	LANDSCAPE SVCS/ EXTRA	725.00						
					Total :	725.00						
102377	5/21/2013	10121 SUPERIOR READY MIX LP	563453	50108	ASPHALT	253.26						
					Total :	253.26						
102378	5/21/2013	10126 THE LIGHTHOUSE INC	0862953	50023	VEHICLE REPAIR PARTS	64.76						
					Total :	64.76						
102379	5/21/2013	10158 THE SOCO GROUP INC	137245 784627	50061 50249	DELIVERED FUEL FLEET CARD FUELING	1,356.37 1,795.30						
					Total :	3,151.67						
102380	5/21/2013	11081 TOYOTA CERTIFIED CENTER	MAY13, 2013		REFUNDABLE DEPOSIT	2,183.32						
					Total :	2,183.32						
102381	5/21/2013	10520 TRAFFIC SAFETY MATERIALS INC	2549	50268	SIGN POLES	7,767.90						
					Total :	7,767.90						
102382	5/21/2013	10131 TRI-CITY LOCKSMITH	33780	50090	LOCK REPAIRS	60.00						
					Total :	60.00						
102383	5/21/2013	10667 TRI-SIGNAL INTEGRATION INC	62830		FIRE EXTINGUISHER SVC	469.82						
					Total :	469.82						
102384	5/21/2013	10257 TYLER TECHNOLOGIES INC	045-87274	24171	INTEGRATED FIN MGMT SUPRT	2,400.00						
					Total :	2,400.00						
102385	5/21/2013	11084 UNDERGROUND UTILITES INC	MAY 8, 2013		RELEASE CASH SECUIRITY	1,500.00						
					Total :	1,500.00						
102386	5/21/2013	10211 VISION INTERNET PROVIDERS INC	24546	50091	WEB HOSTING	200.00						

Bank code :	ubgen			Invoice	PO #	Description/Account	Amount
Voucher	Date	Vendor					
102386	5/21/2013	10211 VISION INTERNET PROVIDERS INC	(Continued)				200.00
102387	5/21/2013	11040 WALKSANDIEGO	166-1R	50314	SAFE ROUTES TO SCHOOL PLAN	Total :	5,310.00
102388	5/21/2013	10136 WEST COAST ARBORISTS INC	86524	50175	TREE MAINTENANCE	Total :	3,240.00
			87535	50175	TREE MAINTENANCE		5,635.00
			87543	50175	TREE MAINTENANCE		756.00
102389	5/21/2013	10232 XEROX CORPORATION	067604610	50030	FIRE ADMIN COPIER LEASE	Total :	9,631.00
102390	5/21/2013	11042 ZW USA INC	32994		DOG WASTE BAGS	Total :	6.04
						Total :	6.04
						Total :	942.30
						Total :	942.30
56	Vouchers for bank code :	ubgen				Bank total :	1,272,718.21
56	Vouchers in this report					Total vouchers :	1,272,718.21

Prepared by: Sammy O'Brien
 Date: 5/21/13
 Approved by: Sammy O'Brien
 Date: 5-21-13

Voucher List
CITY OF SANTEE

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
102391	5/29/2013	10007 AQUA SUN POOL SERVICE	10 - APRIL 2013	50100	FOUNTAIN MAINTENANCE	1,736.00
					Total :	1,736.00
102392	5/29/2013	10018 BENCHMARK LANDSCAPE SVCS INC	103298	50138	LANDSCAPE SVCS/EXTRA WORK	180.00
			103299	50195	LANDSCAPE SVCS/AREA 3	713.00
					Total :	893.00
102393	5/29/2013	10021 BOUND TREE MEDICAL LLC	81072511	50050	EMS SUPPLIES	175.86
			81072512	50050	EMS SUPPLIES	36.00
			81072513	50050	EMS SUPPLIES	21.88
			81072514	50050	EMS SUPPLIES - STATION 5	122.97
					Total :	356.71
102394	5/29/2013	10098 BURNER, RONALD	0413	50042	ATHLETIC FIELD COORDINATION	2,083.34
					Total :	2,083.34
102395	5/29/2013	10876 CANNON SOLUTIONS AMERICA INC	987987669		PLOTTER MAINTENANCE	45.98
					Total :	45.98
102396	5/29/2013	10147 CARL WARREN & COMPANY	55780		CLAIM SVCS RENDERED	189.78
					Total :	189.78
102397	5/29/2013	10299 CARQUEST AUTO PARTS	11102-291257	50260	VEHICLE SUPPLIES	16.18
					Total :	16.18
102398	5/29/2013	10031 CDW GOVERNMENT LLC	BX45837	50311	BACKUP SOFTWARE UPDATE	1,143.00
					Total :	1,143.00
102399	5/29/2013	10971 CHICK-FIL-A INC	MAY 20, 2013		RELEASE CASH SECURITY	5,000.00
			MAY 20, 2013		RELEASE GRADING SECURITY	20,000.00
			MAY 20, 2013		RELEASE CASH SECURITY	4,940.00
			MAY 20, 2013		RELEASE CASH SECURITY	7,000.00
					Total :	36,940.00
102400	5/29/2013	10035 COMPETITIVE METALS INC	125013	50075	FLAT BAR	9.72
			125114	50075	HR ANGLE BAR	10.48
			125758	50075	ASSORTED METALS	30.26

Voucher List
CITY OF SANTEE

Bank code : ubgen		Invoice		PO #	Description/Account	Amount
Voucher	Date	Vendor	Invoice			
102400	5/29/2013	10035 COMPETITIVE METALS INC	(Continued) 126913	50075	WELDING METALS.	68.85
					Total :	119.31
102401	5/29/2013	11002 CONTEMPORARY CYBERNETICS GROUP	781667	50310	BACKUP NETWORK STORAGE	8,155.00
					Total :	8,155.00
102402	5/29/2013	10358 COUNTY OF SAN DIEGO	13CTOFSAN10 13CTOFSASN10	50040 50040	SHERIFF RADIOS FIRE/PSD 800 MHZ RADIOS	4,845.00 1,290.54
					Total :	6,135.54
102403	5/29/2013	10486 COUNTY OF SAN DIEGO	73027		RECORDED DOCS APRIL	92.00
					Total :	92.00
102404	5/29/2013	11069 COUNTY OF SAN DIEGO	381-160-19-00 381-160-35-00 381-160-69-00 381-160-79-00 381-171-04-00 381-171-09-00 773910-P 773911-P 776213-P 815975-P		FIRE DIST SPEC TAX FIRE DIST SPEC TAX UNSECURED PROP TAX UNSECURED PROPERTY TAX UNSECURED PROP TAX UNSECURED PROP TAX	17.90 7.30 8.26 10.70 21.54 105.14 12.32 2.75 1.43 31.35
					Total :	218.69
102405	5/29/2013	10333 COX COMMUNICATIONS	063453006 066401501 112256001		9534 VIA ZAPADOR 10601 N MAGNOLIA 9130 CARLTON OAKS	299.59 31.29 176.91
					Total :	507.79
102406	5/29/2013	10333 COX COMMUNICATIONS	05/08/13	50096	INTERNET-CLOCK TOWER	85.00
					Total :	85.00
102407	5/29/2013	10875 CROSSROADS SOFTWARE INC	5960A	50266	COLLISSION DATABASE SYSTEM	7,800.00
					Total :	7,800.00
102408	5/29/2013	10142 CSA SAN DIEGO COUNTY	145	50216	CDBG SUBRECIPIENT REIMB	789.25

Voucher List
CITY OF SANTEE

Bank code : ubgen		Invoice		PO #	Description/Account	Amount
Voucher	Date	Vendor				
102408	5/29/2013	10142	CSA SAN DIEGO COUNTY	(Continued)	Total :	789.25
102409	5/29/2013	11094	DALTON, HELEN	REFUND CIT 170507	REFUND CITATION 170507	10.00
102410	5/29/2013	10449	DAY WIRELESS SYSTEMS	552321-02	SANTREE FEST	10.00
102411	5/29/2013	10250	EAST COUNTY CALIFORNIAN	00017354 00017558	INVITE TO BID-BIKE LN PROJ ORDINANCE 522	69.12 69.12
102412	5/29/2013	11091	EFS SURFACE CONSTRUCTION INC	OVRPYMNT 13-266	OVERPAYMENT BLDG 13-266	385.00 311.50 696.50
102413	5/29/2013	11080	EIGEN IMAGING INC	OVRPYMNT BL APPLIC	OVERPAYMENT BUS LIC APPLICAT	29.79 29.79
102414	5/29/2013	10056	EPIC PEST CONTROL & LANDSCAPE	1EPC8789	PEST CONTROL SERVICES	75.00 75.00
102415	5/29/2013	11089	ERRECA'S INC	MAY 22, 2103	RELEASE SECURITY DEPOSIT	1,290.00 1,290.00
102416	5/29/2013	10057	ESGIL CORPORATION	5/13/13-5/17/13	SHARE OF FEES	1,000.00 1,000.00
102417	5/29/2013	10251	FEDERAL EXPRESS	2-274-86766	SHIPPING CHARGES	12,042.83 12,042.83
102418	5/29/2013	10009	FIRE ETC	41833 46242 47016 47567	CREDIT ON ACCOUNT TEST GAUGE KIT & ASSEMBLY CR-PUMP TEST KIT RETURNED HYDRANT WRENCHES	19.69 19.69 -271.52 692.28 -387.18 53.88 87.46
102419	5/29/2013	11083	GARBACZEWSKI, JEFF	51613	DMV FF ENDORSEMENT FEE	32.00

Voucher List
CITY OF SANTEE

Bank code :	ubgen			Invoice	PO #	Description/Account	Amount
Voucher	Date	Vendor					
102419	5/29/2013	11083	11083 GARBACZEWSKI, JEFF	(Continued)			32.00
102420	5/29/2013	11093	GLASSMAN PLANNING ASSOCIATES	OVRPYMNT F13-109		OVERPAYMENT FIRE 13-019	9.00
102421	5/29/2013	11092	GONZALES, AMANDA	OVRPYMENT BL 18020		OVERPAYMENT BUS LIC 18020	9.00
102422	5/29/2013	10457	HAZARD CONSTRUCTION COMPANY	15643		RETENTION DISBURSEMENT	37.00
102423	5/29/2013	10152	HELIX ENVIRONMENTAL PLANNING	47186	23306	ENV MONITORING - TCCP	37.00
102424	5/29/2013	10256	HOME DEPOT CREDIT SERVICES	2150718	50055	STATION SUPPLIES	184,419.82
102425	5/29/2013	10246	HUDSON SAFETY T LITE RENTALS	00015837		SPECIAL STREET SIGNS	184,419.82
102426	5/29/2013	10198	HYDRO SCAPE PRODUCTS	7592633-00	50104	IRRIGATION MATERIALS	383.62
102427	5/29/2013	10120	KEARNY PEARSON FORD	7592677-00	50104	IRRIGATION MATERIALS	383.62
102428	5/29/2013	10151	KONICA MINOLTA BUSINESS	224562461	50069	VEHICLE REPAIR PART	78.74
102429	5/29/2013	10984	LEONARD, TIM	032213	50143	COPIES 3/25-4/22 2013	78.74
102430	5/29/2013	10154	MCDUGAL LOVE ECKIS BOEHMER &	83720		FF PHYSICAL FITNESS COURSE	239.80
				83721		CLAIM SERVICES	239.80
				83722		CLAIM SERVICES	29.28
						PROFESSIONAL SVS RENDERED	29.28
						Total :	249.95
						Total :	249.95
						Total :	7,916.69
						Total :	17.00
						Total :	730.80
						Total :	8,664.49

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
102431	5/29/2013	10079 MEDICO PROFESSIONAL	1236273 1236274	50036 50036	MEDICAL LINEN SERVICE MEDICAL LINEN SERVICE	24.16 12.93 37.09
102432	5/29/2013	10239 MORRISON, ANNE	050913		CASH ADVANCE	450.00 450.00
102433	5/29/2013	10218 OFFICE DEPOT BUSINESS SOLUTION	655368742001	50016	EMS FORMS	216.00 216.00
102435	5/29/2013	10344 PADRE DAM MUNICIPAL WATER DIST	201-22553-28 201-24957-01 201-26680-31 201-26706-15 201-27372-15 201-29488-10 201-57657-11 201-57659-11 201-58652-10 201-58731-10 204-02775-20 204-02857-01 204-03145-16 209-03888-25 209-03890-01 209-03894-01 209-03954-01 209-03956-01 209-03958-01 209-04454-02 209-05700-01 209-05720-01 209-05730-01 209-06564-10 209-30458-10 209-60110-10 209-62784-19		10118 MAGNOLIA AVE MAGNOLIA AVE 10131 MAST BLV RW SAN REMO ESTATES RW CONEJO RD BILTEER DR CUYAMACA ST CUYAMACA ST NE CUYAMACA ST NW CUYAMACA 10210 WOODGLEN VISTA WOODGLEN VISTA DR WOODGLEN VISTA DR CUYAMACA ST LL CUYAMACA ST LL CUYAMACA ST S FIELDS #1 S FIELDS #2 S FIELDS #3 RIVERWALK DRIVE 550 PARK CENTER DR 550 PARK CENTER 550 PARK CENTER MAST BLVD MAGNOLIA AVE MISSION CREEK DR MISSION CREEK TOWNHOMES	51.70 71.70 114.70 302.60 83.20 57.00 405.70 222.60 1,105.96 888.34 2,727.60 3,602.60 608.24 785.31 4,962.60 110.70 4,657.60 4,207.60 4,872.60 2,792.60 506.32 207.58 185.26 89.70 345.70 665.70 345.70
					Total :	

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
102435	5/29/2013	10344 PADRE DAM MUNICIPAL WATER DIST	(Continued) 209-64110-20 209-65043-19 209-71810-11 209-71812-12 209-72190-11 209-72390-10 209-72985-10 230-37089-15 230-37565-10 230-38028-12 231-06288-20 231-06864-12 297-01296-03		99 WILLOW POND 102 RIVER PARK RIVER PARK DR RIVER PARK DRIVE RIVER PARK DR RIVER PARK DR RIVER PARK DR 9518 MAST BLV RW 9557 MAST BLV RW 9643 MAST BLVD 9721 MAST 9793 MAST BLVD CNSW SANTEE AREA	680.70 225.70 1,127.60 540.70 1,095.70 755.70 730.70 51.70 104.70 160.70 61.70 155.70 288.00 40,956.21
102436	5/29/2013	10090 PARKHOUSE TIRE INC	3010166461	50041	TIRES	1,150.68
102437	5/29/2013	10241 PETTY CASH	05/23/13		PETTY CASH REIM CSD	241.36
102438	5/29/2013	10089 PMC	37433	24209	WALMART EXP-EIR	1,795.00
102439	5/29/2013	10161 PRIZM JANITORIAL SERVICES, INC	7137	50106	JANITORIAL SVCS 4/13	3,134.54
102440	5/29/2013	10101 PROFESSIONAL MEDICAL AND	Z962326 Z962327 Z962328	50058 50058 50058	OXYGEN CYLINDERS/REFILLS OXYGEN CYLINDERS/REFILLS OXYGEN CYLINDERS/REFILLS	32.25 45.00 223.30
102441	5/29/2013	10791 RECON ENVIRONMENTAL INC	47178	50331	BIKE TRAIL ENV. ANALYSIS	3,831.00
102442	5/29/2013	10768 SANTEE SCHOOL DISTRICT	6821		SCHOOL DISTRICT FEES	413.51
					Total :	1,150.68
					Total :	241.36
					Total :	1,795.00
					Total :	3,134.54
					Total :	300.55
					Total :	3,831.00

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
102442	5/29/2013	10768 SANTEE SCHOOL DISTRICT	(Continued)			413.51
102443	5/29/2013	10487 SIEMENS INDUSTRY INC	400101290	50282	TRAFFIC SIGNAL MAINT.	2,634.54
					Total :	2,634.54
102444	5/29/2013	10314 SOUTH COAST EMERGENCY VEHICLE	467905	50059	VEHICLE REPAIR PART	33.50
			467992	50059	VEHICLE REPAIR PARTS	351.15
			C35851	50059	CR - VEHICLE REPAIR PART	-91.26
					Total :	293.39
102445	5/29/2013	10217 STAPLES ADVANTAGE	3198813994	50256	OFFICE SUPPLIES	89.25
					Total :	89.25
102446	5/29/2013	10217 STAPLES ADVANTAGE	3198813998	50060	OFFICE SUPPLIES	64.01
					Total :	64.01
102447	5/29/2013	10116 STAT PHARMACEUTICALS INC	410952-00	50071	PHARMACEUTICALS	173.42
					Total :	173.42
102448	5/29/2013	10027 STATE OF CALIFORNIA	969211		FINGERPRINTING COSTS	96.00
					Total :	96.00
102449	5/29/2013	10119 STEVEN SMITH LANDSCAPE INC	25582	50129	LANDSCAPE SVCS/ EXTRA WORK	325.00
			25583	50129	LANDSCAPE SVCS/ EXTRA PARKS	250.00
			25584	50129	LANDSCAPE SVCS/ EXTRA	100.00
			25585	50129	LANDSCAPE SVCS/ EXTRA	280.00
			25586	50129	LANDSCAPE SVCS/ EXTRA	1,000.00
			25587	50129	LANDSCAPE SVCS/EXTRA	300.00
			25598	50129	LANDSCAPE SVCS	33,116.00
					Total :	35,371.00
102450	5/29/2013	10126 THE LIGHTHOUSE INC	0865843	50023	VEHICLE REPAIR PART	178.20
					Total :	178.20
102451	5/29/2013	10158 THE SOCO GROUP INC	783805	50249	FLEET CARD FUELING	2,233.76
			784564	50249	FLEET CARD FUELING	1,134.44
					Total :	3,368.20

Bank code : ubgen		Invoice		PO #		Description/Account	Amount
Voucher	Date	Vendor	Invoice	PO #			
102452	5/29/2013	10131 TRI-CITY LOCKSMITH	33899	50090		LOCK REPAIRS	42.32
							Total : 42.32
102453	5/29/2013	10611 TRI-GROUP CONSTRUCTION & DEV	2	50222		CONCRETE REPLACEMENT	20,925.50
							Total : 20,925.50
102454	5/29/2013	10133 UNDERGROUND SERVICE ALERT	420130648	50115		DIG ALERT	157.50
							Total : 157.50
102455	5/29/2013	10134 USA MOBILITY WIRELESS INC	W6215044E	50187		PAGER SERVICE - IT	12.48
							Total : 12.48
102456	5/29/2013	10148 WESTAIR GASES & EQUIPMENT INC	340820	50028		SHOP SUPPLIES	27.47
							Total : 27.47
102457	5/29/2013	10331 WHITE CAP	10000231652	50093		YARD SUPPLIES	201.51
							Total : 201.51
102458	5/29/2013	10317 WM HEALTHCARE SOLUTIONS INC	0192261-2793-4	50029		BIOMEDICAL WASTE DISPOSAL	96.09
			0192262-2793-2	50029		BIOMEDICAL WASTE DISPOSAL	96.05
							Total : 192.14
102459	5/29/2013	10232 XEROX CORPORATION	067853711	50211		PRINTER MAINT. & USAGE	472.05
			067956205	50153		COPIES	245.88
			067956206	50066		LEASING/COPING	193.01
							Total : 910.94
102460	5/29/2013	10232 XEROX CORPORATION	067853713	50117		XEROX CHARGES	273.94
			067956204	50130		COPY CHARGES	47.71
							Total : 321.65
102461	5/29/2013	10318 ZOLL MEDICAL CORPORATION	2008819	50301		EMS SUPPLIES	384.75
							Total : 384.75
70 Vouchers for bank code : ubgen						Bank total :	394,856.48
70 Vouchers in this report						Total vouchers :	394,856.48

Bank code : ubgen

Voucher Date Vendor

Invoice

PO #

Description/Account

Amount

Prepared by: *Sammy Jackson*
 Date: 5/29/13

Approved by: *Sammy Jackson*
 Date: 5-29-13

Bank code :	ubgen			Invoice	PO #	Description/Account	Amount
Voucher	Date	Vendor					
102462	5/30/2013	10779 NATIONAL BENEFIT SERVICES LLC		PPE 05/22/13		FLEXIBLE SPENDING ACCOUNT	1,626.12
						Total :	1,626.12
102463	5/30/2013	10353 PERS		05 13 4		PERS RETIREMENT PAYMENT	122,831.85
						Total :	122,831.85
102464	5/30/2013	10424 SANTEE FIREFIGHTERS		PPE 05/22/13		SFFA UNION DUES/PEC	2,191.20
						Total :	2,191.20
102465	5/30/2013	10776 STATE OF CALIFORNIA		PPE 05/22/13		WITHHOLDING ORDER	652.45
						Total :	652.45
102466	5/30/2013	10001 US BANK		P Date 05/30/13		PARS RETIREMENT: PAYMENT	617.88
						Total :	617.88
102467	5/30/2013	10959 VANTAGE TRANSFER AGENT/457		ICMA PPE 05/22/13		ICMA	29,732.97
						Total :	29,732.97
102468	5/30/2013	10782 VANTAGEPOINT TRNSFR AGT/801801		PPE 05/22/13		RETIREE HEALTH SAVINGS ACCOL	4,037.72
						Total :	4,037.72
						Bank total :	161,690.19
						Total vouchers :	161,690.19

7 Vouchers for bank code : ubgen

7 Vouchers in this report

Prepared by: *Vanney Jackson*
 Date: 5/30/13
 Approved by: *[Signature]*
 Date: 5-30-13

City of Santee
COUNCIL AGENDA STATEMENT

1D

MEETING DATE June 12, 2013

AGENDA ITEM NO.

ITEM TITLE APPROVAL OF THE EXPENDITURE OF \$83,065.45 FOR APRIL 2013
LEGAL SERVICES AND RELATED COSTS

DIRECTOR/DEPARTMENT Tim K. McDermott, Director of Finance *tm*

SUMMARY

Legal service billings proposed for payment for the month of April 2013 total \$83,065.45 as follows:

- 1) General Retainer Services - \$13,290.10
- 2) Litigation & Claims - \$7,460.00
- 3) MHFP Litigation - \$10,313.29
- 4) Special Projects-General Fund (primarily Community Oriented Policing) - \$17,284.41
- 5) Special Projects-Other Funds - \$1,066.40
- 6) MHFP Commission - \$160.00
- 7) Bond Proceeds (Prospect Ave. Project) - \$28,006.52
- 8) Applicant Initiated Projects - \$5,484.73

FINANCIAL STATEMENT *tm*

	<u>AMOUNT</u>	<u>BALANCE</u>
General Fund:		
Adopted Budget	\$ 382,000.00	
Revised Budget	\$ 415,000.00	
Prior Expenditures	(287,299.87)	
Current Request	(48,347.80)	\$ 79,352.33
Other Funds (excluding applicant initiated items):		
Adopted Budget	\$ 10,000.00	
Revised Budget	\$ 103,238.50	
Prior Expenditures	(71,820.56)	
Current Request	(29,232.92)	\$ 2,185.02

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *[Signature]*

Approve the expenditure of \$83,065.45 for April 2013 legal services and related costs

ATTACHMENT (Listed Below)

Legal Services Billing Summary

LEGAL SERVICES BILLING SUMMARY
FY 2012-13

Category	Adopted Budget	Revised Budget	Spent Year to Date	Available Balance	Mo/Yr	Current Request
						Amount
General Fund:						
General / Retainer	\$ 162,000.00	\$ 162,000.00	\$ 120,432.42	\$ 41,567.58	Apr-13	\$ 13,290.10
Labor & Employment	10,000.00	10,000.00	8,829.29	1,170.71		-
Litigation & Claims	50,000.00	50,000.00	38,838.00	11,162.00	Apr-13	7,460.00
MHFP Litigation	74,000.00	107,000.00	60,021.73	46,978.27	Apr-13	10,313.29
Special Projects	86,000.00	86,000.00	59,178.43	26,821.57	Apr-13	17,284.41
Total	\$ 382,000.00	\$ 415,000.00	\$ 287,299.87	\$ 127,700.13		\$ 48,347.80
Other City Funds:						
Special Projects	-	\$ 29,130.14	\$ 28,063.74	\$ 1,066.40	Apr-13	\$ 1,066.40
MHFP Commission	10,000.00	10,000.00	7,654.98	2,345.02	Apr-13	160.00
Total	\$ 10,000.00	\$ 39,130.14	\$ 35,718.72	\$ 3,411.42		\$ 1,226.40
Bond Proceeds:						
Prospect Avenue Project	-	\$ 64,108.36	\$ 36,101.84	\$ 28,006.52	Apr-13	\$ 28,006.52

LEGAL SERVICES BILLING SUMMARY
FY 2012-13

Category	Adopted Budget	Revised Budget	Spent Year to Date	Available Balance	Amount
<i>Applicant-initiated (paid from developer/applicant deposits)</i>					
Cheyenne Development	n/a	n/a	\$ 5,126.59	n/a	\$ 1,116.00
Riverview (Ryan)	n/a	n/a	4,163.79	n/a	-
Castlerock	n/a	n/a	41,852.36	n/a	2,208.73
Wal-Mart	n/a	n/a	19,817.39	n/a	2,160.00
Mission Trails Villas	n/a	n/a	3,505.55	n/a	-
Fresenius Dialysis Clinic	n/a	n/a	2,416.32	n/a	-
Total			\$ 76,882.00		\$ 5,484.73

Total Previously Spent to Date FY 2012-13		Total Proposed for Payment	
General Fund	\$ 287,299.87	General Fund	\$ 48,347.80
Other City Funds	35,718.72	Other City Funds	1,226.40
Bond Proceeds	36,101.84	Bond Proceeds	28,006.52
Developer Deposits	76,882.00	Developer Deposits	5,484.73
Total	\$ 436,002.43	Total	\$ 83,065.45

City of Santee
COUNCIL AGENDA STATEMENT

1E

MEETING DATE June 12, 2013

AGENDA ITEM NO.

ITEM TITLE RESOLUTION AWARDING THE CONSTRUCTION CONTRACT FOR THE CITYWIDE CMP REPLACEMENT PROGRAM (CIP 2013-22).

DIRECTOR/DEPARTMENT Pedro Orso-Delgado, Development Services

POD

SUMMARY

This item requests City Council to award the construction contract for the Citywide CMP Replacement Program (CIP 2013-22). This is the second bid for this project in which the first bid resulted in City Council annulling the Award of Contract to Bert W. Salas due to being unable to obtain the necessary bonds required for the contract.

This project will replace failed corrugated metal pipe (CMP) storm drain at five locations, Carita Road, Hartland Circle, Lake Canyon Road, Domer Road, and Mandeville Road. These pipe facilities were classified as high priority replacements in the Citywide Corrugate Metal Pipe Assessment report completed in 2012.

On May 22, 2013, ten bids were received and opened, with a low bid of \$242,740.00 submitted by Ace Excavating and Environmental Services. Upon review by staff, the bid submitted by Ace Excavating and Environmental Services has been deemed a responsive and responsible bid and was 11% lower than the Engineer's estimate of \$275,000. Staff also requests authorization for the Director of Development Services to approve change orders in an amount not to exceed \$24,274.00

FINANCIAL STATEMENT

Funding for this project is provided through the Highway Users Tax Fund (Gas Tax) and Developer Contribution.

Design & Bidding	\$ 10,726.11
Construction Contract	242,740.00
Construction Change Orders	24,274.00
Construction Engineering / Management	25,000.00
Total Project Budget	<u>\$ 302,740.11</u>

ENVIRONMENTAL REVIEW

The project is categorically exempt from environmental review by sections 15302(c) of the Guidelines to the California Environmental Quality Act.

CITY ATTORNEY REVIEW

N/A

Completed

RECOMMENDATION

Adopt the attached Resolution awarding the construction contract to Ace Excavating and Environmental Services for a total amount of \$242,740.00 and authorizing the Director of Development Services to approve change orders in an amount not to exceed \$24,274.00

ATTACHMENTS

Resolution

Bid Summary

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA
AWARDING THE CONSTRUCTION CONTRACT FOR THE CITYWIDE CMP
REPLACEMENT PROGRAM, (CIP 2013-22)**

WHEREAS, the City Clerk, on the 22nd day of May, 2013, publicly opened and examined sealed bids for the Citywide CMP Replacement Program, (CIP 2013-22) ("Project"); and

WHEREAS, the lowest received bid was submitted by Ace Excavating and Environmental Services, Inc. in the amount of \$242,740.00; and

WHEREAS, Ace Excavating and Environmental Services, Inc. was found to be the lowest responsive and responsible bidder with their total bid amount of \$242,740.00; and

WHEREAS, staff recommends awarding construction contract to Ace Excavating and Environmental Services, Inc., totaling \$242,740.00; and

WHEREAS, staff requests authorization to expend \$24,274.00 for unforeseen change orders and additional work.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Santee, California, as follows,

SECTION 1: The construction contract for the Citywide CMP Replacement Program, (CIP 2013-22) is awarded to Ace Excavating and Environmental Services, Inc. as the lowest responsive and responsible bidder in the amount of \$242,740.00 and the City Manager is authorized to execute the contract on behalf of the City.

SECTION 2: The Director of Development Services is authorized to approve change orders in an amount not to exceed \$24,274.00 for unforeseen items and additional work.

ADOPTED by the City Council of the City of Santee, California, at a regular meeting thereof held this 12th day of June, 2013 by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

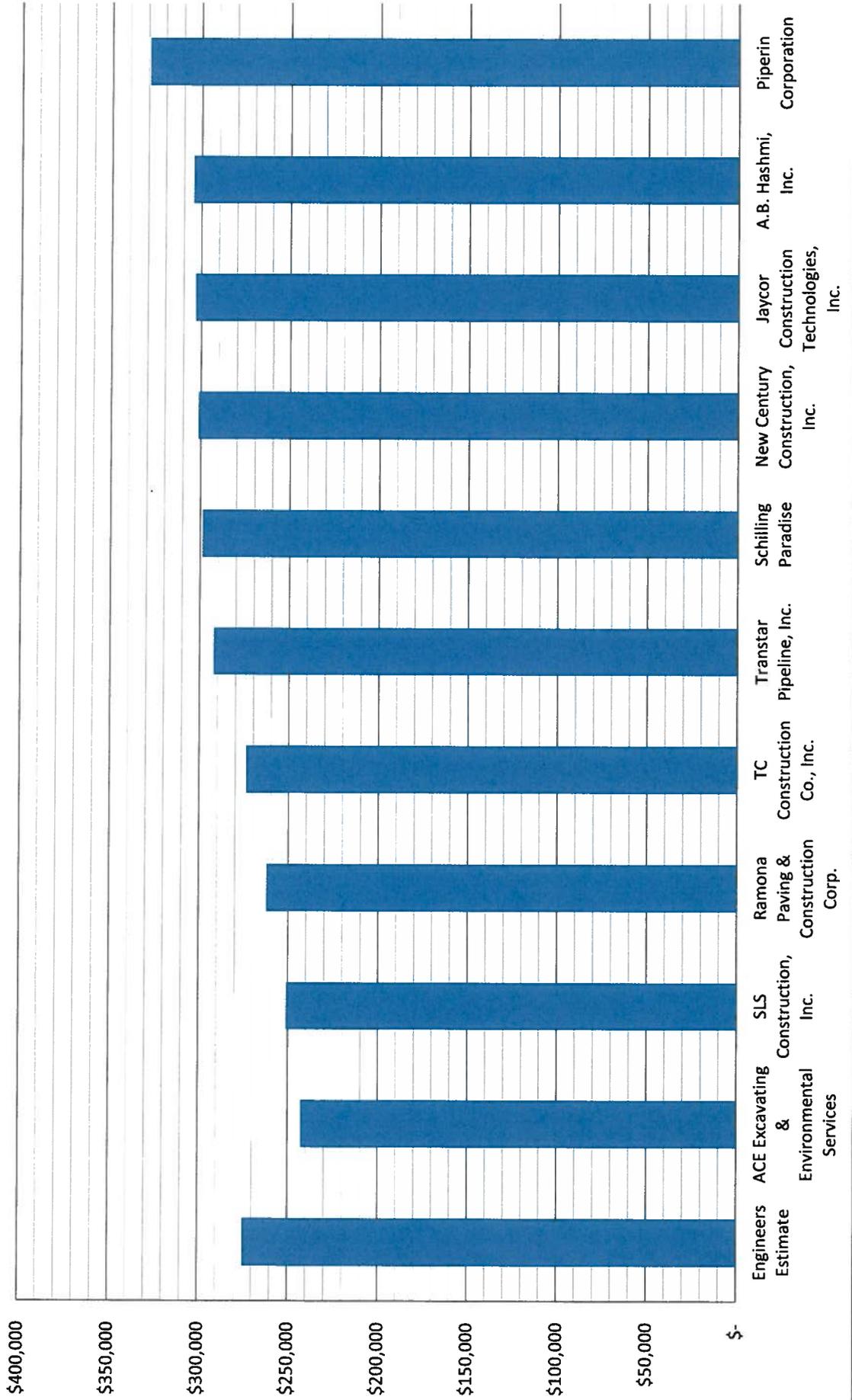
APPROVED:

RANDY VOEPEL, MAYOR

ATTEST:

PATSY BELL, CMC, CITY CLERK

**CITYWIDE CMP REPLACEMENT PROGRAM
CIP 2013-22**



City of Santee
COUNCIL AGENDA STATEMENT

1F

MEETING DATE

June 12, 2013

AGENDA ITEM NO.

ITEM TITLE REJECTION OF ALL BIDS FOR THE BIKE LANE PROJECT ON PROSPECT AVENUE, OLIVE LANE, AND TOWN CENTER PARKWAY, CIP 2013-52

DIRECTOR/DEPARTMENT Pedro Orso-Delgado, Development Services *POD*

SUMMARY

This item requests Council reject all bids for the construction contract for the Bike Lane Project on Prospect Avenue, Olive Lane, and Town Center Parkway, CIP 2013-52.

On May 23, 2013, six bids were received and publicly opened. The apparent low was submitted by Chrisp Company with a bid of \$81,386.60. In reviewing the bids, staff noticed some discrepancies between the bid item quantities in several of the bids. After further investigation, it was determined that there were discrepancies between the bid item quantities in the bid documents that were made available on the internet and those made available in hard copy.

Due to the inconsistencies in the two sets of bid documents, staff recommends rejecting all bids and re-bidding the project. If the bids are rejected, staff will re-bid the project with the correct bid item quantities and bring it back to Council in July for approval.

ENVIRONMENTAL REVIEW

None

FINANCIAL STATEMENT *m*

The project is funded through a SANDAG Active Transportation grant. There are sufficient grant funds to cover the cost of the rebid.

CITY ATTORNEY REVIEW

N/A

Completed

RECOMMENDATIONS *JKL*

Staff recommends that City Council reject all bids and authorize staff to re-bid the project.

ATTACHMENTS

None

City of Santee
COUNCIL AGENDA STATEMENT

1G

MEETING DATE June 12, 2013

AGENDA ITEM NO.

ITEM TITLE RESOLUTION AUTHORIZING THE EXTENSION OF THE ANNUAL TRAFFIC SIGNAL MAINTENANCE CONTRACT FOR FY 2013-14

DIRECTOR/DEPARTMENT Pedro Orso-Delgado, Development Services *POD*

SUMMARY

This item requests the City Council to approve a one-year extension of the traffic signal maintenance contract with Siemens Industry, Inc. (previously Republic ITS., Inc.) for FY 2013-14.

Santee is part of a five-city consortium which jointly bid the contract for traffic signal maintenance in 2010. Other participating cities include the Cities of El Cajon, La Mesa, Lemon Grove, and Poway. Since the effective date of the current contract agreement of June 23, 2010, Siemens Industry, Inc. has performed traffic signal maintenance services for the City of Santee in a satisfactory manner. The work included routine monthly maintenance for the 57 traffic signals in the city, repair and/or replacement of malfunctioning equipment such as burned out traffic lights and pedestrian heads, and emergency work.

The requested extension of the City's traffic signal maintenance contract with Siemens Industry, Inc. would provide traffic signal maintenance services for the upcoming fiscal year. This is the third of the four annual extensions allowed under the current contract, which was awarded by the City Council in June 2010. At the City's request, the contractor has accepted no increase above last year's contract unit prices.

This item requests the City Council to authorize the City Manager to execute a 12-month extension of the contract in the amount of \$118,000 and to authorize the Director of Development Services to execute change orders in an amount not to exceed \$8,900 to cover the cost for repairs of unforeseen equipment failures.

ENVIRONMENTAL REVIEW

Categorically exempt from the provisions of the California Environmental Quality Act (CEQA) Section 15301 - Class 1 Exemption.

FINANCIAL STATEMENT *fn*

The FY 2013-14 Preliminary Gas Tax Fund budget includes \$126,900 for the maintenance of traffic signals and communication systems, replacements of signal heads, wiring and detectors, and emergency work such as traffic signal knockdowns.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *LO*

- 1) Approve one year contract extension for the traffic signal maintenance contract with Siemens Industry, Inc. in the amount of \$118,000 for FY 2013-14; and
- 2) Authorize the City Manager to execute the contract extension on behalf of the City, and
- 3) Authorize the Director of Development Services to execute change orders in an amount not to exceed \$8,900.

ATTACHMENTS Resolution

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE,
CALIFORNIA, TO EXTEND THE
TRAFFIC SIGNAL MAINTENANCE CONTRACT FOR FY 2013-14**

WHEREAS, the City Council of the City of Santee, California, has determined that the use of private companies to perform traffic signal maintenance throughout the City is in the best interests of the citizens of Santee; and

WHEREAS, the current traffic signal maintenance contract will expire on June 30, 2013; and

WHEREAS, the traffic signal maintenance contract, originally approved by City Council in June, 2010 may be extended on a year-to-year basis not to exceed four additional years upon mutual agreement between the City and Siemens Industry, Inc.; and

WHEREAS, Siemens Industry, Inc. has performed the contract of traffic signal maintenance in a satisfactory manner; and

WHEREAS, the City of Santee's portion of the five-city contractual work, excluding emergency or construction related work, is estimated to be \$118,000 for traffic signal and communication systems maintenance for FY 2013-14 with no CPI increase; and

WHEREAS, staff requests authorization to expend up to \$8,900 for unforeseen change orders; and

WHEREAS, \$126,900 is included in the FY 2013-14 Preliminary Gas Tax Fund budget for the contract work; and

WHEREAS, this is the third extension of the contract.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Santee, California, that the Council finds the proposed work is categorically exempt from the provisions of the California Environmental Quality Act per Section 15301 (Class 1 Exemption).

BE IT FURTHER RESOLVED, by the City Council of the City of Santee, California, that:

- 1) the City Manager is authorized to execute a 12-month contract extension for the traffic signal maintenance contract with Siemens Industry, Inc. in the amount of \$118,000 for FY 2013-14; and,
- 2) the Director of Development Services is authorized to execute change orders in an amount not to exceed \$8,900; and,

RESOLUTION NO. _____

ADOPTED by the City Council of the City of Santee, California, at a regular meeting thereof held this 12th day of June , 2013, by the following roll call vote to wit: /

AYES:

NOES:

ABSENT:

APPROVED:

RANDY VOEPEL, MAYOR

ATTEST:

PATSY BELL, CMC, CITY CLERK

City of Santee
COUNCIL AGENDA STATEMENT

1H

MEETING DATE June 12, 2013

AGENDA ITEM NO.

ITEM TITLE RESOLUTION AWARDING THE STREET LIGHT MAINTENANCE CONTRACT FOR FY 2013-14 TO CLARK TELCOM AND ELECTRIC

DIRECTOR/DEPARTMENT Pedro Orso-Delgado, Development Services 

SUMMARY

This item recommends the award of the street light maintenance contract for FY 2013-14 to Clark Telcom and Electric. The cities of El Cajon, La Mesa, Lemon Grove, and Santee jointly prepared bid specifications for street light maintenance, as well as related construction services and emergency repairs. The City of El Cajon was the lead agency.

Request for contract bids were publicly advertised in May. Bids were opened on May 30, B2013. Five bids were received that ranged from \$107,268.00 to \$1,607,600.00. Clark Telcom and Electric was found to be the lowest responsive and responsible bidder with a bid amount of \$107,268.00 for the four city consortium. The engineers estimate was \$130,000.00. The City of Santee's portion of the four-city contractual work, excluding emergency repair and related construction work, is \$26,289.60 for the first year of the contract. The engineer's estimate for the City of Santee's portion was \$32,000.00. The bid award is for one year with the option to renew by mutual agreement for four additional one-year terms.

Staff recommends finding Clark Telcom and Electric to be the lowest responsive and responsible bidder and awarding the contract in the amount of \$26,289.60. Staff also requests authorization to allow the Director of Development Services to execute change orders up to \$6,600.00 for unanticipated street light knockdowns and other emergency repair work.

ENVIRONMENTAL REVIEW

Categorically exempt from the provisions of the California Environmental Quality Act (CEQA) Section 15301 - Class 1 Exemption.

FINANCIAL STATEMENT 

Funding for this contract is included in the Preliminary FY 2013-14 Santee Roadway Lighting District (Zones A and B) budget. The initial contract amount is \$26,289.60. The requested change order authorization is \$6,600.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION 

1. Award the street light maintenance contract to Clark Telcom and Electric in the amount of \$26,289.60 for FY 2013-14; and
2. Authorize the City Manager to sign the contract agreement on behalf of the City; and
3. Authorize the Director of Development Services to execute change orders up to \$6,600.00.

ATTACHMENTS

Resolution Bid Results

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE
AWARDING THE STREET LIGHT MAINTENANCE CONTRACT
TO CLARK TELCOM AND ELECTRIC FOR FY 2013-14**

WHEREAS, the City Council of the City of Santee, California, has determined that the use of private companies to perform street light maintenance throughout the City is in the best interests of the citizens of Santee; and

WHEREAS, bids for the contract for street light maintenance for the cities of El Cajon, La Mesa, Lemon Grove, and Santee were publicly opened on May 30, 2013; and

WHEREAS, Clark Telcom and Electric was determined to be the lowest responsible and responsive bidder; and

WHEREAS, the City of Santee's portion of the four-city contractual work, excluding emergency repair or construction related work, is estimated to be \$26,289.60 for street light maintenance for the first year of the contract; and

WHEREAS, funding for this contract is included in the Preliminary FY 2013-14 Santee Roadway Lighting District (Zones A and B) budget; and

WHEREAS, the street light maintenance contract may be extended on a year-to-year basis not to exceed four additional years upon mutual agreement between the City and the contractor; and

WHEREAS, this is the first year of the contract.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Santee, California, that the Council finds that the proposed use is categorically exempt from the provisions of the California Environmental Quality Act per Section 15301 (Class 1 Exemption).

BE IT FURTHER RESOLVED, by the City Council of the City of Santee, California, that the street light maintenance contract is awarded to Clark Telcom and Electric in the amount of \$26,289.60, and hereby authorize the City Manager to execute the Contract Agreement on behalf of the City and authorize the Director of Development Services to execute change orders up to \$6,600.00.

ADOPTED by the City Council of the City of Santee, California, at a regular meeting thereof held this 12th day of June, 2013, by the following roll call vote to wit:

AYES:
NOES:
ABSENT:

APPROVED:

RANDY VOEPEL, MAYOR

ATTEST:

PATSY BELL, CMC, CITY CLERK

CITY OF EL CAJON

Bid Results for Project STREET LIGHTING SYSTEM MAINTENANCE, EMERGENCY REPAIRS, AND RELATED CONSTRUCTION SERVICES (022-13)
 Issued on 04/25/2013

Bid Due on May 30, 2013 2:00 PM (Pacific)

Unit Price

Item Num	Description	Unit of Measure	Quantity	CTE inc.	Southwest Signal Service, Inc.	Fluoresco	Siemens Industry Inc.	Select Electric Inc.
1	Street Lighting Maintenance, Emergency Repairs, and Related Construction Services	Annual	1	\$107,268.00	\$139,094.50	\$152,789.95	\$195,136.00	\$1,607,600.00

11

City of Santee
COUNCIL AGENDA STATEMENT

MEETING DATE June 12, 2013

AGENDA ITEM NO.

ITEM TITLE RESOLUTION ACCEPTING THE CONSTRUCTION CONTRACT WITH CALIFORNIA NEON PRODUCTS DBA CNP SIGNS AND GRAPHICS, FOR THE CLOCK TOWER LED PANEL REPLACEMENT PROJECT (CIP 2012-040), AS COMPLETE.

DIRECTOR/DEPARTMENT Pedro Orso-Delgado, Development Services *POD*

SUMMARY

This item requests City Council accept the construction contract with California Neon Products, DBA CNP Signs and Graphics, for the Clock Tower LED Panel Replacement Project, CIP 2012-040, as complete.

The City Council awarded the construction contract for the project to California Neon Products, DBA CNP Signs and Graphics, on December 12, 2012. A Notice to Proceed was issued on January 24, 2013 and the work was completed on May 24, 2013. One change order was approved in the amount of \$1,633.00. The change order refurbished the four clock motors at the top of the tower.

The project replaced the three LED panels and installed new computer and networking equipment to allow communication with the trolley for displaying trolley status. Per staff's review and inspection, the contractor has performed satisfactorily as per the contract specifications. Staff requests City Council accept the construction work as complete and authorize filing a Notice of Completion. The project also includes a separate five year maintenance contract with the low bid contractor who installed the sign.

ENVIRONMENTAL REVIEW

Categorically exempt from the provisions of the CA Environmental Quality Act (CEQA) Section 15301 (C).

FINANCIAL STATEMENT *m*

The project was fully funded with TDA funds in the amount of \$110,000.00. The contract was awarded for \$79,348.92 and Council authorized staff to approve construction change orders in an amount not to exceed \$11,902.34. The contract award included \$76,828.92 for the construction of the LED panels and \$2,520.00 for the 5 year maintenance contract. One change order was required for the project in the amount of \$1,633.00 for a total construction contract amount of \$78,461.92.

Total Project Funding	<u>\$ 110,000.00</u>
Project Design	9,485.06
Construction Contract	76,828.92
Construction Change Orders	1,633.00
Construction Engineering/Management	9,516.35
Maintenance Contract	<u>2,520.00</u>
Total Project Expenditures	99,983.33
Project Savings	<u>\$ 10,016.67</u>

The remaining \$10,016.67 will be utilized by staff to further improve the Trolley notifications by providing arrival times on the LED panels and will be completed this summer.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATIONS *LA*

Adopt the attached Resolution accepting the construction contract with California Neon Products, DBA CNP Signs and Graphics, for the Clock Tower LED Panel Replacement Project, CIP 2012-040, as complete, and authorize filing a Notice of Completion.

ATTACHMENTS Resolution

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE
ACCEPTING THE CONSTRUCTION CONTRACT WITH
CALIFORNIA NEON PRODUCTS, DBA CNP SIGNS AND GRAPHICS, FOR THE
CLOCK TOWER LED PANEL REPLACEMENT PROJECT (CIP 2012-040),
AS COMPLETE**

WHEREAS, the City Council awarded the construction contract and maintenance contract for the Clock Tower LED Panel Replacement Project, CIP 2012-040, to California Neon Products, DBA CNP Signs and Graphics, on December 12, 2012 for \$79,348.92; and

WHEREAS, the construction portion of the contract was \$76,828.92; and

WHEREAS, City Council authorized staff to approve construction change orders not to exceed \$11,902.34; and

WHEREAS, Staff approved a total of one construction change order in the amount of \$1,633.00; and

WHEREAS, the construction portion of the project was completed for a total contract amount of \$78,461.92; and

WHEREAS, California Neon Products, DBA CNP Signs and Graphics, has completed the project satisfactorily in accordance with the contract plans and specifications.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Santee, California, that the work for the construction of the Clock Tower LED Panel Replacement Project, CIP 2012-040, is accepted as complete on this date and the City Clerk is directed to record a "Notice of Completion".

ADOPTED by the City Council of the City of Santee, California, at a regular meeting thereof held this 12th day of June, 2013, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

RANDY VOEPEL, MAYOR

ATTEST:

PATSY BELL, CMC, CITY CLERK

City of Santee
COUNCIL AGENDA STATEMENT

1J

MEETING DATE June 12, 2013 **AGENDA ITEM NO.**

ITEM TITLE **AUTHORIZATION TO AWARD CONTRACT FOR AS-NEEDED PAINTING TO TERRY SHAW PAINTING PER BID 13/14-3**

DIRECTOR/DEPARTMENT Bill Maertz, Community Services *WM*

SUMMARY The previous contract for as-needed painting expired on June 30, 2012. In compliance with the City's purchasing ordinance, Santee Municipal Code 3.24.110, the Finance Department administered a formal bid process for a new contract. On May 7, 2013, seven bids were received and opened for Bid 13/14-3 with an apparent low of \$32,495. The apparent low bid was submitted by US National Corp however the bid is non-responsive because the hourly rates for apprentice work do not meet the minimum prevailing wage rates. Adherence to this requirement cannot be waived as a minor irregularity as it would be a material change to price. Therefore, based on the requirements for lowest responsive responsible bid, staff recommends that City Council find the bid from US National Corp as non-responsive and award the contract to the next lowest bidder, Terry Shaw Painting, per their grand total bid amount (base bid) of \$34,798.60, which includes anticipated costs for labor and materials.

The term of the initial contract shall be July 1, 2013 through June 30, 2014 (FY 2013-14) with three (3) subsequent 12-month options to renew. Annual increases for this contract, if any, shall be at the sole discretion of the City and shall not exceed the San Diego All-Urban Consumers Index (CPI) for the preceding calendar year.

Staff also requests City Council authorization for the City Manager to approve future purchase orders per subsequent contract renewals and annual change orders up to 10% of the then-current contract amount.

FINANCIAL STATEMENT *mm*

Funding for this contract is in the General Fund Parks and Facilities and Gas Tax Fund accounts of the FY 2013-14 preliminary operating budget.

ENVIRONMENTAL REVIEW

This is categorically exempt from the California Environmental Quality Act ("CEQA") pursuant to section 15301 (maintenance of existing structures, facilities or mechanical equipment).

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *KI*

1. Find the bid received from US National Corp to be non-responsive; and
2. Award the contract to Terry Shaw Painting for an amount not to exceed \$34,800 for FY 2013-14; and
3. Authorize the City Manager to approve three (3) additional 12-month options to renew along with the corresponding purchase orders; and
4. Authorize the City Manager to approve annual change orders up to 10% of the then-current contract amount.

ATTACHMENTS
Bid Summary



CITY OF SANTEE

MAYOR
Randy Voepel

CITY COUNCIL
Jack E. Dale
Rob McNeilis
John W. Minto
John Ryan

CITY MANAGER
Keith Till

RFB 13/14-3

Bid Results
for
AS-NEEDED PAINTING

Bids received and verified:

1.	US National Corp	Total: <u>\$32,495.00</u> (non-responsive)
2.	Terry Shaw Painting	Total: <u>\$34,798.60</u>
3.	Prime Painting Contractor, Inc.	Total: <u>\$41,300.00</u>
4.	Mr. D's Painting, Inc.	Total: <u>\$43,235.00</u>
5.	The Vasquez Company	Total: <u>\$49,780.00</u>
6.	Color New Co.	Total: <u>\$59,160.00</u>
7.	Industrial Coating & Restoration	Total: <u>\$124,100.00</u>

City of Santee
COUNCIL AGENDA STATEMENT

1K

MEETING DATE June 12, 2013 **AGENDA ITEM NO.**

ITEM TITLE **RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR CONCRETE REPAIR AND/OR REPLACEMENT TO VICTOR CONCRETE PER BID 13/14-1**

DIRECTOR/DEPARTMENT Bill Maertz, Community Services *mm*

SUMMARY

The current contract for as-needed concrete repair and/or replacement will expire on June 30, 2013. In compliance with the City's purchasing ordinance, Santee Municipal Code 3.24.110, the Finance Department administered a formal bid process for a new contract for said repairs and replacement. On May 7, 2013, four bids were received and opened for Bid 13/14-1. Based on the requirements for lowest responsive responsible bid, staff recommends awarding the contract to Victor Concrete per their grand total bid amount (base bid) of \$56,448.40, which includes anticipated costs for labor and materials.

The term of the initial contract shall be July 1, 2013 through June 30, 2014 (FY 2013-14) with three (3) subsequent 12-month options to renew. Annual increases for this contract, if any, shall be at the sole discretion of the City and shall not exceed the San Diego All-Urban Consumers Index (CPI) for the preceding calendar year.

Staff also requests City Council authorization for the City Manager to approve future purchase orders per subsequent contract renewals and annual change orders up to 10% of the then-current contract amount.

FINANCIAL STATEMENT *m*

Funding for this contract is in the Gas Tax Fund of the FY 2013-14 preliminary operating budget.

ENVIRONMENTAL REVIEW

This is categorically exempt from the California Environmental Quality Act ("CEQA") pursuant to section 15301 (maintenance of existing structures, facilities or mechanical equipment).

CITY ATTORNEY REVIEW

N/A Completed

RECOMMENDATION *JS*

Adopt the attached Resolution to:

1. Award the contract for as-needed concrete repairs and/or replacement per Bid 13/14-1 to Victor Concrete for an amount not to exceed \$56,448.40 for FY 2013-14; and
2. Authorize the City Manager to approve three (3) additional 12-month options to renew along with the corresponding purchase orders; and
3. Authorize the City Manager to approve annual change orders up to 10% of the then-current contract amount.

ATTACHMENTS

Resolution
Bid Summary

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA
AWARDING THE CONTRACT FOR CONCRETE REPAIR AND/OR REPLACEMENT,
BID 13/14-1, TO VICTOR CONCRETE**

WHEREAS, the City Clerk, on the 7th day of May, 2013, publicly opened and examined sealed bids for Concrete Repair and/or Replacement, Bid 13/14-1; and

WHEREAS, the lowest responsive responsible bid was submitted by VICTOR CONCRETE in the amount of \$56,448.40; and

WHEREAS, staff recommends awarding the contract to VICTOR CONCRETE in the amount of \$56,448.40 for FY 2013-14; and

WHEREAS, staff requests authorization for the City Manager to approve three (3) additional 12-month options to renew along with the corresponding purchase orders; and

WHEREAS, staff requests authorization for the City Manager to approve annual change orders up to 10% of the then-current contract amount.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Santee, California, as follows:

Section 1. The contract for Concrete Repair and/or Replacement, Bid 13/14-1, is awarded to VICTOR CONCRETE as the lowest responsive responsible bidder in the amount of \$56,448.40; and

Section 2. The City Manager is authorized to approve three (3) additional 12-month options to renew along with the corresponding purchase orders; and

Section 3. The City Manager is authorized approve annual change orders up to 10% of the then-current contract amount.

ADOPTED by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 12th day of June 2013, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

RANDY VOEPEL, MAYOR

ATTEST:

PATSY BELL, CMC, CITY CLERK



CITY OF SANTEE

MAYOR
Randy Voepel

CITY COUNCIL
Jack E. Dale
Rob McNeilis
John W. Minto
John Ryan

CITY MANAGER
Keith Till

RFB 13/14-1

Bid Results
for
CONCRETE REPAIR AND/OR REPLACEMENT

Bids received and verified:

1.	Victor Concrete	Total: <u>\$56,448.40</u>
2.	Tri-Group Construction and Development, Inc.	Total: <u>\$59,990.00</u>
3.	Koch-Armstrong General Engineering, Inc.	Total: <u>\$86,672.00</u>
4.	Ramona Paving & Construction Corp.	Total: <u>\$109,425.00</u>

City of Santee
COUNCIL AGENDA STATEMENT

1L

MEETING DATE June 12, 2013 **AGENDA ITEM NO.**

ITEM TITLE **AUTHORIZATION TO AWARD CONTRACT FOR FOUNTAIN
MAINTENANCE AND AS-NEEDED REPAIRS TO CALIFORNIA WATERS
PER BID 13/14-4**

DIRECTOR/DEPARTMENT Bill Maertz, Community Services *WMM*

SUMMARY

The current contract for fountain maintenance and as-needed repairs will expire on June 30, 2013. In compliance with the City's purchasing ordinance, Santee Municipal Code 3.24.110, the Finance Department administered a formal bid process for a new contract for said maintenance and repairs. On May 6, 2013, one bid was received and opened for Bid 13/14-4. Based on the requirements for lowest responsive responsible bid, staff recommends awarding the contract to California Waters per their grand total bid amount (base bid) of \$25,750.00, which includes anticipated costs for labor and materials.

The term of the initial contract shall be July 1, 2013 through June 30, 2014 (FY 2013-14) with three (3) subsequent 12-month options to renew. Annual increases for this contract, if any, shall be at the sole discretion of the City and shall not exceed the San Diego All-Urban Consumers Index (CPI) for the preceding calendar year.

Staff also requests City Council authorization for the City Manager to approve future purchase orders per subsequent contract renewals and annual change orders up to 10% of the then-current contract amount.

FINANCIAL STATEMENT *WMM*

Funding for this contract is in the Town Center LMD and Mission Creek LMD accounts of the FY 2013-14 preliminary operating budget.

ENVIRONMENTAL REVIEW

This is categorically exempt from the California Environmental Quality Act ("CEQA") pursuant to section 15301 (maintenance of existing structures, facilities or mechanical equipment).

CITY ATTORNEY REVIEW

N/A Completed

RECOMMENDATION *LS*

1. Award the contract for fountain maintenance and as-needed repairs per Bid 13/14-4 to California Waters for an amount not to exceed \$25,750.00 for FY 2013-14; and
2. Authorize the City Manager to approve three (3) additional 12-month options to renew along with the corresponding purchase orders; and
3. Authorize the City Manager to approve annual change orders up to 10% of the then-current contract amount.

ATTACHMENTS

Bid Summary



CITY OF SANTEE

MAYOR
Randy Voepel

CITY COUNCIL
Jack E. Dale
Rob McNelis
John W. Minto
John Ryan

CITY MANAGER
Keith Till

RFB 13/14-4

Bid Results
for
FOUNTAIN MAINTENANCE AND AS-NEEDED REPAIRS

Bids received and verified:

1. California Waters Total: \$25,750.00

City of Santee
COUNCIL AGENDA STATEMENT

1M

MEETING DATE June 12, 2013 **AGENDA ITEM NO.**

ITEM TITLE **AUTHORIZATION TO AWARD CONTRACT FOR PLUMBING REPAIRS
AND RELATED MAINTENANCE TO PLUMBER X PER BID 13/14-2**

DIRECTOR/DEPARTMENT Bill Maertz, Community Services *WMM*

SUMMARY

The current contract for as-needed plumbing repairs and related maintenance will expire on June 30, 2013. In compliance with the City's purchasing ordinance, Santee Municipal Code 3.24.110, the Finance Department administered a formal bid process for a new contract for said repairs and maintenance. On May 6, 2013, three bids were received and opened for Bid 13/14-2. Based on the requirements for lowest responsive responsible bid, staff recommends awarding the contract to Plumber X per their grand total bid amount (base bid) of \$18,435.00, which includes anticipated costs for labor and materials.

The term of the initial contract shall be July 1, 2013 through June 30, 2014 (FY 2013-14) with three (3) subsequent 12-month options to renew. Annual increases for this contract, if any, shall be at the sole discretion of the City and shall not exceed the San Diego All-Urban Consumers Index (CPI) for the preceding calendar year.

Staff also requests City Council authorization for the City Manager to approve future purchase orders per subsequent contract renewals and annual change orders up to 10% of the then-current contract amount.

FINANCIAL STATEMENT *m*

Funding for this contract is in the General Fund Parks and Facilities and Gas Tax Fund accounts of the FY 2013-14 preliminary operating budget.

ENVIRONMENTAL REVIEW

This is categorically exempt from the California Environmental Quality Act ("CEQA") pursuant to section 15301 (maintenance of existing structures, facilities or mechanical equipment).

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *12*

1. Award the contract for as-needed plumbing repairs and related maintenance per Bid 13/14-2 to Plumber X for an amount not to exceed \$18,435 for FY 2013-14; and
2. Authorize the City Manager to approve three (3) additional 12-month options to renew along with the corresponding purchase orders; and
3. Authorize the City Manager to approve annual change orders up to 10% of the then-current contract amount.

ATTACHMENTS

Bid Summary



CITY OF SANTEE

MAYOR
Randy Voepel

CITY COUNCIL
Jack E. Dale
Rob McNelis
John W. Minto
John Ryan

CITY MANAGER
Keith Till

RFB 13/14-2

Bid Results
for
PLUMBING REPAIRS AND RELATED MAINTENANCE

Bids received and verified:

1.	Plumber X	Total: <u>\$18,435.00</u>
2.	Countywide Mechanical Systems, Inc.	Total: <u>\$18,880.00</u>
3.	AGBW Corp dba BPI Plumbing	Total: <u>\$20,550.00</u>

City of Santee
COUNCIL AGENDA STATEMENT

1N

MEETING DATE June 12, 2013

AGENDA ITEM NO.

ITEM TITLE RESOLUTION ACCEPTING THE CONSTRUCTION CONTRACT WITH T&M ELECTRIC, DBA PERRY ELECTRIC FOR THE INTERNALLY ILLUMINATED STREET NAME SIGN REPLACEMENT PROJECT, CIP 2012-010, AS COMPLETE.

DIRECTOR/DEPARTMENT Pedro Orso-Delgado, Development Services *FOD*

SUMMARY

This item requests City Council accept the construction contract with T&M Electric, DBA Perry Electric for the Internally-Illuminated Street Name Sign Replacement Project, CIP 2012-010, as complete.

The City Council awarded the construction contract for the project to T&M Electric, DBA Perry Electric, on January 23, 2013. A Notice to Proceed was issued on March 4, 2013 and the work was completed on May 22, 2013. One change order was approved in the amount of \$4,776. The change order replaced the light bulbs in all the signs that were included in the project.

The project replaced 192 faded and cracking green color street name signs on traffic signals throughout the city. It also added new illuminated street name signs at the intersections of Cuyamaca Street and Buena Vista Avenue, as well as Mission Gorge Road and Big Rock Road. Per staff's review and inspection, the contractor has performed satisfactorily as per the contract specifications. Staff requests City Council accept the construction work as complete and authorize filing a Notice of Completion.

ENVIRONMENTAL REVIEW

Categorically exempt from the provisions of the California Environmental Quality Act (CEQA) Section 15301 (C).

FINANCIAL STATEMENT

The contract was awarded for \$64,782 and Council authorized staff to approve construction change orders in an amount not to exceed \$9,700. One change order was required for the project in the amount of \$4,776 for a total construction contract amount of \$69,558. The project was funded with TransNet funds in the amount of \$84,800.

Total Project Funding	\$ 84,800.00
Project Design	3,439.00
Contract Award-Base Bid	64,782.00
Change Orders	4,776.00
Construction Engineering/Management	3,400.00
Total Project Expenditures	76,397.00
Project Savings	\$ 8,403.00

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATIONS

Adopt the attached Resolution accepting the construction contract with T&M Electric, DBA Perry Electric for the Internally-Illuminated Street Name Sign Replacement Project, CIP 2012-010, as complete, and authorize filing a Notice of Completion.

ATTACHMENTS Resolution

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE
ACCEPTING THE CONSTRUCTION CONTRACT WITH
T&M ELECTRIC, INC. DBA PERRY ELECTRIC FOR THE INTERNALLY
ILLUMINATED STREET NAME SIGN REPLACEMENT PROJECT, CIP 2012-010,
AS COMPLETE**

WHEREAS, the City Council awarded the construction contract for the Internally-Illuminated Street Name Sign Replacement Project, CIP 2012-010, to T&M Electric, DBA Perry Electric, on January 23, 2013 for \$64,782; and

WHEREAS, City Council authorized staff to approve construction change orders not to exceed \$9,700; and

WHEREAS, Staff approved a total of one construction change order in the amount of \$4,776; and

WHEREAS, the project was completed for a total contract amount of \$69,558; and

WHEREAS, Perry Electric has completed the project satisfactorily in accordance with the contract plans and specifications.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Santee, California, that the work for the construction of the Internally-Illuminated Street Name Sign Replacement Project, CIP 2012-010, is accepted as complete on this date and the City Clerk is directed to record a "Notice of Completion".

ADOPTED by the City Council of the City of Santee, California, at a regular meeting thereof held this 12th day of June, 2013, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

RANDY VOEPEL, MAYOR

ATTEST:

PATSY BELL, CMC, CITY CLERK

City of Santee
COUNCIL AGENDA STATEMENT

10

MEETING DATE June 12, 2013

AGENDA ITEM NO.

ITEM TITLE RESOLUTION AMENDING AND EXTENDING THE ROADWAY STRIPING AND MARKING MAINTENANCE CONTRACT WITH PAYCO SPECIALTIES, INC.

DIRECTOR/DEPARTMENT Pedro Orso-Delgado, Development Services 

SUMMARY

This item requests the City Council approve an amendment and a one-year extension of the roadway striping and marking maintenance contract with Payco Specialties, Inc. for FY 2013-14.

The requested extension of the City's roadway striping and marking contract with Payco Specialties, Inc. would provide roadway striping and marking maintenance services for the upcoming fiscal year. This is the first of the four annual extensions allowed under the current contract, which was awarded by the City Council in June 2012. At the City's request, Payco Specialties, Inc. has accepted no increase above last year's contract unit prices.

In FY 2012-13 Payco Specialties, Inc. has performed roadway striping and marking maintenance services for the City of Santee in a satisfactory manner. The work included repainting the roadway striping and markings citywide.

The original contract amount at \$101,440 is slightly over the proposed striping budget of \$100,000 for FY 2013-14. This item also requests the City Council authorize an amendment to the maintenance contract to reduce the contract amount by \$1,440 to reflect the preliminary budgeted amount of \$100,000 with no unit price changes. This item also requests the City Council to authorize the City Manager to execute a 12-month extension of the contract as amended.

ENVIRONMENTAL REVIEW

Categorically exempt from the provisions of the California Environmental Quality Act (CEQA) Section 15301 - Class 1 Exemption.

FINANCIAL STATEMENT 

The FY 2013-14 Preliminary Gas Tax Fund budget includes \$100,000 for the maintenance of roadway striping and markings.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION 

- 1) Authorize the City Manager to execute an amendment to the roadway striping and marking maintenance contract with Payco Specialties, Inc. to reduce the total contract amount by \$1,440 to a new total contract amount of \$100,000 with no unit price changes; and,
- 2) Authorize the City Manager to execute a 12-month extension of the roadway striping and marking maintenance contract with Payco Specialties, Inc. as amended for FY2013-14.

ATTACHMENTS Resolution

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE
AMENDING AND EXTENDING THE
ROADWAY STRIPING AND MARKING MAINTENANCE CONTRACT
WITH PAYCO SPECIALTIES, INC. FOR FY 2013-14**

WHEREAS, the City Council of Santee, California, has determined that the use of private companies to perform roadway striping and marking maintenance throughout the City is in the best interest of the citizens of Santee; and

WHEREAS, the current traffic signal maintenance contract will expire on June 30, 2013; and

WHEREAS, the roadway striping and marking maintenance contract, originally awarded by the City Council in June 2012, may be extended on a year-to-year basis not to exceed four additional years upon mutual agreement between the City and Payco Specialties, Inc.; and

WHEREAS, Payco Specialties, Inc. has performed the contract work of roadway striping and marking maintenance in a satisfactory manner; and

WHEREAS, \$100,000 is included in the FY 2013-14 Preliminary Gas Tax Fund budget for the roadway striping and marking maintenance; and

WHEREAS, the current base contract amount with Payco Specialties, Inc. is \$101,440; and

WHEREAS, the contract needs to be reduced by \$1,440 based on FY 2013-14 Preliminary Gas Tax Fund budget; and

WHEREAS, this is the first extension of the contract, as amended.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Santee, California, that the Council finds the proposed work is categorically exempt from the provisions of the California Environmental Quality Act per Section 15301 (Class 1 Exemption).

BE IT FURTHER RESOLVED, by the City Council of the City of Santee, California, that:

- 1) the City Manager is authorized to execute an amendment to the contract with Payco Specialties, Inc. to reduce the total contract amount by \$1,440 to a new total contract amount of \$100,000 with no unit price changes; and
- 2) the City Manager is authorized to execute a 12-month extension of the contract, as amended.

RESOLUTION NO. _____

ADOPTED by the City Council of the City of Santee, California, at a regular meeting thereof held this 12th day of June , 2013, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

RANDY VOEPEL, MAYOR

ATTEST:

PATSY BELL, CMC, CITY CLERK

City of Santee
COUNCIL AGENDA STATEMENT

1P

MEETING DATE June 12, 2013

AGENDA ITEM NO.

ITEM TITLE RESOLUTION AUTHORIZING EXECUTION OF A PROGRAM SUPPLEMENT AGREEMENT WITH THE STATE OF CALIFORNIA FOR THE WETHERSFIELD ROAD SIDEWALK WIDENING PROJECT

DIRECTOR/DEPARTMENT Pedro Orso-Delgado, Development Services *POD*

SUMMARY

On July 9, 2008 City Council approved a Master Agreement between the City of Santee and Caltrans for State funded projects. In order to get reimbursed for a specific project, Caltrans requires that a Program Supplement Agreement be executed for each project with authorization by a resolution of the City Council.

Recently the City sought and received a State Safe Routes to School (SR2S) grant to widen the sidewalks on Wethersfield Road in front of Carlton Oaks School.

This item requests City Council to authorize the Director of Development Services to execute a Program Supplement Agreement with Caltrans for the SR2S funded project for widening of the sidewalks on Wethersfield Road in front of Carlton Oaks School. This project is included in the proposed Capital Improvement Program Budget for Fiscal Years 2013-14 Through 2017-18.

ENVIRONMENTAL REVIEW

Categorically exempt from the provisions of the California Environmental Quality Act (CEQA) Section 15301 – Class 1.

FINANCIAL STATEMENT *m*

The total project cost is estimated to be \$205,100, of which the grant will reimburse 90% of all design, project management, and construction costs that is not on school grounds for a total of \$175,500. The remaining \$29,600 will be required to be paid for by the City and will be funded through Traffic Mitigation fees. On January 15, 2013 the Santee School District Board approved the reimbursement for the estimated \$10,400 of work on school property which will reimburse a portion of the Traffic Mitigation fees.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *KJ*

1. Adopt the Resolution authorizing the Director of Development Services to execute a Program Supplement with Caltrans for the SR2S grant funds for the Wethersfield Road Sidewalk Widening Project.
2. Direct staff to file a Notice of Exemption with the San Diego County Clerk's Office.

ATTACHMENTS

Resolution Program Supplement Agreement Project Map

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE
AUTHORIZING EXECUTION OF A PROGRAM SUPPLEMENT
WITH THE STATE OF CALIFORNIA
FOR THE WETHERSFIELD ROAD SIDEWALK WIDENING PROJECT**

WHEREAS, on July 9, 2008 City Council approved a Master Agreement with the State of California which was executed on July 17, 2008 for receiving State Funds; and

WHEREAS, the City of Santee applied for and received a State Safe Routes to School ("SR2S") grant for the project to widen the sidewalks on Wethersfield Road in front of Carlton Oaks School; and

WHEREAS, the SR2S grant shall reimburse the City of Santee 90% of all costs associated with the project up to an amount of \$175,500 in the public right of way; and

WHEREAS, the Santee School District Board has approved the reimbursement for all work on school property up to \$10,400 in their January 15, 2013 meeting; and

WHEREAS, for a grant funded project, Caltrans requires that a Program Supplement Agreement be executed in order for the City to receive reimbursement for project costs.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Santee, California, as follows:

SECTION 1: The Director of Development Services is authorized to execute a Program Supplement Agreement with the State of California for the Safe Routes to School (SR2S) grant for the widening of the sidewalks on Wethersfield Road in front of Carlton Oaks School.

SECTION 2: The City finds that the widening of sidewalks on Wethersfield Road are exempt from the California Environmental Quality Act ("CEQA") because there will be negligible expansion of existing public sidewalks. The City has also determined that the exceptions provided in CEQA Guidelines Section 15300.2 do not apply because the widening will occur in an area of the existing right of way already used primarily as a public sidewalk and will not otherwise involve unusual circumstances or cumulative effects. The City Clerk shall be the custodian of record for the documentation supporting this action. Staff is hereby directed to file a Notice of Exemption with the San Diego County Clerk's Office within five (5) working days.

ADOPTED by the City Council of the City of Santee, California, at a regular meeting thereof held this 12th day of June, 2013, by the following vote to wit:

**AYES:
NOES:
ABSENT:**

APPROVED:

RANDY VOEPEL, MAYOR

ATTEST:

PATSY BELL, CMC, CITY CLERK

PROGRAM SUPPLEMENT NO. L36
to
ADMINISTERING AGENCY-STATE AGREEMENT
FOR STATE FUNDED PROJECTS NO 00129S

Adv Project ID **Date:** April 16, 2013
1113000155 **Location:** 11-SD-0-SNT
Project Number: SR2SL-5429(024)
E.A. Number: 11-956744
Locode: 5429

This Program Supplement, effective _____, hereby adopts and incorporates into the Administering Agency-State Agreement No. 00129S for State Funded Projects which was entered into between the ADMINISTERING AGENCY and the STATE with an effective date of 07/14/08 and is subject to all the terms and conditions thereof. This PROGRAM SUPPLEMENT is executed in accordance with Article I of the aforementioned Master Agreement under authority of Resolution No. _____ approved by the ADMINISTERING AGENCY on _____ (See copy attached).

The ADMINISTERING AGENCY further stipulates that as a condition to the payment by the State of any funds derived from sources noted below encumbered to this project, Administering Agency accepts and will comply with the Special Covenants and remarks set forth on the following pages.

PROJECT LOCATION:

Wethersfield Road in front of Carlton Oaks ES.

TYPE OF WORK: Construct (widen) sidewalks.

Estimated Cost	State Funds		Matching Funds	
	STATE		LOCAL	OTHER
\$205,100.00		\$175,500.00	\$29,600.00	\$0.00

CITY OF SANTEE

By _____
Title _____
Date _____
Attest _____

STATE OF CALIFORNIA
Department of Transportation

By _____
Chief, Office of Project Implementation
Division of Local Assistance
Date _____

I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance:

Accounting Officer Hankm guya Date 4.16.13 \$175,500.00

Chapter	Statutes	Item	Year	Program	BC	Category	Fund Source	AMOUNT

SPECIAL COVENANTS OR REMARKS

1. All obligations of STATE under the terms of this Agreement are subject to the appropriation of resources by the Legislature and the encumbrance of funds under this Agreement. Funding and reimbursement are available only upon the passage of the State Budget Act containing these STATE funds.
2.
 1. This PROJECT is funded with State-Only funding from the Safe Route to School (SR2S) Program.
 2. ADMINISTERING AGENCY agrees to administer PROJECT in accordance with the SR2S Program Guidelines under which the project was selected.
 3. This PSA allows reimbursement of eligible PROJECT expenditures to the ADMINISTERING AGENCY for which the SR2S State funds are allocated. The effective State allocation date establishes the eligibility date for the ADMINISTERING AGENCY to start reimbursable work. Any work performed prior the the effective allocation date is not eligible for reimbursement from the SR2S funds.
 4. ADMINISTERING AGENCY agrees that SR2S funds available for reimbursement will be limited to the amount allocated and encumbered by the STATE consistent with the scope of work in the STATE approved application. Funds encumbered may not be used to increase the scope of work after a project is awarded for construction unless approved by the Statewide SR2S Coordinator prior to performing work. Future allocations of SR2S funds will be encumbered by use of a STATE approved Allocation Letter and Finance Letter.
 5. ADMINISTERING AGENCY agrees to the program delivery and reporting requirements established for the applicable SR2S Program funding cycle.
 6. ADMINISTERING AGENCY agrees to provide contract award information to the State within 60 days of the award and prior to submitting the first invoice for construction of this PROJECT. The required Construction Contract Award Information is listed at the Caltrans Safe Routes to School (SR2S) Project Implementation web site:

http://www.dot.gov/hq/LocalPrograms/saferoutes/sr2s_instruct.htm
 7. The ADMINISTERING AGENCY agrees to follow all relevant State laws and requirements including the California Environmental Quality Act (CEQA).
 8. The ADMINISTERING AGENCY agrees to submit the "Final Report of Expenditures" to the DLAE within six (6) months of project completion in accordance with Section 17.5 of the Local Assistance Procedures Manual (LAPM).
3. ADMINISTERING AGENCY agrees to comply with Office of Management and Budget (OMB) Circular A-87, Cost Principles for State and Local Governments, and 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. Notwithstanding the foregoing, ADMINISTERING

SPECIAL COVENANTS OR REMARKS

AGENCY shall not be required to comply with 49 CFR, Part 18.36 (i), subsections (3), (4), (5), (6), (8), (9), (12) and (13).

4. Any State and Federal funds that may have been encumbered for this project are available for disbursement for limited periods of time. For each fund encumbrance the limited period is from the start of the fiscal year that the specific fund was appropriated within the State Budget Act to the applicable fund Reversion Date shown on the State approved project finance letter. Per Government Code Section 16304, all project funds not liquidated within these periods will revert unless an executed Cooperative Work Agreement extending these dates is requested by the ADMINISTERING AGENCY and approved by the California Department of Finance.

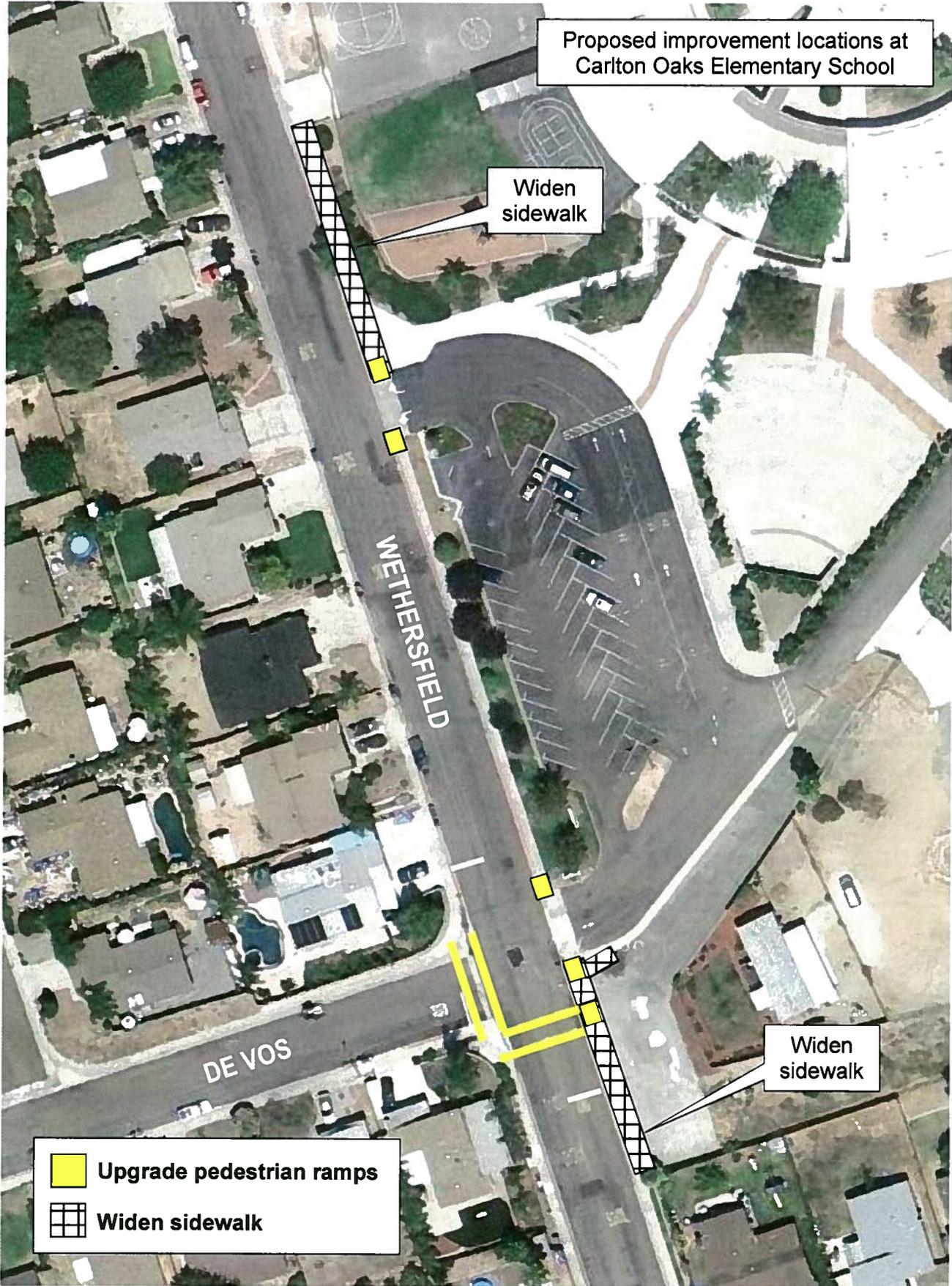
ADMINISTERING AGENCY should ensure that invoices are submitted to the District Local Assistance Engineer at least 75 days prior to the applicable fund Reversion Date to avoid the lapse of applicable funds. Pursuant to a directive from the State Controller's Office and the Department of Finance; in order for payment to be made, the last date the District Local Assistance Engineer can forward an invoice for payment to the Department's Local Programs Accounting Office for reimbursable work for funds that are going to revert at the end of a particular fiscal year is May 15th of the particular fiscal year. Notwithstanding the unliquidated sums of project specific State and Federal funding remaining and available to fund project work, any invoice for reimbursement involving applicable funds that is not received by the Department's Local Programs Accounting Office at least 45 days prior to the applicable fixed fund Reversion Date will not be paid. These unexpended funds will be irrevocably reverted by the Department's Division of Accounting on the applicable fund Reversion Date.

Proposed improvement locations at
Carlton Oaks Elementary School

Widen
sidewalk

Widen
sidewalk

-  Upgrade pedestrian ramps
-  Widen sidewalk



City of Santee
COUNCIL AGENDA STATEMENT

1Q

MEETING DATE June 12, 2013

AGENDA ITEM NO.

ITEM TITLE RESOLUTION AUTHORIZING EXECUTION OF A PROGRAM SUPPLEMENT AGREEMENT WITH THE STATE OF CALIFORNIA FOR THE PROSPECT AVENUE SIDEWALK PROJECT

DIRECTOR/DEPARTMENT Pedro Orso-Delgado, Development Services 

SUMMARY

On July 9, 2008 City Council approved a Master Agreement between the City of Santee and Caltrans for State funded projects. In order to get reimbursed for a specific project, Caltrans requires that a Program Supplement Agreement be executed for each project with authorization by a resolution of the City Council.

Recently the City sought and received a State Safe Routes to School (SR2S) grant to install missing sidewalks on Prospect Avenue from the SR 125 bridges to South Slope Street.

This item requests City Council to authorize the Director of Development Services to execute a Program Supplement Agreement with Caltrans for the SR2S funded project for construction of missing sidewalks on Prospect Avenue from the SR 125 bridges to South Slope Street. This project is included in the proposed Capital Improvement Program Budget for Fiscal Years 2013-14 Through 2017-18.

ENVIRONMENTAL REVIEW

Categorically exempt from the provisions of the Guidelines of the California Environmental Quality Act (CEQA) Section 15301 – Class 1, as a minor alteration of the existing street right of way with no unusual circumstances that may result in a significant effect on the environment and sections 15302 and 15303 – Classes 2 and 3, as new construction of small structures appurtenant to the roadway and alterations of land which do not involve removal of healthy, mature, scenic trees.

FINANCIAL STATEMENT 

The total project cost is estimated to be \$499,100, of which the grant will reimburse 90%, or \$449,200, of all design, construction and project management costs. The remaining 10%, or \$49,900, will be required to be paid for by the City using Traffic Mitigation fees.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION 

1. Adopt the Resolution authorizing the Director of Development Services to execute a Program Supplement with Caltrans for the SR2S grant funds for the Prospect Avenue Sidewalk Project.
2. Direct staff to file a Notice of Exemption with the San Diego County Clerk's Office.

ATTACHMENTS

Resolution Program Supplement Agreement Project Map

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE
AUTHORIZING EXECUTION OF A PROGRAM SUPPLEMENT
WITH THE STATE OF CALIFORNIA
FOR THE PROSPECT AVENUE SIDEWALK PROJECT**

WHEREAS, on July 9, 2008 City Council approved a Master Agreement with the State of California which was executed on July 17, 2008 for receiving State Funds; and

WHEREAS, the City of Santee applied for and received a State Safe Routes to School (SR2S) grant for a project to install missing sidewalks on Prospect Avenue from SR 125 bridges to South Slope Street; and

WHEREAS, the SR2S grant shall reimburse the City of Santee 90% of all costs associated with the project up to an amount of \$449,200; and

WHEREAS, the project is in the proposed CIP update; and,

WHEREAS, for a grant funded project, Caltrans requires that a Program Supplement Agreement be executed in order for the City to receive reimbursement for project costs.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Santee, California, as follows:

SECTION 1: The Director of Development Services is authorized to execute a Program Supplement Agreement with the State of California for the Safe Routes to School grant for the installation of missing sidewalks on Prospect Avenue from SR 125 bridges to South Slope Street.

SECTION 2: The City finds that the Prospect Avenue Sidewalk Project is exempt from the California Environmental Quality Act ("CEQA") because the project is a minor alteration of the existing street right of way. The project will consist of new construction of small structures appurtenant to the roadway and alterations of land which do not involve removal of healthy, mature, scenic trees. The City also finds that the exceptions provided in CEQA Guidelines Section 15300.2 do not apply because the project will occur in an area of the existing right of way and will not otherwise involve unusual circumstances or cumulative effects. The City Clerk shall be the custodian of record for the documentation supporting this action. Staff is hereby directed to file a Notice of Exemption with the San Diego County Clerk's Office within five (5) working days.

ADOPTED by the City Council of the City of Santee, California, at a regular meeting thereof held this 12th day of June, 2013, by the following vote to wit:

**AYES:
NOES:
ABSENT:**

APPROVED:

RANDY VOEPEL, MAYOR

ATTEST:

PATSY BELL, CMC, CITY CLERK

PROGRAM SUPPLEMENT NO. L22
to
ADMINISTERING AGENCY-STATE AGREEMENT
FOR STATE FUNDED PROJECTS NO 00129S

Adv Project ID 1113000154
Date: April 16, 2013
Location: 11-SD-0-SNT
Project Number: SR2SL-5429(023)
E.A. Number: 11-956743
Locode: 5429

This Program Supplement, effective _____, hereby adopts and incorporates into the Administering Agency-State Agreement No. 00129S for State Funded Projects which was entered into between the ADMINISTERING AGENCY and the STATE with an effective date of 07/14/08 and is subject to all the terms and conditions thereof. This PROGRAM SUPPLEMENT is executed in accordance with Article I of the aforementioned Master Agreement under authority of Resolution No. _____ approved by the ADMINISTERING AGENCY on _____ (See copy attached).

The ADMINISTERING AGENCY further stipulates that as a condition to the payment by the State of any funds derived from sources noted below encumbered to this project, Administering Agency accepts and will comply with the Special Covenants and remarks set forth on the following pages.

PROJECT LOCATION:

Prospect Ave between Glen Oaks Way and South Slope Dr.. Chet F Harritt ES

TYPE OF WORK: Construct sidewalks and curb ramps; install crosswalks.

Estimated Cost	State Funds		Matching Funds	
	STATE	LOCAL	LOCAL	OTHER
\$499,100.00	\$449,200.00	\$49,900.00		\$0.00

CITY OF SANTEE

By _____
Title _____
Date _____
Attest _____

STATE OF CALIFORNIA
Department of Transportation

By _____
Chief, Office of Project Implementation
Division of Local Assistance
Date _____

I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance:

Accounting Officer Hamborguey Date 4.16.13 \$449,200.00

Chapter	Statutes	Item	Year	Program	BC	Category	Fund Source	AMOUNT

SPECIAL COVENANTS OR REMARKS

1. All obligations of STATE under the terms of this Agreement are subject to the appropriation of resources by the Legislature and the encumbrance of funds under this Agreement. Funding and reimbursement are available only upon the passage of the State Budget Act containing these STATE funds.
2.
 1. This PROJECT is funded with State-Only funding from the Safe Route to School (SR2S) Program.
 2. ADMINISTERING AGENCY agrees to administer PROJECT in accordance with the SR2S Program Guidelines under which the project was selected.
 3. This PSA allows reimbursement of eligible PROJECT expenditures to the ADMINISTERING AGENCY for which the SR2S State funds are allocated. The effective State allocation date establishes the eligibility date for the ADMINISTERING AGENCY to start reimbursable work. Any work performed prior the the effective allocation date is not eligible for reimbursement from the SR2S funds.
 4. ADMINISTERING AGENCY agrees that SR2S funds available for reimbursement will be limited to the amount allocated and encumbered by the STATE consistent with the scope of work in the STATE approved application. Funds encumbered may not be used to increase the scope of work after a project is awarded for construction unless approved by the Statewide SR2S Coordinator prior to performing work. Future allocations of SR2S funds will be encumbered by use of a STATE approved Allocation Letter and Finance Letter.
 5. ADMINISTERING AGENCY agrees to the program delivery and reporting requirements established for the applicable SR2S Program funding cycle.
 6. ADMINISTERING AGENCY agrees to provide contract award information to the State within 60 days of the award and prior to submitting the first invoice for construction of this PROJECT. The required Construction Contract Award Information is listed at the Caltrans Safe Routes to School (SR2S) Project Implementation web site:

http://www.dot.gov/hq/LocalPrograms/saferoutes/sr2s_instruct.htm
 7. The ADMINISTERING AGENCY agrees to follow all relevant State laws and requirements including the California Environmental Quality Act (CEQA).
 8. The ADMINISTERING AGENCY agrees to submit the "Final Report of Expenditures" to the DLAE within six (6) months of project completion in accordance with Section 17.5 of the Local Assistance Procedures Manual (LAPM).
3. ADMINISTERING AGENCY agrees to comply with Office of Management and Budget (OMB) Circular A-87, Cost Principles for State and Local Governments, and 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. Notwithstanding the foregoing, ADMINISTERING

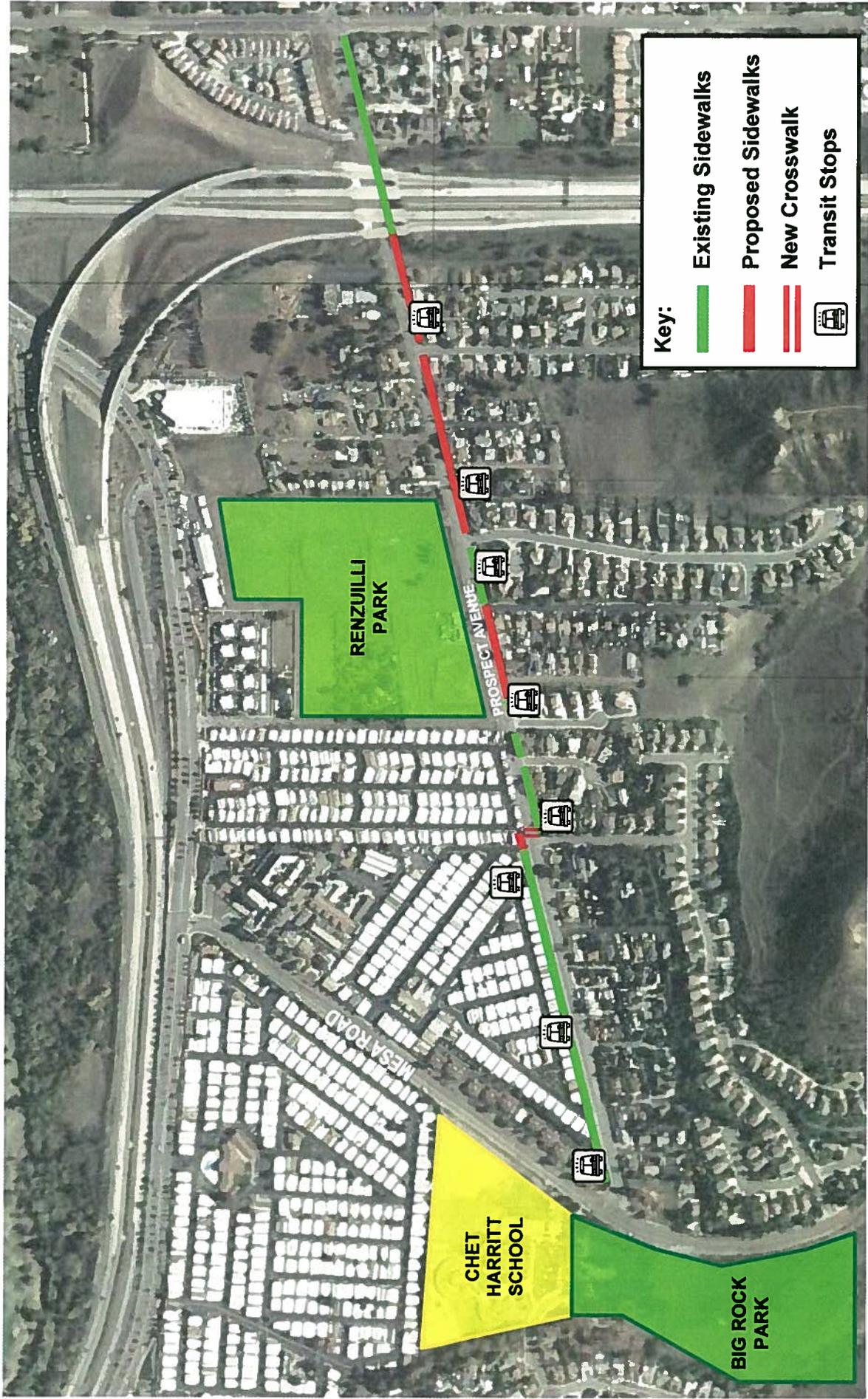
SPECIAL COVENANTS OR REMARKS

AGENCY shall not be required to comply with 49 CFR, Part 18.36 (i), subsections (3), (4), (5), (6), (8), (9), (12) and (13).

4. Any State and Federal funds that may have been encumbered for this project are available for disbursement for limited periods of time. For each fund encumbrance the limited period is from the start of the fiscal year that the specific fund was appropriated within the State Budget Act to the applicable fund Reversion Date shown on the State approved project finance letter. Per Government Code Section 16304, all project funds not liquidated within these periods will revert unless an executed Cooperative Work Agreement extending these dates is requested by the ADMINISTERING AGENCY and approved by the California Department of Finance.

ADMINISTERING AGENCY should ensure that invoices are submitted to the District Local Assistance Engineer at least 75 days prior to the applicable fund Reversion Date to avoid the lapse of applicable funds. Pursuant to a directive from the State Controller's Office and the Department of Finance; in order for payment to be made, the last date the District Local Assistance Engineer can forward an invoice for payment to the Department's Local Programs Accounting Office for reimbursable work for funds that are going to revert at the end of a particular fiscal year is May 15th of the particular fiscal year. Notwithstanding the unliquidated sums of project specific State and Federal funding remaining and available to fund project work, any invoice for reimbursement involving applicable funds that is not received by the Department's Local Programs Accounting Office at least 45 days prior to the applicable fixed fund Reversion Date will not be paid. These unexpended funds will be irrevocably reverted by the Department's Division of Accounting on the applicable fund Reversion Date.

Prospect Avenue Sidewalk Project Overview Map



City of Santee
COUNCIL AGENDA STATEMENT

1R

MEETING DATE June 12, 2013

AGENDA ITEM NO.

ITEM TITLE RESOLUTIONS INITIATING PROCEEDINGS AND ORDERING THE PREPARATION OF AN ENGINEER'S REPORT, APPROVING THE ENGINEER'S REPORT AND DECLARING THE CITY COUNCIL'S INTENTION TO LEVY ASSESSMENTS AND SETTING A PUBLIC HEARING FOR THE FY 2013-14 TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT

DIRECTOR/DEPARTMENT

Tim K. McDermott, Director of Finance *TM*

SUMMARY Town Center Landscape Maintenance District ("TCLMD") was originally formed in 1987. It now comprises eight distinct zones, four of which are assessed: "Zone A – Town Center Parkway," Zone B – "The Lakes," Zone C – "San Remo," and Zone D – the mixed use project known as "Mission Creek." Contractors provide landscape, fountain, and lighting maintenance services to these four assessed zones. Maps depicting each zone and the areas of maintenance are attached.

The City Council is required to take three distinct initial actions in order to proceed with the annual levy of an assessment. First, the City Council must formally initiate the proceedings and direct the preparation of an Engineer's Report, analyzing existing and proposed improvement to the District. Next, the City Council must take formal action to either approve or modify and approve the proposed Engineer's Report. Finally, the City Council must formally declare its intention to provide for the annual levy and collection of an assessment and provide notice of a public hearing.

The attached Assessment Summary reflects TCLMD assessments, costs and available balances for FY 2013-14. There will be no change in the assessment for Zone A, B, C and the residential portion of Zone D, as they are at the maximum assessment. The assessment for the commercial portion of Zone D is proposed to increase by 6% to \$5,192.12 per acre.

FINANCIAL STATEMENT *TM* A total of \$319,312 is proposed to be assessed on property owners within Zones A through D of the TCLMD for the cost of maintenance and administration.

CITY ATTORNEY REVIEW

N/A Completed

RECOMMENDATION *TM* Adopt three Resolutions: 1) Initiate proceedings and order the preparation of an engineer's report, 2) Approve the engineer's report, and 3) Declare intention to levy assessments and set a public hearing for July 24, 2013.

ATTACHMENTS (Listed Below)

- 1) Assessment Summary
- 2) Resolution Initiating Preparation of Engineer's Report FY 2013-14 TCLMD Annual Levy Assess (Vicinity Maps)
- 3) Resolution Approving Engineer's Report for Annual Levy of Assessment FY 2013-14 for TCLMD (Engineer's Report)
- 4) Resolution Declaring Intent to Provide Annual Levy and Collection of Assessment, and Setting a Time and Place for a Public Hearing Thereon

**ASSESSMENT SUMMARY FOR
TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT**

**FY 2013-14 ASSESSMENTS VS. FY 2012-13 ASSESSMENTS
AND APPROVED MAXIMUM ASSESSMENT**

Zone	Title	Benefit Unit Used	FY 2013-14 Maintenance & Administration	Reserves 7/1/2013	FY 12-13 Levy Per Benefit Unit	FY 13-14 Levy Per Benefit Unit	FY 13-14 Total Levy	Maximum Total Levy
A	Town Center Parkway	Acre	\$166,000.00	\$53,784.00	\$1,627.00/ \$2,973.00 (1)	\$1,627.00/ \$2,973.00 (1)	\$141,817.00	\$141,817.00
B	The Lakes	SFH (2)	\$7,550.00	\$20,124.00	\$84.48	\$84.48	\$7,518.00	\$7,518.00
C	San Remo	SFH (2)	\$7,700.00	\$12,768.00	\$218.22	\$218.22	\$7,856.00	\$7,856.00
D	Mission Creek - Commercial	Acre	N/A	N/A	\$4,898.23	\$5,192.12	\$44,288.78	\$46,749.88
	Mission Creek - Residential	SFH (2)	N/A	N/A	\$286.00	\$286.00	\$117,832.00	\$117,832.00
	Mission Creek - All Uses	N/A	\$164,750.00	\$48,939.00	N/A	N/A	\$162,120.78	\$164,581.88

Notes:

- (1) Based on a 1987 agreement with the RDA and The Price Company, the Costco parcel is levied a lower overall assessment. All other parcels are charged the second-shown rate.
- (2) "SFH" means Single Family Home.

RESOLUTION NO.

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA,
INITIATING PROCEEDINGS AND ORDERING THE PREPARATION OF AN
ENGINEER'S REPORT FOR THE FY 2013-14 TOWN CENTER LANDSCAPE
MAINTENANCE DISTRICT ANNUAL LEVY OF ASSESSMENTS**

WHEREAS, the City Council of the City of Santee desires to initiate proceedings for the annual levy of assessments for a landscape district pursuant to the terms and provisions of the "Landscaping and Lighting Act of 1972", being Division 15, Part 2 of the Streets and Highways Code of the State of California, Article XIII D of the California Constitution, and the Proposition 218 Omnibus Implementation Act (commencing with California Government Code Section 53750) (collectively the "Law"), in what is known and designated as: **TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT** ("District"); and

WHEREAS, these proceedings for the annual levy of assessments shall relate to the fiscal year commencing July 1, 2013; and

WHEREAS, there has been submitted to this City Council for its consideration at this time, diagrams, copies of which are attached hereto and by this reference incorporated herein, showing the boundaries of the areas of assessment for the above referenced fiscal year, said diagrams showing and further describing in general the improvements proposed to be maintained in said District, said description being sufficient to identify the areas proposed to be assessed for said maintenance thereof; and

WHEREAS, there are no proposed new improvements or any substantial changes in existing improvements; and

WHEREAS, the Law requires a written report, consisting of: plans and specifications of the area of the improvements to be maintained; an estimate of the costs for maintaining the improvements, including incidental expenses in connection therewith; a diagram of the areas proposed to be assessed; and a parcel-by-parcel listing of the assessments of the estimated costs for maintaining the improvements in proportion to the special benefits to be conferred on such parcels.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Santee, California,

SECTION 1. That the above recitals are all true and correct.

SECTION 2. That diagrams, entitled **TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT** as submitted to this City Council, showing the boundaries of the proposed areas to be assessed and showing the improvements to be maintained, are hereby approved, and copies thereof shall be on file in the City Clerk's Office and open to public inspection. The proposed parcels and properties within said areas are those to be assessed to pay certain costs and expenses for said maintenance.

RESOLUTION NO.

SECTION 3. That the maintenance work within the area proposed to be assessed shall be the maintenance or servicing, or both, of any facilities which are appurtenant to any of the foregoing or which are necessary or convenient for the maintenance or servicing thereof in accordance with the Law.

SECTION 4. There are no proposed new improvements or any substantial changes to existing improvements.

SECTION 5. That the Director of Finance is hereby ordered to cause to be prepared and to file with this City Council, the Report relating to said annual assessment and levy in accordance with the provisions of the Law.

SECTION 6. That upon completion, said Report shall be filed with the City Clerk, who shall then submit the same to this City Council for its consideration pursuant to Sections 22623 and 22624 of said Streets and Highways Code of the State of California.

ADOPTED by the City Council of the City of Santee, California, at a regular meeting thereof held this 12th day of June, 2013 by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

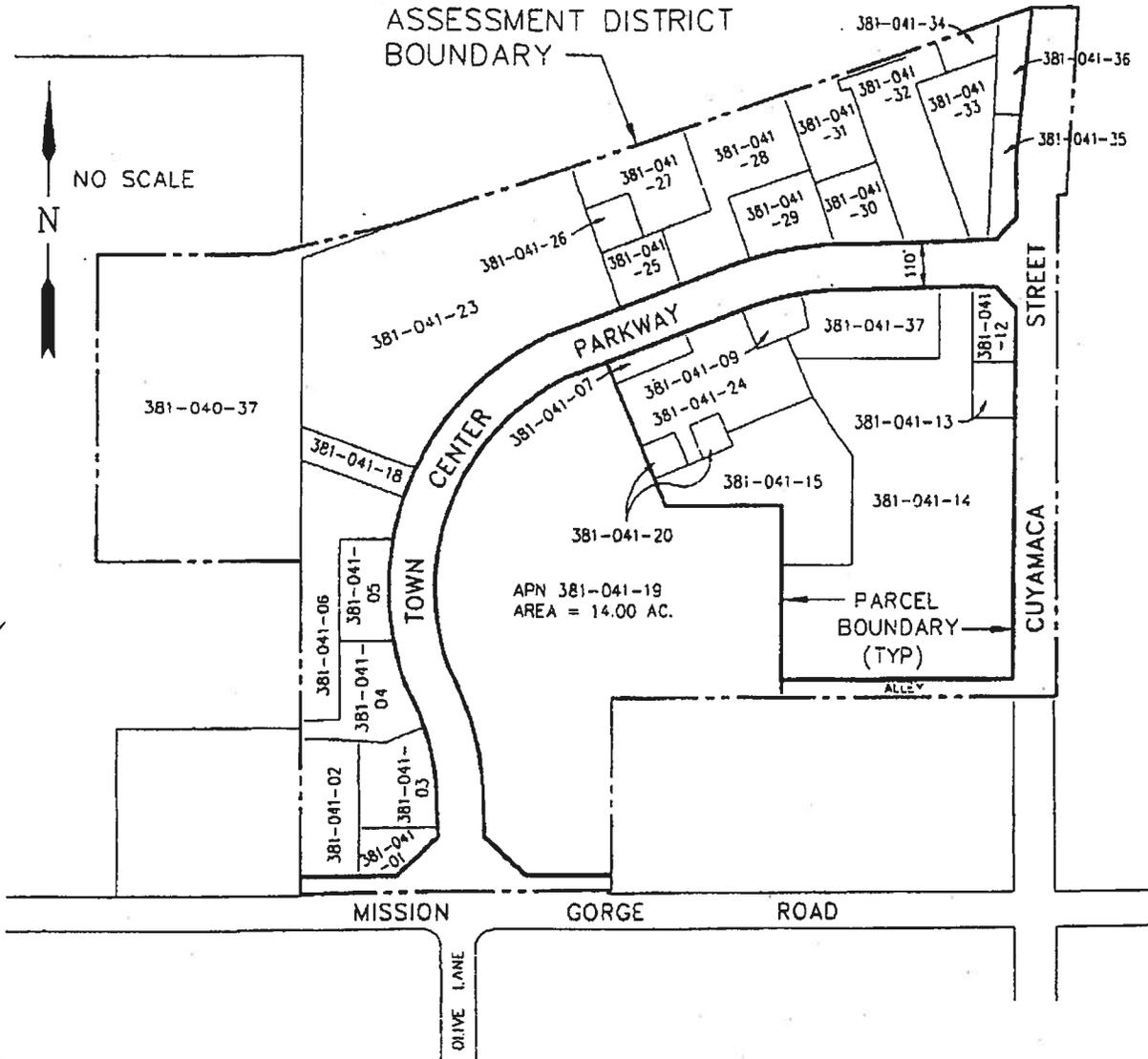
RANDY VOEPEL, MAYOR

ATTEST:

PATSY BELL, CMC, CITY CLERK

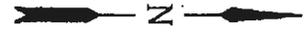
Attachment A: Vicinity Maps (Diagrams)

SANTEE TOWN CENTER
LANDSCAPE MAINTENANCE DISTRICT
ZONE A - TOWN CENTER

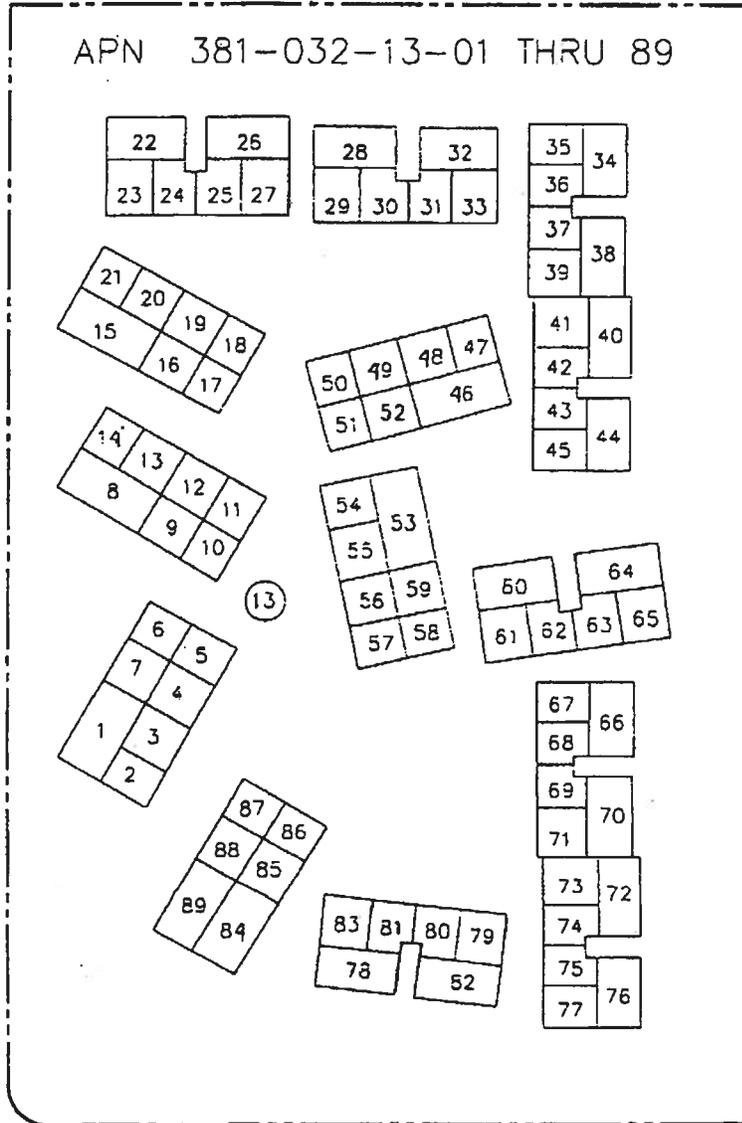


TCLMD - EXHIBIT A

SANTEE TOWN CENTER
LANDSCAPE MAINTENANCE DISTRICT
ZONE B - THE LAKES



NO SCALE



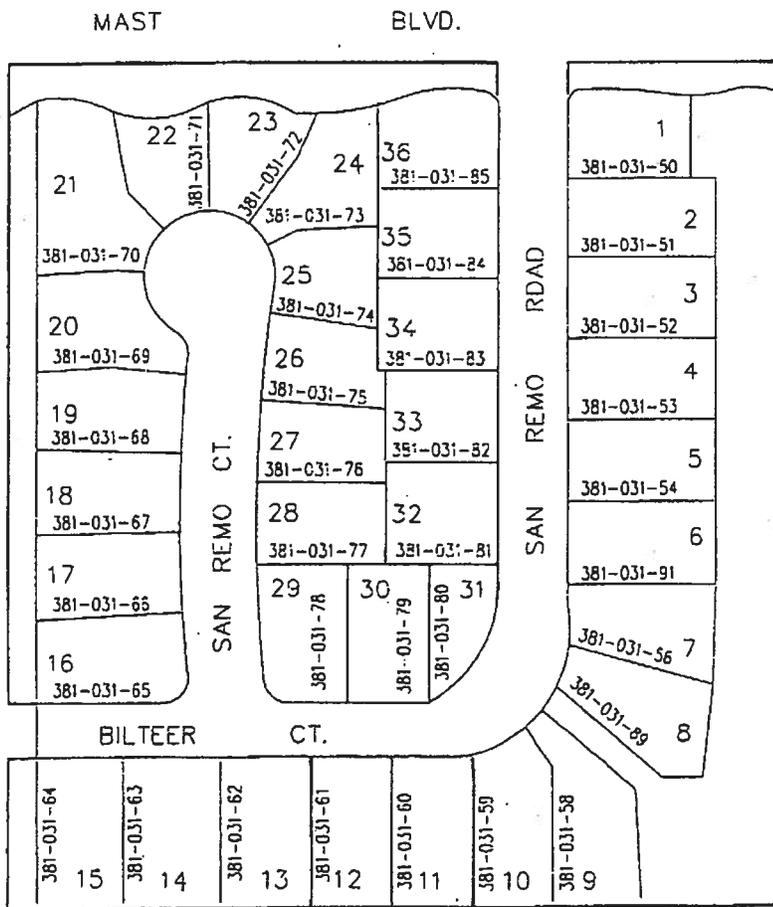
PALM GLEN DR.

ZONE B
ASSESSMENT
DISTRICT
BOUNDARY

MAGNOLIA AVE.

TCLMD - EXHIBIT B

SANTEE TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT **ZONE C - SAN REMO**

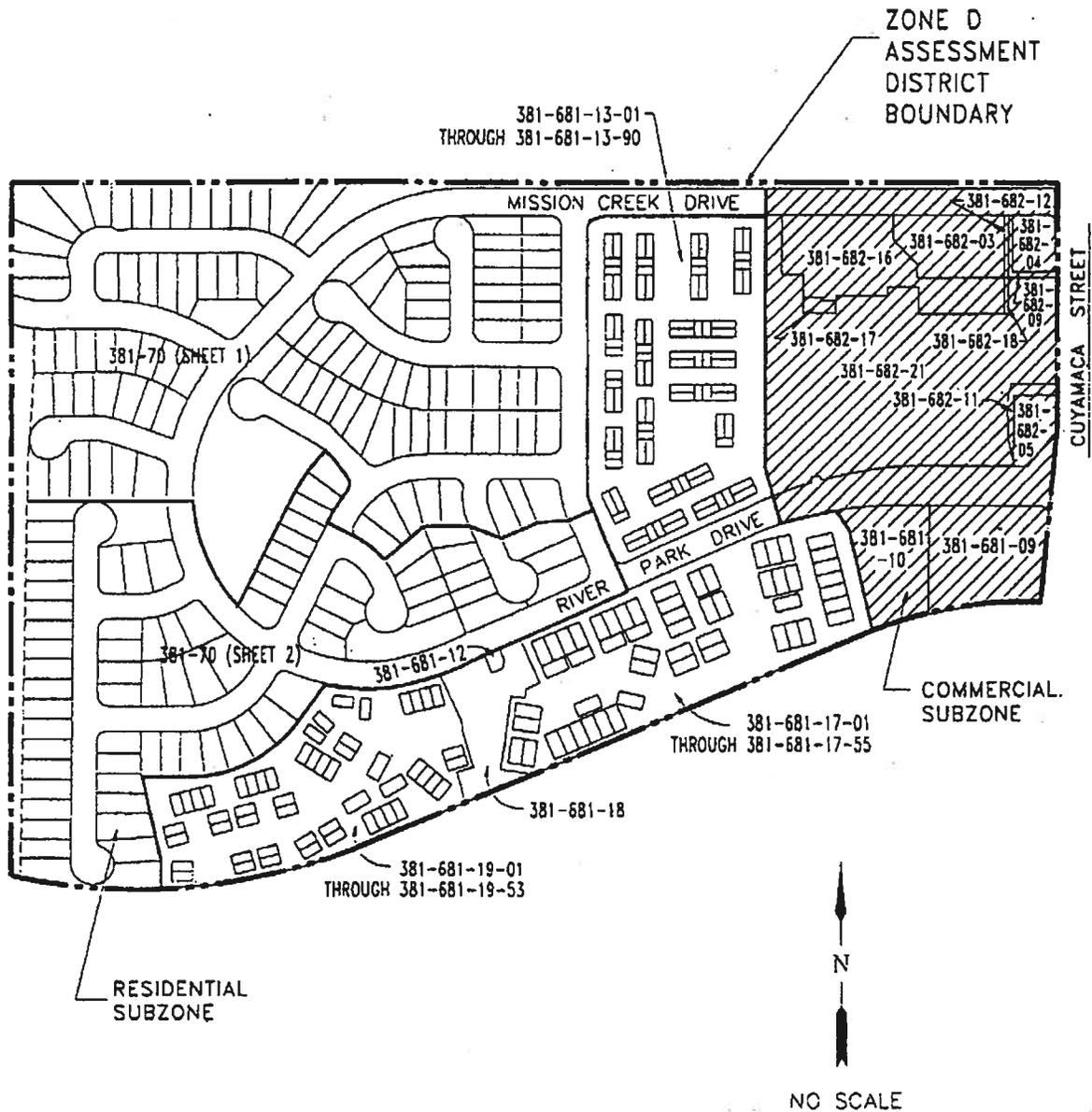


NO SCALE

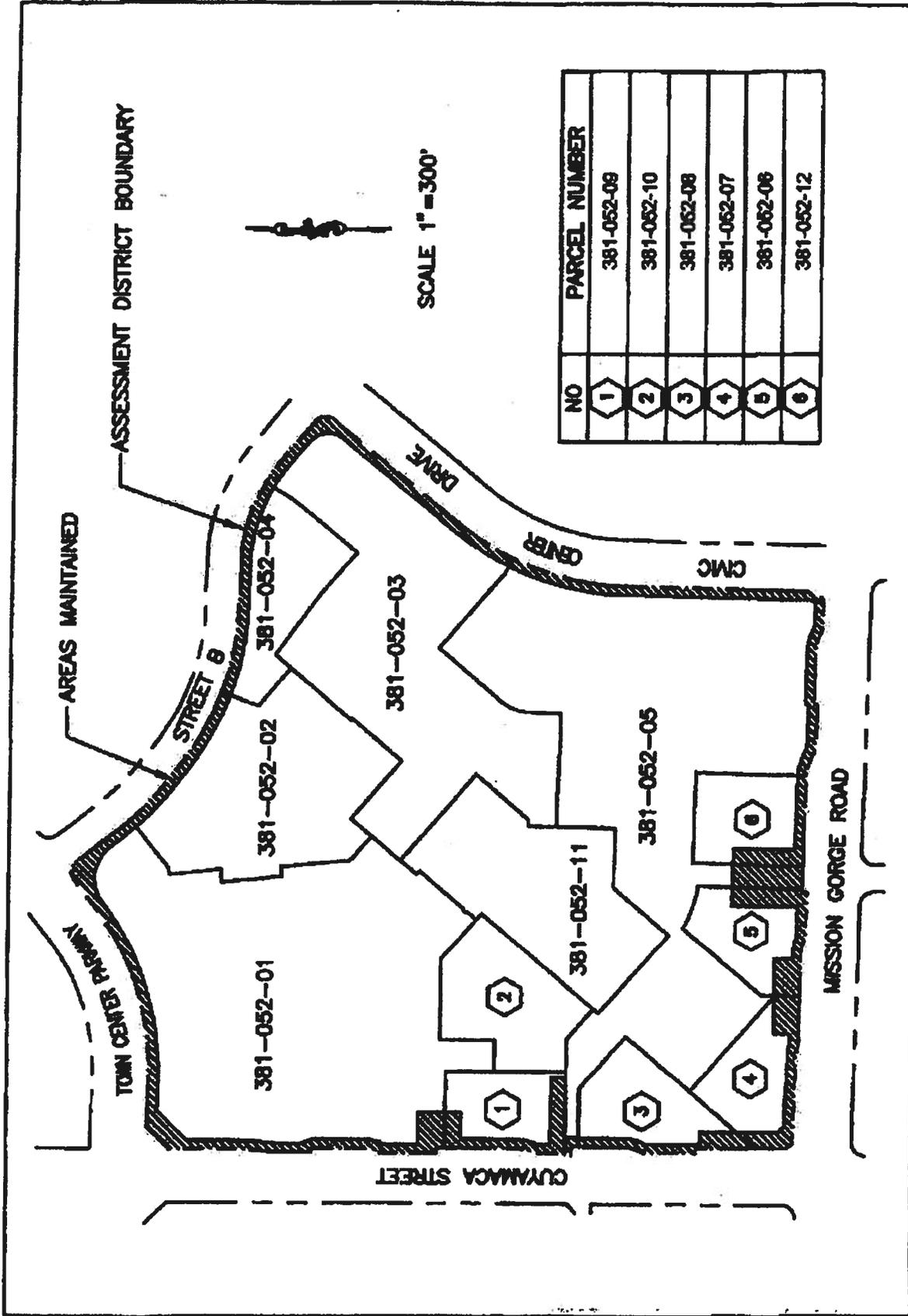
ZONE C-
ASSESSMENT
DISTRICT
BOUNDARY

TCLMD - EXHIBIT C

SANTEE TOWN CENTER
LANDSCAPE MAINTENANCE DISTRICT
ZONE D - MISSION CREEK

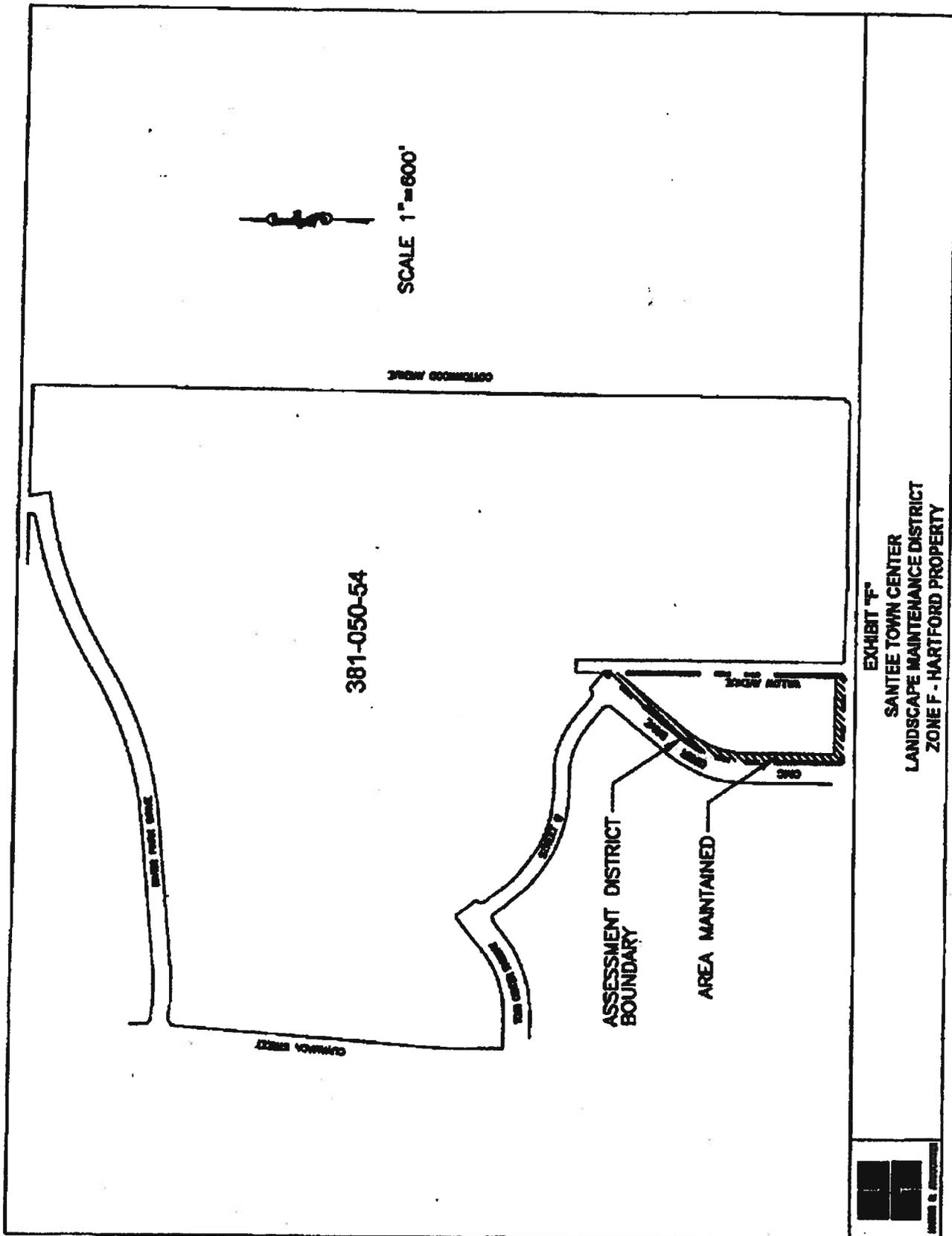


TCLMD - EXHIBIT D



NO	PARCEL NUMBER
1	381-052-08
2	381-052-10
3	381-052-08
4	381-052-07
5	381-052-06
6	381-052-12

EXHIBIT "E"
 SANTEE TOWN CENTER
 LANDSCAPE MAINTENANCE DISTRICT
 ZONE E - TROLLEY SQUARE



RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA,
APPROVING THE ENGINEER'S REPORT FOR THE ANNUAL LEVY OF
ASSESSMENTS FOR THE FY 2013-14 FOR THE
TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT**

WHEREAS, the City Council of the City of Santee, pursuant to the provisions of the "Landscaping and Lighting Act of 1972", being Division 15, Part 2 of the Streets and Highways Code of the State of California, Article XIII D of the California Constitution and the Proposition 218 Omnibus Implementation Act (commencing with California Government Code Section 53750) (collectively the "Law"), did by previous Resolution, order the preparation of an Engineer's Report for the annual levy of assessments, consisting of plans and specifications, an estimate of the costs, a diagram of the district, and an assessment of the costs relating to what is known and designated as: **TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT** ("District"); and,

WHEREAS, the FY 2013-14 Assessment Engineer's Report ("Report") has been presented to this City Council as required by the Law and as previously directed by Resolution; and

WHEREAS, this City Council has examined and reviewed the Report as presented, and is satisfied with each and all of the items and documents as set forth therein, and is satisfied that the assessments, on a preliminary basis, have been spread in accordance with the benefits received from the maintenance to be performed, as set forth in said Report.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Santee, California,

SECTION 1. That the above recitals are all true and correct.

SECTION 2. That the Report as presented, consisting of:

A. plans and specifications of the maintenance of the improvements to be performed;

B. estimates of the cost of the maintenance of the improvements to be performed, including the cost of incidental expenses in connection therewith, and including that portion of the costs and expenses representing the special benefit to be conferred by such maintenance of the improvements on the parcels within the District;

C. diagram of the District, which shows (i) the exterior boundaries of the District; (ii) the boundaries and zones within the District; and (iii) the lines and dimensions each parcel of land of land within the District; provided, however, such diagram may refer to the county assessor's maps for a detailed description of such lines

RESOLUTION NO.

and dimensions, in which case such maps shall govern for all details concerning such lines and dimensions;

D. a description of the maintenance of the improvements to be performed; and

E. the assessment of the total amount of the cost and expenses of the maintenance of the improvements upon the several divisions of land in the District in proportion to the estimated special benefits to be conferred on such subdivisions, respectively, by such maintenance;

is hereby approved as filed, attached and on file in the Office of the City Clerk as a permanent record and is to remain open to public inspection.

ADOPTED by the City Council of the City of Santee, California, at a regular meeting thereof held this 12th day of June, 2013, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

RANDY VOEPEL, MAYOR

ATTEST:

PATSY BELL, CMC, CITY CLERK

Attachment: Engineer's Report

Fiscal Year 2013-14 Preliminary Engineer's Report

Santee Town Center Landscape Maintenance District

Prepared for



June 2013

A L B E R T A .
WEBB
A S S O C I A T E S

Table of Contents

Section i	Engineers Statement	i
Section 1	Plans and Specification	1
Section 2	Cost Estimate	5
Section 3	Assessment	7
Appendices	Appendix A: Preliminary Assessment Roll Appendix B: Assessment Diagrams	



Corporate Headquarters
3788 McCray Street | Riverside, CA 92506
T: 951.686.1070 | F: 951.788.1256

Desert Region
36951 Cook Street #103 | Palm Desert, CA 92211
T: 760.568.5005 | F: 760.568.3443

AGENCY: CITY OF SANTEE
PROJECT: SANTEE TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT
TO: CITY COUNCIL
CITY OF SANTEE
STATE OF CALIFORNIA

REPORT PURSUANT TO "LANDSCAPING AND LIGHTING ACT OF 1972"

Pursuant to direction from the City Council, submitted herewith is the Engineer's Report (the "Report"), consisting of the following parts, pursuant to the provisions of Division 15, Part 2 of the Streets and Highways Code of the State of California, being the "Landscape and Lighting Act of 1972," as amended, commencing with Section 22500, and which is in accordance with Resolution No. 034-2012 adopted by the City of Santee, City Council, San Diego County, California ordering preparation of the Engineer's Report for Santee Town Center Landscape Maintenance District (the "District"). This Report is applicable for the ensuing 12-month period, being the Fiscal Year commencing July 1, 2013 to June 30, 2014.

- Section 1* **PLANS AND SPECIFICATION** of the improvements to be maintained and-or improved for the Fiscal Year. The plans and specifications show and describe the existing improvements, and are sufficient in showing and describing the general nature, location and extent of the improvements.
- Section 2* **A COST ESTIMATE** of the improvements to be maintained and-or improved for the mentioned Fiscal Year.
- Section 3* **An ASSESSMENT** showing the proportionate amount of the assessment to be charged in proportion to the benefits to be received by each lot or parcel within the exterior boundaries as shown in Appendix B.
- Section 4* **The PROPOSED ASSESSMENTS** for each Zone within Santee Town Center Landscape Maintenance District.

Executed this 31st day of May 2013.

ALBERT A. WEBB ASSOCIATES



A handwritten signature in cursive script that reads "Matthew E. Webb".

MATTHEW E. WEBB
 PROFESSIONAL CIVIL ENGINEER NO. 37385
 ENGINEER OF WORK
 CITY OF SANTEE
 STATE OF CALIFORNIA

Final approval, confirmation and levy of the annual assessment and all matters in the Engineer's Report were made on the _____ day of _____, 2013, by adoption of Resolution No. _____ by City Council.

 CITY CLERK
 CITY OF SANTEE
 STATE OF CALIFORNIA

A copy of the Assessment Roll and Engineer's Report were filed in the City Clerk's Office on the _____ day of _____, 2013.

 CITY CLERK
 CITY OF SANTEE
 STATE OF CALIFORNIA

WHEREAS, on June 12, 2013 the City Council of the City of Santee (the "City"), State of California, under the Landscaping and Lighting Act of 1972 (the "Act"), adopted its Resolution Initiating/Intention Proceedings for the Annual Levy of Assessments and Ordering the Preparation of an Engineer's Report for Santee Town Center Landscape Maintenance District;

WHEREAS, the Resolution of Initiation/Intention directed Albert A. Webb Associates, to prepare and file a report presenting plans and specifications describing the general nature, location and extent of the improvements to be maintained, an estimate of the costs of the maintenance, operations and servicing of the improvements for Santee Town Center Landscape Maintenance District for the referenced fiscal year, a diagram for the District showing the area and properties to be assessed, and an assessment of the estimated costs of the maintenance, operations and servicing the improvements, assessing the net amount upon all assessable lots and-or parcels within the District in proportion to the special benefit received;

NOW THEREFORE, the following assessment is made to cover the portion of the estimated costs of maintenance, operation and servicing of said improvements to be paid by the assessable real property within the District in proportion to the special benefit received:

SUMMARY OF ASSESSMENTS

Description	Budgeted for Fiscal Year 2013-14
Zone A-Town Center	
Total Assessments for Fiscal Year 2013-14	\$141,820
City of Santee Contribution	\$25,580
Transfer to Reserve Fund	(\$1,400)
Total Expenditures/ Proposed Budget	\$166,000
Zone B-The Lakes	
Total Assessments for Fiscal Year 2013-14	\$7,520
Reserve Fund Contribution	\$30
Total Expenditures/ Proposed Budget	\$7,550
Zone C-San Remo	
Total Assessments for Fiscal Year 2013-14	\$7,860
Transfer to Reserve Fund	(\$160)
Total Expenditures/ Proposed Budget	\$7,700
Zone D-Mission Creek	
Total Assessments for Fiscal Year 2013-14	\$162,120
Reserve Fund Contribution	\$2,630
Total Expenditures/ Proposed Budget	\$164,750
Total Assessments for Fiscal Year 2013-14	\$319,320

*No Assessment for Zones E-H will be levied for the Fiscal Year 2013-14 as the property owners' association is maintaining the improvements to a satisfactory level in the City, but may be levied in future years.

Landscaping facilities or improvements are defined as landscaping within public streets and public rights-of-way and easements, their appurtenances and the costs of installing, operating and maintaining them.

Improvements to be performed generally consist of maintenance of median and right-of-way landscaping, including but not limited to personnel costs, electrical energy, water, materials, contracting services and other items necessary for the satisfactory delivery of these services.

■ Description of the Boundaries of Santee Town Center Landscape Maintenance District

Zone A commonly referred to as Town Center, is located north of Mission Gorge Road and west of Cuyamaca Street, and all parcels along Town Center Parkway between Mission Gorge Road and Cuyamaca Street within the incorporated territory of the City of Santee. The zone consists of 30 commercial units with 54.04 acres of land.

Zone B commonly referred to as The Lakes, is located north of Palm Glen Drive and west of Magnolia Avenue within the incorporated territory of the City of Santee. The zone consists of 89 residential units.

Zone C commonly referred to as San Remo, is located south of Mast Boulevard with parcels along both sides of San Remo Court and Bilter Court within the incorporated territory of the City of Santee. The zone consists of 36 residential units.

Zone D commonly referred to as Mission Creek, is located west of Cuyamaca Street and all parcels on cul-de-sacs off of Mission Creek Drive and River Park Drive west of Cuyamaca Street within the incorporated territory of the City of Santee. The zone consists of 181 single family residential units, 231 multi-family residential units, 18 commercial units, 1 vacant commercial unit, and one exempt parcel.

Zone E commonly referred to as Trolley Square is located north of Mission Gorge Road and south of Town Center Parkway, east of Cuyamaca Street and west of Civic Center Drive within the incorporated territory of the City of Santee. The zone consists of 12 commercial units with 44.43 acres of land.

Zone F commonly referred to as Hartford Property, is located east of Cuyamaca Street and Civic Center Drive and west of Cottonwood Avenue, south of River Park Drive and northeast of Town Center Parkway, and Street B Drive within the incorporated territory of the City of Santee. The zone consists of 1 commercial unit with 7.97 acres of land.

Zone G commonly referred to as Riverwalk, is located east of Cuyamaca Street and east of Park Center Drive, south of Mast Boulevard and along the north side of Riverwalk Drive within the incorporated territory of the City of Santee. The zone consists of 218 residential units.

Zone H commonly referred to as RiverView, is located east of Cuyamaca Street and west of Magnolia Avenue, southeast of Riverwalk Drive and north of Mission Gorge Road within the incorporated territory of the City of Santee. The zone has 6 units of commercial/residential property with 78.30 acres of land.

■ Assessment Diagrams

Assessment Diagrams for the Santee Town Center Landscape Maintenance District, Zones A-H have been submitted to the City of Santee in the format required under the provision of the Act. The lines and dimensions shown on maps of the County of San Diego Assessor's Office for the current year are incorporated by reference in Appendix B herein and made part of this Report.

■ Description of Improvements and Services

Landscaping facilities or improvements are defined as landscaping within public streets and public rights-of-way and easements, their appurtenances and the costs of installing, operating and maintaining them. Improvements to be performed generally consist of maintenance of median and right-of-way landscaping, including but not limited to personnel costs, electrical energy, water, materials, contracting services and other items necessary for the satisfactory delivery of these services.

Zone A - Town Center

The primary improvements provided within Zone A may include but are not limited to: medians within Town Center Parkway, open space and landscape easements, public alleyways within the boundaries of the District, and public walkways and pathways within the District.

Zone B - The Lakes

The primary improvements provided within Zone B may include but are not limited to: public walkways and landscape easements, and walkways and parkway landscaping within the public right-of-way on Palm Glen Drive and Magnolia Avenue.

Zone C - San Remo

The primary improvements provided within Zone C may include but are not limited to: public walkways and sound walls on Mast Boulevard, open space, landscape and drainage easements.

Zone D - Mission Creek

The primary improvements provided within Zone D may include but are not limited to: landscape easements, public access, walkways and parkways throughout the Mission Creek development, Western bike path, entrance monuments on the corners of Cuyamaca Street and River Park Drive, San Diego River Channel improvements (i.e., Linear Park, Pedestrian Bridge, Riparian Habitat, etc.), landscape easements, public access, walkways and parkways at Commercial Unit No. 3, landscape easements, public access, walkways and parkways at Residential Units 1 and 2, landscape easements, public access, walkways and parkways at the Mission Creek Townhomes, and landscape easements, public access, walkways and parkways at the Mission Creek Cluster Homes.

Zone E - Trolley Square

The primary improvements provided within Zone E may include but are not limited to: landscape, maintenance and access easements, parkway landscaping and appurtenances within the public right-of-way on the north side of Mission Gorge Road between Cuyamaca Street and Civic Center Drive, parkway landscaping and appurtenances within the public right-of-way on the west side of Civic Center Drive between Mission Gorge Road and Street B, parkway landscaping and appurtenances within the public right-of-way on the south side of Street B between Civic Center Drive and Town Center Parkway, parkway landscaping and appurtenances within the public right-of-way on the south side of Town Center Parkway between Street B and Cuyamaca Street, parkway landscaping and appurtenances within the public right-of-way on the east side of Cuyamaca Street between Town Center Parkway and Mission Gorge Road, water feature at corner of Cuyamaca Street and

Mission Gorge Road, water feature at corner of Mission Gorge Road and Civic Center Drive, and water feature at the north end of the trolley station.

Zone F - Hartford Property

The primary improvements provided within Zone F may include but are not limited to: landscape, maintenance and access easements, parkway landscaping and appurtenances within the public right-of-way on the north side of Mission Gorge Road between Willow Avenue and Civic Center Drive, parkway landscaping and appurtenances within the public right-of-way on the east side of Civic Center Drive between Mission Gorge Road and Street B.

Zone G - Riverwalk

The primary improvements provided within Zone G may include but are not limited to: landscaping along Riverwalk Drive and Park Center Drive adjacent to the site and the entrance to the Riverwalk project (approximately 22,259 SF).

Zone H - RiverView

The primary improvements provided within Zone H may include but are not limited to: landscaping along the east side of Cuyamaca Street, landscaping along the north side of Town Center Parkway, landscaping along the north side of Transit Way, landscaping along the west and north sides of Riverview Parkway, and landscaping along the north side of Mission Gorge Road. landscaping along the east and south sides of Riverview Parkway, landscaping along the north side of Riverview Parkway, landscaping along the west side of Magnolia Avenue, and pedestrian easement.

The 1972 Act provides that the total cost of installation, construction, maintenance and servicing of the public landscaping and park facilities can be recovered by the District. Maintenance can include the repair and/or replacement of existing facilities. Servicing can include electrical and associated costs from a public utility. Incidental expenses, including administration of the District, engineering fees, legal fees, printing, posting, and mailing of notices, and all other costs associated with the formation and maintenance of the District can also be included. The estimated expenditures for maintenance and the assessments to be levied for Fiscal Year 2013-14 under consideration for this report have been provided by the City and are as follows for each zone.

Zone A- Town Center Budget

Description	Fiscal Year 2013-14 Estimated Through June 30, 2014
Revenues:	
Assessments	\$141,820
City of Santee’s Contribution*	\$25,580
Transfer to Reserve Fund	(\$1,400)
Total Revenues	\$166,000
Expenditures	
Administration	\$3,400
Advertising	\$400
Electricity & Gas	\$18,200
Water & Sewer - Grounds	\$56,000
Repair/Maintenance-Grounds	\$70,000
Irrigation Materials	\$7,000
Internal Service Charges	\$11,000
Total Expenditures/ Proposed Budget	\$166,000

* The City’s Contribution is for the cost of maintaining the Town Center street monuments, median islands, and certain rights-of-way within the District. The City’s contribution for maintenance of these items, Fiscal Year 2013-14 estimated at \$25,580 including contingencies, is included in the Gas Tax Fund of the Maintenance Division Budget.

Zone B- The Lakes Budget

Description	Fiscal Year 2013-14 Estimated Through June 30, 2014
Revenues:	
Assessments	\$7,520
Reserve Fund Contribution	\$30
Total Revenues	\$7,550
Expenditures	
Administration	\$180
Advertising	\$70
Water & Sewer - Grounds	\$3,000
Repair/Maintenance-Grounds	\$3,100
Internal Service Charges	\$ 1,200
Total Expenditures/ Proposed Budget	\$7,550

Zone C - San Remo Budget

Description	Fiscal Year 2013-14 Estimated Through June 30, 2014
Revenues:	
Assessments	\$7,860
Transfer to Reserve Fund	(\$160)
Total Revenues	\$7,700
Expenditures	
Administration	\$150
Advertising	\$50
Water & Sewer - Grounds	\$3,500
Repair/Maintenance-Grounds	\$3,000
Internal Service Charges	\$1,000
Total Expenditures/ Proposed Budget	\$7,700

Zone D - Mission Creek Budget

Description	Fiscal Year 2013-14 Estimated Through June 30, 2014
Revenues:	
Assessments	\$162,120
Reserve Fund Contribution	\$2,630
Total Revenues	\$164,750
Expenditures	
Administration	\$3,750
Advertising	\$500
Electricity & Gas	\$18,500
Water & Sewer - Grounds	\$52,500
Repair/Maintenance-Grounds	\$75,000
Irrigation Materials	\$3,500
Internal Service Charges	\$11,000
Total Expenditures/ Proposed Budget	\$164,750

The maximum assessment rate per acre for Zones E, F and G may be increased by 2% by City Council approval each year. The maximum assessment rate per acre for Zone H may be increased by City Council approval each year by (i) the Consumer Price Index - all Urban Consumers for the San Diego Area or (ii) two percent (2%), whichever is greater.

No assessment will be levied for Zones E through H for the Fiscal Year 2013-14 as the property owners' association has maintained the improvements to a level satisfactory to the City.

The actual assessment and the amount of the assessment for the Fiscal Year 2013-14 apportioned to each parcel as shown on the latest equalized roll at the County Assessor's office are listed in Appendix A of this Report. The description of each lot or parcel is part of the records of the County of San Diego Assessor's Office and such records are, by reference, made part of this Report.

■ **Method of Apportionment**

Pursuant to the Landscaping and Lighting Act of 1972 and Article XIII D of the Constitution of the State of California, all parcels that have special benefit conferred upon them as a result of the maintenance and operation of improvements shall be identified and the proportionate special benefit derived by each identified parcel shall be determined in relationship to the entire cost of the maintenance and operation of the improvements. Only parcels that receive direct special benefit are assessed, and each parcel is assessed in proportion to the estimated benefit received.

The Act also permits the designation of zones of benefit within any individual assessment district if "by reasons or variations in the nature, location, and extent of the improvements, the various areas will receive different degrees of benefit from the improvement" (S&H S22574). Thus, the 1972 Act requires the levy of a true "assessment" rather than a "special tax." Excepted from the assessment would be the area of all public streets and right-of-way; all public parks, greenbelts and parkways.

■ **Special Benefit Determination**

The City of Santee considers the maintenance and upkeep of parkways and adjacent slopes to be the responsibility of the adjacent development due to the added beautification of the local community which extends to the perimeter of the development.

Improvements that provide a special benefit to an isolated group of parcels of land located within the District are considered to be a localized benefit, and the costs associated with these improvements are assessed to all assessable the parcels receiving the localized benefit. Localized benefits include the construction, operation, servicing and maintenance of the improvements that only benefit the parcels located within the localized areas.

Localized Landscaping – Parcels that have localized landscaping such as entryway landscaping, parkway landscaping, etc. adjacent to or near their parcels directly benefit from the landscaping improvements and are assessed for the costs of the localized landscaping.

■ **General Benefit**

The landscape improvements maintained by each zone provide no general public benefit in that the improvements were installed for the sole benefit of the properties within each benefit zone. The landscape improvements do not extend beyond the perimeter of the boundary of each of those benefit zones. It is therefore determined that all properties within each zone benefit equally from the financed improvements and the costs and expenses for the landscaping maintenance and services are apportioned on a per parcel basis.

■ **Special Benefit Zones**

The Santee Town Center Landscape Maintenance District has eight (8) special benefit zones.

Zones "A through H" were established to accurately track and assess the costs associated with the localized landscaping improvements such as entryway landscaping and parkway landscaping, etc. for specific development sites. These improvements are only assessed to the parcels within the development sites that directly benefit from the improvements.

Zone A - Town Center

The method of apportionment for Zone A is based upon the percentage of square footage of landscaping, maintained in the right-of-way, adjacent to an individual property owner's property. The actual adjacent values have been calculated and percentages have been determined to be as indicated in the following figure for the District. Individual parcels within a landscape district will receive benefits based on land use, size and location of landscaping. In the case of the Santee Town Center Landscape Maintenance District, Zone A, all parcels are zoned for commercial usage. Assessor Parcel 381-041-18 is designated as a public street and is exempt from assessment.

Zone B - The Lakes

The method of apportionment for Zone B is based upon the finding that each residential unit within the zone shares an equal benefit from landscaped areas to be maintained. The assessment for each unit will be determined by dividing the total assessment costs by the total number of units in Zone B. Individual parcels within a landscape district will receive benefits based on land use, size and location of landscaping. In the case of the Santee Town Center Landscape Maintenance District, Zone B, all parcels are zoned for residential usage. All parcels share an equal benefit in landscape areas that are adjacent to Palm Glen Drive and Magnolia Avenue.

Zone C - San Remo

The method of spread from Zone C is based upon the finding that each residential unit within the zone shares an equal benefit from landscaped areas to be maintained. The assessment for each unit will be determined by dividing the total assessment costs by the total number of units in Zone C. Individual parcels within a landscape district will receive benefits based on land use, size and location of landscaping. In the case of the Santee Town Center Landscape Maintenance District, Zone C, all parcels are zoned for residential usage. All parcels share an equal benefit in landscaped areas and are accessible from Mast Boulevard.

Zone D - Mission Creek

The methodology to be used to apportion the assessments to those parcels in Zone D, Mission Creek, will be based upon the special benefit received. Based upon a review of the proposed land uses for Tentative Map No. 87-01 (November 8, 1989) and Revised Illustrative Site Plan C (September 22, 1989), provided by City staff, it is recommended that the single family parcel be used as the basic unit of calculation for the assessments. Single family residential parcels account for approximately 60% of the proposed residential development within the project. Individual parcels within a landscape district will receive benefits based on land use, size and location of landscaping. In the case of the Santee Town Center Landscape Maintenance District, Zone D, the property has been designated for single family residential, multi-family residential and commercial usage. All parcels will be assessed a fair and equitable portion of the landscape improvements benefiting the properties.

The following methodology has been developed to calculate the EDUs to be assigned to each lot or parcel within the Zone based on land use and parcel size.

Single Family Residential- The single family parcel was selected as the basic unit of calculation for the assessments, and is defined as one Equivalent Dwelling Unit (EDU). A methodology has been developed to calculate the EDUs for other residential land uses and for commercial/industrial parcels as described below based on land use and parcel size.

Multi-Family Residential- The EDUs for land zones for multi-family uses would be assessed 1 EDU per dwelling unit, e.g., a parcel with 100 condominium units would be assigned 100 EDUs.

Vacant Residential- The EDUs for parcels defined as residential but having no dwelling unit on them are calculated based on 1.8 EDUs per acre or any portion thereof, with a minimum of 0.20 EDU. This allocation was developed by dividing the average residential lot size in this project of 4,700 sq.ft. into 43,560 sq.ft. (1 acre) and then assigning twenty (20) percent of the calculated EDUs to the parcel (twenty percent estimates the ratio of land value to land value plus improvement).

Commercial- The EDUs for land zoned for commercial uses would be assigned at the rate of nine (9) EDUs per acre. This allocation has been developed by dividing the average residential lot size in this project of 4,700 sq.ft. into 43,560 sq.ft. (1 acre).

Vacant Commercial- Parcels defined as vacant commercial parcels would be assigned EDUs at the allocated rate of 20% of the Commercial rate, which have structures or improvements on them.

The assessment per equivalent dwelling unit (cost per EDU) will be determined by dividing the total assessment to be levied by the total number of EDUs. The assessment for each parcel would be calculated by multiplying the parcel's number of EDUs by the cost per EDU.

Zone D - Benefit Zones

In order to determine charges or rates based on the benefit(s) received by each lot or parcel, it is recommended that two subzones be established within Zone D, Mission Creek. Based on review of the proposed improvements and facilities to be maintained and operated by Zone D, a Residential Subzone (including single family and multi-family residential parcels) and a Commercial Subzone should be established.

The Zone-wide improvements include the San Diego River Channel improvements, consisting of the Linear Park, Pedestrian Bridge and Riparian Habitat. The San Diego River Channel improvements provide a special benefit to all parcels in the zone since the improvements border the entire project and were required by the conditions of development for the entire project. Therefore, the maintenance costs for these improvements are spread to all parcels in the zone.

The improvements at Commercial Unit No. 3, consisting of the maintenance of monuments on Cuyamaca Street and River Park Drive, landscape easements, public access, walkways and parkways provide a special benefit to the parcels in the Commercial Subzone since the improvements front the Commercial Subzone and were required by the conditions of development for the project.

The parcels in the Residential Subzone receive a special benefit from the maintenance of the western bike path and the improvements for Residential Units 1 and 2, the Mission Creek Townhomes and the Cluster Homes, which consist of entrance monuments, landscape easements, public access, walkways and parkways, since the improvements front the Residential Subzone and were required by the conditions of development for the project.

Zone E - Trolley Square

The methodology to be used to apportion the assessments to those parcels in Zone E, Trolley Square, will be based upon the special benefit received. The following methodology has been developed to calculate the benefit to be assigned to each lot or parcel within the Zone based on land use and parcel size. Individual parcels within a landscape district will receive benefits based on land use, size and location of landscaping improvements to be installed, operated or maintained. In the case of the Santee Town Center Landscape Maintenance District, Zone E, all parcels are zoned for commercial usage. There are no public properties in Zone E that benefit from the improvements.

Commercial- The benefit for land zoned for commercial uses would be assigned on a per acre basis, where one acre of commercial land equals one adjusted acre of commercial land.

Vacant Commercial- Parcels defined as vacant commercial parcels would be assigned benefit at the allocated rate of 20% of the Commercial rate, which have structures or improvements on them. Therefore, one acre of vacant commercial land equals 0.20 adjusted acre of vacant commercial land.

The assessment per parcel will be determined by dividing the total assessment to be levied by the sum of the adjusted acreage. The assessment for each parcel would be calculated by multiplying the parcel's adjusted acreage by the cost per adjusted acre.

Zone F - Hartford Property

The methodology to be used to apportion the assessments to those parcels in Zone F, Hartford Property, will be based upon the special benefit received. The following methodology has been developed to calculate the benefit to be assigned to each lot or parcel within the Zone based on land use and parcel size.

Commercial- The benefit for land used for developed commercial/public uses would be assigned on a per acre basis.

Vacant Commercial- Parcels defined as vacant commercial parcels would be assigned benefit at the allocated rate of 20% of the Commercial rate, which have structures or improvements on them, i.e. developed.

The assessment per parcel will be determined by dividing the total assessment to be levied by the sum of the acreage. The assessment for each parcel would be calculated by multiplying the parcel's acreage by the cost per acre.

Zone G - Riverwalk

The method of spread from Zone G is based upon the finding that each residential unit within the zone shares an equal benefit from landscaped areas to be maintained. The assessment for each unit will be determined by dividing the total assessment costs by the total number of units in Zone G.

Zone H - RiverView

The methodology to be used to apportion the assessments to those parcels in Zone H (RiverView) will be based upon the special benefit received. The following methodology has been developed to calculate the benefit to be assigned to each lot or parcel within the Zone based on land use and parcel size.

Residential- The benefit for land used for developed residential uses would be assigned on a per acre basis and then converted to per unit cost based on the number of residential units.

Commercial- The benefit for land used for developed commercial/public uses would be assigned on a per acre basis.

Vacant Commercial- Parcels defined as vacant commercial parcels would be assigned benefit at the allocated rate of 20% of the Commercial rate, which have structures or improvements on them, i.e. developed.

The assessment per parcel will be determined by dividing the total assessment to be levied by the sum of the acreage. The assessment for each parcel would be calculated by multiplying the parcel’s acreage by the cost per acre.

■ **Annual Assessment Rate Increases**

Based on an analysis of the projected operations and maintenance costs associated with existing and future public improvements within Zone A – Town Center, a maximum assessment of \$2,973.00 per acre has been established for the 71.1% portion and \$1,627.00 per acre for the Costco portion. Zones B and C were not established with a CPI escalator and cannot increase without a majority approval Proposition 218 Ballot process. Based on an analysis of the projected operations and maintenance costs associated with existing and future public improvements within Zone D – Mission Creek, a maximum cap of \$286.00 per EDU has been established for the Residential Subzone and \$5,480.00 per acre for the Commercial Subzone.

The maximum assessment rate per acre for Zones E, F and G may be increased by 2% by City Council approval each year. The maximum assessment rate per acre for Zone H may be increased by City Council approval each year by (i) the Consumer Price Index - all Urban Consumers for the San Diego Area or (ii) two percent (2%), whichever is greater. Annually, the City Council will determine the operations and maintenance budgeting needs for each zone and determine the annual assessment. The annual assessment amount will not exceed these maximum rates unless a balloting process in compliance with Proposition 218 is completed. Based on an analysis of the projected operations and maintenance costs associated with the public improvements within Zone E (Trolley Square), the maximum assessment rate for FY 2013-14 will be \$4,799.90 per adjusted acre. Based on an analysis of the projected operations and maintenance costs associated with the public improvements within Zone F (Hartford Property), the maximum assessment rate for FY 2013-14 will be \$3,413.80 per acre. Based on an analysis of the projected operations and maintenance costs associated with the public improvements within Zone G (Riverwalk), the maximum assessment rate for FY 2013-14 will be \$134.51 per EDU. Based on an analysis of the projected operations and maintenance costs associated with existing and future public improvements within Zone H (RiverView), the maximum assessment rate for FY 2013-14 will be \$7,875.43 per acre for Commercial property and \$424.27 per unit for Residential property.

Fiscal Year 2013-14 Assessment Calculations

Zone A - Town Center

Cost x Percentage of Square Footage/ Parcel	
Costco Portion	\$22,778
Remaining Portion	\$2,973 per Acre
Proposed Levy Amount	\$141,820

Zone B - The Lakes

Calculated FISCAL YEAR 2013-14 Assessment per Parcel	\$84.49
Total Assessable Parcels	89
Proposed Levy Amount	\$7,520

Zone C - San Remo

Calculated FISCAL YEAR 2013-14 Assessment per Parcel	\$218.33
Total Assessable Parcels	36
Proposed Levy Amount	\$7,860

Zone D - Mission Creek

Improvements which benefit the entire zone include the San Diego River improvements, and have been allocated to all parcels.

$$\frac{\text{Total Assessment Cost}}{\text{Total No. of EDUs}} \\ \$80,743/488.76 \text{ EDUs} = \$165.20/\text{EDU}$$

The Improvements for Commercial Unit No. 3 benefit the parcels in the Commercial Subzone, and have been spread to all parcels.

$$\frac{\text{Total Assessment Cost}}{\text{No. of EDUs}} \\ \$31,607/76.76 \text{ EDUs} = \$411.77/\text{EDU}$$

The total assessment rate for parcels in the Commercial Subzone will be \$576.97 per EDU (including the improvements for Commercial Unit No. 3 and the improvements that benefit the entire zone).

The improvements for the Western Bike Path, Residential Units 1 and 2, the Townhouses and the Cluster Homes benefit the parcels in the Residential Subzone and have been spread to all parcels in the subzone.

$$\frac{\text{Total Assessment Cost}}{\text{No. of EDUs}} \\ \$49,770/412.00 \text{ EDUs} = \$120.80/\text{EDU}$$

The total assessment rate for parcels in the Residential Subzone will be \$286.00 per EDU (including the improvements for the Western Bike Path, Residential Units 1 and 2, the Townhomes, the Cluster Homes and the improvements that benefit the entire zone).

Zone E - Trolley Square

The maximum assessment rate for FY 2013-14 will be increased by 2% to \$4,799.90/adjusted acre. No assessment will be levied for the Fiscal Year 2013-14 as the property owners' association has maintained the improvements to a level satisfactory to the City. Individual parcels within a landscape district will receive benefits based on land use, size and location of landscaping improvements to be installed, operated or maintained. In the case of the Santee Town Center Landscape Maintenance District, Zone E, all parcels are zoned for commercial usage. There are no public properties in Zone E that benefit from the improvements.

Zone F - Hartford Property

The maximum assessment rate for FY 2013-14 will be increased by 2% to \$3,413.80/acre. No assessment will be levied for the Fiscal Year 2013-14 as the property owners' association has maintained the improvements to a level satisfactory to the City. Individual parcels within a landscape district will receive benefits based on land use, size and location of landscaping improvements to be installed, operated or maintained. In the case of the Santee Town Center Landscape Maintenance District, Zone F, all parcels, with the exception of one, are zoned for commercial usage. There is one (1) public property in Zone F that benefits from the improvements.

Zone G - Riverwalk

The maximum assessment rate for FY 2013-14 will be increased by 2% to \$134.51 per EDU. No assessment will be levied for the Fiscal Year 2013-14 as the property owners' association has maintained the improvements to a level satisfactory to the City. Individual parcels within a landscape district will receive benefits based on land use, size and location of landscaping improvements to be installed, operated or maintained. In the case of Zone G of the Santee Town Center Landscape Maintenance District, all parcels are zoned for residential usage for the current year. We have investigated the properties in Zone G and have determined that there are no public properties that benefit from the improvements. There are public streets, public rights-of-way, and easements within Zone G, but they do not benefit from the improvements.

Zone H - RiverView

The maximum assessment rate for FY 2013-14 will be increased by 2% to \$7,875.43 per acre for Commercial property and \$424.27 per unit for Residential property. No assessment will be levied for the Fiscal Year 2013-14 as the management association has maintained the improvements to a level satisfactory to the City. Individual parcels within a landscape district will receive benefits based on land use, size and location of landscaping improvements to be installed, operated or maintained. In the case of the Santee Town Center Landscape Maintenance District, Zone H, all assessable parcels are zoned for commercial usage. We have investigated the properties in Zone H and have determined that there are currently five (5) public properties that benefit from the improvements.

Appendix A

Preliminary Assessment Roll

CITY OF SANTEE
Santee Town Center LMD, Zone A
Fiscal Year 2013-2014 Preliminary Assessment Roll
Fund Number 60-9114

Line No.	Assessor's Parcel Number	FY 2013-14 Levy
1	381-041-01-00	\$2,051.37
2	381-041-02-00	\$3,329.76
3	381-041-03-00	\$2,824.35
4	381-041-04-00	\$2,854.08
5	381-041-05-00	\$2,170.29
6	381-041-07-00	\$624.33
7	381-041-09-00	\$1,010.82
8	381-041-12-00	\$1,486.50
9	381-041-13-00	\$1,159.47
10	381-041-14-00	\$25,924.56
11	381-041-15-00	\$7,016.28
12	381-041-18-00	\$0.00
13	381-041-19-00	\$22,778.00
14	381-041-20-00	\$1,010.82
15	381-041-23-00	\$19,740.72
16	381-041-24-00	\$6,005.46
17	381-041-25-00	\$1,724.34
18	381-041-26-00	\$921.63
19	381-041-27-00	\$3,508.14
20	381-041-28-00	\$6,183.84
21	381-041-29-00	\$1,783.80
22	381-041-30-00	\$1,902.72
23	381-041-31-00	\$2,556.78
24	381-041-32-00	\$5,321.67
25	381-041-33-00	\$4,221.66
26	381-041-34-00	\$743.25
27	381-041-35-00	\$1,843.26
28	381-041-36-00	\$2,051.37
29	381-041-37-00	\$4,102.74
30	381-041-38-00	\$1,278.39
31	381-041-39-00	\$3,686.52
Total: 31 parcels		\$141,816.92

CITY OF SANTEE
Santee Town Center LMD, Zone B
Fiscal Year 2013-2014 Preliminary Assessment Roll
Fund Number 60-9115

Line No.	Assessor's Parcel Number	FY 2013-14 Levy
1	381-032-13-01	\$84.48
2	381-032-13-02	\$84.48
3	381-032-13-03	\$84.48
4	381-032-13-04	\$84.48
5	381-032-13-05	\$84.48
6	381-032-13-06	\$84.48
7	381-032-13-07	\$84.48
8	381-032-13-08	\$84.48
9	381-032-13-09	\$84.48
10	381-032-13-10	\$84.48
11	381-032-13-11	\$84.48
12	381-032-13-12	\$84.48
13	381-032-13-13	\$84.48
14	381-032-13-14	\$84.48
15	381-032-13-15	\$84.48
16	381-032-13-16	\$84.48
17	381-032-13-17	\$84.48
18	381-032-13-18	\$84.48
19	381-032-13-19	\$84.48
20	381-032-13-20	\$84.48
21	381-032-13-21	\$84.48
22	381-032-13-22	\$84.48
23	381-032-13-23	\$84.48
24	381-032-13-24	\$84.48
25	381-032-13-25	\$84.48
26	381-032-13-26	\$84.48
27	381-032-13-27	\$84.48
28	381-032-13-28	\$84.48
29	381-032-13-29	\$84.48
30	381-032-13-30	\$84.48
31	381-032-13-31	\$84.48
32	381-032-13-32	\$84.48
33	381-032-13-33	\$84.48
34	381-032-13-34	\$84.48
35	381-032-13-35	\$84.48
36	381-032-13-36	\$84.48
37	381-032-13-37	\$84.48
38	381-032-13-38	\$84.48
39	381-032-13-39	\$84.48
40	381-032-13-40	\$84.48
41	381-032-13-41	\$84.48
42	381-032-13-42	\$84.48
43	381-032-13-43	\$84.48
44	381-032-13-44	\$84.48
45	381-032-13-45	\$84.48
46	381-032-13-46	\$84.48
47	381-032-13-47	\$84.48
48	381-032-13-48	\$84.48

Line No.	Assessor's Parcel Number	FY 2013-14 Levy
49	381-032-13-49	\$84.48
50	381-032-13-50	\$84.48
51	381-032-13-51	\$84.48
52	381-032-13-52	\$84.48
53	381-032-13-53	\$84.48
54	381-032-13-54	\$84.48
55	381-032-13-55	\$84.48
56	381-032-13-56	\$84.48
57	381-032-13-57	\$84.48
58	381-032-13-58	\$84.48
59	381-032-13-59	\$84.48
60	381-032-13-60	\$84.48
61	381-032-13-61	\$84.48
62	381-032-13-62	\$84.48
63	381-032-13-63	\$84.48
64	381-032-13-64	\$84.48
65	381-032-13-65	\$84.48
66	381-032-13-66	\$84.48
67	381-032-13-67	\$84.48
68	381-032-13-68	\$84.48
69	381-032-13-69	\$84.48
70	381-032-13-70	\$84.48
71	381-032-13-71	\$84.48
72	381-032-13-72	\$84.48
73	381-032-13-73	\$84.48
74	381-032-13-74	\$84.48
75	381-032-13-75	\$84.48
76	381-032-13-76	\$84.48
77	381-032-13-77	\$84.48
78	381-032-13-78	\$84.48
79	381-032-13-79	\$84.48
80	381-032-13-80	\$84.48
81	381-032-13-81	\$84.48
82	381-032-13-82	\$84.48
83	381-032-13-83	\$84.48
84	381-032-13-84	\$84.48
85	381-032-13-85	\$84.48
86	381-032-13-86	\$84.48
87	381-032-13-87	\$84.48
88	381-032-13-88	\$84.48
89	381-032-13-89	\$84.48

Total: 89 parcels

\$7,518.72

CITY OF SANTEE
Santee Town Center LMD, Zone C
Fiscal Year 2013-2014 Preliminary Assessment Roll
Fund Number 60-9122

Line No.	Assessor's Parcel Number	FY 2013-14 Levy
1	381-310-50-00	\$218.22
2	381-310-51-00	\$218.22
3	381-310-52-00	\$218.22
4	381-310-53-00	\$218.22
5	381-310-54-00	\$218.22
6	381-310-56-00	\$218.22
7	381-310-58-00	\$218.22
8	381-310-59-00	\$218.22
9	381-310-60-00	\$218.22
10	381-310-61-00	\$218.22
11	381-310-62-00	\$218.22
12	381-310-63-00	\$218.22
13	381-310-64-00	\$218.22
14	381-310-65-00	\$218.22
15	381-310-66-00	\$218.22
16	381-310-67-00	\$218.22
17	381-310-68-00	\$218.22
18	381-310-69-00	\$218.22
19	381-310-70-00	\$218.22
20	381-310-71-00	\$218.22
21	381-310-72-00	\$218.22
22	381-310-73-00	\$218.22
23	381-310-74-00	\$218.22
24	381-310-75-00	\$218.22
25	381-310-76-00	\$218.22
26	381-310-77-00	\$218.22
27	381-310-78-00	\$218.22
28	381-310-79-00	\$218.22
29	381-310-80-00	\$218.22
30	381-310-81-00	\$218.22
31	381-310-82-00	\$218.22
32	381-310-83-00	\$218.22
33	381-310-84-00	\$218.22
34	381-310-85-00	\$218.22
35	381-310-89-00	\$218.22
36	381-310-91-00	\$218.22

Total: 36 parcels

\$7,855.92

CITY OF SANTEE
Santee Town Center LMD, Zone D
Fiscal Year 2013-2014 Preliminary Assessment Roll
Fund Number 60-9123

Line No.	Assessor's Parcel Number	FY 2013-14 Levy
1	381-681-13-01	\$286.00
2	381-681-13-02	\$286.00
3	381-681-13-03	\$286.00
4	381-681-13-04	\$286.00
5	381-681-13-05	\$286.00
6	381-681-13-06	\$286.00
7	381-681-13-07	\$286.00
8	381-681-13-08	\$286.00
9	381-681-13-09	\$286.00
10	381-681-13-10	\$286.00
11	381-681-13-11	\$286.00
12	381-681-13-12	\$286.00
13	381-681-13-13	\$286.00
14	381-681-13-14	\$286.00
15	381-681-13-15	\$286.00
16	381-681-13-16	\$286.00
17	381-681-13-17	\$286.00
18	381-681-13-18	\$286.00
19	381-681-13-19	\$286.00
20	381-681-13-20	\$286.00
21	381-681-13-21	\$286.00
22	381-681-13-22	\$286.00
23	381-681-13-23	\$286.00
24	381-681-13-24	\$286.00
25	381-681-13-25	\$286.00
26	381-681-13-26	\$286.00
27	381-681-13-27	\$286.00
28	381-681-13-28	\$286.00
29	381-681-13-29	\$286.00
30	381-681-13-30	\$286.00
31	381-681-13-31	\$286.00
32	381-681-13-32	\$286.00
33	381-681-13-33	\$286.00
34	381-681-13-34	\$286.00
35	381-681-13-35	\$286.00
36	381-681-13-36	\$286.00
37	381-681-13-37	\$286.00
38	381-681-13-38	\$286.00
39	381-681-13-39	\$286.00
40	381-681-13-40	\$286.00
41	381-681-13-41	\$286.00
42	381-681-13-42	\$286.00
43	381-681-13-43	\$286.00
44	381-681-13-44	\$286.00
45	381-681-13-45	\$286.00
46	381-681-13-46	\$286.00
47	381-681-13-47	\$286.00
48	381-681-13-48	\$286.00

Line No.	Assessor's Parcel Number	FY 2013-14 Levy
49	381-681-13-49	\$286.00
50	381-681-13-50	\$286.00
51	381-681-13-51	\$286.00
52	381-681-13-52	\$286.00
53	381-681-13-53	\$286.00
54	381-681-13-54	\$286.00
55	381-681-13-55	\$286.00
56	381-681-13-56	\$286.00
57	381-681-13-57	\$286.00
58	381-681-13-58	\$286.00
59	381-681-13-59	\$286.00
60	381-681-13-60	\$286.00
61	381-681-13-61	\$286.00
62	381-681-13-62	\$286.00
63	381-681-13-63	\$286.00
64	381-681-13-64	\$286.00
65	381-681-13-65	\$286.00
66	381-681-13-66	\$286.00
67	381-681-13-67	\$286.00
68	381-681-13-68	\$286.00
69	381-681-13-69	\$286.00
70	381-681-13-70	\$286.00
71	381-681-13-71	\$286.00
72	381-681-13-72	\$286.00
73	381-681-13-73	\$286.00
74	381-681-13-74	\$286.00
75	381-681-13-75	\$286.00
76	381-681-13-76	\$286.00
77	381-681-13-77	\$286.00
78	381-681-13-78	\$286.00
79	381-681-13-79	\$286.00
80	381-681-13-80	\$286.00
81	381-681-13-81	\$286.00
82	381-681-13-82	\$286.00
83	381-681-13-83	\$286.00
84	381-681-13-84	\$286.00
85	381-681-13-85	\$286.00
86	381-681-13-86	\$286.00
87	381-681-13-87	\$286.00
88	381-681-13-88	\$286.00
89	381-681-13-89	\$286.00
90	381-681-13-90	\$286.00
91	381-681-17-01	\$286.00
92	381-681-17-02	\$286.00
93	381-681-17-03	\$286.00
94	381-681-17-04	\$286.00
95	381-681-17-05	\$286.00
96	381-681-17-06	\$286.00
97	381-681-17-07	\$286.00
98	381-681-17-08	\$286.00
99	381-681-17-09	\$286.00

Line No.	Assessor's Parcel Number	FY 2013-14 Levy
100	381-681-17-10	\$286.00
101	381-681-17-11	\$286.00
102	381-681-17-12	\$286.00
103	381-681-17-13	\$286.00
104	381-681-17-14	\$286.00
105	381-681-17-15	\$286.00
106	381-681-17-16	\$286.00
107	381-681-17-17	\$286.00
108	381-681-17-18	\$286.00
109	381-681-17-19	\$286.00
110	381-681-17-20	\$286.00
111	381-681-17-21	\$286.00
112	381-681-17-22	\$286.00
113	381-681-17-23	\$286.00
114	381-681-17-24	\$286.00
115	381-681-17-25	\$286.00
116	381-681-17-26	\$286.00
117	381-681-17-27	\$286.00
118	381-681-17-28	\$286.00
119	381-681-17-29	\$286.00
120	381-681-17-30	\$286.00
121	381-681-17-31	\$286.00
122	381-681-17-32	\$286.00
123	381-681-17-33	\$286.00
124	381-681-17-34	\$286.00
125	381-681-17-35	\$286.00
126	381-681-17-36	\$286.00
127	381-681-17-37	\$286.00
128	381-681-17-38	\$286.00
129	381-681-17-39	\$286.00
130	381-681-17-40	\$286.00
131	381-681-17-41	\$286.00
132	381-681-17-42	\$286.00
133	381-681-17-43	\$286.00
134	381-681-17-44	\$286.00
135	381-681-17-45	\$286.00
136	381-681-17-46	\$286.00
137	381-681-17-47	\$286.00
138	381-681-17-48	\$286.00
139	381-681-17-49	\$286.00
140	381-681-17-50	\$286.00
141	381-681-17-51	\$286.00
142	381-681-17-52	\$286.00
143	381-681-17-53	\$286.00
144	381-681-17-54	\$286.00
145	381-681-17-55	\$286.00
146	381-681-19-01	\$286.00
147	381-681-19-02	\$286.00
148	381-681-19-03	\$286.00
149	381-681-19-04	\$286.00
150	381-681-19-05	\$286.00

Line No.	Assessor's Parcel Number	FY 2013-14 Levy
151	381-681-19-06	\$286.00
152	381-681-19-07	\$286.00
153	381-681-19-08	\$286.00
154	381-681-19-09	\$286.00
155	381-681-19-10	\$286.00
156	381-681-19-11	\$286.00
157	381-681-19-12	\$286.00
158	381-681-19-13	\$286.00
159	381-681-19-14	\$286.00
160	381-681-19-15	\$286.00
161	381-681-19-16	\$286.00
162	381-681-19-17	\$286.00
163	381-681-19-18	\$286.00
164	381-681-19-19	\$286.00
165	381-681-19-20	\$286.00
166	381-681-19-21	\$286.00
167	381-681-19-22	\$286.00
168	381-681-19-23	\$286.00
169	381-681-19-24	\$286.00
170	381-681-19-25	\$286.00
171	381-681-19-26	\$286.00
172	381-681-19-27	\$286.00
173	381-681-19-28	\$286.00
174	381-681-19-29	\$286.00
175	381-681-19-30	\$286.00
176	381-681-19-31	\$286.00
177	381-681-19-32	\$286.00
178	381-681-19-33	\$286.00
179	381-681-19-34	\$286.00
180	381-681-19-35	\$286.00
181	381-681-19-36	\$286.00
182	381-681-19-37	\$286.00
183	381-681-19-38	\$286.00
184	381-681-19-39	\$286.00
185	381-681-19-40	\$286.00
186	381-681-19-41	\$286.00
187	381-681-19-42	\$286.00
188	381-681-19-43	\$286.00
189	381-681-19-44	\$286.00
190	381-681-19-45	\$286.00
191	381-681-19-46	\$286.00
192	381-681-19-47	\$286.00
193	381-681-19-48	\$286.00
194	381-681-19-49	\$286.00
195	381-681-19-50	\$286.00
196	381-681-19-51	\$286.00
197	381-681-19-52	\$286.00
198	381-681-19-53	\$286.00
199	381-681-20-01	\$286.00
200	381-681-20-02	\$286.00
201	381-681-20-03	\$286.00

Line No.	Assessor's Parcel Number	FY 2013-14 Levy
202	381-681-20-04	\$286.00
203	381-681-20-05	\$286.00
204	381-681-20-06	\$286.00
205	381-681-20-07	\$286.00
206	381-681-20-08	\$286.00
207	381-681-20-09	\$286.00
208	381-681-20-10	\$286.00
209	381-681-20-11	\$286.00
210	381-681-20-12	\$286.00
211	381-681-20-13	\$286.00
212	381-681-20-14	\$286.00
213	381-681-20-15	\$286.00
214	381-681-20-16	\$286.00
215	381-681-20-17	\$286.00
216	381-681-20-18	\$286.00
217	381-681-20-19	\$286.00
218	381-681-20-20	\$286.00
219	381-681-20-21	\$286.00
220	381-681-20-22	\$286.00
221	381-681-20-23	\$286.00
222	381-681-20-24	\$286.00
223	381-681-20-25	\$286.00
224	381-681-20-26	\$286.00
225	381-681-20-27	\$286.00
226	381-681-20-28	\$286.00
227	381-681-20-29	\$286.00
228	381-681-20-30	\$286.00
229	381-681-20-31	\$286.00
230	381-681-20-32	\$286.00
231	381-681-20-33	\$286.00
232	381-682-21-00	\$29,079.15
233	381-682-22-01	\$542.35
234	381-682-22-02	\$542.35
235	381-682-22-03	\$542.35
236	381-682-22-04	\$542.35
237	381-682-22-05	\$542.35
238	381-682-22-06	\$542.35
239	381-682-22-07	\$542.35
240	381-682-22-08	\$542.35
241	381-682-22-09	\$542.35
242	381-682-22-10	\$542.35
243	381-682-22-11	\$542.35
244	381-682-22-12	\$542.35
245	381-682-22-13	\$542.35
246	381-682-22-14	\$542.35
247	381-682-22-15	\$542.35
248	381-682-23-00	\$4,154.16
249	381-682-24-00	\$375.03
250	381-682-25-00	\$2,544.42
251	381-700-01-00	\$286.00
252	381-700-02-00	\$286.00

Line No.	Assessor's Parcel Number	FY 2013-14 Levy
253	381-700-03-00	\$286.00
254	381-700-04-00	\$286.00
255	381-700-05-00	\$286.00
256	381-700-06-00	\$286.00
257	381-700-07-00	\$286.00
258	381-700-08-00	\$286.00
259	381-700-09-00	\$286.00
260	381-700-10-00	\$286.00
261	381-700-11-00	\$286.00
262	381-700-12-00	\$286.00
263	381-700-13-00	\$286.00
264	381-700-14-00	\$286.00
265	381-700-15-00	\$286.00
266	381-700-16-00	\$286.00
267	381-700-17-00	\$286.00
268	381-700-18-00	\$286.00
269	381-700-19-00	\$286.00
270	381-700-20-00	\$286.00
271	381-700-21-00	\$286.00
272	381-700-22-00	\$286.00
273	381-700-23-00	\$286.00
274	381-700-24-00	\$286.00
275	381-700-25-00	\$286.00
276	381-700-26-00	\$286.00
277	381-700-27-00	\$286.00
278	381-700-28-00	\$286.00
279	381-700-29-00	\$286.00
280	381-700-30-00	\$286.00
281	381-700-31-00	\$286.00
282	381-700-32-00	\$286.00
283	381-700-33-00	\$286.00
284	381-700-34-00	\$286.00
285	381-700-35-00	\$286.00
286	381-700-36-00	\$286.00
287	381-700-37-00	\$286.00
288	381-700-38-00	\$286.00
289	381-700-39-00	\$286.00
290	381-700-40-00	\$286.00
291	381-700-41-00	\$286.00
292	381-700-42-00	\$286.00
293	381-700-43-00	\$286.00
294	381-700-44-00	\$286.00
295	381-700-45-00	\$286.00
296	381-700-46-00	\$286.00
297	381-700-47-00	\$286.00
298	381-701-01-00	\$286.00
299	381-701-02-00	\$286.00
300	381-701-03-00	\$286.00
301	381-701-04-00	\$286.00
302	381-701-05-00	\$286.00
303	381-701-06-00	\$286.00

Line No.	Assessor's Parcel Number	FY 2013-14 Levy
304	381-701-07-00	\$286.00
305	381-701-08-00	\$286.00
306	381-701-09-00	\$286.00
307	381-701-10-00	\$286.00
308	381-701-11-00	\$286.00
309	381-701-12-00	\$286.00
310	381-701-13-00	\$286.00
311	381-701-14-00	\$286.00
312	381-701-15-00	\$286.00
313	381-701-16-00	\$286.00
314	381-701-17-00	\$286.00
315	381-701-18-00	\$286.00
316	381-701-19-00	\$286.00
317	381-701-20-00	\$286.00
318	381-701-21-00	\$286.00
319	381-701-22-00	\$286.00
320	381-701-23-00	\$286.00
321	381-701-24-00	\$286.00
322	381-701-25-00	\$286.00
323	381-701-26-00	\$286.00
324	381-701-27-00	\$286.00
325	381-701-28-00	\$286.00
326	381-701-29-00	\$286.00
327	381-701-30-00	\$286.00
328	381-701-31-00	\$286.00
329	381-701-32-00	\$286.00
330	381-701-33-00	\$286.00
331	381-701-34-00	\$286.00
332	381-701-35-00	\$286.00
333	381-701-36-00	\$286.00
334	381-701-37-00	\$286.00
335	381-701-38-00	\$286.00
336	381-701-39-00	\$286.00
337	381-701-40-00	\$286.00
338	381-701-41-00	\$286.00
339	381-701-42-00	\$286.00
340	381-701-43-00	\$286.00
341	381-701-44-00	\$286.00
342	381-701-45-00	\$286.00
343	381-701-46-00	\$286.00
344	381-701-47-00	\$286.00
345	381-701-48-00	\$286.00
346	381-701-49-00	\$286.00
347	381-701-50-00	\$286.00
348	381-701-51-00	\$286.00
349	381-701-52-00	\$286.00
350	381-701-53-00	\$286.00
351	381-701-54-00	\$286.00
352	381-701-55-00	\$286.00
353	381-701-56-00	\$286.00
354	381-701-57-00	\$286.00
355	381-701-58-00	\$286.00
356	381-701-59-00	\$286.00
357	381-702-01-00	\$286.00
358	381-702-02-00	\$286.00
359	381-702-03-00	\$286.00

Line No.	Assessor's Parcel Number	FY 2013-14 Levy
360	381-702-04-00	\$286.00
361	381-702-05-00	\$286.00
362	381-702-06-00	\$286.00
363	381-702-07-00	\$286.00
364	381-702-08-00	\$286.00
365	381-702-09-00	\$286.00
366	381-702-10-00	\$286.00
367	381-702-11-00	\$286.00
368	381-702-12-00	\$286.00
369	381-702-13-00	\$286.00
370	381-702-14-00	\$286.00
371	381-702-15-00	\$286.00
372	381-702-16-00	\$286.00
373	381-702-17-00	\$286.00
374	381-702-18-00	\$286.00
375	381-702-19-00	\$286.00
376	381-702-20-00	\$286.00
377	381-702-21-00	\$286.00
378	381-702-22-00	\$286.00
379	381-702-23-00	\$286.00
380	381-702-24-00	\$286.00
381	381-702-25-00	\$286.00
382	381-702-26-00	\$286.00
383	381-702-27-00	\$286.00
384	381-702-28-00	\$286.00
385	381-702-29-00	\$286.00
386	381-702-30-00	\$286.00
387	381-702-31-00	\$286.00
388	381-702-32-00	\$286.00
389	381-702-33-00	\$286.00
390	381-702-34-00	\$286.00
391	381-702-35-00	\$286.00
392	381-702-36-00	\$286.00
393	381-702-37-00	\$286.00
394	381-702-38-00	\$286.00
395	381-702-39-00	\$286.00
396	381-702-40-00	\$286.00
397	381-702-41-00	\$286.00
398	381-702-42-00	\$286.00
399	381-702-43-00	\$286.00
400	381-702-44-00	\$286.00
401	381-702-45-00	\$286.00
402	381-702-46-00	\$286.00
403	381-702-47-00	\$286.00
404	381-702-48-00	\$286.00
405	381-702-49-00	\$286.00
406	381-702-50-00	\$286.00
407	381-702-51-00	\$286.00
408	381-702-52-00	\$286.00
409	381-702-53-00	\$286.00
410	381-702-54-00	\$286.00
411	381-702-55-00	\$286.00
412	381-702-56-00	\$286.00
413	381-702-57-00	\$286.00
414	381-702-58-00	\$286.00
415	381-702-59-00	\$286.00
416	381-702-60-00	\$286.00

Line No.	Assessor's Parcel Number	FY 2013-14 Levy
417	381-702-61-00	\$286.00
418	381-702-62-00	\$286.00
419	381-702-63-00	\$286.00
420	381-702-64-00	\$286.00
421	381-702-65-00	\$286.00
422	381-702-66-00	\$286.00
423	381-702-67-00	\$286.00
424	381-702-73-00	\$286.00
425	381-702-74-00	\$286.00
426	381-702-75-00	\$286.00
427	381-702-76-00	\$286.00
428	381-702-77-00	\$286.00
429	381-702-78-00	\$286.00
430	381-702-79-00	\$286.00
431	381-702-80-00	\$286.00
Total: 431 parcels		\$162,120.01

Appendix B

Assessment Diagrams

A L B E R T A .

WEBB

A S S O C I A T E S

SANTEE TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT ZONE A - TOWN CENTER

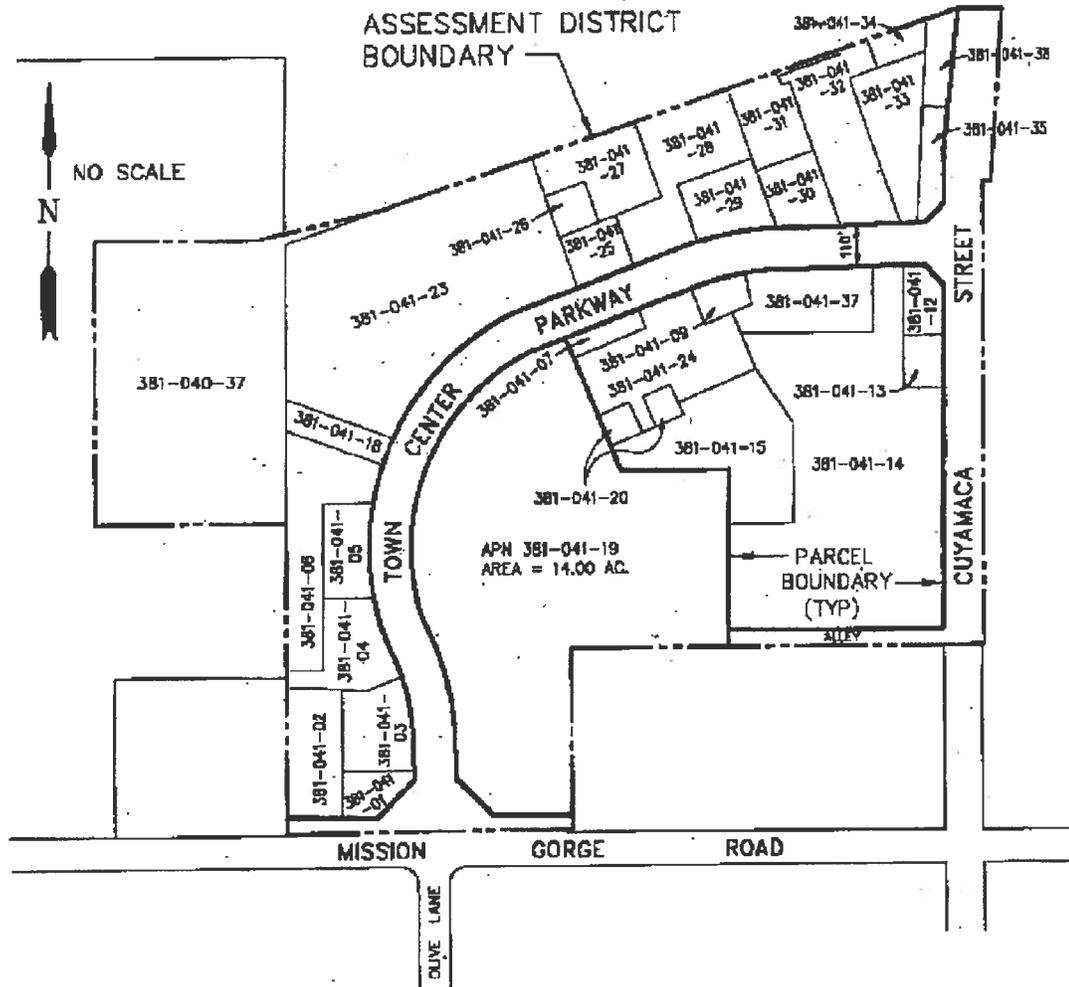
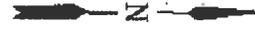


EXHIBIT "A"

SANTEE TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT ZONE B - THE LAKES



NO SCALE

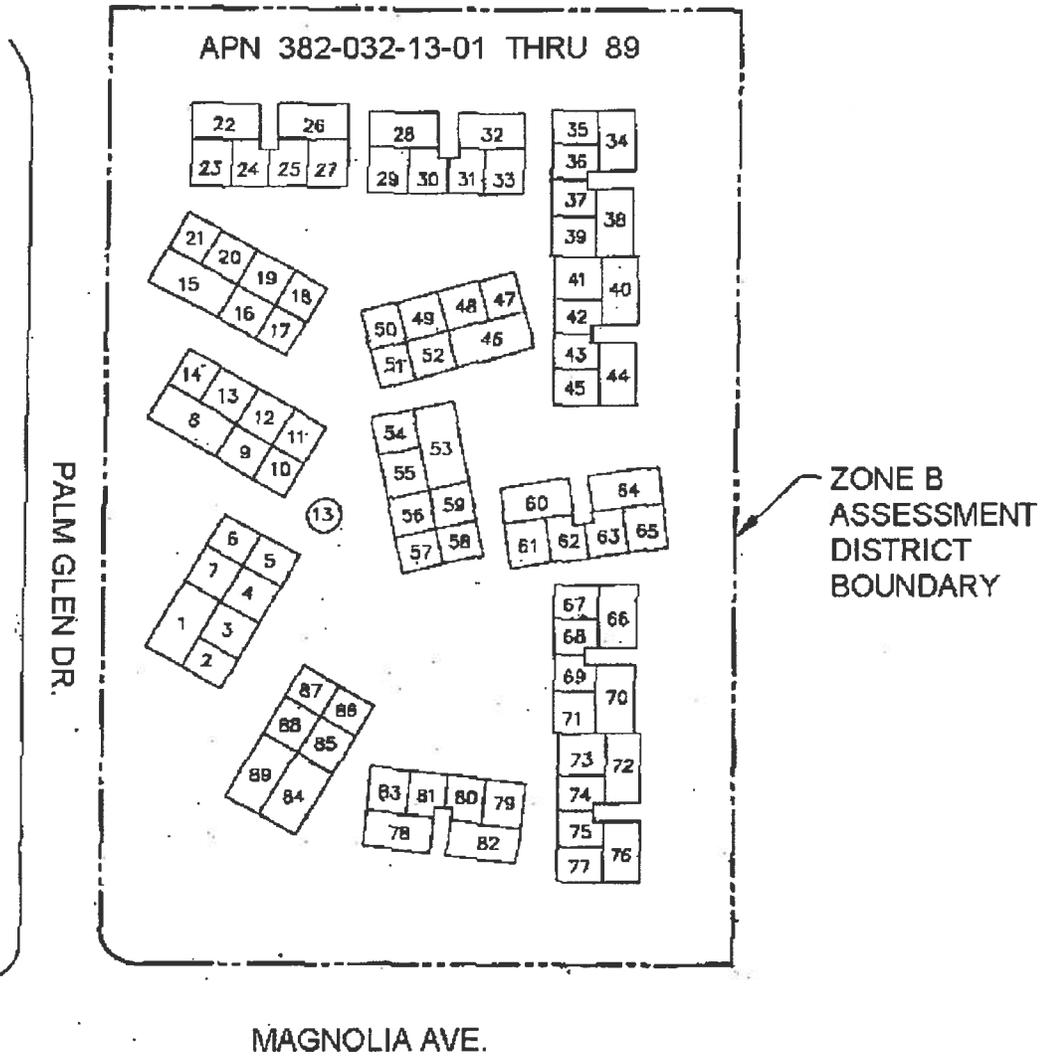


EXHIBIT "B"

**SANTEE TOWN CENTER
LANDSCAPE MAINTENANCE DISTRICT
ZONE C - SAN REMO**

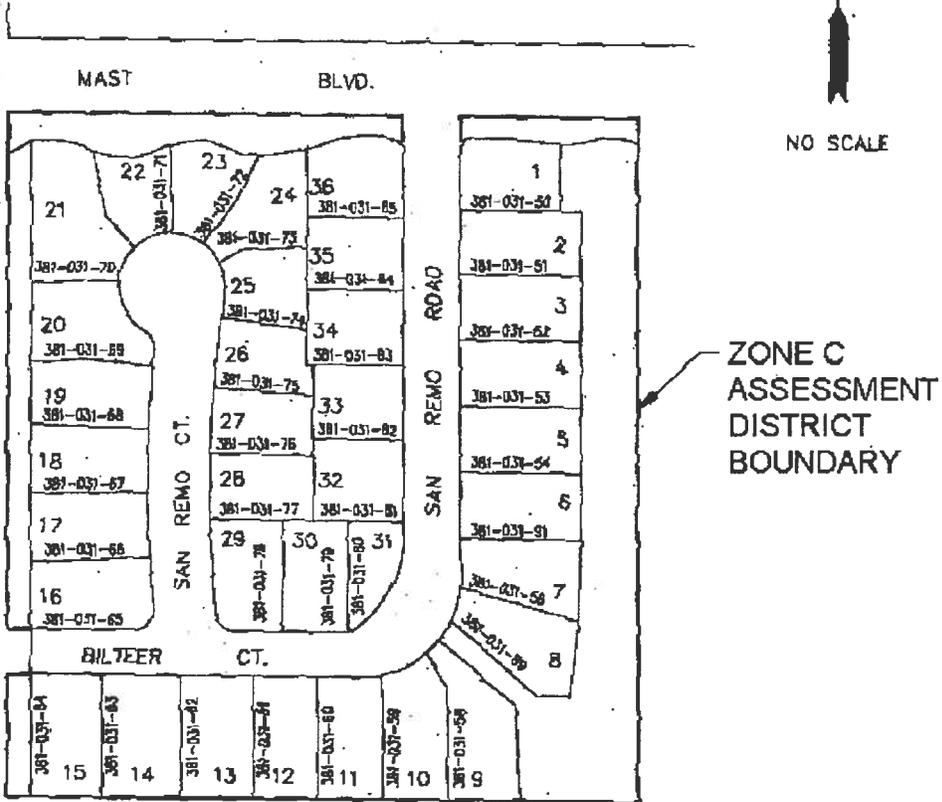


EXHIBIT "C"

SANTEE TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT ZONE D - MISSION CREEK

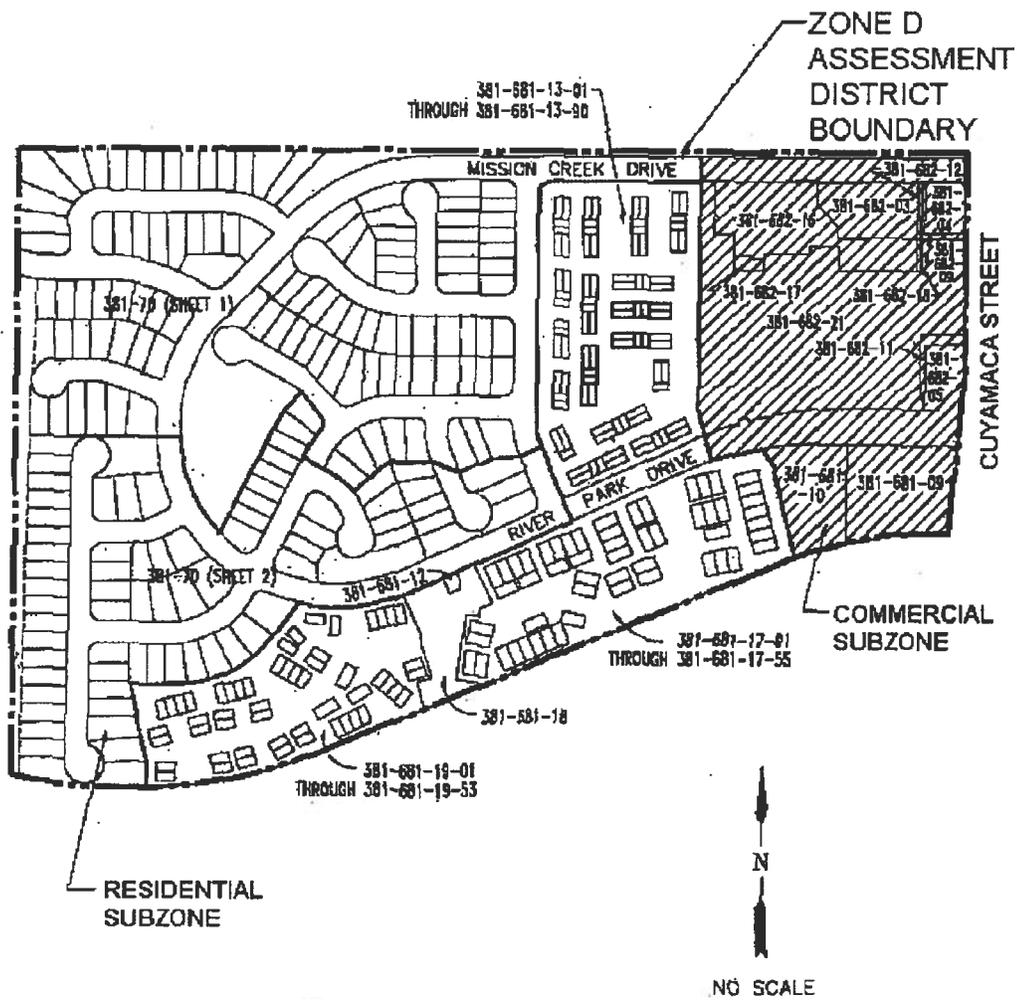
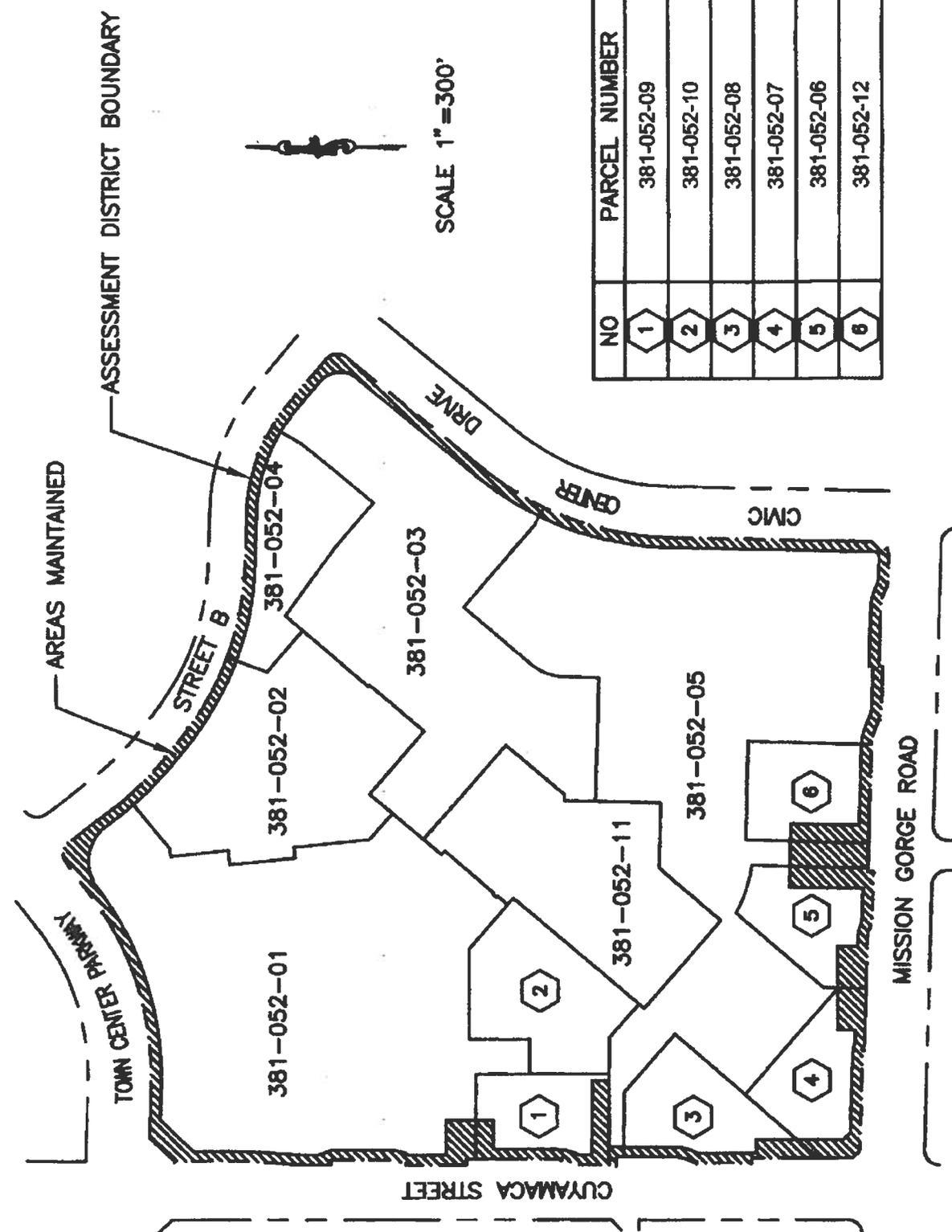


EXHIBIT "D"



NO	PARCEL NUMBER
1	381-052-09
2	381-052-10
3	381-052-08
4	381-052-07
5	381-052-06
6	381-052-12

EXHIBIT "E"
 SANTEE TOWN CENTER
 LANDSCAPE MAINTENANCE DISTRICT
 ZONE E - TROLLEY SQUARE



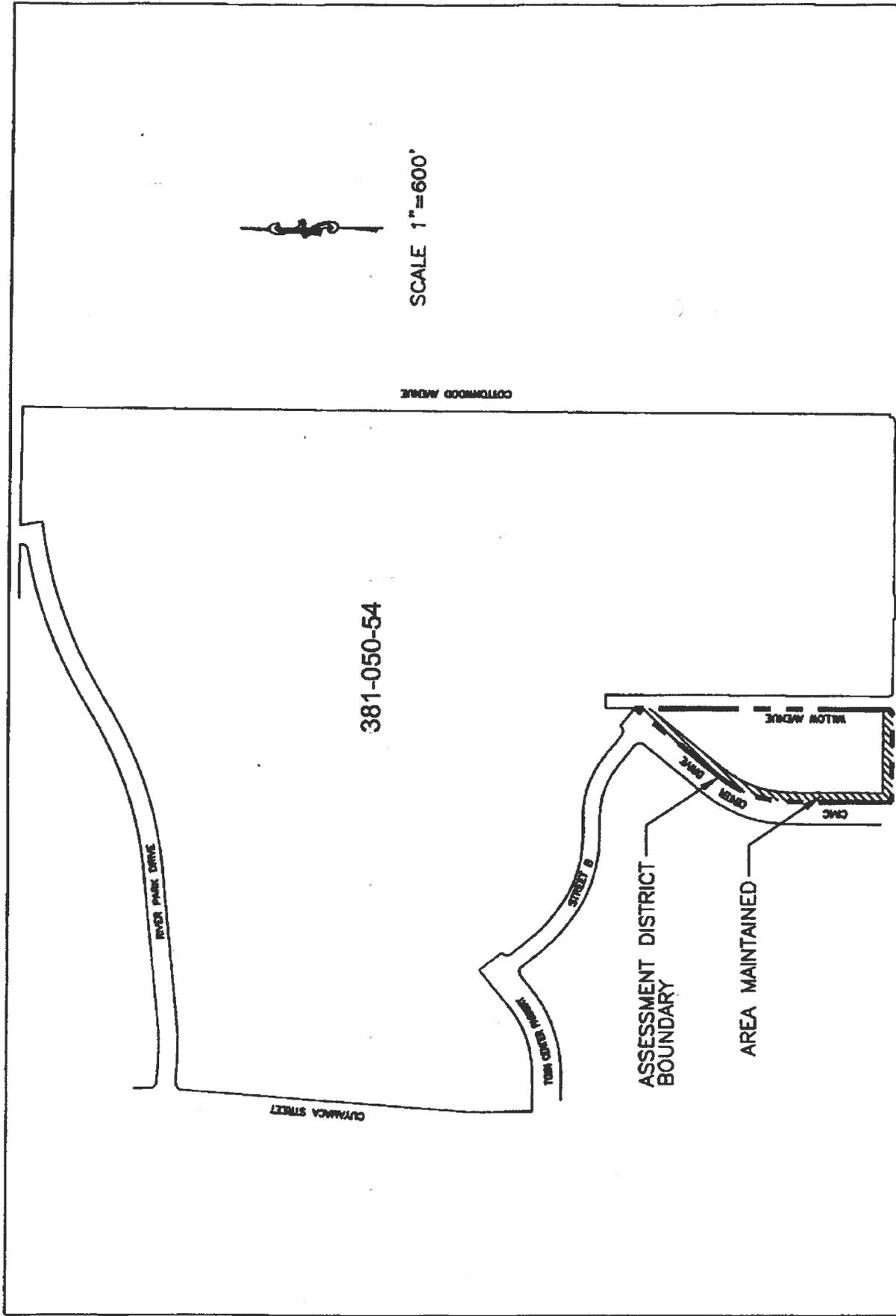


EXHIBIT "F"

SANTEE TOWN CENTER
 LANDSCAPE MAINTENANCE DISTRICT
 ZONE F - HARTFORD PROPERTY



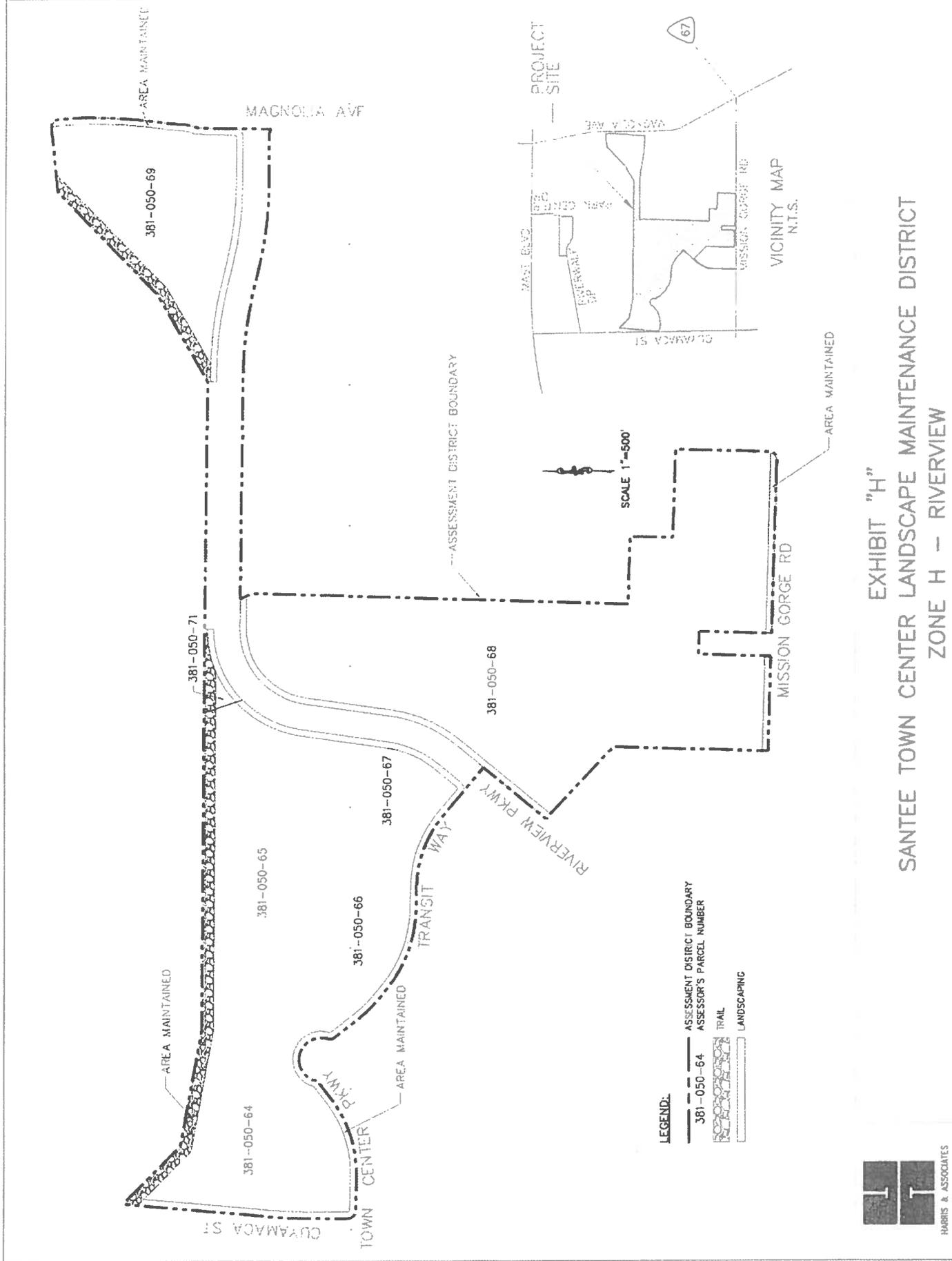
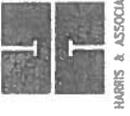


EXHIBIT "H"
SANTEE TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT
ZONE H -- RIVERVIEW



HARRIS & ASSOCIATES

ALBERT A.

WEBB

ASSOCIATES

RESOLUTION NO.

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE
DECLARING ITS INTENTION TO PROVIDE FOR AN ANNUAL LEVY AND
COLLECTION OF ASSESSMENTS, AND SETTING A TIME AND PLACE FOR A
PUBLIC HEARING THEREON FOR THE FY 2013-14
TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT**

WHEREAS, the City Council of the City of Santee, California has previously formed a street lighting and landscaping district pursuant to the terms and provisions of the "Landscaping and Lighting Act of 1972", being Division 15, Part 2 of the Streets and Highways Code of the State of California, Article XIII of the California Constitution , and the Proposition 218 Omnibus Implementation Act (commencing with California Government Code Section 53750) (collectively the "Law"), in what is known and designated as **TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT** ("District"); and

WHEREAS, at this time, landscaping facilities or improvements, as set forth in the Engineer's Report ("Report"), include landscaping within public streets and public rights-of-ways and easements including medians and right-of-way landscaping within the Town Center area of the City.

WHEREAS, at this time, this City Council desires to take proceedings to provide for the annual levy of assessments for Fiscal Year 2013-14 to provide for the costs and expenses necessary for the continued maintenance of improvements within said District; and

WHEREAS, at this time there has been presented and approved by this City Council, a Report as required by law, and this City Council desires to move forth with the proceedings for said annual levy; and

WHEREAS, that the Report as presented - consisting of plans and specifications, estimate of cost, diagram of the District, and assessment of the estimated cost as previously approved on a preliminary basis - is ordered to be filed in the Office of the City Clerk as a permanent record and is to remain open to public inspection.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Santee, California,

SECTION 1. The above recitals are all true and correct.

SECTION 2. The Report regarding the annual levy for said District, which Report is for maintenance for Fiscal Year 2013-14 that has been previously approved is directed to be filed in the Office of the City Clerk.

SECTION 3. The public interest and convenience requires, and it is the intention of this City Council to order, the Fiscal Year 2013-14 annual assessment levy for the District as set forth and described in the Report, and it is further determined to be in the best public interest

RESOLUTION NO.

and convenience to levy and collect Fiscal Year 2013-14 annual assessments to pay the costs and expenses of the maintenance of the improvements as estimated in said Report.

SECTION 4. The assessments levied and collected shall be for the maintenance of certain improvements, as set forth in the Report, referenced and so incorporated herein.

SECTION 5. There will be no change in assessment amounts for Zone A, B, C and the residential portion of Zone D, as they are at the maximum assessment. The assessment for the commercial portion of Zone D is proposed to increase by 6% to \$5,192.12 per acre.

SECTION 6. There are no proposed new improvements or any substantial changes to existing improvements.

SECTION 7. The County Auditor shall enter on the Assessment Roll the amount of the assessments, and shall collect said assessments at the same time and in the same manner as County taxes are collected. After collection, the net amount of the assessments, after the deduction of any compensation due to the County for collection, shall be paid to the Treasurer of the City of Santee for purposes of paying for the costs and expenses of said District.

SECTION 8. All monies collected shall be deposited in a special fund known as: "**SPECIAL FUND – TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT.**" Payment shall be made out of said fund only for the purpose provided for in this Resolution, and in order to expedite the execution of the maintenance, the City Council may transfer into said special fund, from any available source, such funds as it may deem necessary to expedite the proceedings. Any funds shall be repaid out of the proceeds of the assessments provided for in this Resolution.

SECTION 9. Said maintenance work is, in the opinion of this City Council, of direct special benefit to the properties within the boundaries of the District, and this City Council makes the costs and expenses of said maintenance chargeable upon a District, of which District this City Council hereby declares to be the District specially benefited by said improvements and their maintenance thereof, and to be further assessed to pay the costs and expenses thereof. Said District shall include each and every parcel of land within the boundaries of said District, as said District is shown within said Report, as approved by this City Council and on file in the Office of the City Clerk, and so designated by the name of the District.

SECTION 10. Any public properties, as defined in the Law, which are included within the boundaries of the District, shall be subject to any assessment to be made under these proceedings to cover any of the costs and expenses of said maintenance work.

SECTION 11. Notice is hereby given that a public hearing is hereby scheduled for 7 p.m. on July 24, 2013 during the regular meeting of the Santee City Council, City Hall Council Chambers, 10601 Magnolia Avenue, Santee, California at the time and date referenced above as to the annual levy of assessments, to the extent of the maintenance, and any other matters contained within this resolution. Any persons who wish to object to the proceedings for the annual levy should file a written protest with the City Clerk prior to the time set and

scheduled for said second public hearing referred to herein.

RESOLUTION NO.

SECTION 12. The Finance Department is hereby authorized and directed to publish a copy of this Resolution in a newspaper of general circulation within said City, said publication and be not less than ten (10) days before the date set for said Public Hearing.

SECTION 13. This Resolution shall take effect immediately upon its adoption.

ADOPTED by the City Council of the City of Santee, California, at a regular meeting thereof held this 12th day of June, 2013 by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

RANDY VOEPEL, MAYOR

ATTEST:

PATSY BELL, CMC, CITY CLERK

City of Santee
COUNCIL AGENDA STATEMENT

1S

MEETING DATE June 12, 2013

AGENDA ITEM NO.

ITEM TITLE RESOLUTIONS INITIATING PROCEEDINGS AND ORDERING THE PREPARATION OF AN ENGINEER'S REPORT, APPROVING THE ENGINEER'S REPORT, AND DECLARING THE CITY COUNCIL'S INTENTION TO LEVY ASSESSMENTS AND SETTING A PUBLIC HEARING FOR THE FY 2013-14 **SANTEE LANDSCAPE MAINTENANCE DISTRICT ANNUAL LEVY OF ASSESSMENTS**

DIRECTOR/DEPARTMENT Tim K. McDermott, Director of Finance *TKM*

SUMMARY Santee Landscape Maintenance District ("SLMD") is a City-wide district and is comprised of 18 zones, ten of which are assessed and maintained by the City. A combination of contract maintenance and City forces maintain the zones. Maps depicting each zone and the areas of maintenance are attached.

The City Council is required to take three distinct initial actions in order to proceed with the annual levy of an assessment. First, the City Council must formally initiate the proceedings and direct the preparation of an Engineer's Report, analyzing existing and proposed improvement to the District. Next, the City Council must take formal action to either approve or modify and approve the proposed Engineer's Report. Finally, the City Council must formally declare its intention to provide for the annual levy and collection of an assessment and provide notice of a public hearing.

The attached Assessment Summary reflects SLMD assessments and costs for FY 2013-14. Eight zones will have the same assessments in FY 2013-14 as they had last fiscal year. Two zones will have increased assessments. The assessment for Zone 12 (The Heights) is proposed to be increased from \$126.07 to \$132.38 per home and Zone 18 (Allos) is proposed to be increased from \$537.50 to \$564.38 per home. In both zones the cost of maintenance exceeds current assessment levels.

There will be no change in the assessment amount for eight of the zones, as the assessments, with the exception of Zone 17 (Dakota Ranch), are at the maximum amount allowed. No adjustment has been made to the assessment for Zone 17.

FINANCIAL STATEMENT *TKM* A total of \$105,043 would be assessed on property owners within ten existing zones of SLMD in FY 2013-14 for the cost of maintenance and administration.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *TKM* Adopt three Resolutions: 1) Initiate proceedings and order the preparation of an engineer's report, 2) Approve the engineer's report, and 3) Declare intention to levy assessments and set a public hearing for July 24, 2013.

ATTACHMENTS (Listed Below)

- 1) Assessment Summary
- 2) Reso Initiating Preparation of Engineer's Rept FY 2013-14 SLMD Annual Levy of Assess (Maps)
- 3) Reso Approving Engineer's Rept Annual Levy Assess FY 2013-14 SLMD (Engineer's Report)
- 4) Reso Declaring Intent to Provide Annual Levy and Collection of Assess, and Setting the Time & Place for a Public Hearing Thereon

**FY 2013-14 SANTEE LANDSCAPE MAINTENANCE DISTRICT
ASSESSMENT SUMMARY FOR ZONES PROPOSED TO BE ASSESSED**

ZONE	ZONE NAME	NUMBER OF UNITS	FY 2013-14 MAINTENANCE & ADMINISTRATION	RESERVES 7/1/13	FY 2013-14 TOTAL ASSESSMENT	FY 2013-14 ASSESSMENT RATE/UNIT	FY 2012-13 ASSESSMENT RATE/UNIT	MAXIMUM APPROVED ASSESSMENT
1	EL NOPAL ESTATES	45	\$ 2,260.00	\$ 3,071.00	\$ 2,258.00	\$ 50.18	\$ 50.18	\$ 50.18
3	COUNTRY SCENES	14	\$ 1,920.00	\$ 2,603.00	\$ 2,067.00	\$ 147.64	\$ 147.64	\$ 147.64
4	CAMELOT HEIGHTS	10	\$ 1,160.00	\$ 1,043.00	\$ 1,385.00	\$ 138.50	\$ 138.50	\$ 138.50
8	SILVER COUNTRY ESTATES	153	\$ 74,350.00	\$ 17,484.00	\$ 75,735.00	\$ 495.00	\$ 495.00	\$ 495.00
9	MATTAZARO/TIMBERLANE	34	\$ 1,430.00	\$ 1,196.00	\$ 1,529.00	\$ 44.98	\$ 44.98	\$ 44.98
12	THE HEIGHTS	60	\$ 7,990.00	\$ 10,547.00	\$ 7,942.00	\$ 132.38	\$ 126.07	\$ 375.00
13	PROSPECT HILLS	43	\$ 2,550.00	\$ 2,838.00	\$ 3,225.00	\$ 75.00	\$ 75.00	\$ 75.00
14	MITCHELL RANCH	16	\$ 2,220.00	\$ 1,055.00	\$ 2,690.00	\$ 168.14	\$ 168.14	\$ 168.14
17	DAKOTA RANCH	20	\$ 6,000.00	\$ 15,624.00	\$ 4,826.00	\$ 241.30	\$ 241.30	\$ 336.73
18	ALLOS	6	\$ 3,590.00	\$ 2,487.00	\$ 3,386.00	\$ 564.38	\$ 537.50	\$ 647.55

Note: Zone 17 and Zone 18 reflect an allowable 2% increase in the maximum approved assessment for FY 2013-14.

RESOLUTION NO.

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA,
INITIATING PROCEEDINGS AND ORDERING THE PREPARATION OF AN
ENGINEER'S REPORT FOR THE FY 2013-14 SANTEE LANDSCAPE
MAINTENANCE DISTRICT ANNUAL LEVY OF ASSESSMENTS**

WHEREAS, the City Council of the City of Santee desires to initiate proceedings for the annual levy of assessments for a landscape district pursuant to the terms and provisions of the "Landscaping and Lighting Act of 1972", being Division 15, Part 2 of the Streets and Highways Code of the State of California, Article XIII D of the California Constitution, and the Proposition 218 Omnibus Implementation Act (commencing with California Government Code Section 53750) (collectively the "Law"), in what is known and designated as: **SANTEE LANDSCAPE MAINTENANCE DISTRICT** ("District"); and

WHEREAS, these proceedings for the annual levy of assessments shall relate to the fiscal year commencing July 1, 2013; and

WHEREAS, there has been submitted to this City Council for its consideration at this time, diagrams, copies of which are attached hereto and by this reference incorporated herein, showing the boundaries of the areas of assessment for the above referenced fiscal year, said diagrams showing and further describing in general the improvements proposed to be maintained in said District, said description being sufficient to identify the areas proposed to be assessed for said maintenance thereof; and

WHEREAS, there are no proposed new improvements or any substantial changes in existing improvements; and

WHEREAS, the Law requires a written report, consisting of: plans and specifications of the area of the improvements to be maintained; an estimate of the costs for maintaining the improvements, including incidental expenses in connection therewith; a diagram of the areas proposed to be assessed; and a parcel-by-parcel listing of the assessments of the estimated costs for maintaining the improvements in proportion to the special benefits to be conferred on such parcels.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Santee, California, **AS FOLLOWS**:

SECTION 1. That the above recitals are all true and correct.

SECTION 2. That diagrams, entitled **SANTEE LANDSCAPE MAINTENANCE DISTRICT** as submitted to this City Council, showing the boundaries of the proposed areas to be assessed and showing the improvements to be maintained, are hereby approved, and copies thereof shall be on file in the City Clerk's Office and open to public inspection. The proposed parcels and properties within said areas are those to be assessed to pay certain costs and expenses for said maintenance.

RESOLUTION NO.

SECTION 3. That the maintenance work within the area proposed to be assessed shall be the maintenance or servicing, or both, of any facilities which are appurtenant to any of the foregoing or which are necessary or convenient for the maintenance or servicing thereof in accordance with the Law.

SECTION 4. Eight zones will have the same assessments in FY 2013-14 as in the prior year. Two zones will have increased assessments.

SECTION 5. That the Director of Finance is hereby ordered to cause to be prepared and to file with this City Council, the Report relating to said annual assessment and levy in accordance with the Law.

SECTION 6. That upon completion, said Report shall be filed with the City Clerk, who shall then submit same to this City Council for its consideration pursuant to Sections 22623 and 22624 of said Streets and Highways Code of the State of California.

ADOPTED by the City Council of the City of Santee, California, at a regular meeting thereof held this 12th day of June, 2013, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

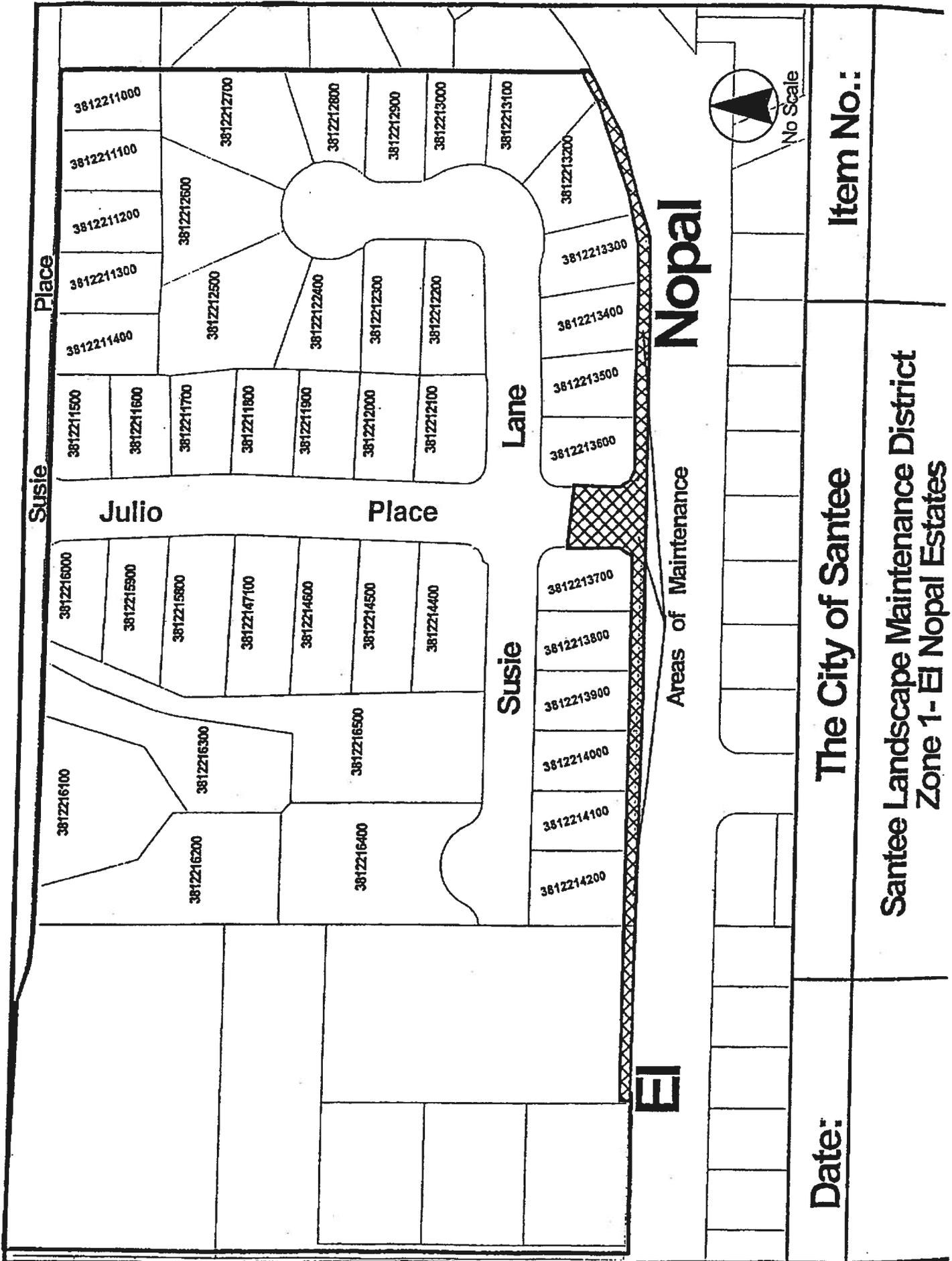
RANDY VOEPEL, MAYOR

ATTEST:

PATSY BELL, CMC, CITY CLERK

Attachment A: Vicinity Map (Diagrams)

EXHIBIT A



Date:

The City of Santee

Item No.:

Santee Landscape Maintenance District
Zone 1- El Nopal Estates

EXHIBIT B

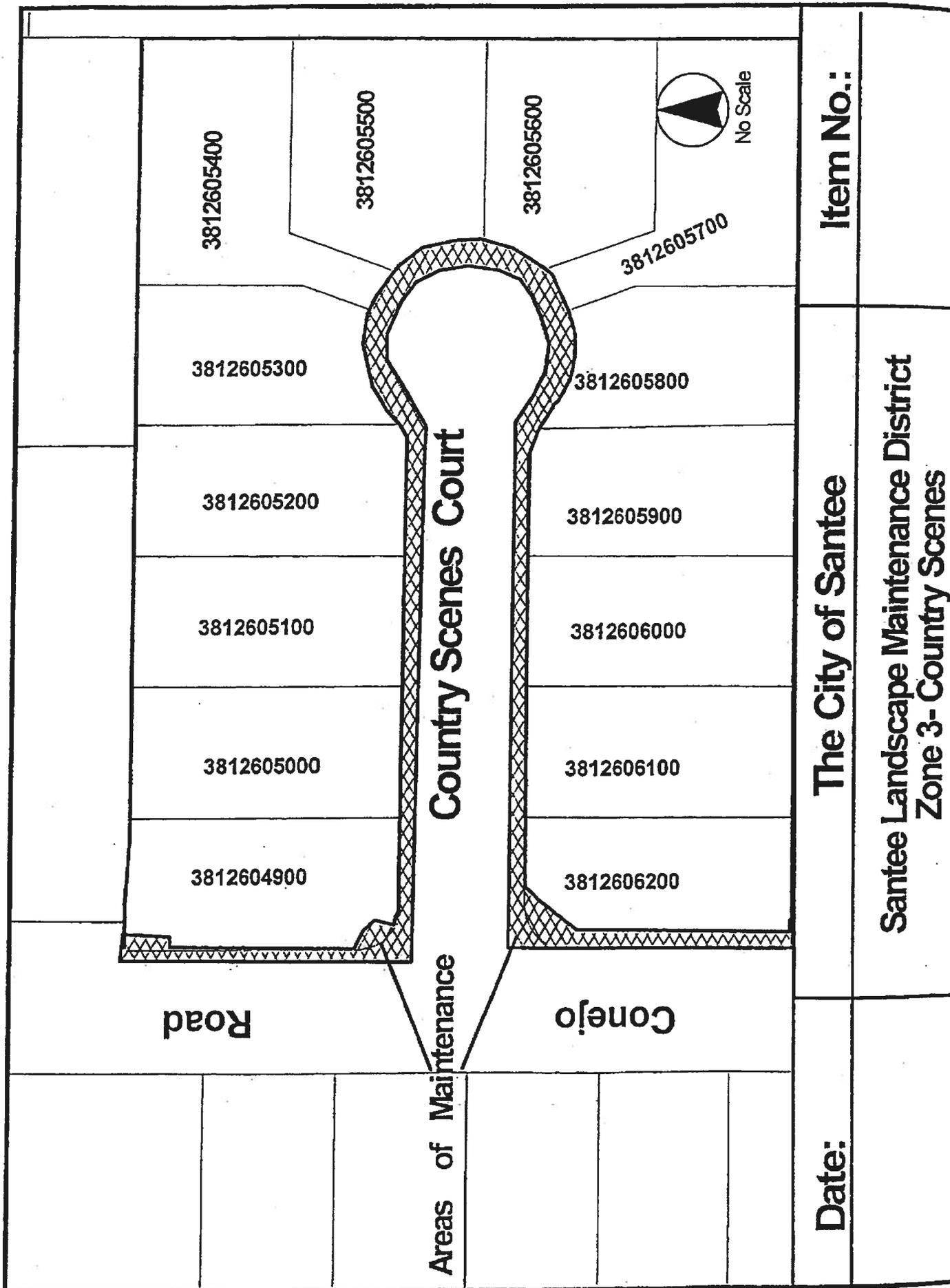
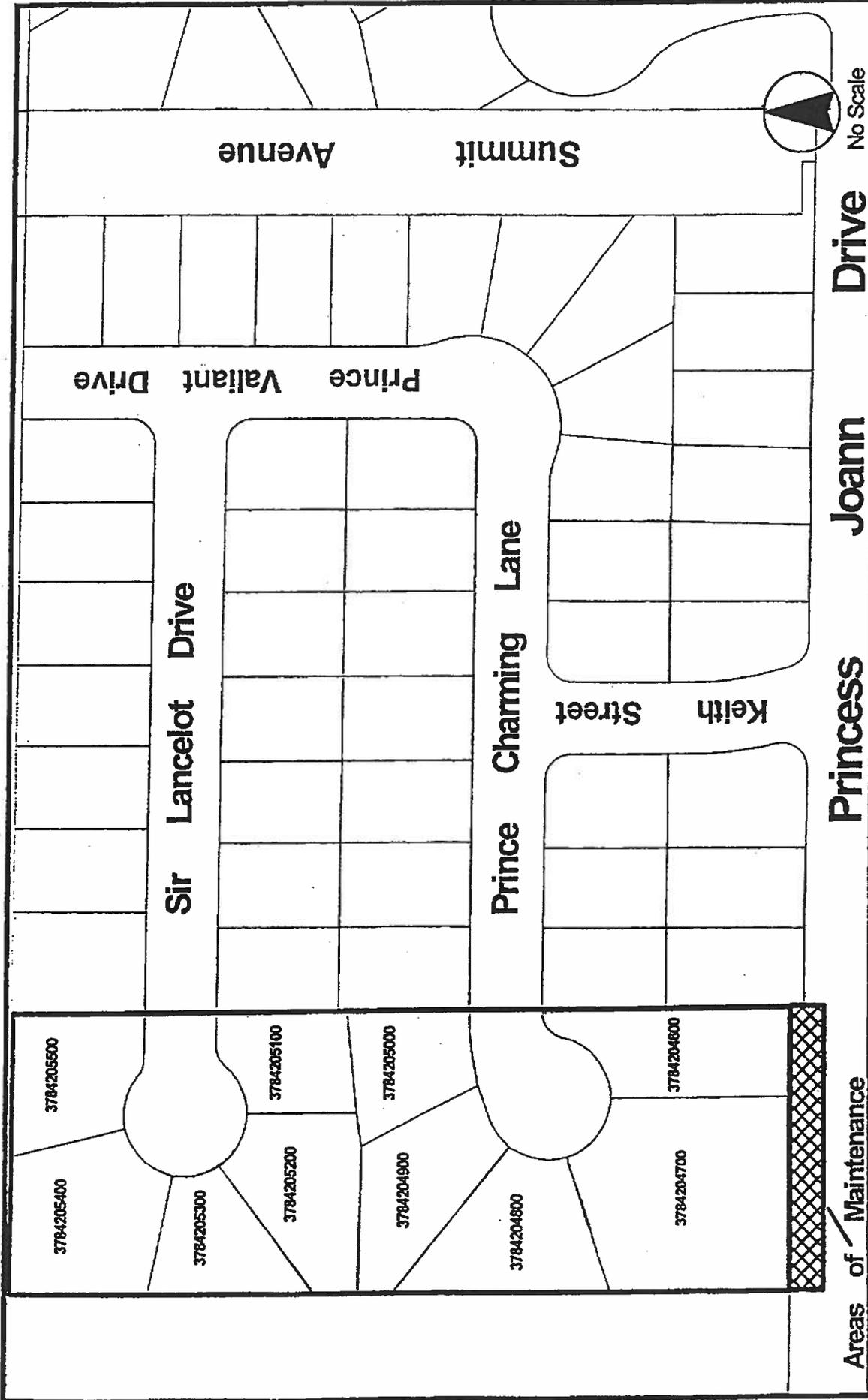


EXHIBIT C

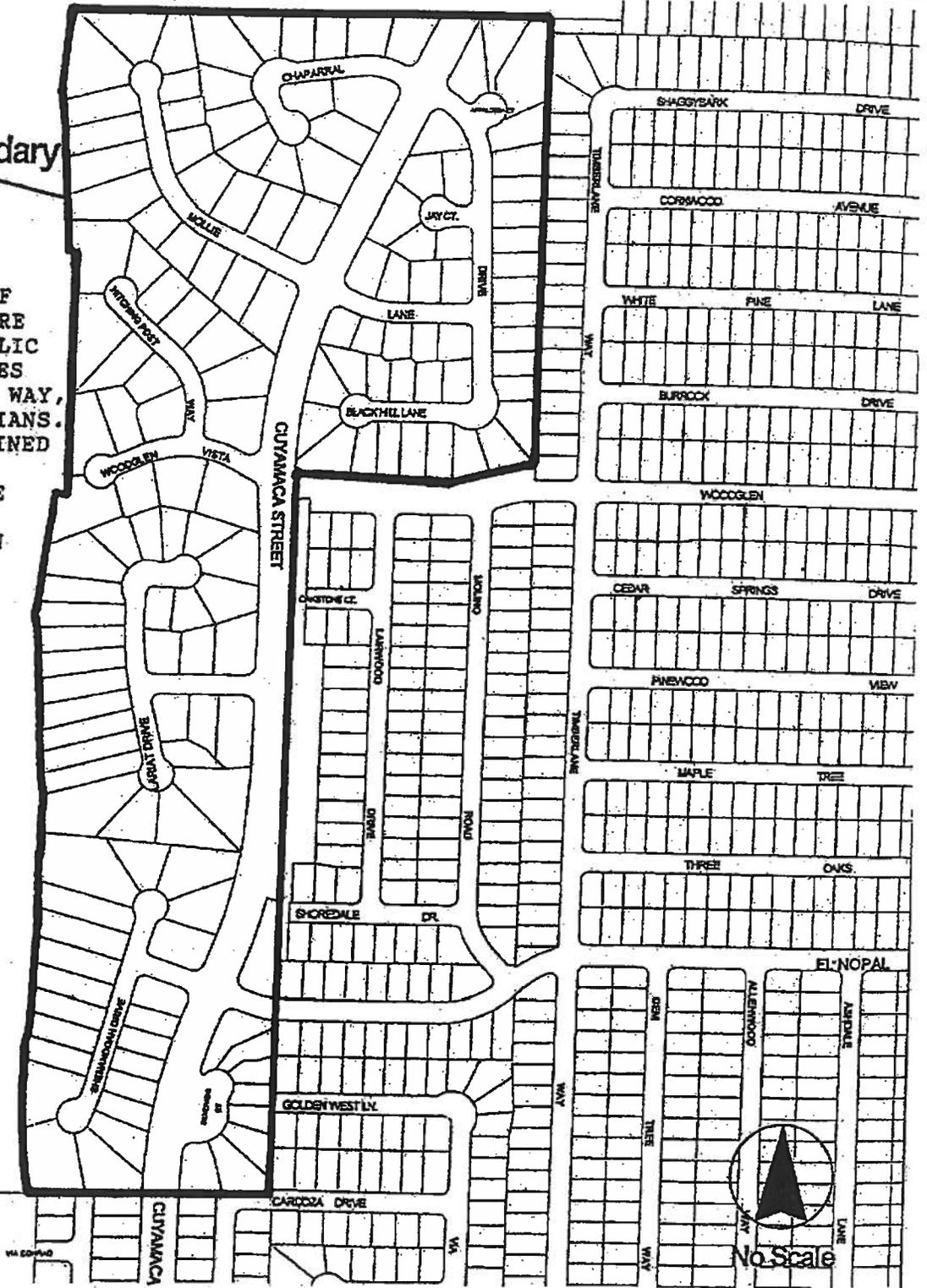


Date:	The City of Santee	Item No.:
Santee Landscape Maintenance District Zone 4- Camelot Heights		

EXHIBIT D

Zone Boundary

NOTE: AREAS OF MAINTENANCE ARE GENERALLY PUBLIC INTEREST SLOPES AND RIGHTS OF WAY, EXCLUDING MEDIANS. ACTUAL MAINTAINED AREAS ARE TOO NUMEROUS TO BE CORRECTLY REPRESENTED ON THIS MAP.



Date:

The City of Santee:

Item No.:

Santee Landscape Maintenance District
Zone 8- Silver Country Estates

EXHIBIT E

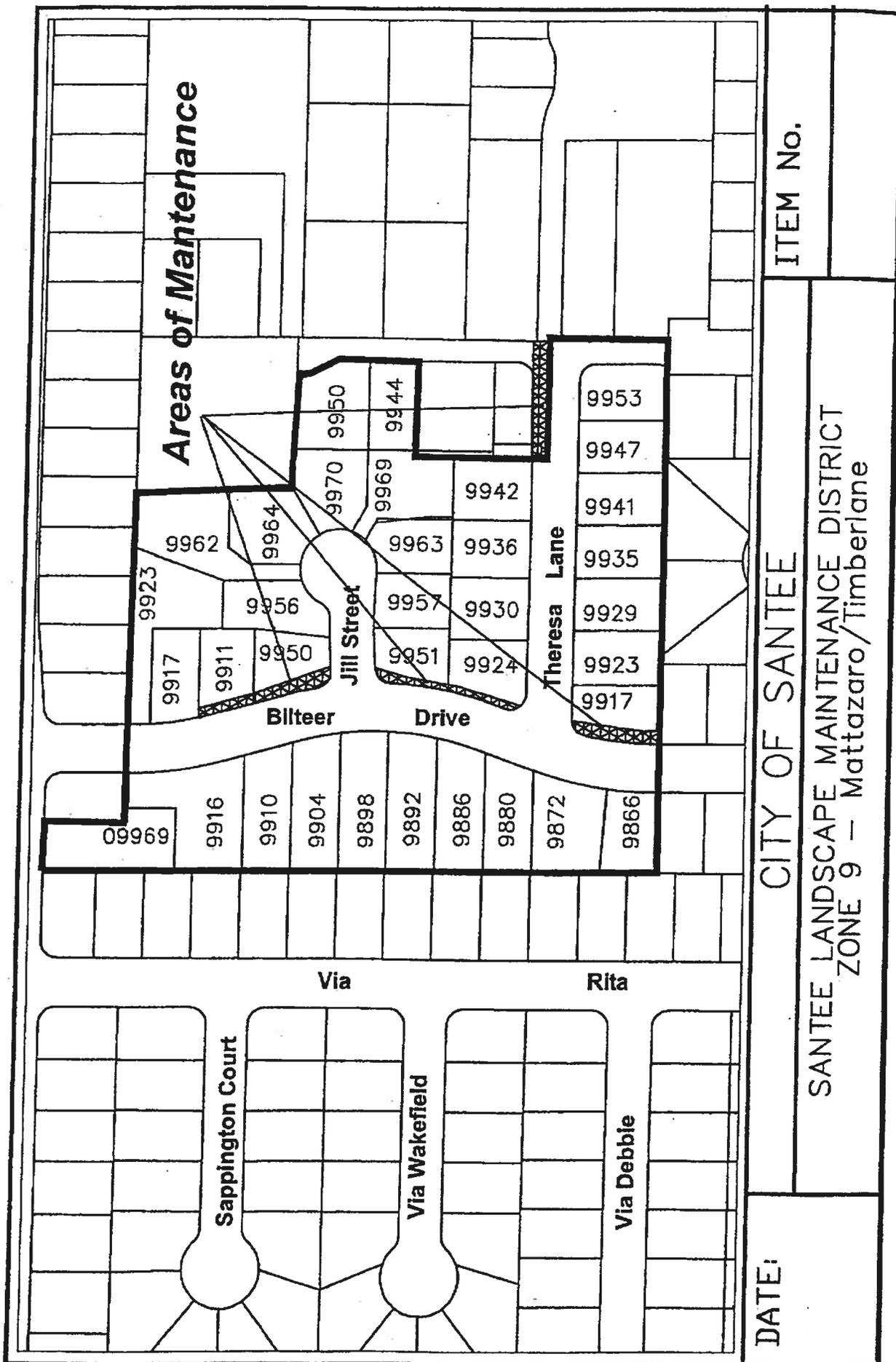
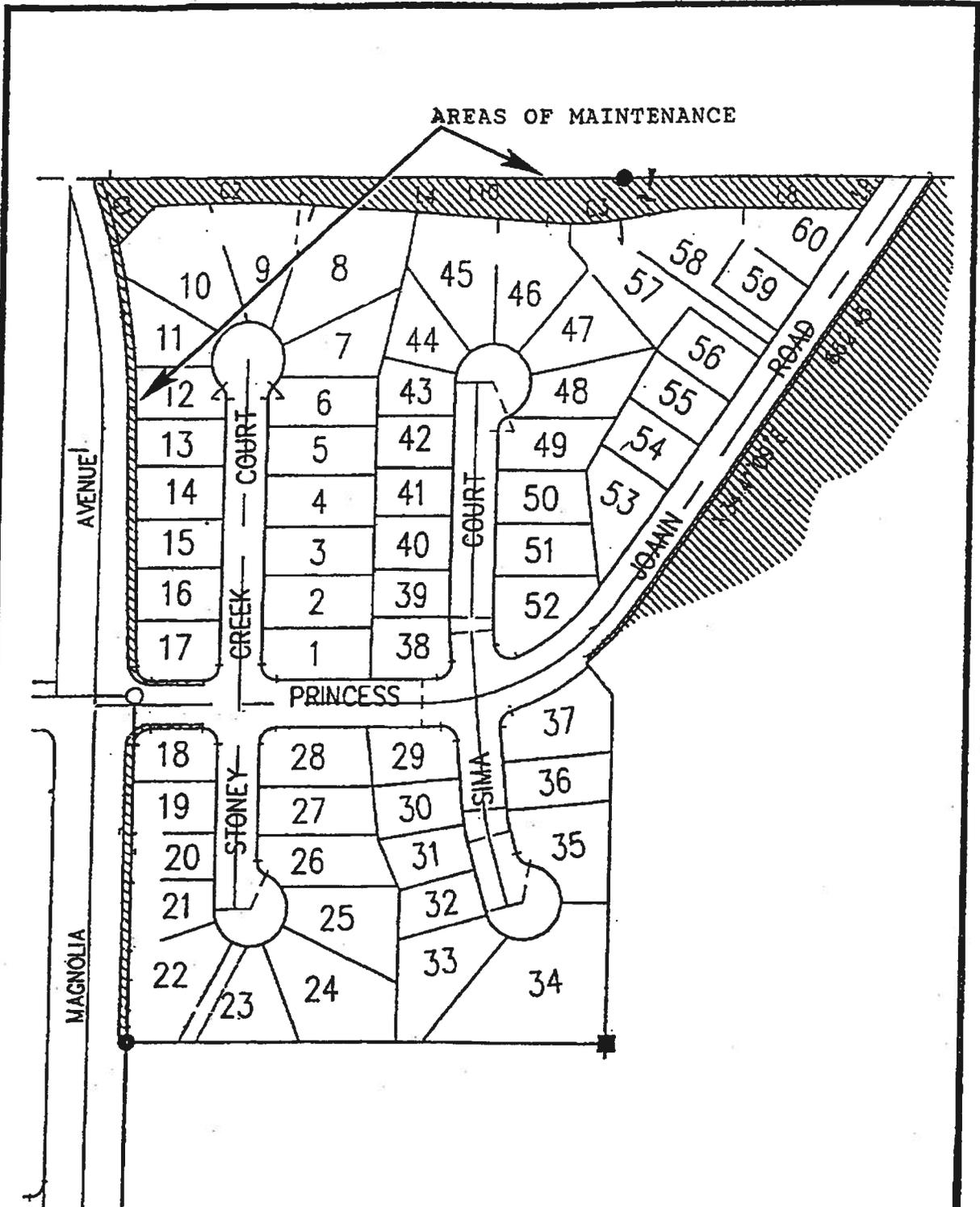


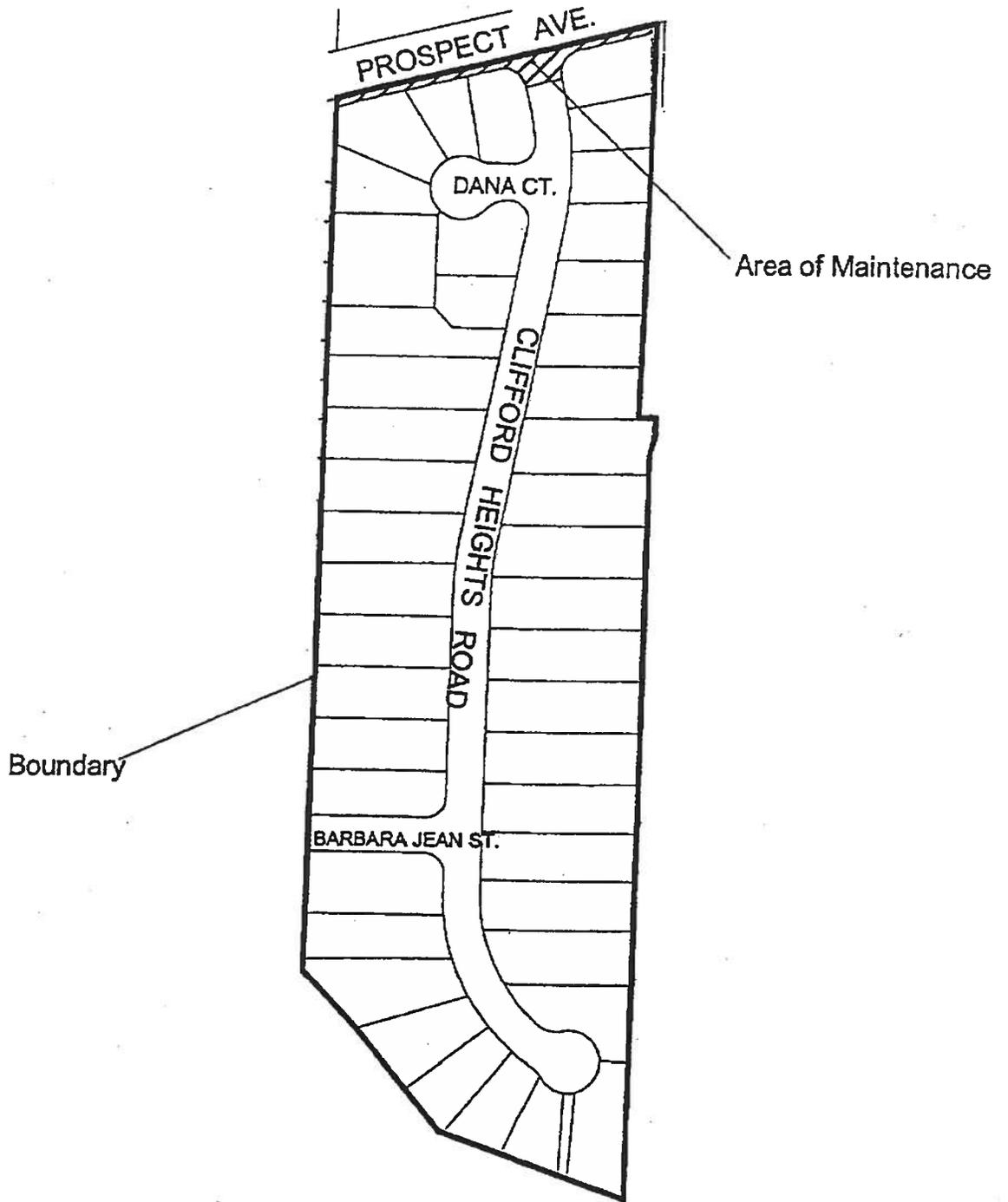
EXHIBIT F



SANTEE LANDSCAPE MAINTENANCE DISTRICT

DATE:	CITY OF SANTEE	ITEM No.
	ZONE 12 - THE HEIGHTS	

EXHIBIT G



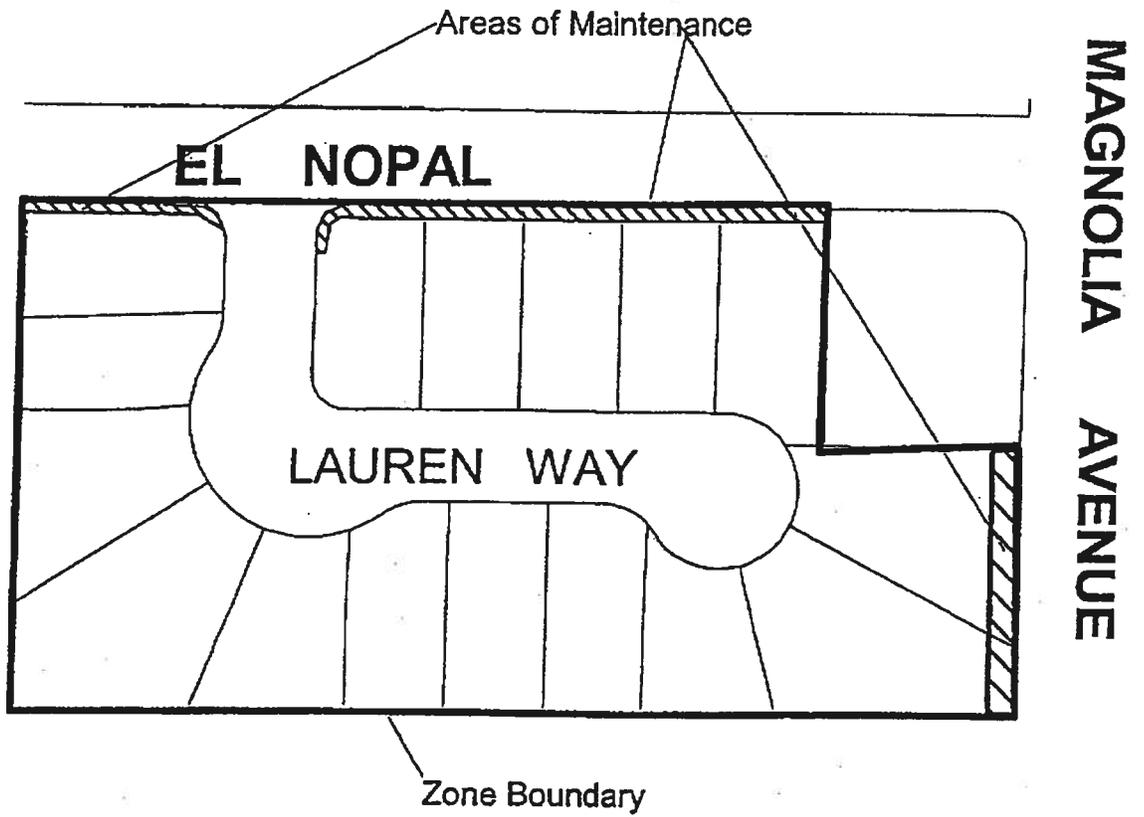
City of Santee Vicinity Map

Santee Landscape Maintenance District
Zone 13- Prospect Hills



No Scale

EXHIBIT H



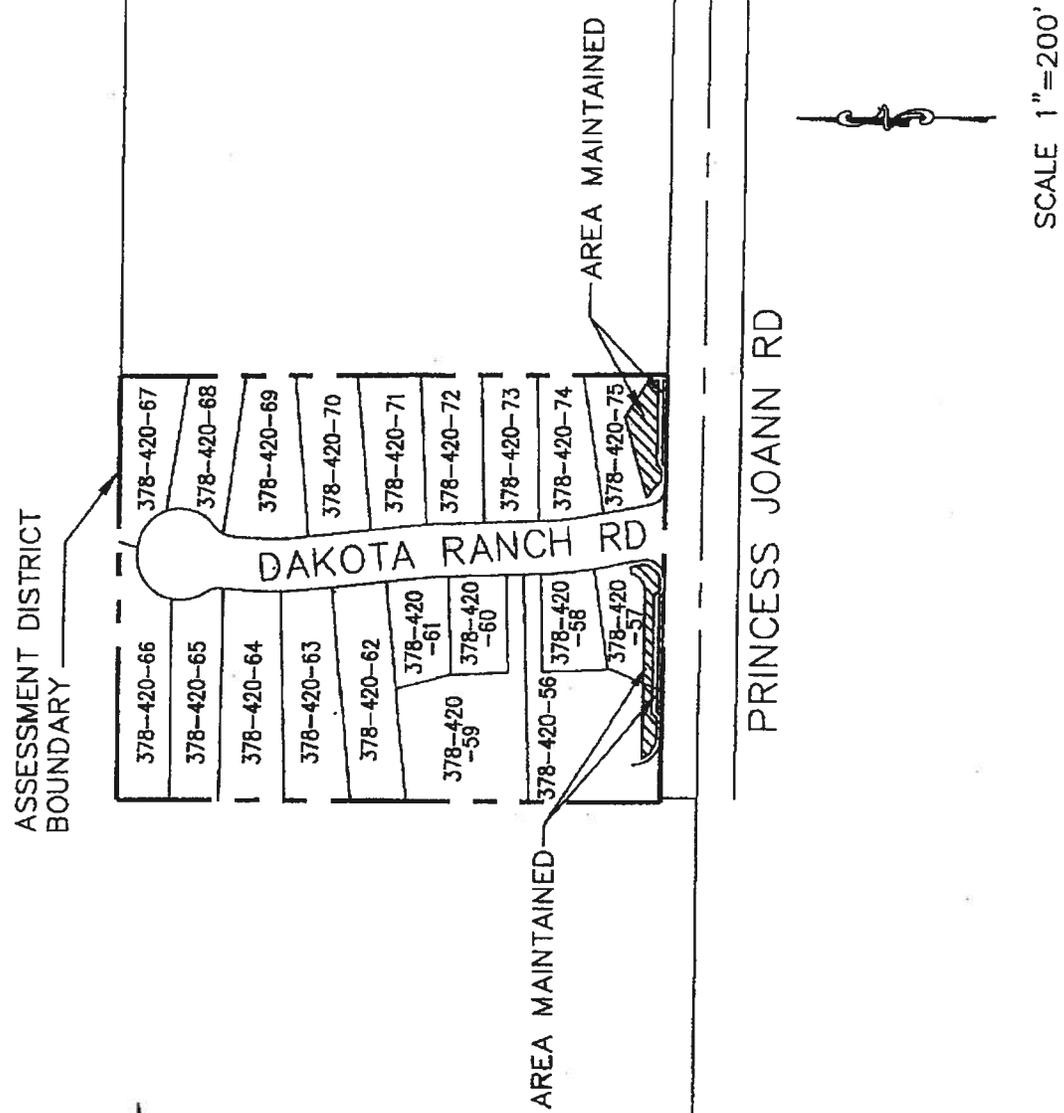
City of Santee Vicinity Map

Santee Landscape Maintenance District
Zone 14- Mitchel Ranch

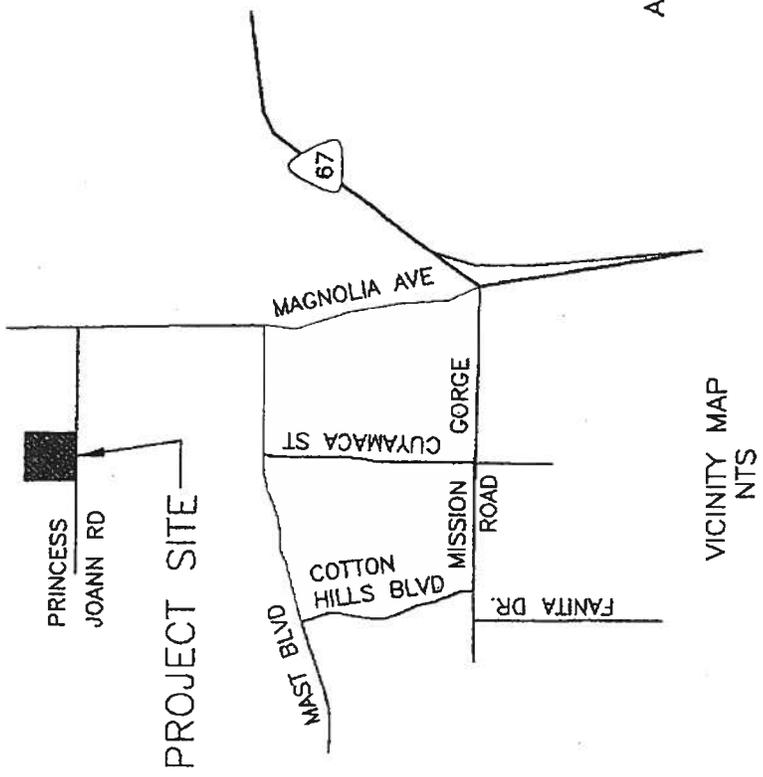


No Scale

EXHIBIT I



SCALE 1"=200'

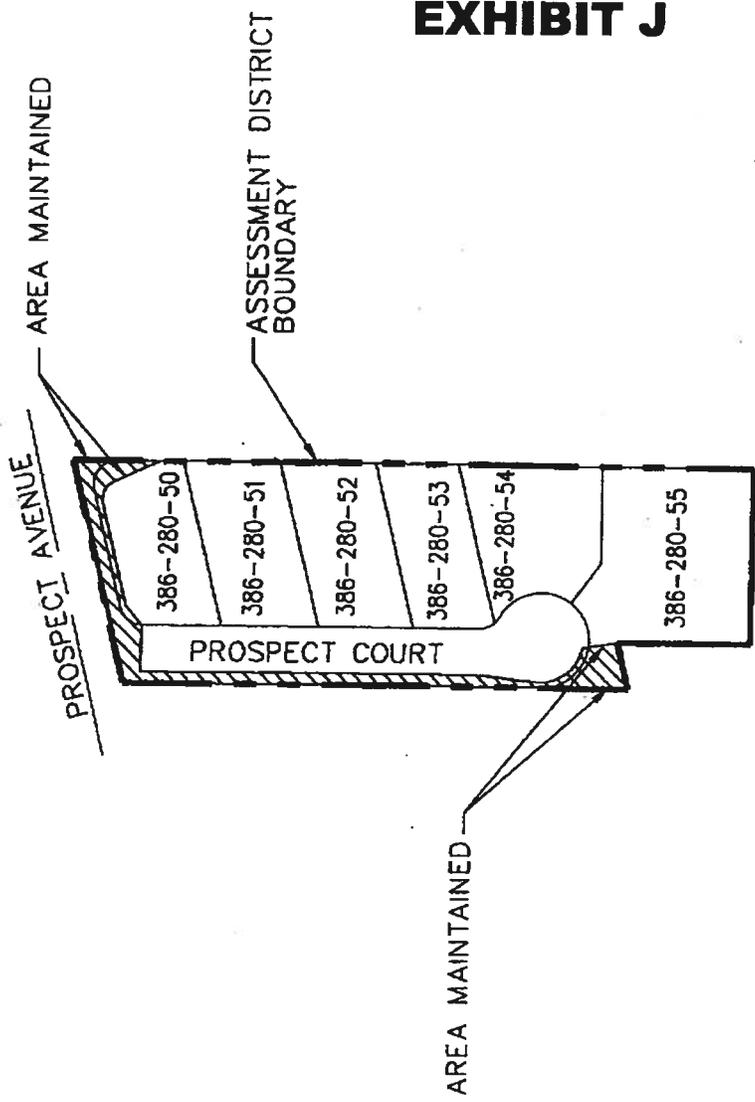
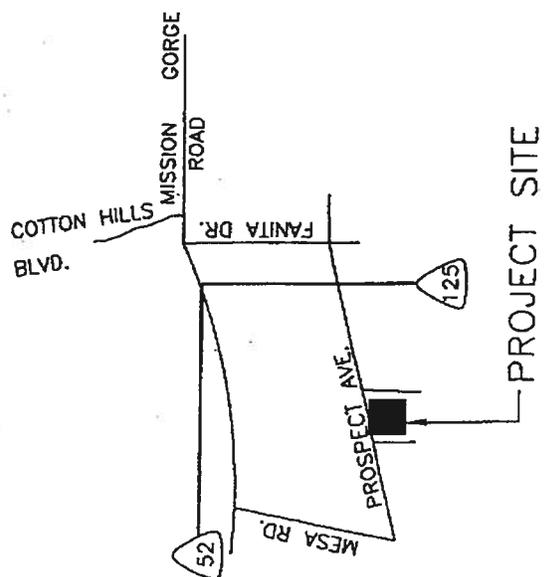


LANDSCAPE MAINTENANCE DISTRICT
ZONE 17 -- DAKOTA RANCH



HARRIS & ASSOCIATES

EXHIBIT J



SCALE 1"=150'



LANDSCAPE MAINTENANCE DISTRICT
ZONE 18-ALLOS

RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA,
APPROVING THE ENGINEER'S REPORT FOR THE ANNUAL
LEVY OF ASSESSMENTS FOR FY 2013-14 FOR THE
SANTEE LANDSCAPE MAINTENANCE DISTRICT**

WHEREAS, the City Council of the City of Santee, pursuant to the provisions of "Landscaping and Lighting Act of 1972", being Division 15, Part 2 of the Streets and Highways Code of the State of California, Article XIII D of the California Constitution and the Proposition 218 Omnibus Implementation Act (commencing with California Government Code Section 53750) (collectively the "Law"), did by previous Resolution, order the preparation of an Engineer's Report for the annual levy of assessments, consisting of plans and specifications, an estimate of the costs, a diagram of the district, and an assessment of the costs relating to what is known and designated as: **SANTEE LANDSCAPE MAINTENANCE DISTRICT** ("District"); and,

WHEREAS, the FY 2013-14 Assessment Engineer's Report ("Report") has been presented to this City Council as required by the Law and as previously directed by Resolution; and

WHEREAS, this City Council has examined and reviewed the Report as presented, and is satisfied with each and all of the items and documents as set forth therein, and is satisfied that the assessments, on a preliminary basis, have been spread in accordance with the benefits received from the maintenance to be performed, as set forth in said Report.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Santee, California,

SECTION 1. That the above recitals are all true and correct.

SECTION 2. That the Report as presented, consisting of:

A. plans and specifications of the maintenance of the improvements to be performed;

B. estimates of the cost of the maintenance of the improvements to be performed, including the cost of incidental expenses in connection therewith, and including that portion of the costs and expenses representing the special benefit to be conferred by such maintenance of the improvements on the parcels within the District;

C. a diagram of the District, which shows (i) the exterior boundaries of the District; (ii) the boundaries of zones within the District; and (iii) the lines and dimensions of each parcel of land within the District; provided, however, such diagram may refer to the county assessor's maps for a detailed description of such lines and dimensions, in which case such maps shall govern for all details concerning such lines and dimensions;

RESOLUTION NO.

D. a description of the maintenance of the improvements to be performed; and

E. the assessment of the total amount of the costs and expenses of the maintenance of the improvements upon the several divisions of land in the District in proportion to the estimated special benefits to be conferred on such subdivisions, respectively, by such maintenance;

is hereby approved as filed, attached, and on file in the Office of the City Clerk as a permanent record and is to remain open to public inspection.

ADOPTED by the City Council of the City of Santee, California, at a regular meeting thereof held this 12th day of June, 2013, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

RANDY VOEPEL, MAYOR

ATTEST:

PATSY BELL, CMC, CITY CLERK

Attachment: Engineer's Report

**FY 2013-14 ENGINEER'S REPORT
FOR THE
SANTEE LANDSCAPE MAINTENANCE
DISTRICT**



CITY OF SANTEE

June 12, 2013

**EXECUTIVE SUMMARY:
SANTEE LANDSCAPE MAINTENANCE DISTRICT
FISCAL YEAR 2013-14**

This Engineer's Report summarizes staff's findings regarding the District, including: a description of the included facilities; a proposed budget for the Fiscal Year July 1, 2013 through June 30, 2014; a description of the parcels in the District; an explanation of the assessment methodology and assessment determination; and maps of each zone, called assessment diagrams.

The District is comprised of 18 separate zones of maintenance. For FY 2013-14 the District will have the following zones and assessments:

Zone	Zone Name	Tract/Map #	Units	Total FY 2013-14 Assessment	Per Unit Assessment
1	El Nopal Estates	88-04	45	\$2,258.00	\$50.18
3	Country Scenes	89-01	14	\$2,067.00	\$147.64
4	Camelot Heights	89-02	10	\$1,385.00	\$138.50
5	Mesa Heights	88-08	44	\$0 ¹	\$0 ¹
6	Prospect Point	89-05	9	\$0 ¹	\$0 ¹
7	Treviso	03-01	186	\$0 ¹	\$0 ¹
8	Silver Country Estates	93-02	153	\$75,735.00	\$495.00
9	Mattazaro / Timberlane	88-07 / 92-03	34	\$1,529.00	\$44.98
10	Lakes West Condos	90-02	78	\$0 ¹	\$0 ¹
11	Padre Hills	89-04	35	\$0 ²	\$0 ²
12	The Heights	96-01	60	\$7,942.00	\$132.38
13	Prospect Hills	96-02	43	\$3,225.00	\$75.00
14	Mitchell Ranch	92-04	16	\$2,690.00	\$168.14
15	Vista Este	00-03	33	\$0 ¹	\$0 ¹
16	Prospect Glen	01-01	48	\$0 ¹	\$0 ¹
17	Dakota Ranch	01-02	20	\$4,826.00	\$241.30
18	Allos	98-02	6	\$3,386.00	\$564.38
19	Sky Ranch	04-08	371	\$0 ¹	\$0 ¹

Notes

1. Maintenance responsibilities assumed by homeowners' association or property owners.
2. Assessment not approved by property owners.

Ten of these existing zones - Zones 1, 3, 4, 8, 9, 12, 13, 14, 17 and 18 – will be active, and will be assessed and their improvements maintained by City or contract forces. Zones 5, 6, 7, 10, 11, 15, 16 and 19 have been annexed to the District, but have no assessment because they are responsible for their own maintenance; if not maintained to City standards, the City will assume maintenance and levy assessments. Further details are provided in the body of this Engineer’s Report.

TABLE OF CONTENTS

<u>ITEM</u>	<u>PAGE</u>
Executive Summary	i
Table of Contents	iii
Introduction	1
Description of District and Landscaped Facilities	4
Proposed District Budget	5
Basic Data and Findings	6
Assessment Methodology	7
Assessment Determination	9
Assessment Diagram Statement	10
Table 1. FY 2013-14 Maintenance Budget and Total Assessment Summary	11
Exhibits A-J. Assessment Diagrams of Zones 1, 3, 4, 8, 9, 12, 13, 14, 17 and 18	12-21

**ENGINEER'S REPORT
CITY OF SANTEE LANDSCAPE MAINTENANCE DISTRICT
ZONES 1 THROUGH 19 FOR FISCAL YEAR 2013-2014**

INTRODUCTION

This is the Engineer's Report for Zones 1 through 19 of the City of Santee Landscape Maintenance District ("District"). It has been prepared in accordance with the Landscaping and Lighting Act of 1972 ("72 Act"), State Streets and Highways Code 22500 et seq. This Engineer's Report summarizes the City's findings regarding the subject District, and includes:

- 1) an introduction describing the District, its zones, and relevant legislation;
- 2) a description of the facilities to be maintained by the District;
- 3) a proposed budget for the Fiscal Year July 1, 2013 through June 30, 2014;
- 4) a description of the parcels included in the District;
- 5) an explanation of the assessment methodology and assessment determination made in conformance with the '72 Act, its amendments and related legislation (see page 7); and
- 6) an assessment diagram, or map, of each active zone.

ACTIVE ZONES In FY 2013-14, the Santee Landscape Maintenance District will be divided into 18 separate zones of benefit. The 18 zones are comprised of both active and inactive zones. "Active" means the zones will have maintenance activities during FY 2013-14. Maintenance activities are comprised of both contract and City forces. The ten active zones are:

Zone 1 - El Nopal Estates: Established in FY 1989-90, this was the first subdivision in the District and was originally comprised of two zones. Zone 2 was eliminated in FY 1997-98 because its maintenance was subsumed under Zone 1 to be consistent with current assessment district laws.

Zone 3 – Country Scenes: This 14-unit single family subdivision located near Conejo and Mast Blvd. was annexed in FY 1992-93.

Zone 4 – Camelot Heights: Annexed in FY 1993-94, this subdivision's ten single-family homes located off Princess Joanne Rd. share maintenance costs.

Zone 8 – Silver Country Estates: 153 single-family homes make up this subdivision at the north end of Cuyamaca St. The first unit was annexed in FY 1995-96, but the improvements were not accepted so there was no assessment. Once the project was completed, property owners cast ballots regarding assessments in FY 1998-99, and the affirmative vote set an initial assessment and maximum rate.

Zone 9 – Timberlane / Mattazaro: Due to their physical proximity, improvements for the 25-unit single-family home development called "Timberlane" and the nine-unit "Mattazaro" single-family home project were combined into one zone. Zone 9 had no assessment in its first year because the improvements were not accepted before the start of FY 1996-97. In FY 1997-98, improvements were accepted and an affirmative majority vote was made for the initial and maximum assessment rates.

Zone 12 - The Heights: Annexed in FY 1998-99, this 60-unit single-family project is at the northwest end of Magnolia Ave. Maintenance was assumed by the City in FY 2002-03. The project had affirmative assessment ballot proceedings establishing initial and maximum assessment rates.

Zone 13 - Prospect Hills: Also annexed in FY 1998-99, the 43 single-family homes off Prospect Ave. east of Holden Rd. share in the cost of landscaping fronting the project on Prospect Ave. The zone also had affirmative assessment ballot proceedings to establish initial and maximum assessment rates.

Zone 14 – Mitchell Ranch: This 16-unit single-family subdivision is at the southwest corner of Magnolia Ave. and El Nopal. An affirmative assessment ballot proceeding setting initial and maximum assessment rates was undertaken prior to its FY 2000-01 annexation.

Zone 17 – Dakota Ranch: This 20 single-family home development located on Dakota Ranch Rd. off Princess Joann was annexed in FY 2004-05. This zone also had affirmative assessment ballot proceedings to establish initial and maximum assessment rates.

Zone 18 – Allos: Also annexed in FY 2004-05, the six single family homes are on Prospect Ct. adjacent to Prospect Ave. near Mesa Rd. Improvements were reduced from the originally approved plans to provide a reasonable assessment. The project had affirmative assessment ballot proceedings establishing initial and maximum assessment rates.

INACTIVE ZONES Eight of the 18 zones are “inactive,” i.e., there is no assessment and they are responsible for their own maintenance. These zones are:

Zone 5 - Mesa Heights: This zone was originally annexed in FY 1993-94. Due to rising costs, in FY 1997-98, the Mesa Heights HOA assumed maintenance responsibilities for their 44-unit single-family subdivision’s landscaped improvements.

Zone 6 – Prospect Point: Nine single-family homes comprise this zone located off Prospect Ave. This zone has had no assessments since FY 1996-97.

Zone 7 – Treviso: Formerly commercially-zoned, the 186-unit multifamily Treviso property carries out its own maintenance, so there is no assessment.

Zone 10 – Lakes West: The Navy-owned 78-unit condominium project is located on Mission Gorge Rd. at Simeon Dr. and Bushy Hill Dr. It is responsible for its own maintenance and has not been assessed since its FY 1996-97 annexation.

Zone 11 – Padre Hills: A 35 single-family home subdivision located off Prospect Ave., Padre Hills underwent an unsuccessful assessment ballot proceeding upon its FY 1997-98 annexation. Consequently, the subdivision is responsible for maintaining its landscaping and is not assessed.

Zone 15 – Vista Este: The 33 attached homes included in this zone are responsible for their own maintenance through a homeowners’ association, and was annexed in FY 2004-05. The subdivision is located off Fanita Dr. at Watson Pl.

Zone 16 – Prospect Glen: The development’s homeowners’ association takes care of the maintenance for the 48 single-family homes in this project, which was annexed in FY 2004-05. The project is located on the northwest corner of Prospect Ave. and Fanita Dr.

Zone 19 – Sky Ranch: The development’s homeowners’ association takes care of the maintenance for the 223 single-family and 148 multi-family homes ultimately to be in this project, which was annexed in FY 2007-08. The project is located off Graves Ave. and Sevilla St.

In FY 2013-14, the District will be comprised of the following zones with the following assessments:

Zone	Name	Tract/Map #	Units	Total Annual Assessment	Per Unit Assessment
1	El Nopal Estates	88-04	45	\$2,258.00	\$50.18
3	Country Scenes	89-01	14	\$2,067.00	\$147.64
4	Camelot Heights	89-02	10	\$1,385.00	\$138.50
5	Mesa Heights	88-08	44	\$0	\$0
6	Prospect Point	89-05	9	\$0	\$0
7	Treviso	03-01	186	\$0	\$0
8	Silver Country Estates	93-02	153	\$75,735.00	\$495.00
9	Mattazaro / Timberlane	88-07 / 92-03	34	\$1,529.00	\$44.98
10	Lakes West Condos	90-02	78	\$0	\$0
11	Padre Hills	89-04	35	\$0	\$0
12	The Heights	96-01	60	\$7,942.00	\$132.38
13	Prospect Hills	96-02	43	\$3,225.00	\$75.00
14	Mitchell Ranch	92-04	16	\$2,690.00	\$168.14
15	Vista Este	00-03	33	\$0	\$0
16	Prospect Glen	01-01	48	\$0	\$0
17	Dakota Ranch	01-02	20	\$4,826.00	\$241.30
18	Allos	98-02	6	\$3,386.00	\$564.38
19	Sky Ranch	04-08	371	\$0	\$0

EFFECTS OF PROPOSITION 218 LEGISLATION In November, 1996 Prop 218 - the “Right to Vote on Taxes Act” – added Article XIII D to the State Constitution. The amendment created new substantive and procedural requirements for ‘72 Act districts. Now, when a new or increased levy is proposed for a district or a zone therein the local agency must mail a notice and “ballot” to each property owner of record affected by the new or increased assessment. The ballot procedure enables property owners to approve or disapprove the proposed new or increased assessment. The vote is determined by the weighted proportional financial obligation of the ballots returned. A “majority protest” exists if ballots submitted in opposition exceed ballots in favor of the new or increased levy. If a majority protest exists for a new assessment, the local agency cannot levy the assessment. If a majority protest exists for an increase in an existing assessment, the increase cannot be collected but, the base amount (the amount levied last fiscal year) can continue to be levied.

The ‘72 Act enables the governing body to adjust assessment rates as it directs at the approval stage or the public hearings. Therefore, the rates shown herein are proposed but are not confirmed until approved by the City Council. Once the Engineer's Report has been approved by the City Council, the ballots tabulated (if applicable), and the public hearing(s) completed, final assessment information will be provided to the County of San Diego for inclusion on the appropriate property tax bills.

DESCRIPTION OF DISTRICT AND LANDSCAPED FACILITIES

NAME The District is entitled “City of Santee Landscape Maintenance District.”

BOUNDARIES The District will be divided into 18 separate zones of benefit, as described below. Dimensions of each parcel are shown on Assessor’s maps located in the County of San Diego Administration Building, 1600 Pacific Highway, San Diego, CA 92101. As provided in the '72 Act, the boundaries may be adjusted in the future by annexations to this District. Zones subject to assessments in FY 2013-14 are depicted on the Assessment Diagrams attached herein as Exhibits A through J.

Zone 1 – El Nopal Estates (TM88-04): Assessor's Parcel Numbers (APNs) 381-221-10 through 381-221-42, inclusive, and 381-221-44, -45, -46, and -47, and 381-221-58 through -65, inclusive.

Zone 3 – Country Scenes (TM89-01): APNs 381-260-49 through 381-260-62, inclusive.

Zone 4 – Camelot Heights (TM89-02): APNs 378-420-46 through 378-420-55, inclusive.

Zone 5 – Mesa Heights (TM88-08): APNs 386-670-01 through 386-670-44, inclusive.

Zone 6 – Prospect Point (TM89-05): APNs 386-250-07, -11, -12, -13, -14, -17, -19, -22, and -24.

Zone 7- Treviso (TM03-01): APNs 383-061-07-01 through -28, inclusive, 383-061-08-01 through -36, inclusive, 383-061-09-01 through -32, inclusive, 383-061-10-01 through -32, inclusive, 383-061-11-01 through -30, inclusive, and 383-061-12-01 through -28, inclusive.

Zone 8 – Silver Country Estates (TM93-02): APNs 378-440-01 through -29, inclusive, 378-441-01 through -26, inclusive, 378-441-29 through -41, inclusive, 378-441-44 and -45, 378-450-01 through -20, inclusive, 378-450-22 through -53, inclusive, 378-450-55, and 381-710-01 through -30, inclusive.

Zone 9 – Mattazaro/Timberlane (TM88-07/TM92-03) is APNs 381-690-02 through -12, inclusive, 381-690-15 through -26, inclusive, 381-690-34 through -40, inclusive, 381-690-47 through -49, inclusive, and 381-690-51.

Zone 10 – Lakes West (TM90-02): APN 386-300-58.

Zone 11 – Padre Hills (TM89-04): APNs 386-270-53 through -63, inclusive, and 386-270-70 through -93, inclusive.

Zone 12 – The Heights (TM96-01): APNs 378-460-01 through -06, inclusive, 378-460-09 through -40, inclusive, 378-460-43 and -44, and 378-461-01 through -06, inclusive, 378-461-09 through -20, inclusive, and 378-460-21 and -22.

Zone 13 – Prospect Hills (TM96-02): APNs 386-680-01 through -20, inclusive.

Zone 14 – Mitchell Ranch (TM92-04): APNs 381-720-01 through -16, inclusive.

Zone 15 – Vista Este (TM00-03): APNs 386-690-01 through -33, inclusive.

Zone 16 – Prospect Glen (TM01-01): APNs 383-490-01 through -48, inclusive.

Zone 17 – Dakota Ranch (TM01-02): APNs 378-420-56 through -75, inclusive.

Zone 18 – Allos (TM98-02): APNs 386-280-50 through -55, inclusive.

Zone 19 – Sky Ranch (TM04-08): APNs 385-430-01 through -22, inclusive, 385-431-01 through -08, inclusive, and 385-432-01 through 03, inclusive.

FACILITIES AND/OR IMPROVEMENTS TO BE MAINTAINED Facilities or improvements include landscaping within public streets, rights-of-way and easements, their appurtenances and the costs of installing, operating and maintaining them. Improvements to be maintained generally comprise frontage landscaping and hardscaping. Maintenance includes, but is not limited to, weeding, fertilizing, trimming, cleaning, energy, water, materials, personnel/equipment costs, contract services and other items needed to deliver these services. Zones responsible for their own maintenance are not included in the following section. The following describes zones that will be assessed and/or maintained by the District in FY 2013-14:

- Zone 1** Landscaping, walks and retaining wall faces on El Nopal St. and Julio Pl.
- Zone 3** Landscaping, walks and entry monument faces on Conejo Rd and Country Scenes Ct.
- Zone 4** Landscaping and retaining wall face on Princess Joann Rd. adjacent to the subdivision.
- Zone 8** Landscaping and faces of retaining walls along Cuyamaca St., El Nopal, Woodglen Vista Dr. and Cardoza Dr. adjacent to the site.
- Zone 9** Landscaping and faces of block retaining walls along Bilter Dr. and Theresa Ln adjacent to the subdivision.
- Zone 12** Landscaping along Magnolia Avenue and along the pedestrian trail adjacent to the site.
- Zone 13** Landscaping and faces of privacy wall along Prospect Ave. and on Holden Rd. adjacent to the subdivision.
- Zone 14** Landscaping and faces of block retaining walls on El Nopal and Magnolia Ave. adjacent to the site.
- Zone 17** Landscaping on Princess Joann Rd. and Dakota Ranch Rd. adjacent to the site and entrance to the Dakota Ranch project.
- Zone 18** Parkway and slope landscaping between Prospect Ave. and Lot #1 of Allos; ten foot wide landscaped strip along the west side of Prospect Ct..

PROPOSED DISTRICT BUDGET

GENERAL The '72 Act provides that the total cost of installation, construction, maintenance and servicing of the public landscaping and hardscaping facilities can be recovered by the District. Maintenance may include the repair and/or replacement of existing facilities. Servicing may include electrical, water, and public utility costs. Incidental expenses, including administration of the District, data processing fees, annual Engineer's Report, engineering fees, legal fees, printing, posting, mailing of notices, and all other costs associated with the maintenance of the District may also be included.

BUDGET Estimated FY 2013-14 expenditures are shown in Table 1. Budgets for Zones 1, 3, 4, 8, 9, 12, 13, 14, 17 and 18 are covered. There are no budgets for Zones 5, 6, 7, 10, 11, 15, 16 and 19 because the respective property owners are directly responsible for maintenance.

BASIC DATA AND FINDINGS

BASIC DATA Data has been compiled from the County Assessor's maps, Development Services Department records, and a field review by Community Services Department staff.

FINDINGS Individual parcels within a district receive benefits based on land use, size and location of landscaping improvements to be installed or maintained. In the Santee Landscape Maintenance District, all parcels are zoned for residential uses.

Zone	Name	Tract/Map #	Total Assessable Parcels	Zoning
1	El Nopal Estates	88-04	45	Residential
3	Country Scenes	89-01	14	Residential
4	Camelot Heights	89-02	10	Residential
5	Mesa Heights	88-08	44	Residential
6	Prospect Point	89-05	9	Residential
7	Treviso	03-01	186	Residential
8	Silver Country Estates	93-02	153	Residential
9	Mattazaro / Timberlane	88-07 / 92-03	34	Residential
10	Lakes West Condos	90-02	1 (78 condo parcels)	Residential
11	Padre Hills	89-04	35	Residential
12	The Heights	96-01	60	Residential
13	Prospect Hills	96-02	43	Residential
14	Mitchell Ranch	92-04	16	Residential
15	Vista Este	00-03	33	Residential
16	Prospect Glen	01-01	48	Residential
17	Dakota Ranch	01-02	20	Residential
18	Allos	98-02	6	Residential
19	Sky Ranch	04-08	371	Residential

ASSESSMENT METHODOLOGY

GENERAL The '72 Act permits the establishment of assessment districts by cities for the purpose of providing and maintaining certain public improvements. The '72 Act requires that assessments be levied according to the benefit received rather than assessed value. Section 22573 states:

“The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots of parcels in proportion to the estimated benefit to be received by each such lot or parcel from the improvements.”

The '72 Act also permits the designation of zones of benefit within any individual assessment district if “by reasons or variations in the nature, location, and extent of the improvements, the various areas will receive different degrees of benefit from the improvement.” (Section 22574) Thus, the '72 Act requires the levy of a true “assessment” rather than a “special tax.” Excepted from the assessment are the areas of all public streets, avenues, lanes, roads, drives, courts, and alleys; public parks, greenbelts and parkways; and public school property, other public property and zoned agricultural open space.

Article XIII D of the State Constitution also requires that the Engineer’s Report identify all parcels receiving a special benefit, and identify the extent of the special benefit conferred. It defines “special benefit” as: “. . . a particular and distinct benefit over and above general benefits conferred on real property located in the district or to the public at large. General enhancement of property value does not constitute ‘special benefit.’ ” Article XIII D then states:

“An agency which proposes to levy an assessment shall identify all parcels which will have a special benefit conferred upon them and upon which an assessment will be imposed. The proportionate special benefit derived by each identified parcel shall be determined in relationship to the entirety of . . . the maintenance and operation expenses of a public improvement. No assessment shall be imposed on any parcel which exceeds the reasonable cost of the proportional special benefit conferred on that parcel. Only special benefits are assessable, and an agency shall separate the general benefits from the special benefits conferred on a parcel.”

Article XIII D requirements for assessments are similar to those of traditional assessment district law, including the '72 Act. The purpose of the above cited section is to allow assessments to be used, again, as a legitimate financing mechanism and not as a means to impose a “flat rate parcel tax.” Thus, while a benefit determination is still made, the Engineer’s Report is now required to draw a stronger relationship, or nexus, between the property, the benefit received and the subsequent assessment.

METHODOLOGY One of Article XIII D’s most significant changes is the “calculation requirement.” Local agencies must now determine whether or not property owners would receive a “special benefit” from services financed by the assessment. An Engineer’s Report is required to estimate the special benefit and general benefit property owners would receive. This step is needed because Article XIII D allows only the recoupment of the proportionate share of costs of the special benefit. Individual levies must be set so that no property owner pays over the proportional share of the total cost. The Jarvis-Gann Group, in Prop 218’s “Statement of Drafter’s Intent,” notes that:

“What constitutes a special benefit will depend on the nature of the . . . service being provided. It must be more than a mere increase in the value of the property because, arguably, the availability of any public service could provide additional value. It must be a direct and special benefit conferred on the property that exceeds the benefit conferred on the public at large or even to other similar properties.”

Clearly an additional level of analysis is required; however, this additional analysis parallels the analyses presented in prior Engineer’s Reports which were prepared in compliance with the ‘72 Act. It differs only in the determination of special vs. general benefit. This requires establishing the facts surrounding each subdivision included or proposed to be included in a district, and requires that these facts support the conferral of the special benefit.

All residential subdivisions included in the Santee Landscape Maintenance District have improvements directly associated with the exterior entrances and internal circulation elements of each particular subdivision. These improvements are features of each subdivision’s overall design, are consistent with the City of Santee General Plan Development Standards and Subdivision Ordinance, and were included as a component of each project’s Tentative Map approval.

No improvements included within each zone’s maintenance responsibility are located outside the boundaries of each subdivision’s Tentative Map, or outside the limits of the improvements that fulfill the requirements of project approval. Improvements were installed as part of subdivision construction. If each subdivision had not been built, the improvements associated with each subdivision would not have been installed nor provided later. Thus, the existence of the improvements is a direct function of the construction of each subdivision, and the special benefit of the associated improvements therefore inures to each subdivision. No general benefit is assigned because the improvements would not have been installed without the subdivision.

The approval of each subdivision’s landscaping plan is part of the approval of each subdivision’s Tentative Map. Thus, construction could not have proceeded without an approved Tentative Map, of which the landscaping plan is an integral part. Similarly, occupancy would not have occurred without fulfilling the conditions of development approval, which includes the installation of the improvements. Therefore, the special benefits of the improvements accrue directly to each home in each subdivision.

The method of assessment spread remains unchanged from prior fiscal years. Assessment spreads are based upon a single-family home being equal to one benefit unit. Total assessment costs are divided by the total benefit units to determine a per benefit unit cost. The portion of the District addressed by this Engineer’s Report is split into zones representing different levels of benefit. Developments with no assessment determination are not described in the “Assessment Determination” section.

ANNUAL ASSESSMENT RATE INCREASES Per Article XIII D, the levy of maximum rates is contingent on obtaining a majority approval of property owners. The maximum assessment rates per unit in Zones 17, 18 and 19 may be increased by up to 2% annually by City Council action. Based on an analysis of the projected maintenance costs associated with existing public improvements, the maximum cap per unit have been established as \$336.73 in Zone 17, \$647.55 in Zone 18 and \$137.65 in Zone 19. Please note that all proposed assessments for FY 2013-14 are at or below the approved maximum, fulfilling Article XIII D requirements.

ASSESSMENT DETERMINATION

ASSESSMENT Proposed FY 2013-14 assessments are based on the previous methodology and use data available from subdivisions' plans and Assessor's information. Maintenance costs are developed by the Community Services Department. The Finance Department believes the data to be accurate. Final assessments will be based upon these preliminary assessments and any changes made due to Council action and/or input received during the public hearings.

ZONE 1 - EL NOPAL ESTATES

Operations, Maintenance, Administration and Engineering, net of total available: \$2,258.00

Assessment Formula: [45 parcels (1 unit/parcel)]; \$2,258.00/45 Units = \$50.18 per Unit

Zone 1 - El Nopal Estates Single-Family Parcel Cost Per Year: \$50.18

ZONE 3 - COUNTRY SCENES

Operations, Maintenance, Administration and Engineering, net of total available: \$2,067.00

Assessment Formula: [14 parcels (1 unit/parcel)]; \$2,067.00/14 Units = \$147.64 Per Unit

Zone 3 - Country Scenes Single-Family Parcel Cost Per Year: \$147.64

ZONE 4 - CAMELOT HEIGHTS

Operations, Maintenance, Administration and Engineering, net of total available: \$1,385.00

Assessment Formula: [10 parcels (1 unit/parcel)]; \$1,385.00/10 Units = \$138.50 Per Unit

Zone 4 - Camelot Heights Single-Family Parcel Cost Per Year: \$138.50

ZONE 8 - SILVER COUNTRY ESTATES

Operations, Maintenance, Administration and Engineering, net of total available: \$75,735.00

Assessment Formula: [153 parcels (1 unit/parcel)]; \$75,735.00/153 Units = \$495.00 Per Unit

Zone 8 - Silver Country Estates Single-Family Parcel Cost Per Year: \$495.00

ZONE 9 - MATTAZARO/TIMBERLANE

Operations, Maintenance, Administration and Engineering, net of total available: \$1,529.00

Assessment Formula: [34 parcels (1 unit/parcel)], \$1,529.00/34 Units = \$44.98 Per Unit

Zone 9 - Mattazaro/Timberlane Single-Family Parcel Cost Per Year: \$44.98

ZONE 12 - THE HEIGHTS

Operations, Maintenance, Administration and Engineering, net of total available: \$7,942.00

Assessment Formula: [60 parcels (1 unit/parcel)]; \$7,942.00/60 Units = \$132.38 Per Unit

Zone 12 - The Heights Single-Family Parcel Cost Per Year: \$132.38

ZONE 13 - PROSPECT HILLS

Operations, Maintenance, Administration and Engineering, net of total available: \$3,225.00

Assessment Formula: [43 parcels (1 unit/parcel)]; \$3,225.00/43 Units = \$75.00 Per Unit

Zone 13 - Prospect Hills Single-Family Parcel Cost Per Year: \$75.00

ZONE 14 - MITCHELL RANCH

Operations, Maintenance, Administration and Engineering, net of total available: \$2,690.00

Assessment Formula: [16 parcels (1 unit/parcel)]; \$2,690.00/16 Units = \$168.14 Per Unit

Zone 14 - Mitchell Ranch Single-Family Parcel Cost Per Year: \$168.14

ZONE 17 – DAKOTA RANCH

Operations, Maintenance, Administration and Engineering, net of total available: \$4,826.00
Assessment Formula: [20 parcels (1 unit/parcel)]; \$4,826.00/20 Units = \$241.30 Per Unit
Zone 17 – Dakota Ranch Single-Family Parcel Cost Per Year: \$241.30

ZONE 18 – ALLOS

Operations, Maintenance, Administration and Engineering, net of total available: \$3,386.00
Assessment Formula: [6 parcels (1 unit/parcel)]; \$3,386.00/6 Units = \$564.38 Per Unit
Zone 18 – Allos Single-Family Parcel Cost Per Year: \$564.38

ASSESSMENT DIAGRAM STATEMENT

The assessment diagrams showing the boundaries of the District and the active zones addressed by this Engineer’s Report and which will be assessed in FY 2013-14 are on file in the offices of the City Clerk and the Director of Finance. Copies of each diagram are included in this report as Exhibit A through Exhibit J (Zones 1, 3, 4, 8, 9, 12, 13, 14, 17 and 18). For exact details of parcels and dimensions, please refer to the Assessor's maps located in the office of the San Diego County Recorder.

Submitted by:



Jeff P. Tamares, P.E.
License No.: C 78010
License expiration date: September 30, 2013
Associate Civil Engineer, City of Santee



RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA,
DECLARING ITS INTENTION TO PROVIDE FOR AN ANNUAL LEVY AND
COLLECTION OF ASSESSMENTS FOR MAINTENANCE IN AN EXISTING DISTRICT,
AND SETTING THE TIME AND PLACE FOR A PUBLIC HEARING THEREON FOR
THE FY 2013-14 SANTEE LANDSCAPE MAINTENANCE DISTRICT**

WHEREAS, the City Council of the City of Santee, California has previously formed a street lighting and landscaping district pursuant to the terms and provisions of the "Landscaping and Lighting Act of 1972", being Division 15, Part 2 of the Streets and Highways Code of the State of California, Article XIII of the California Constitution , and the Proposition 218 Omnibus Implementation Act (commencing with California Government Code Section 53750) (collectively the "Law"), in what is known and designated as **SANTEE LANDSCAPE MAINTENANCE DISTRICT** ("District"); and,

WHEREAS, at this time, the facilities or improvements, as set forth in the Engineer's Report ("Report"), include landscaping within public streets, rights-of-ways and easements within various residential areas in the City.

WHEREAS, at this time, this City Council desires to take proceedings to provide for the annual levy of assessments for the next ensuing fiscal year, to provide for the expenses necessary for continued maintenance of improvements within said District; and

WHEREAS, at this time there has been presented and approved by this City Council, a Report as required by law, and this City Council desires to move forth with the proceedings for said annual levy; and

WHEREAS, that the Report as presented - consisting of plans and specifications, estimate of cost, diagram of the District, and assessment of the estimated cost as previously approved on a preliminary basis - is ordered to be filed in the Office of the City Clerk as a permanent record and is to remain open to public inspection.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Santee, California,

SECTION 1. That the above recitals are all true and correct.

SECTION 2. The Report regarding the annual levy for said District, which Report is for maintenance for Fiscal Year 2013-14 that has been previously approved is directed to be filed in the Office of the City Clerk for public review.

SECTION 3. That the public interest and convenience requires, and it is the intention of this City Council to order, the annual assessment levy for the District as set forth and described in said Report, and further it is determined to be in the best public interest and convenience to levy and collect annual assessments to pay the costs and expenses of said maintenance of improvements as estimated in said Report.

RESOLUTION NO.

SECTION 4. The assessments levied and collected shall be for the maintenance of certain improvements, as set forth in the Report, referenced and so incorporated herein.

SECTION 5. Eight zones will have the same assessments in FY 2013-14 as in the prior year. Two zones will have increased assessments.

SECTION 6. There are no new improvements or any substantial changes to existing improvements.

SECTION 7. The County Auditor shall enter on the Assessment Roll the amount of the assessments, and shall collect said assessments at the same time and in the same manner as County taxes are collected. After collection, the net amount of the assessments, after the deduction of any compensation due to the County for collection, shall be paid to the Treasurer of the City of Santee for purposes of paying for the costs and expenses of said District.

SECTION 8. That all monies collected shall be deposited in a special fund known as: "**SPECIAL FUND - SANTEE LANDSCAPE MAINTENANCE DISTRICT.**" Payment shall be made out of said fund only for the purpose provided for in this Resolution, and in order to expedite the making of this maintenance or improvement, the City Council may transfer into said special fund, from any available source, such funds as it may deem necessary to expedite the proceedings. Any funds shall be repaid out of the proceeds of the assessments provided for in this Resolution.

SECTION 9. Said maintenance work is, in the opinion of this City Council, of direct benefit to the properties within the boundaries of the District, and this City Council makes the costs and expenses of said maintenance chargeable upon a District, of which District this City Council hereby declares to be the District benefited by said improvements and their maintenance thereof, and to be further assessed to pay the costs and expenses thereof. Said District shall include each and every parcel of land within the boundaries of said District, as said District is shown within said Report, as approved by this City Council and on file in the Office of the City Clerk, and so designated by the name of the District.

SECTION 10. Any public properties, as defined in the Law, which are included within the boundaries of the District, shall be subject to any assessment to be made under these proceedings to cover any of the costs and expenses of said maintenance work.

SECTION 11. Notice is hereby given that a public hearing is scheduled for 7:00 p.m. on July 24, 2013, during the regular meeting of the Santee City Council, City Hall Council Chambers, 10601 Magnolia Avenue, Santee, California, regarding the annual levy of assessments, the extent of the maintenance, and any other matters contained within this resolution. Any persons who wish to object to the proceedings for the annual levy should file a written protest with the City Clerk prior to the time set and scheduled for said public hearing.

SECTION 12. That the Finance Department is directed to publish a copy of this

RESOLUTION NO.

Resolution in a newspaper of general circulation within said City, said publication shall be not less than ten (10) days before the date set for said Public Hearing.

SECTION 13. That this Resolution shall take effect immediately upon its adoption.

ADOPTED by the City Council of the City of Santee, California, at a regular meeting thereof held this 12th day of June, 2013, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

RANDY VOEPEL, MAYOR

ATTEST:

PATSY BELL, CMC, CITY CLERK

City of Santee
COUNCIL AGENDA STATEMENT

5A

MEETING DATE June 12, 2013

AGENDA ITEM NO.

ITEM TITLE CONTINUED REVIEW AND DISCUSSION OF THE PROPOSED FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM BUDGET FOR FISCAL YEARS 2013-14 THROUGH 2017-18 AND THE PROPOSED OPERATING BUDGET FOR FISCAL YEARS 2013-14 AND 2014-15

DIRECTOR/DEPARTMENT Keith Till, City Manager *KT*
Tim K. McDermott, Director of Finance *TKM*

SUMMARY

The Proposed Five-Year Capital Improvement Program (CIP) Budget for Fiscal Years 2013-14 through 2017-18 was presented to the City Council on May 22, 2013. The purpose of the CIP is to provide a multi-year planning tool for the infrastructure and other capital needs of the community, and to coordinate the scheduling and financing of projects. Emphasis has been placed on the first two years, which upon City Council action will become the adopted capital project budget. Once adopted, the CIP is continually monitored to ensure funding sources are available as projected and is revised bi-annually in response to continually evolving priorities and economic conditions.

On May 22, 2013 an overview of the Proposed Operating Budget for Fiscal Years 2013-14 and 2014-15 was provided, and the following department budgets were reviewed: City Council/City Manager/Animal Control, City Attorney, Human Resources/Risk Management, City Clerk, Finance and Community Services. This evening the following department budgets will be reviewed: Development Services, Law Enforcement and Fire.

This evening will provide for further review and discussion of both the proposed CIP and operating budgets, which will then be brought back to the City Council for adoption on June 26, 2013.

FINANCIAL STATEMENT *TKM*

The Proposed Five-Year Capital Improvement Program Budget includes 68 projects totaling \$145.6 million over the next five years, \$92.0 million of which is projected to be funded. The proposed operating budget reflects the use of \$696,100 of reserves in FY 2013-14 and the use of \$502,890 of reserves in FY 2014-15. Future year projections reflect budgetary stabilization in FY 2015-16, with reserves returning to the \$7 million policy level by FY 2017-18.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION

Continue the review and discussion of the Proposed Five-Year Capital Improvement Program Budget for Fiscal Years 2013-14 through 2017-18 and the Proposed Operating Budget for Fiscal Years 2013-14 and 2014-15 and provide direction to staff as necessary.

ATTACHMENTS

None

City of Santee
COUNCIL AGENDA STATEMENT

6A

MEETING DATE June 12, 2013

AGENDA ITEM NO.

ITEM TITLE INSTALLATION OF ALL-WAY STOP SIGNS AT THE INTERSECTION OF JEREMY STREET AND RAMSGATE DRIVE

DIRECTOR/DEPARTMENT Pedro Orso-Delgado, Development Services *POD*

SUMMARY

The City has received multiple requests from 14 residents in the surrounding neighborhood of the intersection of Jeremy Street and Ramsgate Drive to install stop signs on Jeremy Street to convert the intersection to an all-way stop. Currently the intersection is controlled by two-way stop signs on Ramsgate Drive. Due to its close proximity to Hillcreek Elementary School the intersection has high usage of school age pedestrians causing significant conflict with vehicular traffic before and after school.

Staff conducted a stop sign warrant analysis of the intersection and determined that the criteria in the California Manual on Uniform Traffic Control Devices (CA MUTCD) are met for the installation of an all-way stop. Staff recommends installing stop signs and stop legends on Jeremy Street at the intersection and believe that this action will reduce pedestrian-vehicle conflict and improve overall safety at the intersection. Supporting information along with diagrams of the proposed installation of stop signs can be found in the attached staff report.

ENVIRONMENTAL REVIEW

Categorically exempt from the provisions of the California Environmental Quality Act (CEQA) Section 15301 - Class 1 Exemption.

FINANCIAL STATEMENT *m*

The cost to install 2 stop signs and associated pavement markings is estimated to be \$750 and would be funded through the existing Gas Tax Fund budget for signage and striping.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *KL*

Authorize the installation of stop signs and associated pavement markings in compliance with the CA MUTCD provisions on the Jeremy Street approaches at the intersection of Ramsgate Drive.

ATTACHMENTS

Staff Report

STAFF REPORT

THE INSTALLATION OF STOP SIGNS ON JEREMY STREET AT THE INTERSECTION WITH RAMSGATE DRIVE CITY COUNCIL MEETING JUNE 12, 2013

Background:

The City has received a request from several residents to install stop signs on Jeremy Street at the intersection of Ramsgate Drive. The request form that was submitted to the City had signatures from seven residents in the area and staff received an additional seven email requests. The general concern is that the intersection is adjacent to Hillcreek Elementary School and has high usage of school age pedestrians causing significant conflict with vehicles before and after school.

Existing Conditions:

Jeremy Street

This two-lane facility has a posted speed limit of 25 miles per hour and is classified as a "Residential Collector" street per the City's Circulation Element. The section of Jeremy Street is approximately 2,400 feet in length and extends from 2nd Avenue to Hillcreek Road.

Ramsgate Drive

This two-lane facility has a posted speed limit of 25 miles per hour and is classified as a "Residential" street per the City's Circulation Element. The section of Ramsgate Drive is approximately 2,000 feet in length and extends from Yellowstone Place to Ramsgate Way.

Collision Records:

Accident records (California Highway Patrol's SWITRS) were researched for the period of January 2006 to December 2011. There was one reported accident at this intersection within this five year time period. No pedestrian was involved.

Speed Data:

The following table shows the results of vehicle speeds collected on January 22, 2013.

**Speed Survey Results
(Collected on January 22, 2013)**

Roadway	50th Percentile Speed (MPH)	85th Percentile Speed (MPH)	10 MPH Pace (MPH)	Percent Of Vehicles in Pace
Jeremy Street	24	29	20-29	88%

Vehicle Volume Data Collection:

Peak hour traffic counts were collected at this intersection

Jeremy Street

Highest Eight-hours of an Average Weekday on the Major Street - Total Volumes of Both Approaches (Data Collected on Monday, February 25, 2013)

Time of Day	8-9 AM	9-10 AM	1-2 PM	2-3 PM	3-4 PM	5-6 PM	6-7 PM	7-8 PM	Highest 8 Hour Avg.
Volumes	408	147	117	177	204	143	140	125	182

Ramsgate Drive

Highest Eight-hours of an Average Weekday on the Minor Street - Total Volumes of Both Approaches (Average Data Collected on Wednesday, February 25, 2013)

Time of Day	8-9 AM	9-10 AM	2-3 PM	3-4 PM	4-5 PM	5-6 PM	6-7 PM	7-8 PM	Highest 8 Hour Avg.
Volume	52	41	29	35	27	37	24	28	35

Pedestrian Volume Data Collection:

Due to the close proximity to the school, pedestrian counts were taken before and after school. Counts were taken for pedestrians crossing Jeremy Street at the intersection on April 9, 2013. There were 71 pedestrians crossing from 7:15 to 8:15 am and 87 pedestrians crossing from 1:30 to 2:30 pm. The majority of them were children.

Criteria for All-Way Stop Signs and Evaluations:

Any of the following conditions, as specified in the CA MUTCD, may warrant a multi-way "STOP" sign installation. Conditions at the subject intersection were compared against each criterion:

Criterion 1: Where traffic control signals are justified, the multi-way stop is an interim measure that can be installed quickly to control traffic while arrangements are being made for the installation of the traffic control signal – **not satisfied**

Criterion 2: Five or more reported crashes in a 12-month period that are susceptible to correction by a multi-way stop installation. Such crashes include right-turn and left-turn collisions as well as right-angle collisions – **not satisfied**

Criterion 3: Minimum traffic volumes – **not satisfied**

- a.) The vehicular volume entering the intersection from the major street approaches (total of both approaches) averages at least 300 vehicles per hour for any 8 hours of an average day; and
- b.) The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units per hour for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour;
- c.) If the 85th-percentile approach speed of the major-street traffic exceeds 40 mph, the minimum vehicular volume warrants are 70 percent of the values provided in Items a and b.

Criterion 4: Other criteria that may be considered in an engineering study include:

- a.) The need to control left-turn conflicts – **not satisfied**.
- b.) The need to control vehicle/pedestrian conflicts near locations that generate high pedestrian volumes – **Satisfied as the intersection is adjacent to Hillcreek School which is a major pedestrian generator**
- c.) Locations where a road user, after stopping, cannot see conflicting traffic and is not able to negotiate the intersection unless conflicting cross traffic is also required to stop – **not satisfied**.
- d.) An intersection of two residential neighborhood collector (through) streets of similar design and operating characteristics where multi-way stop control would improve traffic operational characteristics of the intersection - **not satisfied**.

Staff Recommendation:

Based on evaluations presented in this report staff recommends installing stop signs and associated pavement markings for both approaches on Jeremy Street at the intersection with Ramsgate Drive. This recommendation is based on the fulfillment of the requirements of Criterion 4.b in the California MUTCD for installation of an All-Way Stop.

Attachment 1 – Location map for proposed stop sign installation



Attachment: Map of proposed STOP sign locations on Jeremy Street at Ramsgate Drive

City of Santee
COUNCIL AGENDA STATEMENT

6B

MEETING DATE June 12, 2013

AGENDA ITEM NO.

ITEM TITLE APPROVE RELOCATION PLAN FOR THE PROSPECT AVENUE WIDENING PROJECT

DIRECTOR/DEPARTMENT City Attorney

DISCUSSION

As part of the Prospect Avenue Widening Project ("Project"), City Council will be asked to consider the acquisition of four residential parcels and the demolition of a single family home. If these acquisitions are approved, they will result in the displacement of five individuals or families. Government Code section 7260 *et seq.* and Title 25, Chapter 6 of the Code of Regulations require the City Council to approve a relocation plan before proceeding with any phase of a project that will result in displacement.

Potential displaced persons were interviewed in order to determine their relocation needs. The relocation plan describes the circumstances of the potential displaced persons, the availability of replacement accommodations, and the City's program for providing required advisory and financial assistance. By approving the relocation plan, the City will be able to ensure that the relocation of persons displaced by the Project occurs with a minimum of delay and hardship. Displaced persons will receive referrals for comparable units and relocation benefits. No eligible residential displacee will be required to move until comparable housing is available.

The relocation plan was provided to each person to be displaced. No comments on the relocation plan were received.

FINANCIAL STATEMENT *jm*

Estimated relocation benefits to be paid to persons being dislocated are estimated at \$442,000, which includes a 10% contingency. Relocation benefits will be funded with proceeds from redevelopment tax allocation bonds issued in March 2011.

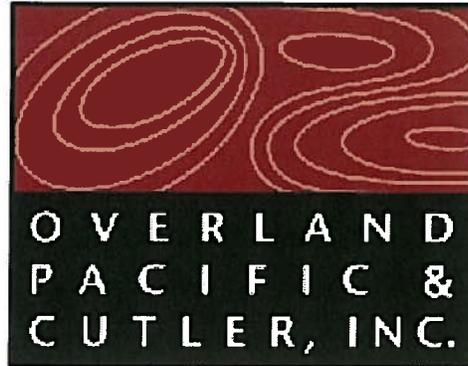
CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *Ked*

Approve the Relocation Plan for the Prospect Avenue Widening Project

ATTACHMENT

Relocation Plan



RELOCATION PLAN

FOR THE

Prospect Avenue

Corridor Enhancement Project

PREPARED FOR

CITY OF SANTEE

BY

OVERLAND, PACIFIC & CUTLER, INC.
438 CAMINO DEL RIO SOUTH, SUITE 213
SAN DIEGO, CA 92108
(619) 688-7980

April 2013

TABLE OF CONTENTS

INTRODUCTION	4
I. PROJECT SITE LOCATION AND DESCRIPTION	6
A. REGIONAL SETTING	6
B. SPECIFIC PROJECT LOCATION	7
II. ASSESSMENT OF RELOCATION NEEDS.....	8
A. SURVEY METHODOLOGY	8
B. SURVEY DATA - RESIDENTIAL.....	8
Replacement Housing Needs	9
Preferred Relocation Areas	9
C. SURVEY DATA – COMMERCIAL USES	9
III. RELOCATION RESOURCES.....	10
A. METHODOLOGY	10
B. REPLACEMENT HOUSING AVAILABILITY	10
1. Residential Rental Housing	10
2. Residential For-Sale Housing	11
3. Commercial Space Availability	12
C. RELATED ISSUES.....	13
1. Concurrent Residential Displacement.....	13
2. Temporary Housing.....	13
3. Loss of Business Goodwill	13
IV. THE RELOCATION PROGRAM	15
A. ADVISORY ASSISTANCE	15
B. RELOCATION BENEFITS – RESIDENTIAL	17
1. Residential Moving Expense Payments	17
2. Rental Assistance to Tenants/Owner-Occupants Who Choose to Rent	19
3. Downpayment Assistance to Tenants Who Choose to Purchase	21
4. Replacement Housing Payment to 180 Day Residential Owner-Occupants ..	21
5. Payments to Non-Tenured Residential Tenants.....	23
6. Last Resort Housing	23
C. RELOCATION BENEFITS - COMMERCIAL USES.....	23
1. Payment for Actual Reasonable and Necessary Moving and Related Expenses	24
2. A Fixed Payment In Lieu of a Payment for Actual Reasonable Moving and Related Expenses	27
D. GENERAL INFORMATION ON PAYMENT OF RELOCATION BENEFITS	28
V. ADMINISTRATIVE PROVISIONS	30
A. RELOCATION TAX CONSEQUENCES	30
B. GRIEVANCE PROCEDURES	30
C. EVICTION POLICY	31

D. CITIZEN PARTICIPATION	31
E. PROJECTED DATES OF DISPLACEMENT.....	32
F. ESTIMATED RELOCATION COSTS.....	32

LIST OF TABLES

TABLE 1: Tenant Household Demographics	8
TABLE 2: Business Uses	9
TABLE 3: Availability and Cost of Replacement Rental Housing	10
TABLE 4: Availability and Cost of Replacement For-Sale Housing	11
TABLE 5: Availability and Cost of Commercial Properties	12
TABLE 6: Schedule of Fixed Moving Payments	18
TABLE 7: Computation of Rental Assistance Payments.....	20

LIST OF EXHIBITS

- EXHIBIT A: Income Limits – County of San Diego
- EXHIBIT B: Informational Statements - Residential
- EXHIBIT C: Informational Statements - Commercial
- EXHIBIT D: Public Comments and Response

INTRODUCTION

The City of Santee (Agency) has proposed the Prospect Avenue Corridor Enhancement Project (Project). This Project will consider alignment alternatives at Prospect Avenue between Cuyamaca Street and Magnolia Avenue. The purpose of the Project is to provide an alignment that meets current public road standards, maintains access to properties, improves the safety of pedestrians, bicyclists, and vehicles; preserves the community character, minimizes impacts to adjacent properties, addresses current drainage concerns, and improves the overall aesthetics within the corridor by undergrounding the existing overhead utilities and the addition of landscaping and City monumentation.

The proposed Project will require both full and part-take acquisitions, building demolition, temporary construction easements, and utility easements for drainage and other facilities placed within private property. The acquisitions necessary for the Project will result in the removal of existing structures and the permanent relocation of several Project occupants. It is anticipated that the proposed Project will displace six residential households and one business that is operated out of the home.

Funding for the project will be from local sources.

Because of the displacement that would result in association with the proposed Project, the Agency is required to prepare a relocation plan which provides demographic and planning information and sets forth the policies and procedures necessary to conform with the California Relocation Assistance Law (California Government Code Section 7260 et seq.), the California Relocation and Real Property Acquisition Guidelines (California Code of Regulations, Title 25 Chapter 6, Section 6000 et seq.- the Guidelines), and the rules, regulations and procedures as adopted by the Agency.

Among the various statutory and regulatory obligations which apply to the Agency, is the necessity, as described in Section 6038 of the Guidelines, to prepare a relocation plan subject to public review and approval by the local legislative body. The following document is that Plan. The Plan was written by

Overland, Pacific & Cutler, Inc. (OPC), a professional consulting firm specializing in public agency acquisition and relocation projects.

The Plan is organized in five sections:

1. The regional and specific location of the Project (**SECTION I**);
2. An assessment of the relocation needs of those persons subject to displacement as a result of the Project (**SECTION II**);
3. An assessment of replacement housing opportunities within the San Diego area (**SECTION III**);
4. A description of the policies and procedures that the Agency will follow to meet displacee needs and ensure compliance with state law (**SECTION IV**); and
5. Necessary administrative provisions (**SECTION V**).

I. PROJECT SITE LOCATION AND DESCRIPTION

A. REGIONAL SETTING

The Project site is located in Santee, California along a portion of Prospect Avenue. Santee is approximately 20 miles north east of downtown San Diego and is bordered by the communities of Lakeside, El Cajon and La Mesa. The Project site is easily accessible from Highways 67, 52 and 125. (See Figure 1: Regional Project Location)

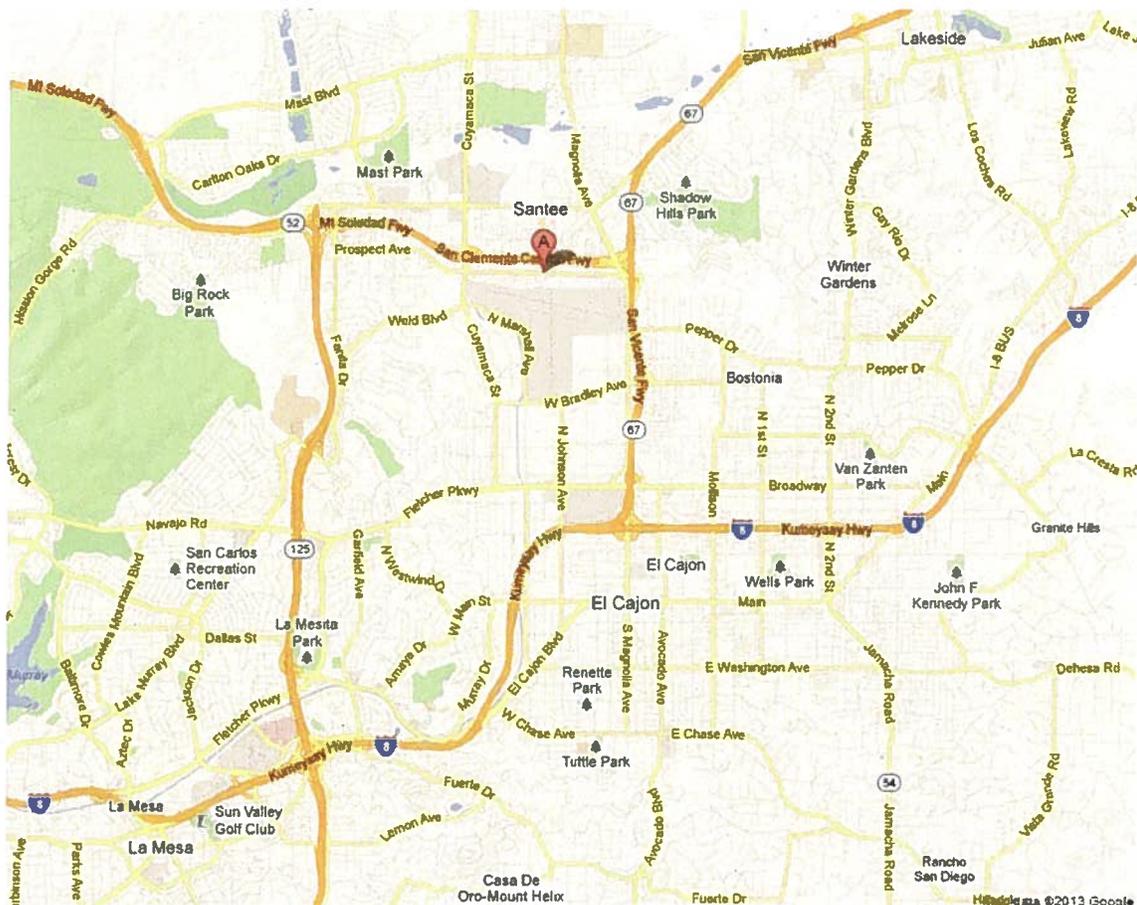


Figure 1: Regional Project Location

B. SPECIFIC PROJECT LOCATION

The specific Project site is on Prospect Avenue between Cuyamaca Street and Magnolia Avenue. Gillespie Airfield is south of the Project site and Highway 52 is to the north of the Project site. (See *Figure 2: Project Site Location*)

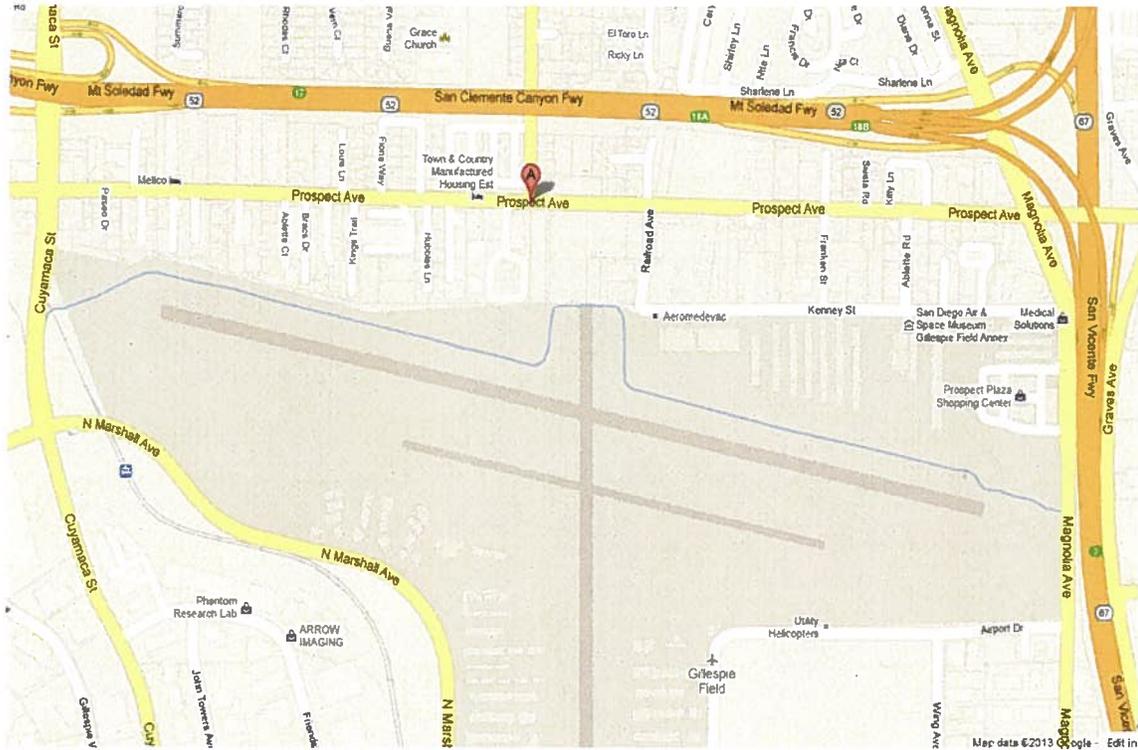


Figure 2: *Specific Project Site*

II. ASSESSMENT OF RELOCATION NEEDS

A. SURVEY METHODOLOGY

The information necessary for the preparation of this Plan was obtained from personal interviews with Project residents and business owners. Interviewers were successful in obtaining survey information from all six of the residential households and one business, which is operated out of an owner's home. Interviews were conducted on-site at the residential households.

Inquiries made of residential households concerned household size and composition, income, monthly rent obligation, length and type of occupancy, ethnicity, home language, disabilities/health concerns, and replacement housing preferences. Survey questions of business owners concerned the nature of the business, leasehold circumstances, annual revenues, description and size of current operations, special facility requirements, and area/facility preferences with respect to possible replacement locations.

The descriptive data in this Plan concerning residential and commercial uses are based solely on anecdotal responses. No attempt was made to qualify information obtained from either group.

B. SURVEY DATA - RESIDENTIAL

The Project includes six residential households residing in six single family residences. Residential household demographic data is summarized in Table 1, following.

TABLE 1: Tenant Household Demographics								
Income Category	Tenure	Adults/minors	Rent	Dwelling Type	Bdrms Now	Bdrms Needed	Senior /Disabled	Language
Lower	Tenant	2/1	\$1,600	SFR	3	3	No	English
Very Low	Owner Occupied	2/1	N/A	SFR	3	3	No	English
Lower	Owner Occupied	2/0	N/A	SFR	3	3	Yes	English
Ext Low	Tenant	1/0	*	SFR	3	3	No	English
Moderate	Tenant	2/0	\$1,500	SFR	3	3	Yes	English
Lower	Tenant	2/0	\$500	SFR	3	3	No	English

*Tenant resident works on property in exchange for housing and declared no income.

The residential Project population consists of 11 adults and two minors. There is one household with a senior member and two households with a disabled household member within the Project population (the senior household also reported a disabled household member). Reported household incomes are considered Extremely Low to Moderate according to income standards for the County of San Diego (Exhibit A) adjusted for family size as published by the United States Department of Housing and Urban Development (HUD).

Replacement Housing Needs

Replacement housing needs are defined by the total number of required replacement units and the distribution of those units by bedroom size. The displaced households will require a replacement unit with at least an equal number of bedrooms as their current unit or a unit with enough bedrooms to prevent overcrowding. Replacement housing will require 4 three-bedroom for-rent replacement dwellings and 2 three-bedroom for-sale replacement dwellings in order to meet Project re-housing needs.

Preferred Relocation Areas

The existing households indicated a preference to consider Santee, San Diego and beach areas as preferred areas to consider when relocating.

C. SURVEY DATA – COMMERCIAL USES

There is one business entity identified that would be displaced as a result of the Project. This business is conducted from an owner's home and it is assumed that it will continue to be operated from the home once the owner moves. Nonetheless, this business would be eligible for relocation assistance independently. The business use information is summarized in **Table 2**, following.

TABLE 2: Business Uses				
Business Name	Est. Sq. Footage	Business	Use	comment
Centurion Enterprises	500	Tax Preparation Service	office	Business conducted from home

III. RELOCATION RESOURCES

A. METHODOLOGY

A resource survey was conducted in April of 2013 to determine the availability of replacement housing units and business sites in the community utilizing the following sources:

- Contacts with area property management companies and brokers
- Classified rental listings from San Diego publications
- Internet sources

B. REPLACEMENT HOUSING AVAILABILITY

1. Residential Rental Housing

Replacement housing survey data concerning available for-rent single family residence dwellings in Santee, El Cajon and Lakeside are summarized in **Table 3**, below.

Bedroom Size	Three
#Found (#Needed)	31 (4)
Rent Range	\$1,445 - \$2,345
Median Market Rent	\$1,945

The individual figures for number of units found by bedroom size are presented in the table alongside the number of units needed (shown in parentheses) to meet re-housing obligations. Survey data suggest an ample inventory of replacement housing resources to meet re-housing needs of potential tenant displacees within the Project area.

2. Residential For-Sale Housing

Replacement housing survey data concerning available for-sale single family residence dwellings in Santee are summarized in **Table 4**, below.

TABLE 4: Availability and Cost of Replacement For-Sale Housing	
Bedroom Size	Three
# Found (# Needed)	16 (2)
Purchase Price	\$249,000 - \$559,000
Median Purchase Price	\$384,000

The individual figures for number of units found by bedroom size are presented in the table alongside the number of units needed (shown in parentheses) to meet re-housing obligations. Survey data suggest an ample inventory of replacement housing resources to meet re-housing needs of potential owner-occupant displacees within the Project area.

The information on housing in the area is included as a general representation of available sites. No household will be required to move unless the comparable unit is identified and available on the market. As with any resource survey, results reflect conditions at a given point in time. The sites included herein may or may not be available at the time of displacement. Resource results are an indication and not a prediction of future market circumstances.

The Agency will be responsible to assist the household in relocating into comparable replacement housing, which for the purposes of this Plan is determined to be housing that is in an area that is not generally less desirable than the current dwelling with regard to utilities, commercial facilities, schools and public services and is reasonably accessible to the displaced person's current place of employment, is comparable in size and structure to the existing homes and which accommodates the size of the household being displaced. All replacement housing must meet decent, safe and sanitary requirements. In order to meet decent, safe and sanitary requirements, a replacement site must meet the following criteria:

- *Be structurally sound, weather tight and in good repair.*
- *Contain a safe electrical wiring system adequate for lighting and other devices.*
- *Contain a safe heating system capable of sustaining a healthful temperature.*
- *Be adequate in size with respect to the number of rooms and area of living space needed to accommodate the displaced household.*
- *Contain unobstructed egress to safe, open space at ground level. If the dwelling unit is on the second story or above, with access directly from or through a common corridor, the common corridor must have at least two means of egress.*
- *For a person who is mobility impaired, be free of any barriers, which would preclude reasonable ingress, egress, or use of the dwelling by such person.*

3. Commercial Space Availability

Commercial space within Santee is available and the one business owner should be able to find a replacement site. As indicated previously, this business is conducted from an owner's home and it is assumed that it will continue to be operated from the home once the owner moves. We also conducted a search of available commercial properties. The properties identified by the survey are traditional, for lease, commercial office space. The business owner potentially relocated as part of this Project will need to actively search for available and suitable sites to reestablish locally as there might be some availability close to their present location along major thoroughfares where the commercial sites can be found. Depending on the business owner's needs and preferences they should find opportunities to reestablish their business nearby. **Table 5**, below, summarizes available commercial office space available for lease.

TABLE 5: Availability and Cost of Commercial Properties			
Use	# Properties Found	Sq. ft. Range	Cost/Sq. ft. (Median Cost)
Office	7	384 - 939	\$0.90- \$1.45 (\$1.39)

In addition to securing a replacement site, commercial displacees must meet all zoning, permitting, licensing and other regulatory requirements that the displacee must comply with to operate at the replacement site.

Commercial displacees should plan for and account for the time needed for applications and approvals of any needed licenses and permits which could take several months or longer depending on the license or permit.

C. RELATED ISSUES

1. *Concurrent Residential Displacement*

There are no known projects that will impact the availability and cost of replacement housing for this Project.

2. *Temporary Housing*

No need for temporary housing is anticipated. Should such a need arise, the Agency will respond appropriately and in conformance with all applicable laws and requirements.

3. *Loss of Business Goodwill*

Business goodwill consists of the benefits that accrue to a business as a result of its location, reputation for dependability, skill or quality, and any other circumstances resulting in probable retention of old, or acquisition of new patronage. Where claims for loss of business goodwill are anticipated, State law (California Code of Civil Procedure Section 1263.510) requires business owners to prove all of the following:

- The loss is caused by the taking of the property;
- The loss cannot reasonably be prevented by relocation of the business, or by taking steps and adopting procedures that a reasonably prudent person would take to preserve the goodwill; and
- The compensation for the loss has not been included as a relocation payment, or duplicated in compensation otherwise awarded to the owner.

Claims for loss of business goodwill are considered under the acquisition provisions of Government Code Section 7260 et seq. and are not compensable as a function of the relocation assistance program.

IV. THE RELOCATION PROGRAM

The Agency will provide displacees the assistance and benefits required under State relocation law and the relocation guidelines. The relocation program will provide both advisory and financial assistance. Every effort will be made to facilitate relocation arrangements and minimize hardships for displacees.

A. ADVISORY ASSISTANCE

Advisory assistance services are intended to inform displacees about the Agency's relocation program, help in the process of finding appropriate replacement accommodations, facilitate claims processing, maintain a communication link with the Agency and coordinate the involvement of outside service providers.

To follow through on the advisory assistance component of the relocation program and assure that the Agency meets its obligations under the law, relocation staff will perform the following functions:

- Distribute written information concerning the Agency's relocation program in both English and Spanish, if needed, to each residential and commercial displacee (See **Exhibits B and C**);
- Personally inform all displacees of the nature of and procedures for obtaining available relocation assistance and benefits;
- Determine the eligibility, needs and relocation preferences of each residential and commercial displacee;
- Provide residential displacees with at least three referrals to comparable, decent, safe and sanitary replacement housing within a reasonable time prior to displacement;

- Maintain a database of available housing resources and commercial space and distribute replacement site referrals for the duration of the Project;
- Provide transportation to residential displacees, if requested, to inspect replacement sites within the local area. Offer special assistance to help elderly residents find housing near friends, relatives, medical facilities and services and convenient transportation;
- Make referrals to governmental service providers such as:
 - (a) Federal Social Security Administration
 - (b) San Diego Housing Commission
- Assist each eligible displacee with the preparation and submission of relocation assistance claims;
- Assist residential displacees with arrangements necessary to rent or purchase comparable decent, safe and sanitary replacement housing;
- Make benefit determinations and payments in accordance with applicable law and Agency policy;
- Assure that no displacee is required to move without a minimum of 90 days written notice to vacate;
- Inform all persons subject to displacement of the Agency's policies with regard to eviction and property management;
- Establish and maintain a formal grievance procedure for use by displaced persons seeking administrative review of the Agency's decisions with respect to relocation assistance; and
- Provide assistance that does not result in different or separate treatment due to race, color, religion, national origin, sex, marital status, sexual orientation or other arbitrary circumstances.

B. RELOCATION BENEFITS – RESIDENTIAL

Relocation benefits will be provided in accordance with the applicable provisions of the State relocation law and guidelines. Benefits will be paid to eligible displaced persons upon submission of required claim forms and documentation regarding the rental or purchase of decent, safe and sanitary replacement housing.

Eligibility requirements and calculations will be detailed on an individual basis with all displacee households. In the course of personal interviews and follow-up visits, each displaced household will receive counseling regarding available benefit options and the requirements to claim compensation for moving payments and replacement housing assistance.

Agency staff will promptly evaluate advance payment requests meant to alleviate hardships for tenants who do not have access to sufficient funds to pay move-in costs such as first month's rent and/or security deposits. Approved requests for advance payments will be processed expeditiously to help avoid the loss of desirable, appropriate replacement housing.

1. Residential Moving Expense Payments

All residential displacees will be eligible to receive a payment for moving expenses. Moving expense payments will be based either on the actual cost of a professional move or a fixed payment amount determined by room count.

- Actual Cost (Professional Move)

Displacees may elect to retain the service of a professional mover. The cost of professional moving services will be based on the lower of at least two acceptable bids obtained from licensed, professional movers. The Agency may also obtain bids, at its own discretion, in order to determine the most qualified low-bidder for the move. The Agency will make direct payment to the selected mover, if requested, or provide reimbursement upon presentation of appropriate documentation

substantiating the move.

Compensable moving elements include packing, transportation, unpacking and insurance. Transportation costs beyond 50 miles are not eligible, unless the Agency determines that relocation beyond 50 miles is justified. In addition to payment for the actual move, one-time reconnection fees related to gas, water, electricity, telephone, internet and television service, are eligible for reimbursement. Deposits required by utility and other residential service providers are not eligible for reimbursement.

- Fixed Payment (Room Count Schedule Method)

As an alternative to a professional move, a residential displacee may elect to receive a fixed payment for moving expenses based on the number of furnished or unfurnished rooms in the displacement dwelling.

Residential displacees who elect to receive a fixed payment assume full responsibility for the move including the expense of utility reconnections described in (a), above. The current schedule for fixed moving payments is set forth in **Table 6**, below.

TABLE 6: Schedule of Fixed Moving Payments									
Unfurnished Dwelling									
Room Count	1	2	3	4	5	6	7	8	Each Additional
Amount	\$685	\$880	\$1,100	\$1,295	\$1,570	\$1,815	\$2,090	\$2,365	\$250
Furnished Dwelling									
Room Count	1	Each Additional							
Amount	\$450	\$85							

2. *Rental Assistance to Tenants/Owner-Occupants Who Choose to Rent*

A tenant or owner-occupant displaced from a dwelling may be entitled to a Replacement Housing Payment in the form of rental or downpayment assistance not-to-exceed \$5,250 (prior to consideration of eligibility for Last Resort Housing benefits - see Last Resort Housing this Section, Paragraph 6), if the displacee:

- Has actually and lawfully occupied the displacement dwelling for at least 90 days immediately prior to the initiation of negotiations; and
- Has rented, or purchased, and occupied a decent, safe, and sanitary replacement dwelling within one year (unless the Agency extends this period for good cause) after:
 - (i) For a tenant, the date he or she moves from the displacement dwelling; or
 - (ii) For an owner-occupant, the later of:
 - The date final payment is received for the displacement dwelling, or in the case of condemnation, the date the full amount of estimated just compensation is deposited with the court; or
 - The date the displacee moves from the displacement dwelling.

Rental/Downpayment Assistance payment amounts are equal to 42 times the difference between the base monthly rental and the lesser of:

- (i) The monthly rent and estimated average monthly cost of utilities for a comparable replacement dwelling; or
- (ii) The monthly rent and estimated average monthly cost of utilities for the decent, safe, and sanitary replacement dwelling actually occupied by the displaced person; or

- (iii) The total of the amount designated for shelter and utilities if receiving a welfare assistance payment from a program that designated the amounts for shelter and utilities.

The base monthly rental for the displacement dwelling is the lesser of:

- (i) The average monthly cost for rent and utilities at the displacement dwelling for a reasonable period prior to displacement, as determined by the Agency. For owner-occupants or households which paid little or no rent, fair market rent will be used as a substitute for actual rent; or,
- (ii) Thirty percent (30%) of the displacee's average gross household income. If a displacee refuses to provide appropriate evidence of income or is a dependent, the base monthly rental shall be determined to be the average monthly cost for rent and utilities at the displacement dwelling.

Table 7 below provides an example of a typical rental assistance eligibility computation.

TABLE 7: Computation of Rental Assistance Payments		
1. Old Rent	\$600	Old Rent (plus Utility Allowance)
- or -		
2. Ability to Pay	\$550	30% of Monthly Gross Household Income*
3. Lesser of lines 1 and 2	\$550	
Subtracted from the lesser of:		
4. Actual New Rent	\$650	Actual New Rent (plus Utility Allowance)
- or -		
5. Comparable Rent	\$675	Set by the Agency (plus Utility Allowance)
6. Lesser of lines 4 and 5	\$650	
7. Monthly Need Amount	\$100	Subtract line 3 from line 6
Rental Assistance	\$4,200	Multiply line 7 (Monthly Need) by 42 months

* Gross household income means the total annual income of an individual less the following: (1) a deduction of \$500 for each dependent in excess of three; (2) a deduction of 10% of total income for the elderly or disabled head of household; (3) a deduction for recurring extraordinary medical expenses defined for this purpose to mean medical expenses in excess of 3% of total income, where not compensated for, or

covered by insurance or other sources; (4) a deduction of reasonable amounts paid for the care of children or sick or incapacitated family members when determined to be necessary to employment of the head of household or spouse, except that the amount deducted shall not exceed the amount of income received by the person who would not otherwise be able to seek employment in the absence of such care.

3. Downpayment Assistance to Tenants Who Choose to Purchase

Residential displacees eligible to receive a rental assistance payment, may choose to utilize up to the full amount of their rental assistance eligibility (including any Last Resort benefits) to purchase a replacement dwelling, provided that the entire eligibility amount is used toward the downpayment and eligible incidental closing costs. In the case of downpayment assistance claims, the Agency will arrange for the deposit of the total rental assistance eligibility amount in an open escrow account. Provisions will be included in the escrow instructions to assure the prompt return of all Agency-provided funds in the event escrow is cancelled by either party or should fail to close within a reasonable period of time.

4. Replacement Housing Payment to 180 Day Residential Owner-Occupants

Residential owner-occupants who have established residency for at least 180 days prior to the Agency's offer to purchase may be eligible for a replacement housing payment determined by the aggregate value of three separate compensation elements: a) Purchase Price Differential; b) Mortgage Interest Differential; and, c) Incidental Expenses.

- Purchase Price Differential

The Purchase Price Differential is based on three factors:

Acquisition Price - The final price paid by the Agency for the Project dwelling;

Actual Replacement Housing Purchase Price - The actual price paid for a replacement dwelling; and,

Comparable Replacement Cost - The cost of a decent, safe and sanitary dwelling comparable to the dwelling acquired by the Agency.

The purchase price differential amount is determined by comparing the final acquisition price of the Project residence to the lesser of the actual price paid for a replacement home or the price of a comparable available decent, safe and sanitary dwelling. If the purchase price of a replacement home is less than the cost of a comparable replacement home, the payment will be limited to the actual difference. If the purchase price exceeds the cost of a comparable replacement home, the payment will be based on the cost of the comparable replacement home.

Replacement housing referrals to owner-occupants will match, as closely as possible, current housing circumstances. The calculation of purchase price differential payments to owner-occupants of multifamily properties will be determined by comparing the pro-rated value of the portion of the property in which they live as compared to the comparable element of a replacement property.

- **Mortgage Interest Differential**

The Mortgage Interest Differential Payment is intended to compensate homeowners for any increase in interest costs between the acquired dwelling and the replacement dwelling. Computation of the payment is based upon three factors: 1) the remaining term and amount(s) of the current mortgage or mortgages 2) the current type of mortgage product (i.e. fixed vs. variable) 3) a comparison of the mortgage interest rate for the acquired dwelling relative to the lesser of the current market rate or the actual new rate for a similar mortgage product. To be eligible for this payment, the mortgage on the dwelling being acquired must have been in place, as a valid lien, for at least 180 days prior to the Agency's initial written offer to purchase.

- **Incidental Expenses - Closing Costs**

One-time, non-recurring closing costs associated with the purchase of a comparable, replacement dwelling are compensable. Examples of such compensable expenses include costs for: a property survey;

preparation of a legal description and deed; recording fees; title insurance; revenue stamps and transfer taxes; loan application fees; loan origination fees; appraisal fees; a credit report; certification for structural soundness; and, termite inspection, when required. Prepaid recurring expenses for mortgage interest, property taxes and insurance are not compensable.

5. *Payments to Non-Tenured Residential Tenants*

Non low-income residential tenants with less than 90 days of continuous occupancy prior to the Agency's acquisition of the property, will only be eligible to receive a moving expense payment in accordance with Section 1b above.

6. *Last Resort Housing*

The Agency anticipates that it will be necessary to make rental assistance payments in excess of the statutory cap of \$5,250 and replacement housing payments to owner-occupants in excess of the statutory cap of \$22,500 to assure the availability of comparable replacement rental and for-sale housing. Rental assistance payments to low-income non 90-day tenants and rental assistance and replacement housing payment amounts in excess of the statutory caps are considered (CCR Title 25 Chapter 6 Section 6139) to be Last Resort Housing (LRH) payments.

The Agency, at its discretion, may opt to pay LRH rental assistance payments on a periodic basis. Recipients of LRH rental assistance who intend to purchase rather than re-rent replacement housing have the right to request a lump sum payment of all benefits for the purpose of making a downpayment and paying standard, non-recurring closing costs. Households receiving periodic payments may elect, at any time, to request a lump sum payment of all remaining benefits to assist with the purchase of a decent, safe and sanitary dwelling.

C. *RELOCATION BENEFITS - COMMERCIAL USES*

Eligible businesses and non-profit organizations are entitled to select: 1) compensation for actual reasonable and necessary moving and related

expenses, or 2) a Fixed Payment in Lieu of a Payment for Actual Reasonable Moving and Related Expenses not to exceed \$20,000.

1. *Payment for Actual Reasonable and Necessary Moving and Related Expenses*

This payment may include the following costs:

- Transportation of persons and property from the present location to the replacement location (costs are limited to a distance of 50 miles);
- Packing, crating, uncrating, and unpacking personal property;
- Disconnecting, dismantling, removing, reassembling, and installing relocated and substitute machinery, equipment and other personal property. Includes connection to utilities available nearby and modifications necessary to adapt such property to the replacement structure or to the utilities or to adapt the utilities to the personal property;
- Storage of personal property for up to 12 months, at the Agency's discretion;
- Insurance of personal property while in storage or transit and the replacement value of property lost, stolen, or damaged (not through the fault or negligence of the displaced person) in the process of moving, where insurance is not readily available;
- The cost of any special license, permit, or certification required by the displaced business or organization to operate at the replacement location. Service charges or non-refundable fees required by law, licenses or permits needed to operate at the new location are eligible costs. Ineligible expenses related to the replacement site (except under Reestablishment) are those costs such as general occupancy licenses, occupancy permits, building permits, modifications to comply with ADA (Americans with

Disabilities Act), or one-time assessments that any business would have to pay for occupancy of a property

- Professional service fees pre-authorized by the Agency, involving architects, attorneys, engineers and other consultants whose services the Agency has been determined to be necessary for: (1) planning the move of the personal property; (2) moving the personal property; or, (3) installing the relocated personal property at the replacement location;
- The purchase and installation of substitute personal property limited to the lesser of: (1) an amount equal to the reasonable expenses that would have been required to relocate the property, as determined by the Agency, subject to certain limitations; or, (2) the replacement cost, less any proceeds from its sale or trade in;
- The modification of machinery, equipment or other personal property necessary to adapt it to the replacement location or to utilities available at the replacement location or modifying the power supply;
- Actual direct losses of tangible personal property resulting from moving or discontinuing a business or non-profit organization, not-to-exceed the lesser of: (1) the fair market value of the property for continued use at its location prior to displacement less any proceeds from the property; or, (2) an amount equal to the reasonable expenses that would have been required to relocate the property, as determined by the Agency, subject to certain limitations;
- Actual and reasonable expenses incurred in searching for a replacement business or non-profit organization location, not-to-exceed \$1,000, and including compensation for transportation expenses; time spent searching for a reasonable location; meals; lodging; and, real estate broker or agent fees;

- A reestablishment allowance of up to \$10,000, available to nonprofit organizations and small businesses with no more than 500 employees. Reestablishment allowance payments are made in addition to compensation provided for actual, reasonable and necessary moving expenses. Reestablishment allowance expense categories include but are not limited to:
 - 1) Repairs or improvements to the replacement property as required by Federal, State or local law, code or ordinance;
 - 2) Modifications to the replacement property to accommodate the business operation or make replacement structures suitable for conducting business;
 - 3) Construction and installation costs for exterior signing to advertise the business;
 - 4) Provision of utilities from right-of-way to improvements on the replacement site;
 - 5) Redecoration or replacement of soiled or worn surfaces at the replacement site, such as paint, paneling or carpeting;
 - 6) Licenses, fees and permits when not paid as part of moving expenses;
 - 7) Feasibility surveys, soil testing and marketing studies;
 - 8) Professional services in connection with the purchase or lease of a replacement site;
 - 9) Estimated increased costs of operation during the first 2 years at the replacement site for such items as:
 - a. Lease or rental charges
 - b. Personal or real property taxes
 - c. Insurance premiums, and
 - d. Utility charges, excluding impact fees

10) Impact fees or one-time assessments for anticipated heavy usage;

11) Other items essential to the reestablishment of the business.

2. *A Fixed Payment In Lieu of a Payment for Actual Reasonable Moving and Related Expenses*

The option to claim a fixed payment enables both for-profit and non-profit businesses to receive compensation for moving expenses without supplying documentation of moving bids and expenses. The payment amount available to any individual business is based on an average of annual net earnings over a two year period. For businesses which have not been in operation for two years, certified income figures for periods of less than two years can be annualized. The method for establishing income is through tax returns and/or certified financial statements. The payment to an eligible business or non-profit organization may not be less than \$1,000, nor more than \$20,000.

To qualify for this payment a displaced business:

- Owns or rents personal property, which must be moved in connection with such displacement and for which an expense would be incurred in such move;
- Is not operated at the displacement site solely for the purpose of renting the site to others;
- Cannot be a part of a commercial enterprise having at least three other establishments which are not being acquired by the Agency, and which is under the same ownership and engaged in the same or similar business activities;
- Must not be able to relocate without substantial loss of patronage; and

- Must have contributed at least 33 ⅓ percent of the owner's total gross income during each of the two taxable years prior to displacement or meet specific earnings criteria.

D. GENERAL INFORMATION ON PAYMENT OF RELOCATION BENEFITS

Claims and supporting documentation for relocation benefits must be filed with the Agency within 18 months from:

- The date the claimant moves from the acquired property; or,
- The date on which final payment for the acquisition of real property is made, whichever is later.

The procedure for the preparation and filing of claims and the processing and delivery of payments will be as follows:

- 1) Claimant(s) will provide all necessary documentation to substantiate eligibility for assistance;
- 2) Payment amounts will be determined in accordance with the provisions of the State relocation law and guidelines;
- 3) Required claim forms will be prepared by relocation personnel and reviewed with claimants. Signed claims and supporting documentation will be submitted by relocation personnel to the Agency;
- 4) The Agency will review all claims for payment and determine whether to approve, deny, or seek additional information;
- 5) The Agency will issue benefit checks for distribution to claimants by relocation staff;
- 6) Final payments will be issued only after confirmation that the Project premises have been completely vacated and occupancy of the replacement unit is verified;

- 7) All correspondence, back-up documentation, claims, receipts of payment and notices will be maintained in the relocation case file.

V. ADMINISTRATIVE PROVISIONS

A. RELOCATION TAX CONSEQUENCES

In general, relocation payments are not considered income for the purpose of the Internal Revenue Code of 1968, or the Personal Income Tax Law, Part 10 of the Revenue and Taxation Code. The above statement on tax consequences is not intended to be provision of tax advice by the Agency. Displacees are responsible for consulting with their own tax advisors concerning the tax consequences of relocation payments.

B. GRIEVANCE PROCEDURES

The Agency's Relocation Appeals process will comply with the Provisions of Article 5 of the State relocation guidelines (Appendix A). The right to appeal shall be described in all relocation explanatory material distributed to displacees.

As required under the State relocation guidelines, displacees will have the right to ask for administrative review when they believe themselves aggrieved by a determination as to eligibility, payment amounts, the failure to provide comparable replacement housing referrals, or the Agency's property management practices.

Requests for administrative review and informal hearings will be directed to senior relocation staff of the Agency. All requests for review will receive written responses from the Agency within three weeks of their receipt. If an informal appeal is denied, appellants will be entitled to file a written request for a formal hearing before an impartial and independent hearing officer.

More detail concerning the appeals process will be provided upon request. Appellants will retain their appeal rights for up to 18 months following the date of displacement from the Project area premises or receipt of final payment for relocation benefits, whichever is later.

C. EVICTION POLICY

Under the State relocation guidelines, eviction is permissible only as a last resort and may not be used as a means to avoid relocation payment obligations. With the exception of persons considered to be in unlawful occupancy, a displaced person's eviction does not affect eligibility for relocation assistance and benefits.

Eviction may be undertaken only for one or more of the following reasons:

- Failure to pay rent, except in those cases where the failure to pay is due to the lessor's failure to keep the premises in habitable condition, is the result of harassment or retaliatory action or is the result of discontinuation or substantial interruption of services;
- Performance of a dangerous, illegal act in the unit;
- Material breach of the rental agreement and failure to correct breach within 30 days of notice;
- Maintenance of a nuisance and failure to abate within a reasonable time following notice;
- Refusal to accept one of a reasonable number of offers of replacement dwellings;
- A requirement under State or local law or emergency circumstances that cannot be prevented by reasonable efforts on the part of the public entity.

D. CITIZEN PARTICIPATION

As the process for considering the Project moves forward, the Agency will observe the following protocol:

- Provide affected tenants with full and timely access to documents relevant to the relocation program;
- Provide technical assistance necessary to interpret elements of the Relocation Plan and other pertinent materials;

- Issuance of a general notice in English and/or Spanish, as needed, concerning the availability of the Plan for public review, as required, 30 days prior to its proposed adoption. Distribution of the Plan, upon request, to all affected and interested parties;
- The inclusion of written or oral comments concerning the Plan and the Agency's response as an attachment to the Plan when it is forwarded to the Agency Board for adoption (as **Exhibit D**).

E. PROJECTED DATES OF DISPLACEMENT

The Agency contemplates that the relocation activities will begin late summer 2013.

F. ESTIMATED RELOCATION COSTS

The total budget estimate for relocation-related payments for this Project is \$442,000 which includes a 10% contingency.

The estimated relocation budget does not include any payments related to property acquisition, improvements pertaining to realty, or loss of business goodwill. The budget does not consider the cost of any services necessary to implement the Plan and complete the relocation element of the Project.

EXHIBIT A: Income Limits – County of San Diego

The following figures are approved by the U. S. Department of Housing and Urban Development (H.U.D.) for use in the County of San Diego to define and determine housing eligibility by income level.

Area Median: \$75,900 4 person					
Family Size	Extremely Low	Very Low	Lower	Median	Moderate
1 Person	17,350	28,900	46,250	53,150	63,750
2 Person	19,850	33,050	52,900	60,700	72,900
3 Person	22,300	37,150	59,500	68,300	82,000
4 Person	24,800	41,300	66,100	75,900	91,100
5 Person	26,800	44,600	71,400	81,950	98,400
6 Person	28,750	47,900	76,700	88,050	105,700
7 Person	30,750	51,200	81,950	94,100	112,950
8 Person	32,750	54,500	87,250	100,200	120,250

Figures are per the Department of Housing and Community Development (California), Division of Housing Policy Development, effective February 25, 2013.

EXHIBIT B: Informational Statements - Residential

Relocation Assistance Informational Statement for Families and Individuals

(CA State)

Displacing Agency:

City of Santee

Project Name:

**Prospect Avenue
Corridor Enhancement Project**

Displacing Agency Representative:



**Overland, Pacific & Cutler, Inc.
438 Camino Del Rio South Suite 213
San Diego, CA 92108
Phone: 619-688-7980**

Informational Statement Content:

1. General Information
2. Assistance In Locating A Replacement Dwelling
3. Moving Benefits
4. Replacement Housing Payment - Tenants And Certain Others
5. Section 8 Tenants
6. Replacement Housing Payment – Homeowners
7. Qualification For And Filing Of Relocation Claims
8. Last Resort Housing Assistance
9. Rental Agreement
10. Evictions
11. Appeal Procedures – Grievance
12. Tax Status of Relocation Benefits
13. Non-Discrimination and Fair Housing
14. Additional Information And Assistance Available

Spanish speaking agents are available. Si necesita esta información en español, por favor llame a su agente.

Informational Statement for Families and Individuals

(CA State)

1. GENERAL INFORMATION

The dwelling in which you now live is in a project area to be improved by, or financed through, the Displacing Agency using state and/or local funds. If and when the project proceeds, and it is necessary for you to move from your dwelling, you may be eligible for certain benefits. You will be notified in a timely manner as to the date by which you must move. Please read this information, as it will be helpful to you in determining your eligibility and the amount of the relocation benefits you may receive under the state law. You will need to provide adequate and timely information to determine your relocation benefits. The information is voluntary, but if you don't provide it, you may not receive the benefits or it may take longer to pay you. We suggest you save this informational statement for reference.

The Displacing Agency has retained the professional firm of **Overland, Pacific & Cutler, Inc. (OPC)** to provide relocation assistance to you. The firm is available to explain the program and benefits. Their address and telephone number is listed on the cover.

PLEASE DO NOT MOVE PREMATURELY. THIS IS NOT A NOTICE TO VACATE YOUR DWELLING. However, if you desire to move sooner than required, you must contact your agent at Overland, Pacific & Cutler, Inc., so you will not jeopardize any benefits. This is a general informational brochure only, and is not intended to give a detailed description of either the law or regulations pertaining to the Displacing Agency's relocation assistance program.

Please continue to pay your rent to your current landlord, otherwise you may be evicted and jeopardize the relocation benefits to which you may be entitled to receive. Once the Displacing Agency acquires the property, you will also be required to pay rent to the Displacing Agency.

2. ASSISTANCE IN LOCATING A REPLACEMENT DWELLING

The Displacing Agency, through its representatives, will assist you in locating a comparable replacement dwelling by providing referrals to appropriate and available housing units. You are encouraged to actively seek such housing yourself.

When a suitable replacement dwelling unit has been found, your relocation agent will carry out an inspection and advise you as to whether the dwelling unit meets decent, safe and sanitary housing requirements. A decent, safe and sanitary housing unit provides adequate space for its occupants, proper weatherproofing and sound heating, electrical and plumbing systems. Your new dwelling must pass inspection before relocation assistance payments can be authorized.

3. MOVING BENEFITS

If you must move as a result of displacement by the Displacing Agency, you will receive a payment to assist in moving your personal property. The actual, reasonable and necessary expenses for moving your household belongings may be determined based on the following methods:

- A Fixed Moving Payment based on the number of rooms you occupy (see below); **or**
- A payment for your Actual Reasonable Moving and Related Expenses based on at least two written estimates and receipts; **or**
- A combination of both (in some cases).

For example, you may choose a Self-Move, receiving a payment based on the Fixed Residential Moving Cost Schedule shown below, plus contract with a professional mover to transport your grand piano and /or other items that require special handling. In this case, there may be an adjustment in the number of rooms which qualify under the Fixed Residential Moving Cost Schedule.

A. Fixed Moving Payment (Self-Move)

A Fixed Moving Payment is based upon the number of rooms you occupy and whether or not you own your own furniture. The payment is based upon a schedule approved by the Displacing Agency, and ranges, for example, from \$450.00 for one furnished room to \$2,365.00 for eight rooms in an unfurnished dwelling. (For details see the table). Your relocation agent will inform you of the amount you are eligible to receive, if you choose this type of payment.

If you select a fixed payment, you will be responsible for arranging for your own move, and the Displacing Agency will assume no liability for any loss or damage of your personal property. A fixed payment also includes utility hook-ups and other related moving fees.

Fixed Moving Schedule CALIFORNIA (Effective 2012)	
Occupant Owns Furniture:	
1 room	\$685
2 rooms	\$880
3 rooms	\$1,100
4 rooms	\$1,295
5 rooms	\$1,570
6 rooms	\$1,815
7 rooms	\$2,090
8 rooms	\$2,365
Each additional room	\$250
Occupant does NOT Own Furniture:	
1 room	\$450
Each additional room	\$85

B. Actual Moving Expense (Professional Move)

If you wish to engage the services of a licensed commercial mover and have the Displacing Agency pay the bill, you may claim the ACTUAL cost of moving your personal property up to 50 miles. Your relocation agent will inform you of the number of competitive moving bids (if any) which may be required, and assist you in developing a "mover" scope of services for Displacing Agency approval.

4. REPLACEMENT HOUSING PAYMENT - TENANTS AND CERTAIN OTHERS

You may be eligible for a payment of up to \$5,250.00 to assist you in renting or purchasing a comparable replacement dwelling. In order to qualify, you must either be a tenant who has occupied the present dwelling for at least 90 days prior to the initiation of negotiations or an owner who has occupied the present dwelling between 90 and 180 days prior to the initiation of negotiations.

A. Rental Assistance. If you qualify, and **wish to rent** your replacement dwelling, your maximum rental assistance benefits will be based upon the difference over a forty-two (42) month period between the rent you must pay for a comparable replacement dwelling and the lesser of your current rent and estimated utilities or thirty percent (30%) of your gross monthly household income. You will be required to provide your relocation agent with monthly rent and household income verification prior to the determination of your eligibility for this payment.

- OR -

- B. **Down-payment Assistance.** If you qualify, and **wish to purchase** a home as a replacement dwelling, you can apply up to the total amount of your rental assistance payment towards the down-payment and non-recurring incidental expenses. Your relocation agent will clarify procedures necessary to apply for this payment.

Where a tenant is sharing a dwelling with an owner-occupant and paying the owner-occupant rent for the privilege, the tenant shall not be entitled to more than one-half of the rental assistance otherwise payable.

5. SECTION 8 TENANTS

When you do move, you may be eligible to transfer your Section 8 eligibility to a replacement site. In such cases, a comparable replacement dwelling will be determined based on your family composition at the time of displacement and the current housing program criteria. This may not be the size of the unit you currently occupy. Your relocation agent will provide counseling and other advisory services along with moving benefits.

6. REPLACEMENT HOUSING PAYMENT - HOMEOWNERS

- A. If you own and occupy a dwelling to be purchased by the Displacing Agency for **at least 180 days** prior to the initiation of negotiations, you may be eligible to receive a payment of up to \$22,500.00 to assist you in purchasing a comparable replacement unit. This payment is intended to cover the following items:
1. **Purchase Price Differential** - An amount which, when added to the amount for which the Displacing Agency purchased your property, equals the lesser of the actual cost of your replacement dwelling; **or** the amount determined by the Displacing Agency as necessary to purchase a comparable replacement dwelling. Your relocation agent will explain both methods to you.
 2. **Mortgage Interest Differential** - The amount which covers the increased interest costs, if any, required to finance a replacement dwelling. Your relocation agent will explain limiting conditions.
 3. **Incidental Expenses** - Those one time incidental costs related to purchasing a replacement unit, such as escrow fees, recording fees, and credit report fees. Recurring expenses such as prepaid taxes and insurance premiums are not compensable.
- B. **Rental Assistance Option** - If you are an owner-occupant and choose to rent rather than purchase a replacement dwelling, you may be eligible for a rental assistance payment of up to the amount that you could have received under the Purchase Price Differential, explained above. The payment will be based on the difference between an economic rent of the dwelling you occupy and the rent you must pay for a comparable replacement dwelling.

If you receive a rental assistance payment, as described above, and later decide to purchase a replacement dwelling, you may apply for a payment equal to the amount you would have received if you had initially purchased a comparable replacement dwelling, less the amount you have already received as a rental assistance payment.

7. QUALIFICATION FOR, AND FILING OF, RELOCATION CLAIMS

To qualify for a Replacement Housing Payment, you must rent or purchase and occupy a comparable replacement unit **within one year from the following:**

- For a tenant, the date you move from the displacement dwelling.
- For an owner-occupant, the latter of:
 - a. The date you receive final payment for the displacement dwelling, or, in the case of condemnation, the date the full amount of estimated just compensation is deposited in court; **or**
 - b. The date you move from the displacement dwelling.

All claims for relocation benefits must be filed with the Displacing Agency **within eighteen (18) months** from the date on which you receive final payment for your property, or the date on which you move, whichever is later.

8. LAST RESORT HOUSING ASSISTANCE

If comparable replacement dwellings are not available when you are required to move, or if replacement housing is not available within the monetary limits described above, the Displacing Agency will provide Last Resort Housing assistance to enable you to rent or purchase a replacement dwelling on a timely basis. Last Resort Housing assistance is based on the individual circumstances of the displaced person. Your relocation agent will explain the process for determining whether or not you qualify for Last Resort assistance.

If you are a tenant, and you choose to purchase rather than rent a comparable replacement dwelling, the entire amount of your rental assistance and Last Resort eligibility must be applied toward the down-payment and eligible incidental expenses of the home you intend to purchase.

9. RENTAL AGREEMENT

As a result of the Displacing Agency's action to purchase the property where you live, you may become a tenant of the Displacing Agency. If this occurs, you will be asked to sign a rental agreement which will specify the monthly rent to be paid, when rent payments are due, where they are to be paid and other pertinent information.

10. EVICTIONS

Any person, who occupies the real property and is not in unlawful occupancy, is presumed to be entitled to relocation benefits. Except for the causes of eviction set forth below, no person lawfully occupying property to be purchased by the Agency will be required to move without having been provided with at least 90 days written notice from the Agency. Eviction will be undertaken only in the event of one or more of the following reasons:

- Failure to pay rent; except in those cases where the failure to pay is due to the lessor's failure to keep the premises in habitable condition, is the result of harassment or retaliatory action or is the result of discontinuation or substantial interruption of services;
- Performance of dangerous illegal act in the unit;
- Material breach of the rental agreement and failure to correct breach within the legally prescribed notice period;
- Maintenance of a nuisance and failure to abate within a reasonable time following notice;

- Refusal to accept one of a reasonable number of offers of replacement dwellings; or
- The eviction is required by State or local law and cannot be prevented by reasonable efforts on the part of the public entity.

11. APPEAL PROCEDURES - GRIEVANCE

Any person aggrieved by a determination as to eligibility for, or the amount of, a payment authorized by the Displacing Agency's Relocation Assistance Program may have the appeal application reviewed by the Displacing Agency in accordance with its appeals procedure. Complete details on appeal procedures are available upon request from the Displacing Agency.

12. TAX STATUS OF RELOCATION BENEFITS

California Government Code Section 7269 indicates no relocation payment received shall be considered as income for the purposes of the Personal Income Tax Law, Part 10 (commencing with Section 170 01) of Division 2 of the Revenue and Taxation Code, or the Bank and Corporation Tax law, Part 11 (commencing with Section 23001) of Division 2 of the Revenue and Taxation Code. Furthermore, federal regulations (49 CFR Part 24, Section 24.209) also indicate that no payment received under this part (Part 24) shall be considered as income for the purpose of the Internal Revenue Code of 1954, which has been redesignated as the Internal Revenue Code of 1986. No federal dollars are anticipated for this project. Therefore, federal regulations may not apply and the IRS may consider relocation payments as income. The preceding statement is not tendered as legal advice in regard to tax consequences, and displacees should consult with their own tax advisor or legal counsel to determine the current status of such payments.

(IRS Circular 230 disclosure: To ensure compliance with requirements imposed by the IRS, we inform you that any tax advice contained in this communication (including any attachments) was not intended or written to be used, and cannot be used, for the purpose of (i) avoiding tax-related penalties under the Internal Revenue Code or (ii) promoting marketing or recommending to another party any matters addressed herein)

13. NON-DISCRIMINATION AND FAIR HOUSING

No person shall on the grounds of race, color, national origin or sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under the Displacing Agency's relocation assistance program pursuant to Title VI of the Civil Rights Act of 1964, Title VIII of the Civil Rights Act of 1968, and other applicable state and federal anti-discrimination and fair housing laws. You may file a complaint if you believe you have been subjected to discrimination. For details contact the Displacing Agency.

14. ADDITIONAL INFORMATION AND ASSISTANCE AVAILABLE

Those responsible for providing you with relocation assistance hope to assist you in every way possible to minimize the hardships involved in relocating to a new home. Your cooperation will be helpful and greatly appreciated. If you have any questions at any time during the process, please do not hesitate to contact your relocation agent at Overland, Pacific & Cutler.

EXHIBIT C: Informational Statement - Commercial

Relocation Assistance Informational Statement For Business, Farm & Nonprofit

(CA State)

Displacing Agency:

City of Santee

Project Name:

**Prospect Avenue
Corridor Enhancement Project**

Displacing Agency Representative:



**Overland, Pacific & Cutler, Inc.
438 Camino Del Rio South Suite 213
San Diego, CA 92108
Phone: 619-688-7980**

Spanish speaking agents are available. Si necesita esta información en español, por favor llame a su agente.



Informational Statement for Business, Farm & Non-Profit

(CA State)

Introduction

The property on which you now conduct your business is in an area to be improved by, or financed through, the Displacing Agency. If and when the project proceeds, and it is necessary for you to move from the property, you may be eligible for certain benefits. You will be notified in a timely manner as to the date by which you must move. Please read this information, as it will be helpful to you in determining your eligibility and the amount of the relocation benefits you may receive under the law. You will need to provide adequate and timely information to determine your relocation benefits. The information is voluntary, but if you don't provide it, you may not receive the benefits or it may take longer to pay you. We suggest you save this informational statement for reference.

The Displacing Agency has retained the professional firm of **Overland, Pacific & Cutler, Inc. (OPC)** to provide relocation assistance to you. The firm is available to explain the program and benefits. Their address and telephone number is listed on the cover.

PLEASE DO NOT MOVE PREMATURELY. THIS IS NOT A NOTICE TO VACATE THE PROPERTY. However, if you desire to move sooner than required, you must contact your agent at Overland, Pacific & Cutler, Inc., so you will not jeopardize any benefits. This is a general informational brochure only, and is not intended to give a detailed description of either the law or regulations pertaining to the Displacing Agency's relocation assistance program.

Please continue to pay your rent to your current landlord, otherwise you may be evicted and jeopardize the relocation benefits to which you may be entitled to receive. Once the Displacing Agency acquires the property, you will also be required to pay rent to the Displacing Agency.

Summary of Available Relocation Assistance:

- A. Advisory assistance to explain the relocation process, the related eligibility requirements, the procedures for obtaining reimbursement for moving expenses and referrals to suitable replacement locations.
- B. Payment for your moving expenses. You may receive one of the following options:
 - Option 1: A Payment for Actual Reasonable Moving and Related Expenses; or**
 - Option 2: A Fixed Payment In Lieu of a Payment for Actual Moving and Related Expenses**
- C. Other help to reestablish your business and minimize the impact of the move including help in preparing claim forms to request relocation payments.

If you disagree with the Displacing Agency's decision as to your right to a relocation payment, or the amount of the payment, you may appeal that decision.

GENERAL RELOCATION QUESTIONS

1. How will I know I am eligible for relocation assistance?

Ordinarily, eligibility begins on the date the owner of the property receives the Displacing Agency's initial written offer to purchase the property. Therefore, you should not move before that date or receiving a notice of eligibility. If you do, you may not be eligible for relocation assistance.

2. How will the Displacing Agency know how much help I need?

You will be contacted at an early date and personally interviewed by an agent of the Displacing Agency. The interviewer will want to get information about your current operation, as well as identify movable personal property and non-movable improvements, determine your needs and preferences for a replacement location, estimate the time required to vacate the premises and your need for advance payments. During the interview, you may want to discuss other issues relative to your move. It is to your advantage to provide as much information as possible so that the Displacing Agency, through its relocation agent, can assist you in moving with a minimum of hardship. The information you give will be kept in confidence.

3. How Soon Will I Have to Move?

Every reasonable effort will be made to provide you with sufficient time to find a suitable replacement location and reestablish your business. If possible, a mutually agreeable date for the move will be worked out. Unless there is an urgent need for the property (e.g., your occupancy would present a health or safety emergency), you will not be required to move without at least 90 days advance written notice. It is important, however, that you keep in close contact with the Displacing Agency so that you are aware of the time schedule for carrying out the project and the approximate date by which you will have to move.

4. I Own the Property. Will I Be Paid for It Before I Have to Move?

If you reach a voluntary agreement to sell your property to the Displacing Agency, you will not be required to move before you receive the agreed purchase price. If the property is acquired through an eminent domain proceeding, you cannot be required to move before the estimated fair market value of the property has been deposited with the court. (You should be able to withdraw this amount immediately, less any amounts necessary to pay off any mortgage or other liens on the property and to resolve any special ownership problems. Withdrawal of your share of the money will not affect your right to seek additional compensation for your property).

5. Will I Have to Pay Rent to the Displacing Agency Before I Move?

You may be required to pay a fair rent to the Displacing Agency for the period between the acquisition of your property and the date that you move. Your rent and the terms of your tenancy will be generally the same as in the prior arrangement.

6. How Will I Find a Replacement Location?

Your relocation agent will provide you with current and continuing information on available replacement locations that meet your needs. You will also be provided with the names of local real estate agents and brokers who can assist you in finding the type of replacement location you require. However, you are urged to take an active role in identifying, and relocating to, a location of your choice. No one knows your needs better than you do. You will want a facility that provides sufficient space for your planned activities. You will also want to ensure that there are no zoning or other requirements which will unduly restrict your planned operations. Your relocation agent will explain which kind of moving costs are eligible for reimbursement and which are not eligible. That will enable you to carry out your move in the most advantageous manner.

7. What Other Assistance Will Be Available to Help Me?

In addition to help in finding a suitable replacement location, your relocation agent will help you secure the services of outside specialists, as necessary, to plan the move, as well as provide assistance during the actual move and in the reinstallation of machinery and/or other personal property. The range of services depends on the needs of the business being displaced. You should ask the Displacing Agency's relocation agent to tell you about the specific services that will be available to you.

8. I Have a Replacement Location and Want to Move. What Should I Do?

Before you make any arrangements to move, notify the Displacing Agency's relocation agent, in writing, of your intention to move. This should be done at least 30 days before the date you begin your move. The Displacing Agency will discuss the move with you and advise you of the relocation payment(s) for which you may be eligible, the requirements to be met, and how to obtain a payment.

9. I Plan to Discontinue My Business Rather than Move. What Should I Do?

If you have decided to discontinue your business rather than reestablish it, you may still be eligible to receive a payment. Contact the Displacing Agency's relocation agent and discuss your decision to discontinue your business. You will be informed of the payment, if any, for which you may be eligible, the requirements to be met, and how to obtain your payment.

10. What Kinds of Payments for Moving Expenses Will I Receive?

Every business is eligible for a relocation payment to cover the reasonable cost of moving. Assuming you meet certain eligibility criteria, you may choose one of the following options:

Option 1: A Payment for Actual Reasonable Moving and Related Expenses; or

Option 2: A Fixed Payment In Lieu of Moving and Related Expenses

These payment options are described below:

Option 1: Payment for Actual Reasonable Moving and Related Expenses

If you choose a Payment for Actual Reasonable Moving And Related Expenses, you may claim the cost of:

1. Transportation of personal property from your present location to the replacement location. (Generally, transportation costs are limited to a distance of 50 miles. If you plan to move beyond 50 miles, discuss your planned move with the Displacing Agency.)
2. Packing, crating, uncrating, and unpacking personal property.
3. Disconnecting, dismantling, removing, reassembling, and reinstalling relocated machinery, equipment, and other personal property, and certain substitute personal property. This includes connection to utilities available within the building. It also includes modifications to the personal property, including those mandated by Federal, State or local law, code or ordinance, necessary to adapt it to the replacement structure, the replacement site, or the utilities at the replacement site, and modifications necessary to adapt the utilities at the replacement site to the personal property.
4. Storage of the personal property determined to be necessary by the Displacing Agency, not to exceed 12 months, unless the Displacing Agency determines that a longer period is warranted.
5. Insurance for the replacement value of the personal property in connection with the move and necessary storage.
6. The replacement value of property lost, stolen or damaged in the process of moving (not through fault or negligence of the displaced person, his or her agent or employee), where insurance covering such loss, theft or damage is not reasonably available.
7. Any license, permit, fees or certification required of your business at the replacement location. However, the payment may be based on the remaining useful life of the existing license, permit, fees or certification.
8. Reasonable and preauthorized professional services, the Displacing Agency determines to be necessary for (i) planning the move of the personal property, (ii) moving the personal property, and (iii) installing the relocated personal property at the replacement location.
9. Re-lettering signs and replacing stationary on hand at the time of displacement that is made obsolete as a result of the move.
10. Actual direct loss of personal property incurred as a result of moving or discontinuing your business. The payment will consist of the lesser of:
 - (i) The fair market value in place of the item, as is for continued use at the displacement site, less the proceeds from its sale. (To be eligible for payment, you must make a good faith effort to sell the personal property, unless the Displacing Agency determines that such effort is not necessary. When payment for property loss is claimed for goods held for sale, the fair market value will be based on the cost of the goods to the business, not the potential selling price.); or
 - (ii) The estimated cost of moving the item as is, but with no allowance for storage; or for reconnecting a piece of equipment if the equipment is in storage or not being used at the acquired site. (If you elect to discontinue your business, the estimated cost will be based on a moving distance of 50 miles.)

11. Purchase of substitute personal property. If an item of personal property which is used as part of your business is not moved but is promptly replaced with a substitute item that performs a comparable function at the replacement site, you will be entitled to payment for the lesser of:
 - (i) The cost of the substitute item, including installation costs at the replacement site, minus any proceeds from the sale or trade-in of the replaced item; or
 - (ii) The estimated cost of moving and reinstalling the replaced item but with no allowance for storage. At the Displacing Agency's discretion, the estimated cost for a low cost or uncomplicated move may be based on a single bid or estimate.
12. The reasonable cost incurred in attempting to sell an item that is not relocated.
13. Searching for a replacement location. Your business is entitled to reimbursement for actual expenses, not to exceed \$1,000 as the Displacing Agency determines to be reasonable, which are incurred in searching for a replacement location including:
 - Transportation expenses
 - Time spent searching for a replacement location, based on a reasonable salary or earnings
 - Reasonable fees paid to real estate agents or brokers to find a replacement location (not fees related to the purchase of a site)
 - Meals and lodging away from home

The Displacing Agency representative will explain all eligible moving costs, as well as, those which are not eligible. You must be able to account for all costs that you incur, so keep all your receipts. The Displacing Agency will inform you of the documentation needed to support your claim.

You may minimize the amount of documentation needed to support your claim, if you elect to "self-move" your property. Payment for a self-move is based on the amount of an acceptable low bid or estimate obtained by the Displacing Agency. If you self-move, you may move your personal property using your own employees and equipment or a commercial mover. If you and the Displacing Agency cannot agree on an acceptable amount to cover the cost of the self-move, you will have to submit full documentation in support of your claim.

You may elect to pay your moving costs yourself and be reimbursed by the Displacing Agency or, if you prefer, you may have the Displacing Agency pay the mover directly. In either case, let the Displacing Agency know before you move. Select your mover with care. The Displacing Agency representative can help you select a reliable and reputable mover.

When a payment for "actual direct loss of personal property" or "substitute personal property" is made for an item, the estimated cost of moving the item may be based on the lowest acceptable bid or estimate obtained by the Displacing Agency. If not sold or traded-in, the item must remain at the old location and ownership of the item must be transferred to the Displacing Agency before you may receive the payment.

In addition to the reimbursable expenses described above, a small business, farm or non-profit organization may be eligible to receive a payment of up to \$10,000 for expenses actually incurred in relocating and reestablishing such operation at a replacement site. Eligible expenses must be reasonable and necessary, as determined by the Displacing Agency. They may include but are not limited to the following:

1. Repairs or improvements to the replacement real property as required by federal, state or local law, code or ordinance.
2. Modifications to the replacement property to accommodate the business operation or make replacement structures suitable for conducting the business.

3. Construction and Installation costs for exterior signage to advertise the business.
4. Provision of utilities from right-of-way to improvements on the replacement site.
5. Redecoration or replacement of soiled or worn surfaces at the replacement site, such as paint, paneling or carpeting.
6. Licenses, fees, and permits where not paid as part of moving expenses.
7. Feasibility surveys, soil testing and marketing studies.
8. Advertising of replacement location.
9. Professional services in connection with the purchase or lease of a replacement site.
10. Estimated increased costs of operation during the first 2 years at the replacement site, for such items as:
 - Lease or rental charges
 - Personal or real property taxes
 - Insurance premiums
 - Utility Charges (excluding impact fees)
11. Impact fees or one-time assessments for anticipated heavy utility usage.
12. Other items that the Displacing Agency considers essential to the reestablishment of the business.

The following is a non-exclusive listing of reestablishment expenditures not considered to be reasonable, necessary or otherwise eligible:

- Purchase of capital assets, such as, office furniture, filing cabinets, machinery or trade fixtures.
- Purchase of manufacturing materials, production supplies, product inventory, or other items used in the normal course of the business operation.
- Interior or exterior refurbishment at the replacement site, except as otherwise provided for under the business reestablishment payment.
- Interest costs associated with any relocation expense or the purchase of replacement property.
- Payment to a part-time business in the home which does not contribute materially to the household income.

Option 2: Fixed Payment In Lieu of a Payment for Actual Reasonable Moving and Related Expenses

A displaced business, non-profit organization or farm may be eligible to choose a fixed payment in lieu of the payments for actual moving and related expenses and actual reasonable reestablishment expenses. The payment may not be less than \$1,000.00 or more than \$20,000.00. For a business or farm, the payment is based on the average annual net earnings before Federal, State and local income taxes during the 2 taxable years immediately prior to the taxable year in which it was displaced. For a non-profit organization, the payment is based on the average of 2 years annual gross revenues less administrative expenses.

In order to qualify for this payment, the Displacing Agency must determine that:

A displaced business:

1. Is not operated solely for rental purposes.
2. Cannot be relocated without a substantial loss of its existing patronage, based on a consideration of all pertinent circumstances including such factors as the type of business conducted, the nature of clientele, the relative importance to the displaced business of its present and proposed location, and the availability of a suitable relocation site.
3. Is not part of a commercial enterprise having no more than three (3) other establishments which are not being acquired for a project and which is engaged in the same or similar business activities.
4. Had average annual gross receipts of at least \$5,000.00 during the two taxable years prior to displacement; or the business had average annual net earnings of at least 1,000.00 during the two taxable years prior to displacement; or the business contributed at least 33 1/3 percent of the total gross income of the owner(s) during each of the two taxable years prior to displacement.

A displaced nonprofit organization:

1. Cannot be relocated without a substantial loss of its existing patronage (the term "existing patronage" as used in connection with a nonprofit organization includes the membership, persons, community, or clientele served or affected by the activities of the nonprofit organization); and,
2. Is not a part of an enterprise having more than three (3) other establishments not being acquired which is engaged in the same or similar activity.

A displaced farm operation:

1. Must meet the definition of a farm operation prior to its acquisition.

The average annual net earnings of a business or farm operation are one-half of its net earnings before Federal, State, or local income taxes during the two (2) taxable years immediately prior to the taxable year in which it was displaced. If not in business for a full two years prior to displacement, the net earnings shall be based on the actual period of operation at the acquired site projected to an annual rate. Average net earnings may be based on a different period of time when the Displacing Agency determines it to be more equitable. Net earnings include any compensation paid to the owners of the business, a spouse or dependents. The displaced person shall furnish the Displacing Agency proof of net earnings through income tax returns, certified financial statements, or other reasonable evidence which the Displacing Agency determines is satisfactory.

For a qualified non-profit organization, gross earnings may include membership fees, class fees, cash donations, tithes and receipts from sales or other forms of fund collection that enables the non-profit organization to operate. Administrative expenses are those for administrative support such as rent, utilities, salaries, advertising and other like items as well as fund raising expenses. Operating expenses for carrying out the purposes of the non-profit organization are not included in administrative expenses. The monetary receipts and expense amounts may be verified with certified financial statements or financial documents required by public agencies.

The Displacing Agency will inform you as to your eligibility for this payment option and the documentation you must submit to support your claim. **Remember, when you elect to take this payment option you are not entitled to reimbursement for any other moving expenses, i.e. Option A described above.**

11. I Own an Outdoor Advertising Display. What Relocation Payment Will I Receive?

As the owner of an outdoor advertising display, you are eligible for a Relocation Payment For Actual Reasonable Moving and Related Expenses. You are not eligible to receive a Payment In Lieu Of a Payment For Actual Reasonable Moving and Related Expenses.

If you choose not to relocate or replace the sign, the payment for "direct loss of personal property" would be the lesser of: (1) the depreciated reproduction cost of the sign, as estimated by the Displacing Agency, less the proceeds from its sale, or (2) the estimated cost of moving the sign without temporary storage. The Displacing Agency will inform you as to the exact costs that may be reimbursed.

12. How do I File a Claim for a Relocation Payment?

You must file a claim for a relocation payment. The Displacing Agency will provide you with the required claim forms, assist you in completing them, and explain the type of documentation that you must submit in order to receive your relocation payments. If you must pay any relocation expenses before you move (e.g., because you must provide a security deposit if you lease your new location), discuss your financial needs with the Displacing Agency. You may be able to obtain an advance payment. An advance payment may be placed in "escrow" to ensure that the move will be completed on a timely basis.

If you are a tenant, you must file your claim within 18 months after the date you move. If you own the property, you must file within 18 months after the date you move, or the date you receive the final acquisition payment, whichever is later. However, it is to your advantage to file as soon as possible after you move. The sooner you submit your claim, the sooner it can be processed and paid. If you are unable to file your claim within 18 months, the Displacing Agency may extend this period.

You will be paid promptly after you file an acceptable claim. If there is any question regarding your right to a relocation payment or the amount of the payment, you will be notified, in writing, of the problem and the action you may take to resolve the matter.

13. Non-Discrimination

No person shall on the grounds of race, color, national origin or sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under the Displacing Agency's relocation assistance program pursuant to Title VI of the Civil Rights Act of 1964, Title VIII of the Civil Rights Act of 1968, and other applicable state and federal anti-discrimination laws. You may file a complaint if you believe you have been subjected to discrimination. For details contact the Displacing Agency.

14. Appeals

Any person aggrieved by a determination as to eligibility for, or the amount of, a payment authorized by the Displacing Agency's Relocation Assistance Program may have the appeal application reviewed by the Displacing Agency in accordance with its appeals procedure. Complete details on appeal procedures are available upon request from the Displacing Agency.

15. Tax Status of Relocation Benefits

California Government Code Section 7269 indicates no relocation payment received shall be considered as income for the purposes of the Personal Income Tax Law, Part 10 (commencing with Section 17001) of Division 2 of the Revenue and Taxation Code, or the Bank and Corporation Tax Law, Part 11 (commencing with Section 23001) of Division 2 of the Revenue and Taxation Code. Furthermore, federal regulations (49 CFR Part 24, Section 24.209) also indicate that no payment received under this part (Part 24) shall be considered as income for the purpose of the Internal Revenue Code of 1954, which has been redesignated as the Internal Revenue Code of 1986. No federal dollars are anticipated for this project. Therefore, federal regulations may not apply and the IRS may consider relocation payments as income.

The preceding statement is not tendered as legal advice in regard to tax consequences, and displacees should consult with their own tax advisor or legal counsel to determine the current status of such payments.

(IRS Circular 230 disclosure: To ensure compliance with requirements imposed by the IRS, we inform you that any tax advice contained in this communication (including any attachments) was not intended or written to be used, and cannot be used, for the purpose of (i) avoiding tax-related penalties under the Internal Revenue Code or (ii) promoting marketing or recommending to another party any matters addressed herein)

16. Additional Information

If you have further questions after reading this brochure, contact **Overland, Pacific & Cutler, Inc.** and discuss your concerns with your relocation agent. You may wish to review the California Relocation Assistance Act regulations which describe the relocation process in more detail.

EXHIBIT D: Public Comments and Response

City of Santee
COUNCIL AGENDA STATEMENT

6C

MEETING DATE June 12, 2013 **AGENDA ITEM NO.**

ITEM TITLE **AWARD OF CONTRACT FOR HVAC INSTALLATION & IMPROVEMENT PROJECT FOR CITY HALL DATA ROOM AND TOWN CENTER COMMUNITY PARK**

DIRECTOR/DEPARTMENT Bill Maertz, Community Services *PBM by PRB*
Pedro Orso-Delgado, Development Services *POD*

SUMMARY The concession building at Town Center Community Park East has a south facing glass vendor window (curtain wall) that faces the artificial fields. Due to County Health requirements, the doors to the building must remain closed. As such, the lack of adequate air flow discharging the heat emanating from the various cooking appliances is creating an unsafe temperature level. Staff is proposing to install an air conditioning system to mitigate this condition. Staff is recommending a fast track approval and installation of the HVAC unit prior to the start of youth football season.

The City Hall data room houses the traffic signal server which is critical for the operations of the City's traffic operations center, in addition to housing all City network servers. The HVAC unit for the room which is over 20 years old and at the end of its service life needs to be replaced with the addition of a backup system in order to ensure that the server operates properly.

Projected completion dates for this contract are July 9th for the concession building and August 13th for the data room.

The project was put out for formal bid with bids being due Friday, June 7, 2013 at 11:00 a.m. No bids were received for the project. Staff is investigating the possibility of securing the services through a cooperative "piggyback" style purchasing arrangement and will be presenting this option for Council's consideration at the meeting. Staff will be seeking direction from Council to award the contract based on the options presented.

jm
FINANCIAL STATEMENT

Funding for the installation of the HVAC unit at the Town Center Community Park concession building is included in the FY 2012-13 General Park Improvements capital improvement program budget. Funding for the replacement of the HVAC unit for the City Hall data room is included in the FY 2012-13 City Hall HVAC Replacement capital improvement program budget.

ENVIRONMENTAL REVIEW

This is categorically exempt from the California Environmental Quality Act ("CEQA") pursuant to section 15301 (maintenance of existing structures, facilities or mechanical equipment).

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *POD fw KT*
Award the contract based on the options presented by staff.

ATTACHMENTS None