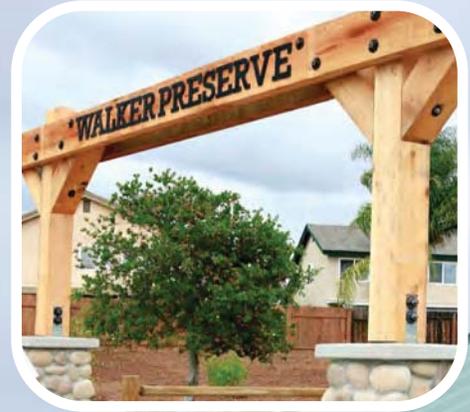


# City of Santee California

## AMENDED Operating Budget



**Fiscal Years  
2015-16 & 2016-17**



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(Front Cover)

**AMENDED  
OPERATING BUDGET  
CITY OF SANTEE, CALIFORNIA  
Fiscal Years 2015-16 and 2016-17**



**MAYOR**

Randy Voepel, Mayor

**COUNCIL MEMBERS**

Jack E. Dale, Vice Mayor  
Ronn Hall, Council Member  
Rob McNelis, Council Member  
John W. Minto, Council Mayor

**EXECUTIVE MANAGEMENT**

City Manager, Marlene D. Best  
City Attorney, Shawn Hagerty  
City Clerk, Patsy Bell  
Director of Finance/Treasurer, Tim K. McDermott  
Assistant to the City Manager, Kathy Valverde  
Director of Community Services, Bill Maertz  
Director of Development Services, Melanie Kush  
Director of Fire & Life Safety, Richard Smith  
Director of Human Resources, Jessie Bishop  
Sr. Economic Development Coordinator, Pamela A. White  
Sheriff Captain, Anthony Ray

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**CITY OF SANTEE, CALIFORNIA**  
**AMENDED OPERATING BUDGET**  
**Fiscal Years 2015-16 and 2016-17**

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**CITY OF SANTEE, CALIFORNIA**  
**AMENDED OPERATING BUDGET**  
**Fiscal Years 2015-16 and 2016-17**

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# INTRODUCTION



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RESOLUTION NO. 081-2016

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE,  
CALIFORNIA, AMENDING THE TWO-YEAR OPERATING BUDGET FOR FISCAL  
YEARS 2015-16 AND 2016-17 AND THE CAPITAL IMPROVEMENT PROGRAM  
BUDGET FOR FISCAL YEAR 2016-17

**WHEREAS**, the City Council of the City of Santee adopted the Two Year Operating Budget for Fiscal Years 2015-16 and 2016-17 by Resolution No. 054-2015 on June 24, 2015; and

**WHEREAS**, the City Council of the City of Santee adopted the Capital Improvement Program Budget for Fiscal Years 2015-16 and 2016-17 by Resolution No. 055-2015 on June 24, 2015; and

**WHEREAS**, the City Manager has prepared and submitted to the City Council for its review and approval certain budget amendments for fiscal years 2015-16 and 2016-17; and

**WHEREAS**, the City Council desires to amend the fiscal years 2015-16 and 2016-17 operating and capital improvement program budgets.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Santee, California, does hereby find, determine and declare as follows:

**SECTION 1:** The fiscal years 2015-16 and 2016-17 budget amendments as submitted by the City Manager, including all changes directed by the City Council, are approved and adopted.

**SECTION 2:** The monies necessary to offset the expenditures for the fiscal years 2015-16 and 2016-17 budget amendments as adopted by the City Council pursuant to Section 1 hereof, are authorized by this section to be appropriated out of the funds available to the City during said fiscal years.

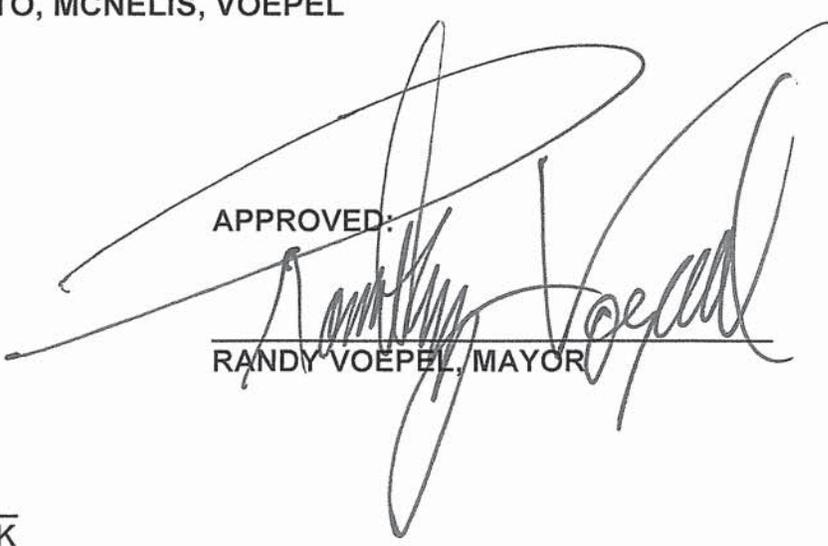
**ADOPTED** by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 13<sup>th</sup> day of July, 2016, by the following roll call vote to wit:

**AYES:** HALL, MINTO, MCNELIS, VOEPEL

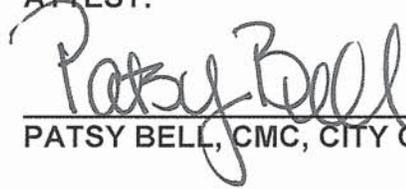
**NOES:** NONE

**ABSENT:** DALE

APPROVED:

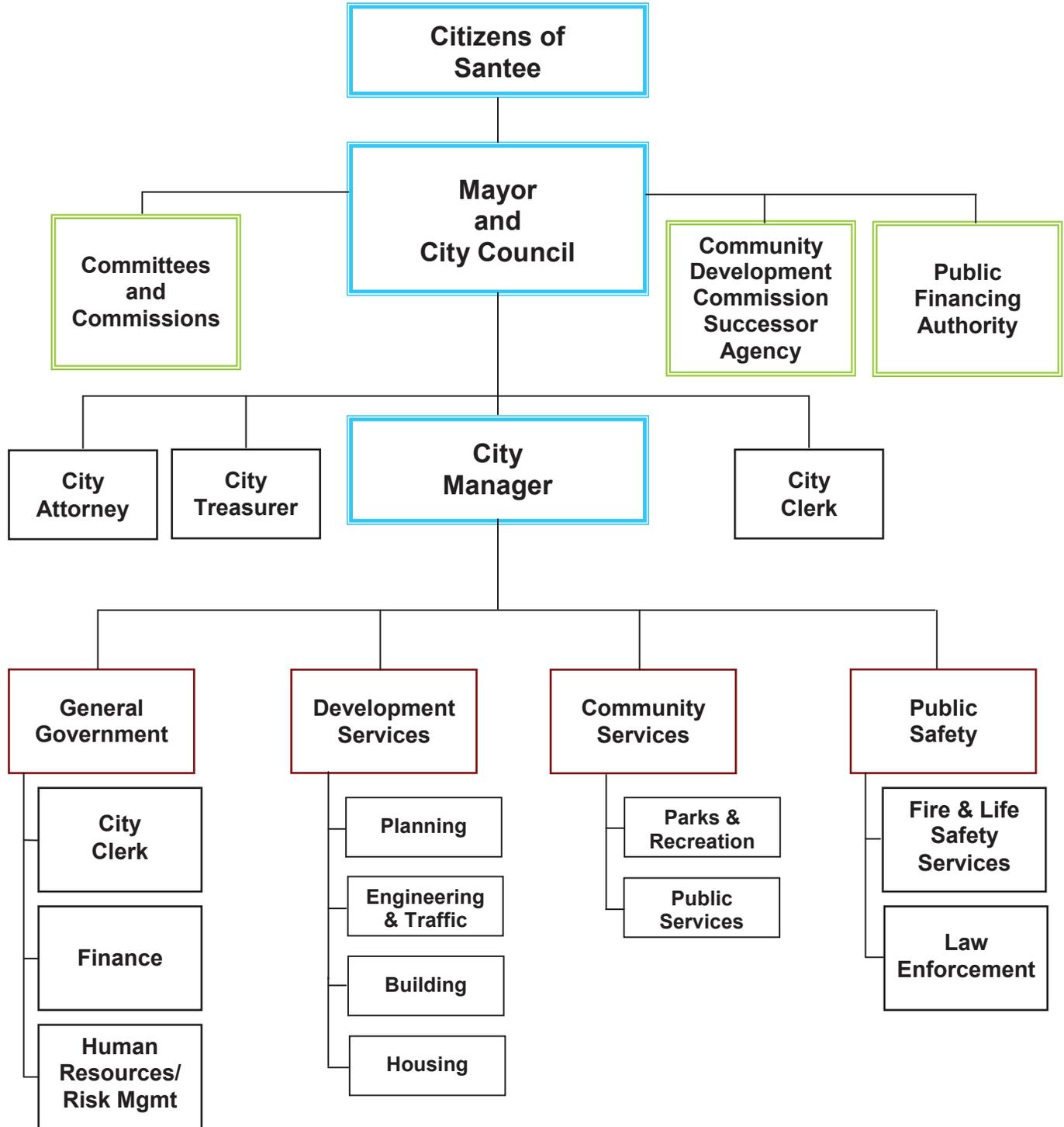
  
RANDY VOEPEL, MAYOR

ATTEST:

  
PATSY BELL, CMC, CITY CLERK

**CITY OF SANTEE  
ORGANIZATIONAL CHART**

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# CITY OF SANTEE COMMUNITY PROFILE



Date Incorporated	December 1, 1980
City Charter	Voter Approved November 4, 2008
Form of Government	Council - Manager
City Employment (funded positions)	129
Population (as of 01/01/16)	56,757
Number of Registered Voters (as of 09/09/16)	29,955
Median Household Income (2015)	78,865
Median Housing Cost (March 2016)	\$467,000
Area	16.6 square miles
Streets (miles)	140.3
Elevation	350 ft.



## MISSION

We honor the public trust and serve our community by providing quality services and programs to promote economic prosperity, safety, social well being and a healthy environment.

## VISION

Exceptional and dedicated people working together for a dynamic and progressive City where family, community and diversity are embraced.

## VALUES

### Accountability

Taking responsibility and ownership for actions and their results.

### Visionary

Exemplifying innovation and initiative.

### Integrity

Dedication to honest and ethical actions in public service.

### Professionalism

Demonstrating high standards of performance, service or teamwork with responsiveness, courtesy and respect.

### Commitment

Displaying dedication and loyalty to the community, organization or profession.



# GENERAL FUND



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**CITY OF SANTEE  
GENERAL FUND  
SUMMARY OF REVENUES AND EXPENDITURES  
FY 2015-16 AMENDED BUDGET**

	<u>FY 2015-16 Current Budget</u>	<u>FY 2015-16 Amended Budget</u>	<u>Increase (Decrease)</u>
Revenues	\$ 38,918,130	\$ 39,777,200	\$ 859,070
Expenditures by Department:			
City Council	393,380	393,380	-
City Attorney	418,000	418,000	-
City Manager	825,740	866,500	40,760
Information Technology	357,530	357,530	-
Animal Control	343,010	343,010	-
City Clerk	365,850	365,850	-
Human Resources	478,790	478,790	-
Risk Management	347,940	357,900	9,960
Finance	1,236,520	1,236,520	-
Development Services (total):	3,873,770	4,067,120	193,350
Engineering	2,119,550	2,119,550	-
Planning	899,910	899,910	-
Building	724,330	917,680	193,350
Code Compliance	129,980	129,980	-
Community Services (total):	4,344,756	4,344,756	-
Administration	503,750	493,750	(10,000)
Public Services - Maintenance	2,928,380	2,928,380	-
Solid Waste	53,448	53,448	-
Facility Operations	66,210	66,210	-
Recreation	495,040	505,040	10,000
Senior Programs	750	750	-
Teen Center	58,338	58,338	-
Special Events	197,960	197,960	-
Skate Park	40,880	40,880	-
Law Enforcement	12,643,640	12,643,640	-
Fire and Life Safety (total):	11,561,600	11,561,600	-
Administration	936,420	936,420	-
Emergency Operations	7,569,160	7,569,160	-
Emergency Medical	2,660,430	2,660,430	-
Emergency Preparedness	11,120	11,120	-
Grants	58,194	62,380	4,186
Fleet Operations and Maintenance	326,276	322,090	(4,186)
Debt Service	203,500	203,500	-
Total Operating Expenditures	<u>37,394,026</u>	<u>37,638,096</u>	<u>244,070</u>
Revenues Over (Under) Expenditures	1,524,104	2,139,104	615,000
Transfers to Vehicle Replacement Fund	(895,000)	(895,000)	-
Transfers to Capital Projects Fund	<u>(1,252,530)</u>	<u>(1,252,530)</u>	<u>-</u>
Change in Fund Balance	(623,426)	(8,426)	615,000
Fund Balance, Beg. of Year	<u>8,154,000</u>	<u>8,272,692</u>	<u>118,692</u>
Fund Balance, End of Year	<u>\$ 7,530,574</u>	<u>\$ 8,264,266</u>	<u>\$ 733,692</u>

**CITY OF SANTEE  
GENERAL FUND  
SUMMARY OF REVENUES AND EXPENDITURES  
FY 2016-17 AMENDED BUDGET**

	<u>FY 2016-17 Adopted Budget</u>	<u>FY 2016-17 Amended Budget</u>	<u>Increase (Decrease)</u>
Revenues	\$ 38,181,070	\$ 38,769,100	\$ 588,030
Expenditures by Department:			
City Council	409,680	406,870	(2,810)
City Attorney	368,000	398,000	30,000
City Manager	794,480	732,470	(62,010)
Information Technology	344,950	381,080	36,130
Animal Control	359,290	354,890	(4,400)
City Clerk	384,980	392,010	7,030
Human Resources	446,270	480,800	34,530
Risk Management	334,970	417,300	82,330
Finance	1,251,600	1,229,800	(21,800)
Development Services (total):	3,923,160	3,854,860	(68,300)
Engineering	2,145,090	2,134,300	(10,790)
Planning	914,790	837,600	(77,190)
Building	724,520	743,720	19,200
Code Compliance	138,760	139,240	480
Community Services (total):	4,251,660	4,241,800	(9,860)
Administration	496,980	470,950	(26,030)
Public Services - Maintenance	2,831,050	2,830,100	(950)
Solid Waste	37,730	40,200	2,470
Facility Operations	69,900	71,180	1,280
Recreation	490,870	480,020	(10,850)
Senior Programs	750	750	-
Teen Center	75,590	77,090	1,500
Special Events	205,580	227,190	21,610
Skate Park	43,210	44,320	1,110
Law Enforcement	13,094,570	14,001,570	907,000
Fire and Life Safety (total):	11,761,150	11,999,430	238,280
Administration	752,630	774,330	21,700
Emergency Operations	7,900,180	8,024,820	124,640
Emergency Medical	2,750,470	2,836,300	85,830
Emergency Preparedness	10,350	10,350	-
Fleet Operations and Maintenance	347,520	353,630	6,110
Debt Service	202,300	202,300	-
Total Operating Expenditures	<u>37,927,060</u>	<u>39,093,180</u>	<u>1,166,120</u>
Revenues Over (Under) Expenditures	254,010	(324,080)	(578,090)
Transfers to Vehicle Replacement Fund	(200,000)	(300,000)	(100,000)
Transfers to Capital Projects Fund	<u>-</u>	<u>-</u>	<u>-</u>
Change in Fund Balance	54,010	(624,080)	(678,090)
Fund Balance, Beg. of Year	<u>7,575,570</u>	<u>8,264,266</u>	<u>688,696</u>
Fund Balance, End of Year	<u>\$ 7,629,580</u>	<u>\$ 7,640,186</u>	<u>\$ 10,606</u>

**CITY OF SANTEE  
GENERAL FUND  
REVENUE DETAIL  
FY 2015-16 REVISED ESTIMATES**

General Fund	FY 2014-15 Actual	FY 2015-16 Current	FY 2015-16 Revised	Increase (Decrease)
Property Taxes	8,723,501	9,174,000	9,124,800	(49,200)
Property Taxes-Redev. Resid. Dist.	802,356	944,900	621,500	(323,400)
Property Taxes in Lieu (of VLF)	4,698,304	4,926,600	4,914,100	(12,500)
Sales and Use Tax	8,723,830	10,041,400	10,768,200	726,800
Sales Tax in Lieu ("Triple Flip")	2,768,875	2,556,400	2,764,000	207,600
Less: Location Agreement Payment	(1,161,083)	(961,000)	(1,390,600)	(429,600)
Transient Occupancy Tax	431,550	438,800	478,100	39,300
Franchise Fees	2,875,723	2,873,100	2,915,700	42,600
Sycamore Landfill Fees	293,430	299,300	306,700	7,400
Real Property Transfer Tax	188,717	185,500	238,600	53,100
Business Licenses	115,761	117,300	116,800	(500)
SB 1186 Surcharge	2,054	2,100	2,000	(100)
Alarm Permits	792	900	1,020	120
Planning and Engineering Fees	467,822	409,500	685,500	276,000
Fire Permit/Service Fees	42,825	42,500	43,000	500
Fire Reimbursements	255,325	80,000	86,300	6,300
Building Permits/Plan Check Fees	988,896	1,009,800	1,240,700	230,900
Vehicle/Traffic Safety Fines	158,204	150,000	145,000	(5,000)
Admin Tow Fees	15,207	15,000	20,400	5,400
Other Fines and Forfeitures	20,215	18,000	23,600	5,600
Parking Citations	17,785	20,000	12,600	(7,400)
Cost Recovery Restitution/Subrogation	525	200	13,000	12,800
Interest Income	50,780	90,000	85,000	(5,000)
Rental Income	65,302	45,600	54,900	9,300
City Facilities-Sportsplex	168,947	162,000	173,600	11,600
City Facilities-Civic Center	32,636	34,000	37,500	3,500
Teen Center/Skate Park	7,666	6,200	8,800	2,600
Parks, Fields & Lighting	161,991	150,000	175,900	25,900
AVA Reimbursements	197,693	-	-	-
Motor Vehicle License Fees	23,787	25,000	22,500	(2,500)
Miscellaneous Income	208,706	444,500	464,300	19,800
Insurance Dividends	150,250	60,000	178,700	118,700
SB90 Claims (Mandated Costs)	86,460	20,000	42,400	22,400
CSA 69 Paramedic Services	2,337,030	2,660,430	2,650,930	(9,500)
Fire Services - FTES	17,309	19,300	11,000	(8,300)
CSA 115 Fire Services	199,978	348,900	403,400	54,500
Assessments/Fire Benefit Fee	925,588	980,000	990,000	10,000
Charges to Other Funds	1,295,993	1,322,000	1,106,500	(215,500)
Grant Claim Reimbursements	114,004	101,900	93,890	(8,010)
Code Compliance	11,201	9,000	28,100	19,100
Special Events	97,804	85,000	105,000	20,000
Donations	1,143	-	3,760	3,760
Operating Transfers In	10,000	10,000	10,000	-
<b>TOTAL GENERAL FUND</b>	<b>36,594,882</b>	<b>38,918,130</b>	<b>39,777,200</b>	<b>859,070</b>

**CITY OF SANTE  
GENERAL FUND  
REVENUE DETAIL  
FY 2016-17 REVISED ESTIMATES**

General Fund	FY 2015-16 Revised	FY 2016-17 Adopted	FY 2016-17 Revised	Increase (Decrease)
Property Taxes	9,124,800	9,467,700	9,472,400	4,700
Property Taxes-Redev. Resid. Dist.	621,500	978,100	1,093,900	115,800
Property Tax in Lieu (of VLF)	4,914,100	5,099,100	5,125,500	26,400
Sales and Use Tax	10,768,200	11,986,100	12,644,000	657,900
Sales Tax in Lieu ("Triple Flip")	2,764,000	-	-	-
Less: Location Agreement Payment	(1,390,600)	(989,900)	(1,390,600)	(400,700)
Transient Occupancy Tax	478,100	448,000	490,800	42,800
Franchise Fees	2,915,700	2,875,400	2,912,100	36,700
Sycamore Landfill Fees	306,700	299,300	307,000	7,700
Real Property Transfer Tax	238,600	185,500	226,600	41,100
Business Licenses	116,800	119,600	117,800	(1,800)
SB 1186 Surcharge	2,000	2,200	2,100	(100)
Alarm Permits	1,020	900	1,000	100
Planning and Engineering Fees	685,500	429,600	518,800	89,200
Fire Permit/Service Fees	43,000	42,500	42,500	-
Fire Reimbursements	86,300	80,000	87,000	7,000
Building Permits/Plan Check Fees	1,240,700	1,010,700	1,006,500	(4,200)
Vehicle/Traffic Safety Fines	145,000	150,000	145,000	(5,000)
Admin Tow Fees	20,400	15,000	17,200	2,200
Other Fines and Forfeitures	23,600	18,000	23,600	5,600
Parking Citations	12,600	20,000	12,600	(7,400)
Cost Recovery Restitution/Subrogation	13,000	200	200	-
Interest Income	85,000	108,000	98,000	(10,000)
Rental Income	54,900	45,600	52,700	7,100
City Facilities-Sportsplex	173,600	162,000	175,000	13,000
City Facilities-Civic Center	37,500	35,700	37,500	1,800
Teen Center/Skate Park	8,800	7,000	8,000	1,000
Parks, Fields & Lighting	175,900	151,000	167,000	16,000
AVA Reimbursements	-	-	-	-
Motor Vehicle License Fees	22,500	25,000	21,000	(4,000)
Miscellaneous Income	464,300	13,000	14,000	1,000
Insurance Dividends	178,700	60,000	80,000	20,000
SB90 Claims (Mandated Costs)	42,400	20,000	23,000	3,000
CSA 69 Paramedic Services	2,650,930	2,750,470	2,836,300	85,830
Fire Services - FTES	11,000	19,300	11,000	(8,300)
CSA 115 Fire Services	403,400	116,000	105,000	(11,000)
Assessments/Fire Benefit Fee	990,000	1,030,000	1,061,400	31,400
Charges to Other Funds	1,106,500	1,296,000	1,098,100	(197,900)
Grant Claim Reimbursements	93,890	-	-	-
Code Compliance	28,100	9,000	15,100	6,100
Special Events	105,000	85,000	100,000	15,000
Donations	3,760	-	-	-
Operating Transfers In	10,000	10,000	10,000	-
<b>TOTAL GENERAL FUND</b>	<b>39,777,200</b>	<b>38,181,070</b>	<b>38,769,100</b>	<b>588,030</b>

**CITY OF SANTEE  
SUMMARY OF FUNDED POSITIONS**

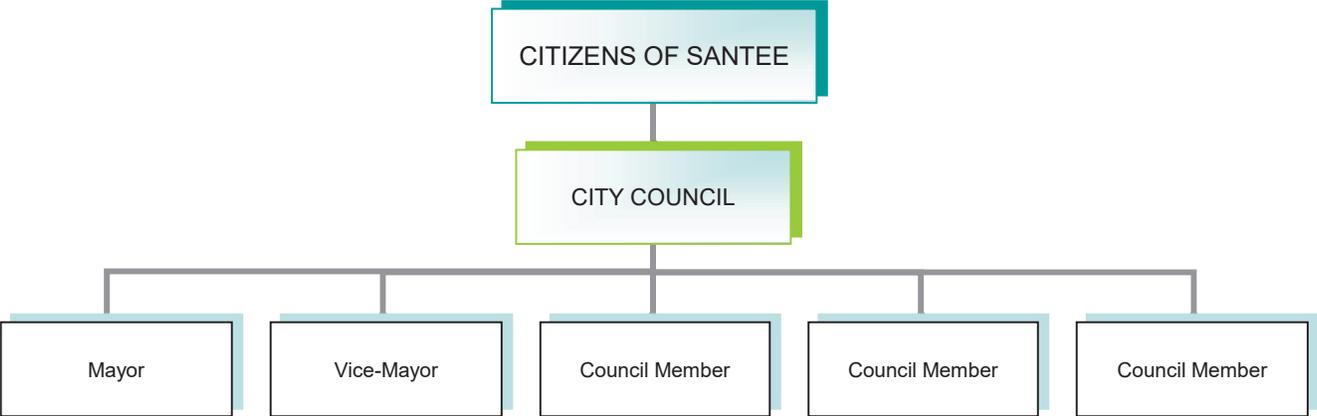
	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>GENERAL FUND</b>				
City Council	5.50	5.50	5.50	5.50
City Manager	3.50	3.50	4.00	4.00
Information Technology	-	-	2.00	2.00
City Clerk	1.75	2.00	2.50	2.50
Human Resources	3.00	3.00	3.00	3.00
Finance	8.00	8.00	8.00	8.00
Development Services	20.70	21.20	21.20	21.20
Community Services	19.38	21.09	22.09	22.09
Fire and Life Safety	58.00	58.60	58.60	57.60
<b>Total General Fund</b>	119.83	122.89	126.89	125.89
<b>Recreation Revolving Fund</b>	0.62	0.91	0.91	0.91
<b>Mobile Home Park Ord. Admin. Fund</b>	0.30	0.30	0.30	0.30
<b>Total Funded Positions</b>	120.75	124.10	128.10	127.10

Note: does not include part-time temporary (non-benefitted) positions

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**CITY OF SANTEE  
CITY COUNCIL**

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# CITY OF SANTEE

## CITY COUNCIL

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### **Mission Statement**

The mission of the City of Santee is to honor the public trust and serve our community by providing quality services and programs to promote economic prosperity, safety, social well being and a healthy environment.

### **Program Description**

The City Council serves as the legislative and policy-making body of the City of Santee. The City Council establishes policy, approves contracts and agreements, and adopts an annual budget. The City Council enacts ordinances and resolutions essential for governing the affairs of the City as well as adopting measures that may be necessary for the protection of the health, safety, welfare and property of the City's residents. The City Council represents the interests of the community at local, regional, state and federal levels.

### **2013-2015 Accomplishments**

- Maintained fiscal stability while continuing to provide a high level of service to citizens
- Achieved steady progress in the retention and expansion of retail, commercial and industrial sectors
- Held a special strategic planning workshop to establish goals and priorities for the upcoming fiscal years
- Implemented measures to help prevent aggressive soliciting/panhandling on public property which can threaten the public health, safety and welfare of residents and visitors; and regulated consumption of alcohol in City parks in an effort to reduce criminal activities and decrease litter in the watershed
- In keeping with the City's commitment for sustainability, authorized award of a contract for street sweeping with alternative-fuel sweepers, which produce 90% less emissions than standard diesel-fuel sweepers
- Approved a Santee Park and Recreation Committee Public Art Sub-Committee and established public art guidelines for parks and recreational facilities
- Authorized a Cost Sharing Agreement to fund a water quality reference study with the San Diego Region Stormwater Copermittees and Caltrans
- Approved annexation of approximately 109-acres of land into Santee to help mitigate the impacts of the Castlerock residential project approved by the City of San Diego
- As a charter city, adopted a Local Prevailing Wage Ordinance for all public works contracts to continue to allow for the receipt and use of state funding and financial assistance
- Approved partnership in the San Diego State University SAGE Program to provide students with an opportunity to engage in meaningful real-world projects while assisting the City with projects that may otherwise be delayed

### **2015-2017 Goals and Objectives**

- Maintain emphasis on efficient delivery of City services for taxpayers and a high level of fiscal responsibility
- Uphold priority to protect the health, safety and welfare of Santee residents through effective public safety strategies
- Preserve and expand policies and programs that improve Santee's business climate
- Continue to ensure that Santee citizens are heard on matters of interest in the community

**CITY OF SANTEE  
CITY COUNCIL**

General Government City Council 1001.00.1101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Personnel	\$ 278,154	\$ 302,330	\$ 310,360	\$ 307,580
Operations & Maintenance	<u>72,456</u>	<u>86,311</u>	<u>83,020</u>	<u>99,290</u>
<b>Grand Total</b>	<u><u>\$ 350,610</u></u>	<u><u>\$ 388,641</u></u>	<u><u>\$ 393,380</u></u>	<u><u>\$ 406,870</u></u>

**SUMMARY OF FUNDED POSITIONS**

Mayor	1.00	1.00	1.00	1.00
Council Members	4.00	4.00	4.00	4.00
Confidential Secretary to City Manager/Council Members	0.50	0.50	0.50	0.50
<b>Total Positions</b>	<u><u>5.50</u></u>	<u><u>5.50</u></u>	<u><u>5.50</u></u>	<u><u>5.50</u></u>

**CITY OF SANTEE  
CITY COUNCIL**

<b>General Government City Council 1001.00.1101</b>		<b>FY 2013-14 Actual</b>	<b>FY 2014-15 Actual</b>	<b>FY 2015-16 Amended</b>	<b>FY 2016-17 Amended</b>
<b>PERSONNEL COSTS</b>					
Salaries & Wages - Regular	50010	\$ 34,304	\$ 37,119	\$ 36,660	\$ 37,790
Salaries & Wages - Mayor & City Council	50013	104,346	109,563	109,560	109,560
Overtime	50025	-	52	-	-
Sick Leave Buy Back	50036	-	-	-	430
Auto Allowance	50040	18,000	18,000	18,000	18,000
Retirement - PERS	50050	33,987	42,309	43,140	37,480
Retirement - PERS EPMC	50051	2,837	2,904	1,930	2,010
Medicare	50060	2,307	2,402	2,390	2,420
Health Insurance	50070	76,469	83,795	92,860	94,070
Dental Insurance	50071	5,716	5,996	5,630	5,630
Life Insurance	50075	62	51	50	50
Long Term Disability	50076	126	140	140	140
<b>Total Personnel</b>		<b>\$ 278,154</b>	<b>\$ 302,330</b>	<b>\$ 310,360</b>	<b>\$ 307,580</b>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Expert/Consulting Services	51040	\$ -	\$ 10,451	\$ -	\$ 15,000
Subscriptions/Memberships	51104	45,143	43,690	45,900	45,900
Professional Development	51110	2,226	9,681	10,000	10,000
Printing & Duplicating	51120	-	488	500	500
Telephone & Fax	51121	3,912	2,986	4,000	4,750
Postage	51122	39	109	100	100
Rentals/Leases - Office Equipment	51141	203	347	1,000	1,000
Materials & Supplies	51160	3,434	3,161	4,500	4,500
Recognition Program	51170	3,160	3,777	4,600	4,600
Electricity & Gas	51180	12,339	9,620	10,420	10,940
Repair/Maint - Equipment	51211	-	-	-	-
Contributions	51350	2,000	2,000	2,000	2,000
<b>Total Operations &amp; Maintenance</b>		<b>\$ 72,456</b>	<b>\$ 86,311</b>	<b>\$ 83,020</b>	<b>\$ 99,290</b>
<b>Grand Total</b>		<b>\$ 350,610</b>	<b>\$ 388,641</b>	<b>\$ 393,380</b>	<b>\$ 406,870</b>

**CITY OF SANTEE  
CITY COUNCIL**

General Government City Council 1001.00.1101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS**

<b>Expert/Consulting Services</b> This appropriation provides funding for a facilitated City Council Strategic Planning Workshop, which is anticipated to be held every other year.	\$ -	\$ 10,451	\$ -	\$ 15,000
<b>Subscriptions &amp; Memberships</b> This appropriation provides for annual membership dues with the League of California Cities, San Diego Association of Governments (SANDAG)/Criminal Justice Clearinghouse, East County Economic Development Council (ECEDC), Local Agency Formation Commission (LAFCO), and the Santee Chamber of Commerce.	45,143	43,690	45,900	45,900
<b>Professional Development</b> This appropriation provides funding for official City business related expenses for the Mayor and City Council, including travel expenses and attendance at various meetings, training seminars and workshops.	2,226	9,681	10,000	10,000
<b>Printing &amp; Duplicating</b> This account provides for outside copying and printing services for specialized letterhead, envelopes, business cards, etc.	-	488	500	500
<b>Telephone &amp; Fax</b> This account provides funding for telephone, fax, cable, internet and cellular charges associated with the City Council Offices.	3,912	2,986	4,000	4,750
<b>Postage</b> This account provides funding for all mailings and official correspondence of the Mayor and City Council.	39	109	100	100
<b>Rentals/Leases - Office Equipment</b> This appropriation provides for the City Council's portion of the annual lease payment, copy charges and maintenance of the department copy machine.	203	347	1,000	1,000
<b>Materials &amp; Supplies</b> This account provides for the purchase of office supplies and miscellaneous materials and services, including plaques and ceremonial items, expenses associated with Council appointed sub-committees, and City Council photographs when applicable.	3,434	3,161	4,500	4,500
<b>Recognition Program</b> This appropriation provides funds for the City's Mission, Vision & Values Program, the annual City Employee's Holiday Social, and supports the Santee Sheriff's Department RSVP annual holiday event.	3,160	3,777	4,600	4,600
<b>Electricity &amp; Gas</b> This account provides for the cost of gas and electricity allocated to the City Council Offices and Council Chamber.	12,339	9,620	10,420	10,940

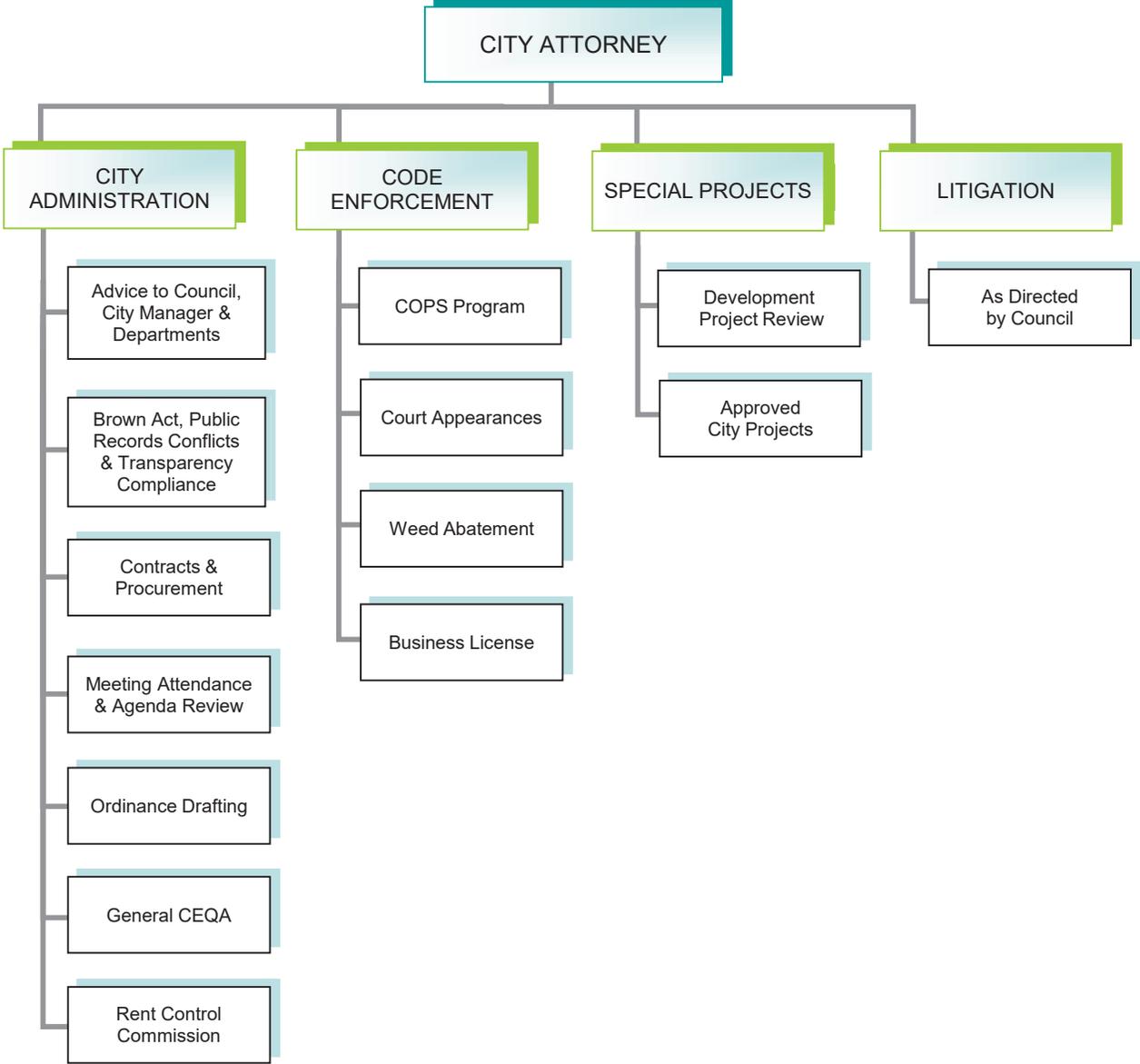
**CITY OF SANTEE  
CITY COUNCIL**

General Government City Council 1001.00.1101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS (Continued)**

<b>Repair/Maintenance - Equipment</b>	\$ -	\$ -	\$ -	\$ -
This account previously provided funding for maintenance of office equipment, as well as needed repairs and replacement of computers, printers and fax machines.				
<b>Contributions</b>	2,000	2,000	2,000	2,000
This appropriation provides support for the Miss Santee program.				
<b>Total Operations &amp; Maintenance</b>	<b>\$ 72,456</b>	<b>\$ 86,311</b>	<b>\$ 83,020</b>	<b>\$ 99,290</b>

CITY OF SANTEE  
CITY ATTORNEY



# CITY OF SANTEE

## CITY ATTORNEY

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### **Mission Statement**

The City Attorney's office provides candid and independent legal advice to the City of Santee, through its City Council and staff, and represents the City in civil, criminal code enforcement and administrative proceedings.

### **Program Description**

The City Attorney is a statutory office filled by City Council appointment. The City Attorney prepares or reviews all general legal documents related to the conduct of the City's business affairs including contracts, leases, property acquisition and disposition documents. The office also oversees the preparation of all ordinances and resolutions, and related regulations. The City Attorney advises City departments in compliance with State and City law. The City Attorney provides legal counsel relating to the legal implementation and enforcement of the City's planning and zoning laws, including compliance with the California Environmental Quality Act. The City Attorney represents the City in all litigation, civil and criminal, code enforcement matters, unless otherwise directed by the City Council.

### **2013-2015 Accomplishments**

- Helped to resolve the long-standing challenges to the City's Mobile Home Rent Control Ordinance
- Successfully completed the negotiations, drafting and the initial implementation of the Castlerock Annexation Agreement
- Continued the successful implementation of the City's Community Oriented Policing Program
- Helped to resolve various labor and employment issues and claims facing the City
- Continued to provide assistance to the City in the winding down of the Community Development Commission, including the transition of housing functions to the County of San Diego and continued funding for the Prospect and Town Center/Mixed Use Projects
- Assisted in the completion of the Walker/Hanlon Trail
- Helped the City secure new funding sources

### **2015-2017 Goals and Objectives**

- Assist the City in the completion of the Theater/Mixed-Use Project
- Assist the City in the completion of the Prospect Project
- Continue the successful implementation of the City's Community Oriented Policy Program
- Assist the City in the processing of the anticipated HomeFed/Fanita Project and Sub-Area Plan
- Help the City prepare a comprehensive revision to the Santee Municipal Code

**CITY OF SANTEE  
CITY ATTORNEY**

General Government City Attorney 1001.00.1201	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Operations & Maintenance	\$ 382,043	\$ 554,191	\$ 418,000	\$ 398,000
<b>Total</b>	<u>\$ 382,043</u>	<u>\$ 554,191</u>	<u>\$ 418,000</u>	<u>\$ 398,000</u>

**EXPENDITURES**

**OPERATIONS & MAINTENANCE COSTS**

Legal Services - City Attorney	51020	\$ 382,043	\$ 554,191	\$ 418,000	\$ 398,000
<b>Total Operations &amp; Maintenance</b>		<u>\$ 382,043</u>	<u>\$ 554,191</u>	<u>\$ 418,000</u>	<u>\$ 398,000</u>

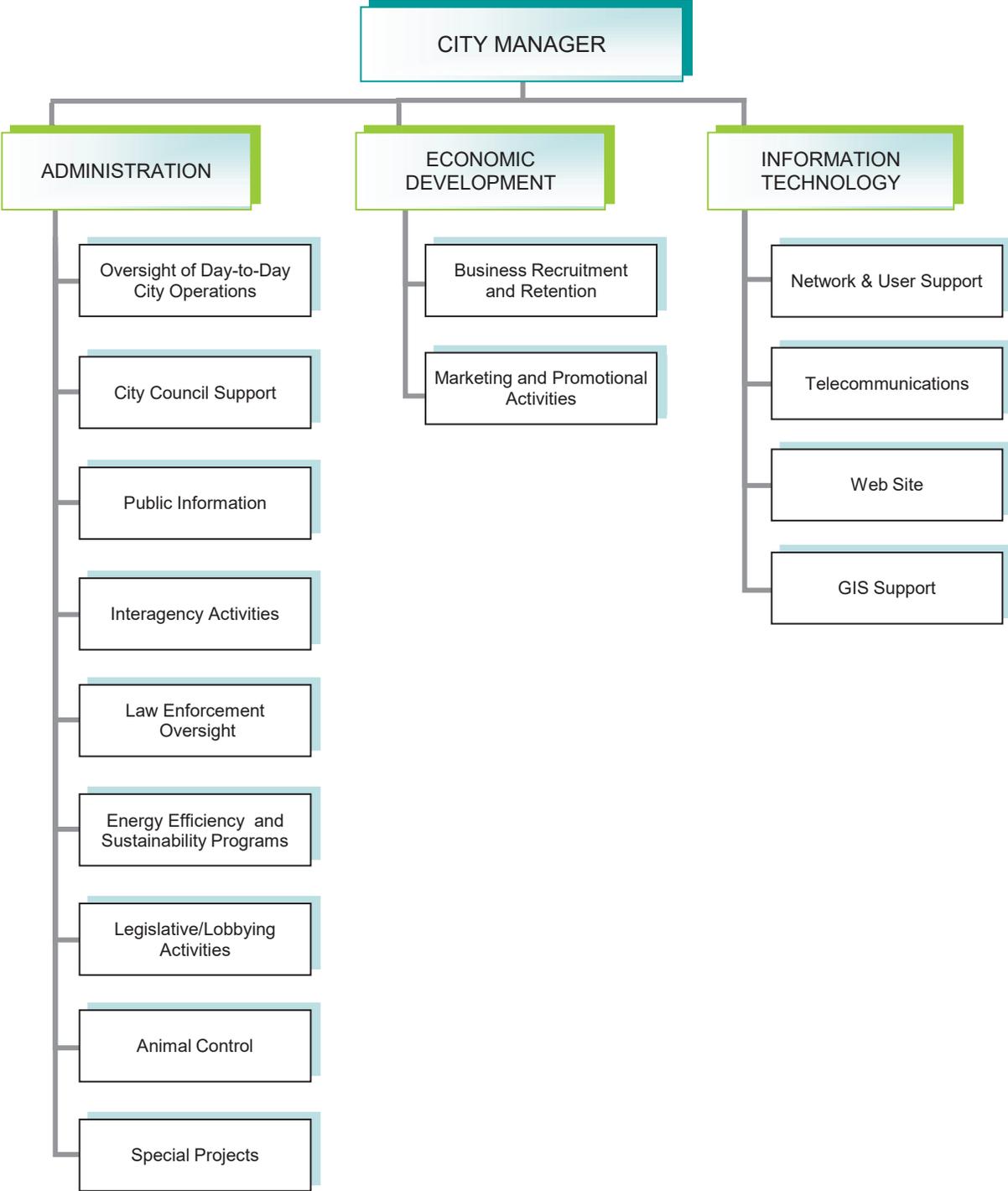
**Legal Services**

This appropriation will fund general retainer legal services at the retainer amount of \$13,000 per month. Also included is additional funding for services related to labor and employment issues, litigation, special projects and reimbursable costs.

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**CITY OF SANTEE  
CITY MANAGER**

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# CITY OF SANTEE

## CITY MANAGER

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### **Mission Statement**

The City Manager's Office provides leadership, inspiration and support to the City organization. The Office develops and recommends solutions to current and future challenges, and holds the community's interests as its top priority.

### **Program Description**

The City Manager's Office is responsible for the implementation of City Council policy, supervision of municipal operations and monitoring of the City's financial condition. The City Manager advises the City Council on issues facing the City and establishes working relationships with other agencies and municipal organizations whose actions may affect the City. The Office also conducts long-range financial planning, undertakes economic development initiatives and provides internal programs to maintain a quality workforce.

### **2013-2015 Accomplishments**

- Presented a two-year operating budget designed to maintain the City's long-term fiscal stability; and a Five-Year Capital Improvement Program to provide a multi-year planning tool for the infrastructure and other capital needs of the City
- In collaboration with the East County Economic Development Council, pursued business development strategies to support the Prospect Avenue industrial corridor
- Marketed the City as an attractive location for new retail and employment outlets, initiated economic development efforts to further enhance the community's tax base and expand local employment opportunities, and continued partnership with the Santee Chamber of Commerce on the City's "Shop Santee and Save" campaign
- Provided administrative support to the Community Development Commission Successor Agency Oversight Board
- Partnered with the a manufacturing technology consulting firm to provide free technical assistance and consulting to Santee manufacturing companies through a federal grant-funded program
- Successfully utilized grant funds to improve security at City parks and City Hall through the implementation of upgraded security systems and use of cameras

### **2015-2017 Goals and Objectives**

- Continue to provide leadership, guidance and direction to City departments and staff in all matters of operation and service delivery
- Continue long-term fiscal planning with emphasis on controlling costs and developing contingency plans in the event that City revenues are impacted
- Support City Council members in their role in representing the City's interests
- Provide the City Council, public and media with accurate and timely information on matters relating to City operations
- Continuously evaluate the organizational structure to ensure the most effective and efficient delivery of public services
- Collaborate with the Santee Sheriff's Station to address crime
- Partner with San Diego State University on the SAGE Program
- Develop an Economic Development Strategic Plan designed to expand marketing and outreach efforts to promote retention of local businesses and attract new businesses and target industries to the Santee community

**CITY OF SANTEE  
CITY MANAGER**

General Government City Manager 1001.00.1401	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Personnel	\$ 658,178	\$ 1,029,177	\$ 818,750	\$ 696,460
Operations & Maintenance	<u>24,482</u>	<u>26,235</u>	<u>47,750</u>	<u>36,010</u>
<b>Grand Total</b>	<u><u>\$ 682,660</u></u>	<u><u>\$ 1,055,412</u></u>	<u><u>\$ 866,500</u></u>	<u><u>\$ 732,470</u></u>

**SUMMARY OF FUNDED POSITIONS**

City Manager	1.00	1.00	1.00	1.00
Assistant to City Manager	1.00	1.00	1.00	1.00
Senior Management Analyst	1.00	1.00	1.00	1.00
Confidential Secretary to City Manager/City Council	0.50	0.50	0.50	0.50
Secretary	<u>-</u>	<u>-</u>	<u>0.50</u>	<u>0.50</u>
<b>Total Positions</b>	<u><u>3.50</u></u>	<u><u>3.50</u></u>	<u><u>4.00</u></u>	<u><u>4.00</u></u>

**CITY OF SANTEE  
CITY MANAGER**

<b>General Government City Manager 1001.00.1401</b>		<b>FY 2013-14 Actual</b>	<b>FY 2014-15 Actual</b>	<b>FY 2015-16 Amended</b>	<b>FY 2016-17 Amended</b>
<b>PERSONNEL COSTS</b>					
Salaries & Wages - Regular	50010	\$ 459,161	\$ 760,998	\$ 532,830	\$ 483,950
Temporary Help	50021	-	-	-	-
Overtime	50025	-	52	-	-
Sick Leave Buy Back	50036	-	-	370	430
Auto Allowance	50040	9,600	10,475	9,800	10,200
Retirement - PERS	50050	111,687	156,910	183,470	117,310
Retirement - PERS EPMC	50051	9,333	11,317	6,940	6,310
Medicare	50060	5,496	9,854	5,840	5,780
Health Insurance	50070	56,213	71,786	72,840	66,200
Dental Insurance	50071	4,679	5,734	4,710	4,170
Life Insurance	50075	787	535	410	680
Long Term Disability Insurance	50076	1,222	1,516	1,540	1,430
<b>Total Personnel</b>		<u>\$ 658,178</u>	<u>\$ 1,029,177</u>	<u>\$ 818,750</u>	<u>\$ 696,460</u>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Expert/Consulting Services	51040	\$ -	\$ -	\$ 12,000	\$ -
Subscriptions/Memberships	51104	7,166	6,782	8,500	8,500
Professional Development	51110	5,118	4,877	9,600	9,600
Printing & Duplicating	51120	-	50	100	100
Telephone & Fax	51121	4,239	4,494	5,000	5,000
Postage	51122	50	106	100	100
Promotional Activities	51131	3,906	3,715	4,000	4,000
Rentals/Leases - Office Equipment	51141	203	347	1,000	1,000
Materials & Supplies	51160	943	1,114	2,300	2,300
Electricity & Gas	51180	2,857	4,750	5,150	5,410
<b>Total Operations &amp; Maintenance</b>		<u>\$ 24,482</u>	<u>\$ 26,235</u>	<u>\$ 47,750</u>	<u>\$ 36,010</u>
<b>Grand Total</b>		<u><u>\$ 682,660</u></u>	<u><u>\$ 1,055,412</u></u>	<u><u>\$ 866,500</u></u>	<u><u>\$ 732,470</u></u>

**CITY OF SANTEE  
CITY MANAGER**

General Government City Manager 1001.00.1401	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS**

<b>Expert/Consulting Services</b> This appropriation provides funding for a facilitated Executive Management Team Strategic Planning Workshop, which is anticipated to be held every other year.	\$ -	\$ -	\$ 12,000	\$ -
<b>Subscriptions/Memberships</b> This appropriation provides for annual membership dues for the International City/County Management Association (ICMA), the California City Management Foundation (CCMF), the American Public Works Association (APWA), and CleanTECH San Diego. It also provides funds for an annual subscription to the San Diego Union Tribune.	7,166	6,782	8,500	8,500
<b>Professional Development</b> This appropriation provides funds to attend annual conferences and monthly meetings with the International City/County Management Association (ICMA), League of California Cities, City/County Management Association (CCMA), and American Public Works Association (APWA). It also provides funds for department staff to attend other meetings, seminars and workshops which are valuable to the department and the City.	5,118	4,877	9,600	9,600
<b>Printing &amp; Duplicating</b> This account provides for outside copying and printing services for documents, business cards, stationery and special reports.	-	50	100	100
<b>Telephone &amp; Fax</b> This account provides funding for telephone, fax, cable, internet and cellular charges associated with the City Manager's Office.	4,239	4,494	5,000	5,000
<b>Postage</b> This account provides funding for all mailings and official correspondence of the City Manager's Office.	50	106	100	100
<b>Promotional Activities</b> This account provides funding to support the City's economic development activities.	3,906	3,715	4,000	4,000
<b>Rentals/Leases - Office Equipment</b> This appropriation provides for the City Manager's portion of the annual lease payment, copy charges and maintenance of the department copy machine.	203	347	1,000	1,000
<b>Materials &amp; Supplies</b> This account provides for the purchase of office supplies and miscellaneous materials.	943	1,114	2,300	2,300
<b>Electricity &amp; Gas</b> This account provides for the cost of gas and electricity allocated to the City Manager's Office.	2,857	4,750	5,150	5,410
<b>Total Operations &amp; Maintenance</b>	\$ 24,482	\$ 26,235	\$ 47,750	\$ 36,010

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# CITY OF SANTEE

## CITY MANAGER – INFORMATION TECHNOLOGY

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### **Program Description**

The Information Technology Division provides a broad range of services to all City departments, including operation, support and maintenance of the Geographic Information System (GIS), phone system, website, Emergency Operations Center (EOC), and the integrated financial management software system; as well as support for over 100 user workstations/laptops, 15 network servers and 25 printers within City Hall and three satellite locations.

### **2013-2015 Accomplishments**

- Developed an Information Technology Master Plan to identify the initiatives necessary to ensure the City's technology infrastructure is adequately maintained and to successfully address the City's future technology needs
- Supported and assisted in the implementation of the City's new integrated financial management software system, which provides for automated accounts payable, budgeting, purchasing, and capital project services
- Conducted testing of server virtualization technology. Virtualization reduces hardware costs by consolidating network operating systems onto fewer network servers, and which also aligns with the City's Sustainability Project
- Provided support for and implementation of general improvements to the City's web page, which currently receives 500+ visits per day

### **2015-2017 Goals and Objectives**

- Implement projects associated with the Information Technology Master Plan, including:
  - Implement an automated Permitting/Maintenance Management system
  - Update and/or redesign of the City's webpage
  - Replace and upgrade the City's outdated computer workstations, network/server hardware and software
  - Replace the Council Chamber audio/visual system
  - Execute a new storage area network
  - Develop advanced security measures and disaster recovery plans
- Continue to review and test the benefits of moving production servers to virtualized environments; and implement if deemed the best and most viable solution

**CITY OF SANTEE  
CITY MANAGER - INFORMATION TECHNOLOGY**

<b>City Manager Information Technology 1001.00.1801</b>	<b>FY 2013-14 Actual</b>	<b>FY 2014-15 Actual</b>	<b>FY 2015-16* Amended</b>	<b>FY 2016-17 Amended</b>
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**SUMMARY OF EXPENDITURES**

Personnel	\$ 263,180	\$ 281,861	\$ 311,710	\$ 327,670
Operations & Maintenance	19,166	20,940	45,820	47,310
Capital Outlay	<u>17,190</u>	<u>35,553</u>	<u>-</u>	<u>6,100</u>
<b>Grand Total</b>	<b><u>\$ 299,536</u></b>	<b><u>\$ 338,354</u></b>	<b><u>\$ 357,530</u></b>	<b><u>\$ 381,080</u></b>

**SUMMARY OF FUNDED POSITIONS**

Information Technology Manager	-	-	1.00	1.00
Information Systems Analyst	<u>-</u>	<u>-</u>	<u>1.00</u>	<u>1.00</u>
<b>Total Positions</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>2.00</u></b>	<b><u>2.00</u></b>

\*Information Technology has been moved from the Development Services Department and is now under the direction of the City Manager's Office.

**CITY OF SANTEE**  
**CITY MANAGER - INFORMATION TECHNOLOGY**

<b>City Manager Information Technology 1001.00.1801</b>		<b>FY 2013-14 Actual</b>	<b>FY 2014-15 Actual</b>	<b>FY 2015-16* Amended</b>	<b>FY 2016-17 Amended</b>
<b>PERSONNEL COSTS</b>					
Salaries & Wages - Regular	50010	\$ 185,900	\$ 189,931	\$ 200,860	\$ 236,330
Overtime	50025	-	-	-	-
Retirement - PERS	50050	45,237	57,962	76,820	53,640
Retirement - PERS EPMC	50051	3,779	4,054	2,940	3,190
Medicare	50060	2,709	2,767	2,930	3,440
Health Insurance	50070	24,042	25,604	25,480	29,510
Dental Insurance	50071	586	604	1,640	600
Life Insurance	50075	263	204	200	200
Long Term Disability Insurance	50076	664	735	840	760
<b>Total Personnel</b>		<u>\$ 263,180</u>	<u>\$ 281,861</u>	<u>\$ 311,710</u>	<u>\$ 327,670</u>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Expert/Consulting Services	51040	\$ 415	\$ -	\$ 3,000	\$ 3,000
Subscriptions/Memberships	51104	75	-	100	100
Professional Development	51110	-	59	1,200	1,200
Telephone & Fax	51121	1,426	1,452	1,600	2,350
Postage	51122	6	-	50	50
Rentals/Leases - Buildings	51140	-	-	2,400	2,400
Rentals/Leases - Office Equipment	51141	14,858	15,890	-	-
Materials & Supplies	51160	751	1,165	2,000	2,500
Electricity & Gas	51180	1,635	2,375	2,570	2,700
Software Maintenance & Licensing	51201	-	-	17,400	18,010
Repair/Maint - Equipment	51211	-	-	15,500	15,000
<b>Total Operations &amp; Maintenance</b>		<u>\$ 19,166</u>	<u>\$ 20,940</u>	<u>\$ 45,820</u>	<u>\$ 47,310</u>
<b>CAPITAL OUTLAY</b>					
Technology Replacement Program	60012	\$ 17,190	\$ 35,553	\$ -	\$ -
New I.T. Equipment	60013	-	-	-	6,100
<b>Total Capital Outlay</b>		<u>\$ 17,190</u>	<u>\$ 35,553</u>	<u>\$ -</u>	<u>\$ 6,100</u>
<b>Grand Total</b>		<u>\$ 299,536</u>	<u>\$ 338,354</u>	<u>\$ 357,530</u>	<u>\$ 381,080</u>

**CITY OF SANTEE**  
**CITY MANAGER - INFORMATION TECHNOLOGY**

City Manager Information Technology 1001.00.1801	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16* Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS**

<b>Expert/Consulting Services</b>	\$ 415	\$ -	\$ 3,000	\$ 3,000
This appropriation provides for as-needed updates and redesign of the City Website.				
<b>Subscriptions/Memberships</b>	75	-	100	100
This account pays for professional memberships for I.T. staff.				
<b>Professional Development</b>	-	59	1,200	1,200
This appropriation provides funds for continuing professional and technical training for I.T. staff to stay abreast of developments in this rapidly evolving field, including travel expenses and attendance at meetings, training seminars and workshops.				
<b>Telephone &amp; Fax</b>	1,426	1,452	1,600	2,350
This account provides funding for telephone, fax, cable and internet charges associated with the I.T. Division.				
<b>Postage</b>	6	-	50	50
This account provides funding for all mailings and official correspondence of the I.T. Division, including RFP's, legal documents and other reports.				
<b>Rentals/Leases - Buildings</b>	-	-	2,400	2,400
This account provides funding for offsite storage of the City's computer network and financial data back-up tapes.				
<b>Rentals/Leases - Office Equipment</b>	14,858	15,890	-	-
This account has been redistributed to Rentals/Leases of Buildings and Software Maintenance & Licensing to better reflect actual activities and charges.				
<b>Materials &amp; Supplies</b>	751	1,165	2,000	2,500
This account provides for the purchase of office supplies and miscellaneous materials, including ink cartridges for the City's plotter/printer and Geographic Information System, technical and informational books, and various graphic arts supplies for display production.				
<b>Electricity &amp; Gas</b>	1,635	2,375	2,570	2,700
This account provides for the cost of gas and electricity allocated to the I.T. Division.				
<b>Software Maintenance &amp; Licensing</b>	-	-	17,400	18,010
This appropriation provides funding for annual licensing, maintenance, updates and user support for the City's computer software, network software, Geographic Information System, anti-spam software, third party website hosting, and third party property information database.				

**CITY OF SANTEE  
CITY MANAGER - INFORMATION TECHNOLOGY**

City Manager Information Technology 1001.00.1801	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16* Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS (Continued)**

<b>Repair/Maintenance - Equipment</b>	\$ -	\$ -	\$ 15,500	\$ 15,000
<p>This appropriation provides for the repair, maintenance and/or replacement of I.T. assets no longer under warranty or eligible for replacement under the City's formal replacement program, which may include hard drives, printers, keyboards, re-build kits, and other computer peripherals.</p>				
<b>Total Operations &amp; Maintenance</b>	<u>\$ 19,166</u>	<u>\$ 20,940</u>	<u>\$ 45,820</u>	<u>\$ 47,310</u>

**CAPITAL OUTLAY**

<b>Technology Replacement Program</b>	\$ 17,190	\$ 35,553	\$ -	\$ -
<p>The technology replacement program was established to replace obsolete equipment over five years old and no longer suitable for repair, including computer workstations, monitors, printers, laptops, computer servers, and other computer peripherals. These funds are now accounted for in the Capital Improvement Program, I.T. Computer Workstation Replacement Program and I.T. Network Hardware/Software Replacement Program.</p>				
<b>New I.T. Equipment</b>	-	-	-	6,100
<p>This appropriation provides for the purchase of new computers, printers, monitors and other information technology peripherals.</p>				
<b>Total Capital Outlay</b>	<u>\$ 17,190</u>	<u>\$ 35,553</u>	<u>\$ -</u>	<u>\$ 6,100</u>

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## CITY OF SANTEE ANIMAL CONTROL

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### **Mission Statement**

To provide domestic animal control services for the City of Santee through a contractual agreement with the County of San Diego Department of Animal Services in order to protect the health, safety and welfare of people and animals.

### **Program Description**

The County of San Diego Department of Animal Services provides two fundamental services for the City: 1) Shelter and care of domestic animals; and 2) Enforcement of animal laws and public protection. Other services include patrol and investigation of animal violations, dog licensing, rabies vaccinations, pet adoptions, low-cost spay/neuter referrals, microchip pet identification and lost and found services. The Department of Animal Services also provides pet ownership training, disaster preparedness tips, and pet care/behavioral information.

**CITY OF SANTEE  
ANIMAL CONTROL SERVICES**

Public Safety Animal Control Services 1001.00.2301	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Operations & Maintenance	<u>\$ 319,965</u>	<u>\$ 329,764</u>	<u>\$ 343,010</u>	<u>\$ 354,890</u>
<b>Total</b>	<u><u>\$ 319,965</u></u>	<u><u>\$ 329,764</u></u>	<u><u>\$ 343,010</u></u>	<u><u>\$ 354,890</u></u>

**EXPENDITURES**

**OPERATIONS & MAINTENANCE COSTS**

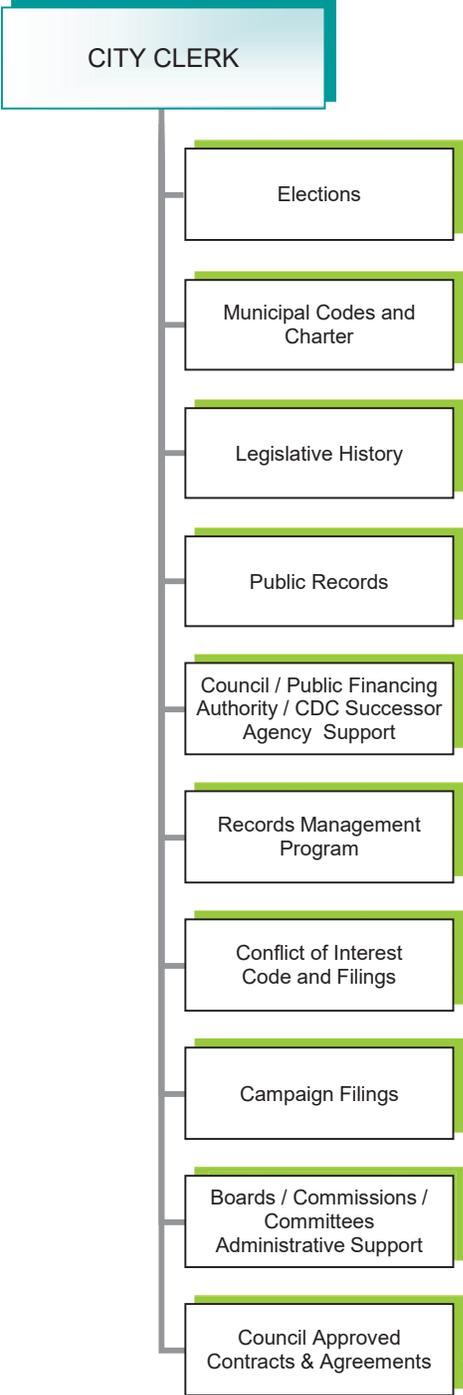
Contract Services - Animal Control	51154	<u>\$ 319,965</u>	<u>\$ 329,764</u>	<u>\$ 343,010</u>	<u>\$ 354,890</u>
<b>Total Operations &amp; Maintenance</b>		<u><u>\$ 319,965</u></u>	<u><u>\$ 329,764</u></u>	<u><u>\$ 343,010</u></u>	<u><u>\$ 354,890</u></u>

**Animal Control Services**

This account provides funds for animal control services through a contractual agreement with the San Diego County Department of Animal Services. Services include field patrol, dog licensing, pet vaccinations, pet adoptions, spay/neuter programs, investigation of citizen complaints and shelter activities.

CITY OF SANTEE  
CITY CLERK

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# CITY OF SANTEE

## CITY CLERK

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### **Mission Statement**

The City Clerk's Office promotes community involvement and awareness, and supports City Council and staff by coordinating the legislative process, administering City elections, and managing City records with integrity, accuracy, impartiality, and professionalism.

### **Program Description**

The City Clerk is appointed by the City Council and performs duties as outlined in the Santee Municipal Code & City Charter, the California Government and the California Election Codes. The City Clerk's Office is responsible for the preparation of the City Council agendas, maintaining the legislative history by accurately recording and documenting Council actions in official minutes, resolutions and ordinances; and oversees the citywide records management program. As the Election Official, the City Clerk is responsible for the administration of all general and special municipal elections, including candidate filings of campaign disclosures and statements of economic interests; and as the Filing Officer receives Campaign Disclosure Filings and Statements of Economic Interest in accordance with the Political Reform Act. This office also receives and responds to all subpoenas and requests for public information, maintains the Santee Municipal Code and receives and publicly opens bids for City goods and services.

### **2013-2015 Accomplishments**

- Conducted and coordinated the November 2014 election process for 3 City Council Member seats and provided the Candidate's Guide packet electronically
- Updated, maintained and distributed supplements to the Santee Municipal Code; paper and on-line versions
- Completed a city-wide destruction of obsolete records in accordance with the Santee Records Retention Schedule
- Coordinated and conducted a City-wide Clean your Electronic Files day
- Coordinated training and received AB1234 Ethics Training certificates per regulations of the Fair Political Practices Commission (FPPC)
- Completed the scanning, editing & indexing of all past agenda packets, resolutions, ordinances, minutes, administrative and legislative policy memorandums and recorded documents into the document imaging program

### **2015-2017 Goals and Objectives**

- Plan and administer the November 2016 Municipal Election for the seats of Mayor and one Council Member and development of the Candidates' Guide
- Identify and coordinate the compilation of inactive and obsolete records in preparation for citywide destruction in accordance with the City's adopted Records Retention Schedule
- Conduct citywide "Clean Your Files" day with an emphasis on electronic files
- Research and implement cost saving measures for storage of off-site city records
- Update the City's Conflict of Interest Code to include new position classifications, delete reference to positions that have been abolished, and revise disclosure categories as needed
- Develop a Request for Proposals (RFP) for the Council Chamber Upgrade of audio/visual hardware and software programs

**CITY OF SANTEE  
CITY CLERK**

General Government City Clerk 1001.00.1301	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Personnel	\$ 207,984	\$ 214,762	\$ 295,000	\$ 300,650
Operations & Maintenance	<u>30,386</u>	<u>52,595</u>	<u>70,850</u>	<u>91,360</u>
<b>Grand Total</b>	<u><u>\$ 238,370</u></u>	<u><u>\$ 267,357</u></u>	<u><u>\$ 365,850</u></u>	<u><u>\$ 392,010</u></u>

**SUMMARY OF FUNDED POSITIONS**

City Clerk	1.00	1.00	1.00	1.00
Deputy City Clerk	-	-	1.00	1.00
Administrative Secretary	0.75	1.00	-	-
Secretary	<u>-</u>	<u>-</u>	<u>0.50</u>	<u>0.50</u>
<b>Total Positions</b>	<u><u>1.75</u></u>	<u><u>2.00</u></u>	<u><u>2.50</u></u>	<u><u>2.50</u></u>

**CITY OF SANTEE  
CITY CLERK**

<b>General Government City Clerk 1001.00.1301</b>		<b>FY 2013-14 Actual</b>	<b>FY 2014-15 Actual</b>	<b>FY 2015-16 Amended</b>	<b>FY 2016-17 Amended</b>
<b>PERSONNEL COSTS</b>					
Salaries & Wages - Regular	50010	\$ 134,604	\$ 125,174	\$ 184,980	\$ 194,790
Salaries & Wages - Part Time	50020	13,817	25,333	19,810	19,810
Overtime	50025	9	-	-	750
Auto Allowance	50040	4,200	4,200	4,200	4,200
Retirement - PERS	50050	32,756	39,299	44,480	43,750
Retirement - PERS EPMC	50051	2,736	2,647	1,550	1,710
PERS Side Fund					
Medicare	50060	2,227	2,251	3,040	3,190
Health Insurance	50070	15,025	13,029	32,540	28,530
Dental Insurance	50071	1,474	1,275	2,420	2,260
Life Insurance	50075	193	145	260	240
Long Term Disability Insurance	50076	425	457	980	680
<b>Total Personnel</b>		<b>\$ 207,984</b>	<b>\$ 214,762</b>	<b>\$ 295,000</b>	<b>\$ 300,650</b>
<b>OPERATION &amp; MAINTENANCE COSTS</b>					
Expert/Consulting Services	51040	\$ -	\$ -	\$ 3,900	\$ 3,900
Subscriptions/Memberships	51104	884	520	800	800
Professional Development	51110	1,286	137	2,500	2,500
Printing & Duplicating	51120	1,465	704	2,500	2,500
Telephone & Fax	51121	2,298	2,491	2,270	2,570
Postage	51122	373	325	1,000	1,000
Advertising	51123	882	868	6,000	6,000
Election Expense	51124	1,054	24,016	14,500	14,500
Rentals/Leases - Buildings	51140	5,293	6,476	11,000	11,000
Rentals/Leases - Office Equipment	51140	2,863	3,978	6,500	6,500
Materials & Supplies	51160	3,320	2,186	3,700	3,700
Electricity & Gas	51180	3,023	3,859	4,180	4,390
Repair/Maint - Equipment	51211	7,645	7,035	12,000	32,000
<b>Total Operation &amp; Maintenance</b>		<b>\$ 30,386</b>	<b>\$ 52,595</b>	<b>\$ 70,850</b>	<b>\$ 91,360</b>
<b>Grand Total</b>		<b>\$ 238,370</b>	<b>\$ 267,357</b>	<b>\$ 365,850</b>	<b>\$ 392,010</b>

**CITY OF SANTEE  
CITY CLERK**

General Government City Clerk 1001.00.1301	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATION & MAINTENANCE COSTS**

<p><b>Expert/Consulting Services</b></p> <p>This account provides for expert and consultant services in the area of elections and operations of the City Clerk's Office.</p>	\$ -	\$ -	\$ 3,900	\$ 3,900
<p><b>Subscriptions/Memberships</b></p> <p>This appropriation will provide for memberships including: International Institute of Municipal Clerks, California City Clerk's Association, Southern California City Clerks Association, San Diego County City Clerks Association, San Diego County Deputy City Clerks, and National Notary Association. These memberships provide current information on a wide variety of topics and invaluable information.</p>	884	520	800	800
<p><b>Professional Development</b></p> <p>This account provides for attendance at selected professional association meetings, conferences and seminars. These include New Law &amp; Election Seminar, Southern California City Clerks Association Quarterly Meetings, SD County City Clerks Meetings, SD County Deputy City Clerks Association Meetings, and CCAC's Nuts &amp; Bolts Training. Attendance and Educational Credits are required for certification for the Certified and Master Municipal Clerk designations.</p>	1,286	137	2,500	2,500
<p><b>Printing &amp; Duplicating</b></p> <p>Printing and binding costs incurred in the duplication of City Council/CDC Successor Agency/Public Financing Authority agenda materials and documents. Boards, Commission &amp; Committee handbooks and applications, pamphlets, claim forms, public records request forms, engraving, the full share of the central copy machine supplies used by various departments, and other informational material. Scanning and imaging of City documents is also paid for in this account.</p>	1,465	704	2,500	2,500
<p><b>Telephone &amp; Fax</b></p> <p>This appropriation will fund the cost of telephone and the fax machine for the City Clerk's Department.</p>	2,298	2,491	2,270	2,570
<p><b>Postage</b></p> <p>This account covers the costs of mailing City-forms and correspondence, as well as City Council agendas, legal documents, requests for information, and policy and organizational materials. This account also covers the cost of rate change cards needed for the postage meter each time postage rates change.</p>	373	325	1,000	1,000
<p><b>Advertising</b></p> <p>This amount will provide for legal publication of certain Resolutions and Ordinances as required by law, public hearing notices, and advertisements.</p>	882	868	6,000	6,000

**CITY OF SANTEE  
CITY CLERK**

General Government City Clerk 1001.00.1301	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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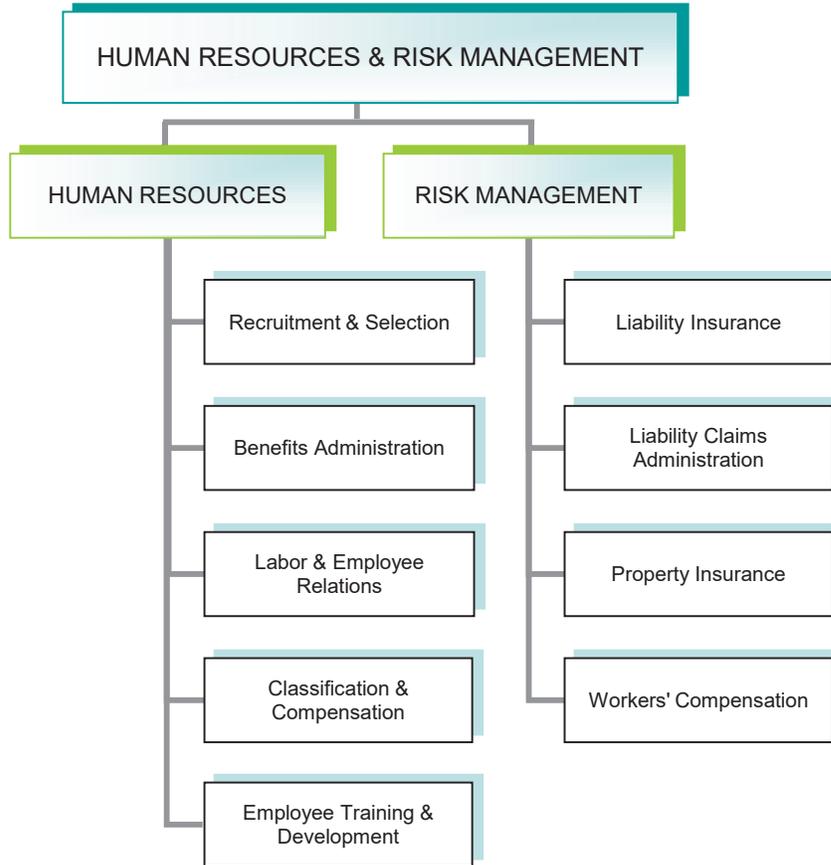
**OPERATION & MAINTENANCE COSTS (Continued)**

<p><b>Election Expense</b></p> <p>Costs for Candidate Handbooks, forms, printing and supplies related to candidate filings and future election planning, and the Martin &amp; Chapman Election Handbook. This amount represents the costs to conduct the City's Regular November 2016 Council election for Mayor and one Council seat, including Oath of Office ceremony. Costs also include required printing in the ballot pamphlet in five languages, posting and publishing notices in four languages, canvassing of votes, and providing certified election results.</p>	\$ 1,054	\$ 24,016	\$ 14,500	\$ 14,500
<p><b>Rentals/Leases - Buildings</b></p> <p>This appropriation provides the allocation for high security, off-site city-wide storage, retrieval and destruction of records/boxes.</p>	5,293	6,476	11,000	11,000
<p><b>Rentals/Leases - Office Equipment</b></p> <p>This appropriation provides the full share of the annual maintenance agreement of the central copier, which is available to other City departments.</p>	2,863	3,978	6,500	6,500
<p><b>Materials &amp; Supplies</b></p> <p>This appropriation provides for: 1) office supplies, including laser printer cartridges, stationery, copier supplies, public noticing supplies, records management materials and other miscellaneous office supplies; 2) books; and 3) materials and supplies, covering a wide variety of items needed ranging from gavels, agenda binders, special forms and plaques, meeting name signs, binders and folders, flags, records boxes, etc. This account also covers the supplies and support for City Council meetings and workshops.</p>	3,320	2,186	3,700	3,700
<p><b>Electricity &amp; Gas</b></p> <p>This appropriation will fund the cost of electricity and gas allocated for the City Clerk's Department.</p>	3,023	3,859	4,180	4,390
<p><b>Repair &amp; Maintenance - Equipment</b></p> <p>This amount provides for the repair and maintenance of the department's printers, scanner, reader/printer microfilm machine, fax, and date/time stamp machine. Also included are the annual maintenance agreements for the postage machine and meter; the annual fee for web posting &amp; updating of the Municipal Code (both paper and electronic versions); and the annual cost of software maintenance, support and upgrades for the City's Document Imaging System.</p>	7,645	7,035	12,000	32,000
<b>Total Operations &amp; Maintenance</b>	<u>\$ 30,386</u>	<u>\$ 52,595</u>	<u>\$ 70,850</u>	<u>\$ 91,360</u>

# CITY OF SANTEE

## HUMAN RESOURCES RISK MANAGEMENT

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# CITY OF SANTEE

## HUMAN RESOURCES & RISK MANAGEMENT

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### **Mission Statement**

We honor employee and community trust by exemplifying the City's core values, recruiting exceptional individuals, providing for the professional development and well-being of past and present employees, fostering respectful labor relations and minimizing risk to preserve community resources.

### **Program Description**

The Human Resources and Risk Management Department is responsible for the City's recruitment and selection process, classification and compensation plan, benefits administration, labor and employee relations, employee training and development and risk management functions including liability and property insurance, and loss control.

### **2013-2015 Accomplishments**

- Supported recruitment and succession planning across all City departments
- Coordinated with the City Attorney's office to conduct City-wide Harassment, Discrimination & Retaliation in the Workplace training (2013) and Drug and Alcohol Free Workplace training (2014)
- Provided ongoing consultation to departments on labor and employee relations
- Promoted employee development through the regional human resources consortium which provides employee development training at significantly reduced rates
- Implemented the Eden Personnel Module
- Renewed City medical and dental insurance with increases of 15% and 5%, respectively, with no plan changes over two years
- Added the ROTH 457 option to the deferred compensation plan
- Participated on the Executive Board for SANDPIPA
- Represented the City at semi-annual Local Agency Workers' Compensation Excess Joint Powers Authority board meetings (LAWCX) in Sacramento to ensure best workplace practices related to workers' compensation programs
- Provided increased access to safety training and loss control programs

### **2014-2016 Goals and Objectives**

- Create and implement intranet for Human Resources and Risk Management resources
- Support ongoing labor relations and the negotiations process
- Continue to evaluate and implement workforce strategies that will result in a more efficient and effective organization
- Continue to provide the full range of human resource services to the organization including benefits administration, employee development and training, and classification and compensation
- Provide accurate information and ensure fair and consistent decisions in collaboration with Department Directors and supervisors
- Coordinate safety and loss control training for City employees who are exposed to liability claim matters
- Provide general risk management services to support employee workplace safety and reduce general liability exposures and expenses
- Transition the City's risk management programs from the San Diego Pooled Insurance Program Authority to the California State Association of Counties – Excess Insurance Agency and ensure the City's risk is minimized with the best possible risk insurance policies and programs

## CITY OF SANTEE HUMAN RESOURCES

General Government Human Resources 1001.01.1601	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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### SUMMARY OF EXPENDITURES

Personnel	\$ 404,997	\$ 438,082	\$ 379,850	\$ 410,570
Operations & Maintenance	<u>84,079</u>	<u>88,014</u>	<u>98,940</u>	<u>70,230</u>
<b>Grand Total</b>	<u><u>\$ 489,076</u></u>	<u><u>\$ 526,096</u></u>	<u><u>\$ 478,790</u></u>	<u><u>\$ 480,800</u></u>

### SUMMARY OF FUNDED POSITIONS

Director of Human Resources & Risk Management	1.00	1.00	1.00	1.00
Confidential Senior Human Resources Analyst	1.00	1.00	1.00	1.00
Confidential Secretary to City Manager	1.00	1.00	-	-
Confidential Human Resources & Risk Management Technician	-	-	1.00	1.00
<b>Total Positions</b>	<u><u>3.00</u></u>	<u><u>3.00</u></u>	<u><u>3.00</u></u>	<u><u>3.00</u></u>

**CITY OF SANTEE  
HUMAN RESOURCES**

<b>General Government</b>		<b>FY 2013-14</b>	<b>FY 2014-15</b>	<b>FY 2015-16</b>	<b>FY 2016-17</b>
<b>Human Resources 1001.01.1601</b>		<b>Actual</b>	<b>Actual</b>	<b>Amended</b>	<b>Amended</b>
<b>PERSONNEL COSTS</b>					
Salaries & Wages - Regular	50010	\$ 280,681	\$ 302,180	\$ 249,230	\$ 278,390
Salaries & Wages - Part Time	50020	5,500	8,044	11,990	12,990
Overtime	50025	-	86	1,380	1,380
Auto Allowance	50040	4,200	4,025	4,200	4,200
Retirement - PERS	50050	68,858	78,303	80,130	57,760
Retirement - PERS EPMC	50051	5,705	5,000	1,800	2,390
Retirement - Part Time	50055	206	302	450	490
Medicare	50060	4,235	4,567	2,740	4,300
Health Insurance	50070	32,491	32,799	25,480	44,210
Dental Insurance	50071	1,759	1,641	1,640	3,110
Life Insurance	50075	393	254	200	310
Long Term Disability Insurance	50076	969	881	610	1,040
<b>Total Personnel</b>		<b>\$ 404,997</b>	<b>\$ 438,082</b>	<b>\$ 379,850</b>	<b>\$ 410,570</b>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Employee Assistance Program	51013	\$ 3,019	\$ 3,268	\$ 3,500	\$ 3,500
Technical Personnel Services	51014	51,242	47,057	15,550	15,550
Tuition Reimbursement	51015	4,060	3,522	12,000	12,000
Expert/Consulting Services	51040	5,378	11,792	40,000	11,100
Citywide Training/Consulting	51103	-	399	-	-
Subscriptions/Memberships	51104	350	350	590	590
Professional Development	51110	1,943	44	1,500	1,500
Printing & Duplicating	51120	-	147	500	500
Telephone & Fax	51121	3,211	2,534	3,200	3,200
Postage	51122	110	266	200	200
Advertising	51123	4,405	5,144	7,500	7,500
Rentals/Leases - Office Equipment	51141	3,023	3,123	3,100	3,100
Materials and Supplies	51160	2,686	3,588	5,150	5,150
Recognition Program	51170	2,200	3,218	2,300	2,300
Electricity & Gas	51180	2,452	3,562	3,850	4,040
<b>Total Operations &amp; Maintenance</b>		<b>\$ 84,079</b>	<b>\$ 88,014</b>	<b>\$ 98,940</b>	<b>\$ 70,230</b>
<b>Grand Total</b>		<b>\$ 489,076</b>	<b>\$ 526,096</b>	<b>\$ 478,790</b>	<b>\$ 480,800</b>

## CITY OF SANTEE HUMAN RESOURCES

General Government	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17
Human Resources 1001.01.1601	Actual	Actual	Amended	Amended

### OPERATIONS & MAINTENANCE COSTS

<p><b>Employee Assistance Services</b></p> <p>The Employee Assistance Program (EAP) is a means for an employer to provide for the personal and professional well-being of its employees. It allows an employee to obtain confidential, professional assistance when facing family, financial, legal or personal situations that may impact job performance. EAP also provides for City-wide debriefs or counseling following major, critical incidents.</p>	\$ 3,019	\$ 3,268	\$ 3,500	\$ 3,500
<p><b>Technical Personnel Services</b></p> <p>This account funds the City/County Personnel Association (CCPA) Training Consortium which provides important employee training throughout the year at a substantial savings and includes 18 cities in San Diego County and the County of San Diego. The CCPA benchmarking tool which aids in classification and compensation analysis is also paid for by this account. Other personnel services paid from this account include the annual fee for the on-line recruitment system, NEOGOV; validated standardized exams for recruitment testing; pre-employment background investigation services by USA-FACT; Department of Transportation (DOT) testing services; administrative hearings and other unforeseen personnel related costs that may arise during the fiscal year.</p>	51,242	47,057	15,550	15,550
<p><b>Tuition Reimbursement</b></p> <p>This program reimburses employees for qualifying expenses to support professional growth through continuing education.</p>	4,060	3,522	12,000	12,000
<p><b>Expert/Consulting Services</b></p> <p>This appropriation will provide for legal/outside professional services to assist with human resources functions such as labor negotiations and/or recruitments.</p>	5,378	11,792	40,000	11,100
<p><b>Citywide Training/Consulting</b></p> <p>This appropriation will provide for expert services in training, organizational/professional development and attendance at professional training and conferences for all City employees.</p>	-	399	-	-
<p><b>Subscriptions &amp; Memberships</b></p> <p>This appropriation will provide for memberships in relevant Human Resources and Risk Management professional associations, as well as subscriptions to relevant publications.</p>	350	350	590	590
<p><b>Professional Development</b></p> <p>This appropriation will allow for staff attendance at meetings, workshops, conferences and trainings to remain current on legal mandates, court cases and case law, as well as trends in the field of Human Resources.</p>	1,943	44	1,500	1,500
<p><b>Printing &amp; Duplicating</b></p> <p>This account provides for the printing of all human resources publications.</p>	-	147	500	500

**CITY OF SANTEE  
HUMAN RESOURCES**

General Government Human Resources 1001.01.1601	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>OPERATIONS &amp; MAINTENANCE COSTS (Continued)</b>				
<b>Telephone &amp; Fax</b> This appropriation will fund the cost of telephone, fax machine, and modem line charges.	\$ 3,211	\$ 2,534	\$ 3,200	\$ 3,200
<b>Postage</b> This account will cover the costs of mailing general correspondence as well as recruitments, benefits, policy and organizational materials.	110	266	200	200
<b>Advertising</b> This account provides for publishing recruitment bulletins online and in various local and professional publications.	4,405	5,144	7,500	7,500
<b>Rentals/Leases-Office Equipment</b> This account covers the cost for the lease and maintenance of the Xerox BW/color copier.	3,023	3,123	3,100	3,100
<b>Materials &amp; Supplies</b> This appropriation provides for: 1) office supplies, including printer cartridges, letterhead, copier supplies, special personnel forms, publications, and other miscellaneous supplies; 2) reference material; and 3) supplies and refreshments for interview boards, recruitment exams and assessment centers.	2,686	3,588	5,150	5,150
<b>Recognition Program</b> This appropriation funds the annual employee service awards program.	2,200	3,218	2,300	2,300
<b>Electricity &amp; Gas</b> This appropriation will fund the cost of electricity and gas.	2,452	3,562	3,850	4,040
<b>Total Operations &amp; Maintenance</b>	<u>\$ 84,079</u>	<u>\$ 88,014</u>	<u>\$ 98,940</u>	<u>\$ 70,230</u>

**CITY OF SANTEE  
RISK MANAGEMENT**

General Government Risk Management 1001.01.1701	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Operations & Maintenance	<u>\$ 425,027</u>	<u>\$ 408,590</u>	<u>\$ 357,900</u>	<u>\$ 417,300</u>
<b>Total</b>	<u><u>\$ 425,027</u></u>	<u><u>\$ 408,590</u></u>	<u><u>\$ 357,900</u></u>	<u><u>\$ 417,300</u></u>

**EXPENDITURES**

**OPERATIONS & MAINTENANCE COSTS**

Claims Administration	51033	\$ 151,207	\$ 4,950	\$ 59,500	\$ 150,000
Property Insurance	51301	62,975	64,315	70,270	77,300
Public Liability Insurance	51305	166,707	201,525	212,670	180,000
Surety Bond Insurance	51307	2,678	1,094	-	-
Awards & Indemnities	51310	41,460	136,706	10,000	10,000
Loss Control	51313	<u>-</u>	<u>-</u>	<u>5,460</u>	<u>-</u>
<b>Total Operations &amp; Maintenance</b>		<u><u>\$ 425,027</u></u>	<u><u>\$ 408,590</u></u>	<u><u>\$ 357,900</u></u>	<u><u>\$ 417,300</u></u>

## CITY OF SANTEE RISK MANAGEMENT

General Government Risk Management 1001.01.1701	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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### OPERATIONS & MAINTENANCE COSTS

<b>Claims Administration</b>	\$ 151,207	\$ 4,950	\$ 59,500	\$ 150,000
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This appropriation represents an estimate of the cost of performing claims investigation and administration. Actual costs depend on the number and severity of claims filed against the City. Included in this appropriation are legal defense costs accruing to the City in settling or dismissing a claim.

<b>Property Insurance</b>	62,975	64,315	70,270	77,300
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This appropriation provides property insurance coverage for the City Hall complex, with a major portion attributable to earthquake coverage. Given that an earthquake of significant magnitude could cause structural damage, property loss, and devaluation, this is an important consideration in protecting the City's investments. This appropriation also insures the City's largest, most expensive vehicles such as fire trucks and engines, patch trucks, and other emergency/specialized vehicles. The City's regular fleet vehicles are self-insured.

<b>Public Liability Insurance</b>	166,707	201,525	212,670	180,000
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This appropriation funds the costs of municipal liability insurance for the City including brokerage, underwriting and administrative fees. A portion of this cost has been budgeted in the Emergency Medical budget of the Fire Department as it is reimbursed from CSA 69. Current liability coverage includes the reimbursement of defense costs on a formula basis, in addition to coverage for payment of litigated court settlements and awards beyond the City's self-insured retention (SIR). Effective July 1, 2015, the City will join CSAC EIA with an SIR of \$150,000, and excess coverage up to \$50 million.

<b>Surety Bond Insurance</b>	2,678	1,094	-	-
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This appropriation funds the blanket faithful performance / employee dishonesty bond coverage for all City employees including City Treasurer/Finance Director, and City Council Members. The policy covers both criminal acts and non-criminal mistakes. A typical fidelity bond only covers criminal acts. Computer fraud and employee dishonesty coverage are also provided with primary bond coverage limits of \$10 million.

<b>Awards &amp; Indemnities</b>	41,460	136,706	10,000	10,000
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This appropriation provides for awards and claim settlement payments which are estimated for this year. Also provided is a contingency reserve for larger losses, since the City's liability coverage requires the City to self-insure the first \$100,000 of losses, per occurrence. The budget estimate is based on an average of the prior three year actuals, excluding extraordinary events.

## CITY OF SANTEE RISK MANAGEMENT

General Government Risk Management 1001.01.1701	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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### OPERATIONS & MAINTENANCE COSTS (Continued)

<b>Loss Control</b>	\$	-	\$	-	\$	5,460	\$	-
<p>The City receives loss control grant funds in the amount of \$4,000 per year from two Joint Powers Authorities. The grant funds are used to purchase specialized safety training, equipment, tools and supplies that prevent or reduce the risk of injuries to employees.</p>								
<b>Total Operations &amp; Maintenance</b>	<b>\$</b>	<b>425,027</b>	<b>\$</b>	<b>408,590</b>	<b>\$</b>	<b>357,900</b>	<b>\$</b>	<b>417,300</b>

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CITY OF SANTEE  
FINANCE

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# CITY OF SANTEE

## FINANCE DEPARTMENT

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### **Mission Statement**

We are dedicated to safeguarding City assets while providing sound fiscal management and excellent customer service to all citizens, the business community and City employees. We accomplish budgetary planning, the investment of public funds, purchasing, accounting and business licensing with professionalism and integrity.

### **Program Description**

The Finance Department is responsible for the collection and investment of City monies, accounting and financial reporting, budget preparation and administration, purchasing, business licensing, parking citation administration, payroll, accounts payable, accounts receivable and capital asset inventory control.

### **2013-2015 Accomplishments**

- Enhanced organizational efficiency through continued implementation of the City's new integrated financial management software system including utilization of the Advanced Budgeting module for the development of the FY 2015-16 and FY 2016-17 Proposed Budgets
- Received the Government Finance Officers Association of the United States and Canada (GFOA) Certificate of Achievement for Excellence in Financial Reporting for the City's Comprehensive Annual Financial Reports for the Fiscal Years Ended June 30, 2013 and 2014
- Provided enhanced employee access to payroll, benefits and personal information on record with the Human Resources and Finance Departments through the implementation of the web-based Employee Self Service module of the integrated financial management software system. Information available to employees through web access includes but is not limited to, paycheck history, tax withholding information, employee benefits and W-2 information
- In conjunction with Tyler Technologies, developed customized specifications for the Business License web extension which will allow for businesses to apply for and renew business licenses through the City's web site

### **2015-2017 Goals and Objectives**

- Provide enhanced access to City services through the implementation of the Business Licensing web extension and other web-based applications
- Provide sound fiscal planning by utilizing a five-year financial plan and ongoing budgetary controls to ensure the continued fiscal health of the City
- Prepare a comprehensive update of the five-year Capital Improvement Program budget, including the identification of financing alternatives for key projects that are identified as unfunded
- Develop a ten-year multiple scenario financial planning model to help establish sustainable services for the City
- Determine the feasibility of refunding outstanding redevelopment tax allocation bonds, and complete the refunding if determined to be financially beneficial
- Complete a Cost Allocation Plan and Comprehensive User Fee Study by June 2017

**CITY OF SANTEE  
FINANCE DEPARTMENT**

General Government Finance 1001.00.1501	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Personnel	\$ 892,485	\$ 948,622	\$ 1,039,330	\$ 1,006,180
Operations & Maintenance	<u>161,178</u>	<u>161,786</u>	<u>197,190</u>	<u>223,620</u>
<b>Grand Total</b>	<b><u>\$ 1,053,663</u></b>	<b><u>\$ 1,110,408</u></b>	<b><u>\$ 1,236,520</u></b>	<b><u>\$ 1,229,800</u></b>

**SUMMARY OF FUNDED POSITIONS**

Director of Finance/Treasurer	1.00	1.00	1.00	1.00
Finance Manager	1.00	1.00	1.00	1.00
Senior Buyer	1.00	1.00	1.00	1.00
Confidential Accountant	-	-	1.00	1.00
Accountant	1.00	1.00	-	-
Confidential Senior Account Clerk	1.00	-	-	-
Confidential Payroll Specialist	-	1.00	1.00	1.00
Senior Account Clerk	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Account Clerk	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
<b>Total Positions</b>	<b><u>8.00</u></b>	<b><u>8.00</u></b>	<b><u>8.00</u></b>	<b><u>8.00</u></b>

**CITY OF SANTEE  
FINANCE DEPARTMENT**

<b>General Government Finance 1001.00.1501</b>		<b>FY 2013-14 Actual</b>	<b>FY 2014-15 Actual</b>	<b>FY 2015-16 Amended</b>	<b>FY 2016-17 Amended</b>
<b>PERSONNEL COSTS</b>					
Salaries & Wages - Regular	50010	\$ 603,001	\$ 639,794	\$ 665,080	\$ 680,770
Salaries & Wages - Part Time	50020	21,396	3,955	12,000	14,000
Overtime	50025	2,838	3,962	5,000	5,000
Sick Leave Buy Back	50036	626	-	2,200	-
Auto Allowance	50040	4,200	4,200	4,200	4,200
Retirement - PERS	50050	144,559	175,526	219,880	166,170
Retirement - PERS EPMC	50051	11,936	11,321	8,080	8,680
Retirement - Part Time	50055	802	148	450	530
Medicare	50060	9,209	9,505	9,920	10,180
Health Insurance	50070	83,595	90,557	102,900	107,030
Dental Insurance	50071	7,054	6,727	6,600	6,570
Life Insurance	50075	994	780	810	810
Long Term Disability Insurance	50076	1,969	2,147	2,210	2,240
Unemployment Insurance	50081	306	-	-	-
<b>Total Personnel</b>		<b>\$ 892,485</b>	<b>\$ 948,622</b>	<b>\$ 1,039,330</b>	<b>\$ 1,006,180</b>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Accounting/Auditing	51010	\$ 46,795	\$ 34,395	\$ 42,110	\$ 42,950
Expert/Consulting Services	51040	30,831	39,237	59,150	79,730
Subscriptions/Memberships	51104	1,713	1,766	1,880	1,970
Professional Development	51110	3,757	4,511	6,900	5,840
Mileage Reimbursement	51112	49	58	100	100
Printing & Duplicating	51120	4,863	5,379	6,120	6,240
Telephone & Fax	51121	6,554	5,582	6,000	6,770
Postage	51122	5,246	5,322	6,000	6,000
Advertising	51123	210	-	200	200
Bank Fees	51150	8,183	10,738	11,000	11,000
Materials & Supplies	51160	3,498	5,193	5,100	5,100
Electricity & Gas	51180	6,944	10,093	10,930	11,480
Repair/Maint - Equipment	51211	42,535	39,512	41,700	46,240
<b>Total Operations &amp; Maintenance</b>		<b>\$ 161,178</b>	<b>\$ 161,786</b>	<b>\$ 197,190</b>	<b>\$ 223,620</b>
<b>Grand Total</b>		<b>\$ 1,053,663</b>	<b>\$ 1,110,408</b>	<b>\$ 1,236,520</b>	<b>\$ 1,229,800</b>

**CITY OF SANTEE  
FINANCE DEPARTMENT**

General Government Finance 1001.00.1501	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS**

<b>Accounting/Auditing</b>	\$ 46,795	\$ 34,395	\$ 42,110	\$ 42,950
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This appropriation will provide for independent financial statement audit services for the City and Public Financing Authority, including a City Audit \$26,250, State Controller Report \$2,310, Financial Statement Preparation \$1,260, a Single Audit \$1,760, Audit of PFA \$3,680, Franchise Fee or TOT Audit \$5,250, Demographics & Statistical Information \$1,500 and the preparation of the State Controller's Office Audit Confirmation \$100.

<b>Expert/Consulting Services</b>	30,831	39,237	59,150	79,730
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This appropriation will provide for the following contract services: property tax revenue audit, analysis and reporting \$18,500, state mandated cost reimbursement claims filing \$6,500, sales tax revenue audit, analysis and reporting \$5,400, parking citation collection and reporting \$2,000, parking citation administrative hearings \$1,000, GFOA CAFR Award Application \$650. Also included in FY 2015-16 is a Bi-Annual Actuarial Analysis of retiree health care \$10,000, a longer-range financial planning model \$10,000 and GASB 68 Actuarial Report \$5,100. Included in FY 2016-17 is a User Fee Study \$45,000.

<b>Subscriptions/Memberships</b>	1,713	1,766	1,880	1,970
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This appropriation will provide for the following memberships: Government Finance Officers Association \$650, California Municipal Revenue and Tax Association \$75, California Municipal Treasurers Association \$155, California Association of Public Purchasing Officers \$140, the California Society of Municipal Finance Officers \$360, Subscriptions for Government and payroll updates \$500 and one bi-annual Certified Public Accountant License renewal in FY 2016-17 \$50.

<b>Professional Development</b>	3,757	4,511	6,900	5,840
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This appropriation provides for travel and attendance at professional association meetings, conferences, and seminars related to fiscal policy, management, governmental accounting, and related issues. Included are costs related to the California Society of Municipal Finance Officers annual conference \$1,200, the Eden Users Conference \$2,500. Also included are the cost of miscellaneous professional association meetings, computer software application training, and general professional development opportunities \$2,000. Included in FY 2015-16 is the California Association of Public Purchasing Officers annual conference cost of \$1,200.

<b>Mileage Reimbursement</b>	49	58	100	100
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This appropriation will cover mileage reimbursement for use of personal vehicles while on City business if pool car is not available.

<b>Printing &amp; Duplicating</b>	4,863	5,379	6,120	6,240
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This appropriation will provide for printing of budget documents, the annual financial report, checks, business license forms, receipt and tax forms, general document copying and computer paper.

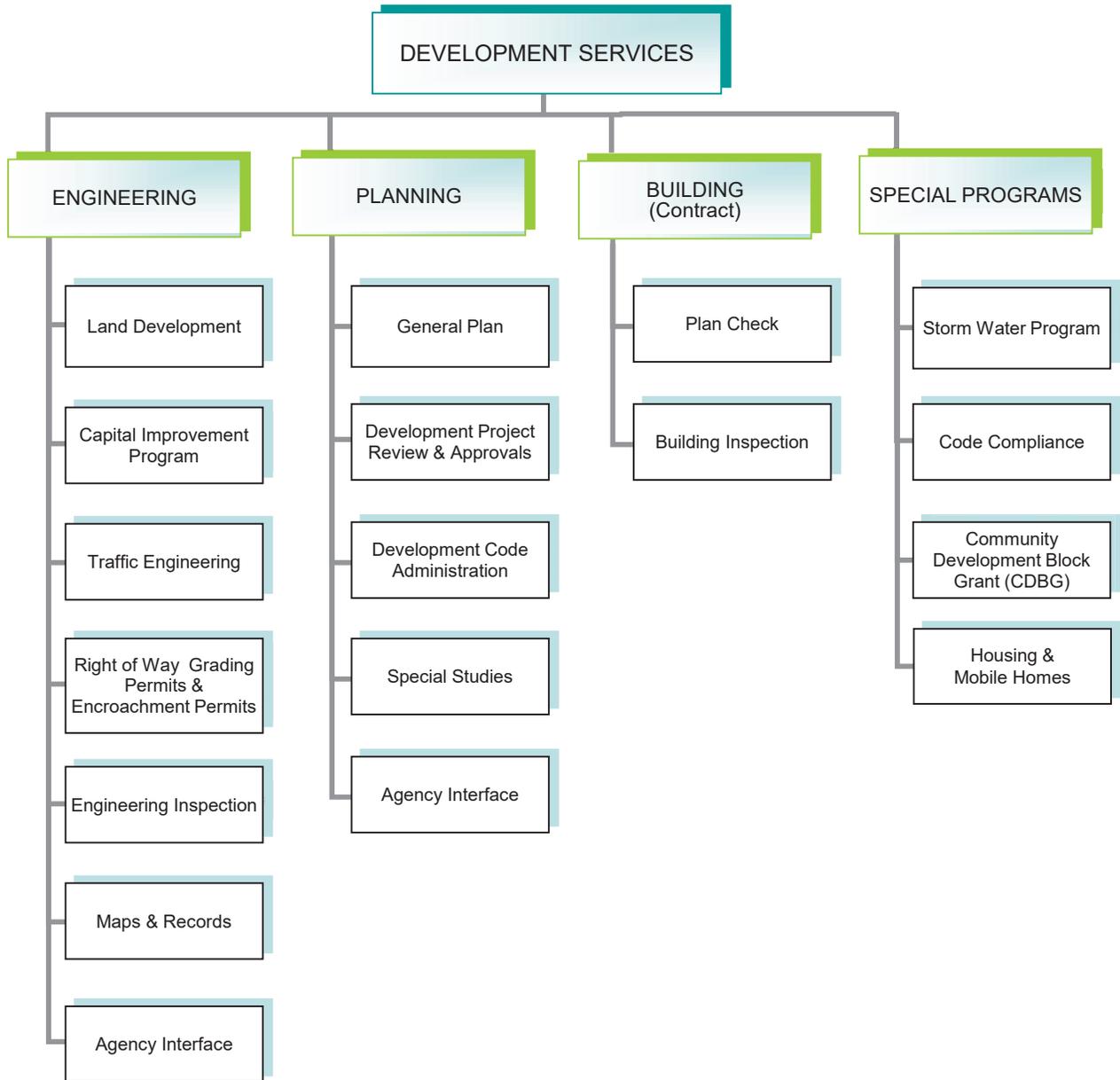
**CITY OF SANTEE  
FINANCE DEPARTMENT**

General Government Finance 1001.00.1501	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS (Continued)**

<b>Telephone &amp; Fax</b> This appropriation will fund the cost of telephone, fax machine, and modem line charges for the department.	\$ 6,554	\$ 5,582	\$ 6,000	\$ 6,770
<b>Postage</b> This appropriation will fund the cost of mailing vendor payments, business license renewals and certificates, and other department correspondence.	5,246	5,322	6,000	6,000
<b>Advertising</b> This appropriation will provide for advertising of formal bids and other required public notices.	210	-	200	200
<b>Bank Fees</b> This appropriation will fund the fees to process credit card transaction \$9,200 and the cost of armored car pickup of daily deposits \$1,800.	8,183	10,738	11,000	11,000
<b>Materials &amp; Supplies</b> This appropriation provides for materials and supplies as required for operations including letterhead, envelopes, printer ink and ribbons, small office equipment and furniture, data cartridges and diskettes, and storage boxes.	3,498	5,193	5,100	5,100
<b>Electricity &amp; Gas</b> This appropriation will fund the cost of electricity and gas allocated to the department.	6,944	10,093	10,930	11,480
<b>Repair/Maintenance - Equipment</b> This appropriation will fund software maintenance for the Eden financial management system, small office equipment repair/maintenance, NIGP Commodity Codes Licensing and in FY 2016-17 a new copier lease.	42,535	39,512	41,700	46,240
<b>Total Operations &amp; Maintenance</b>	\$ 161,178	\$ 161,786	\$ 197,190	\$ 223,620

# CITY OF SANTEE DEVELOPMENT SERVICES



**CITY OF SANTEE  
DEVELOPMENT SERVICES SUMMARY**

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16* Amended	FY 2016-17 Amended
<b>SUMMARY OF EXPENDITURES</b>				
Engineering	\$ 1,575,278	\$ 1,806,756	\$ 2,119,550	\$ 2,134,300
Planning	788,824	978,934	899,910	837,600
Building	832,750	698,811	917,680	743,720
Code Compliance	129,868	79,610	129,980	139,240
<b>Total</b>	<u><u>\$ 3,326,720</u></u>	<u><u>\$ 3,564,111</u></u>	<u><u>\$ 4,067,120</u></u>	<u><u>\$ 3,854,860</u></u>
<b>SUMMARY OF FUNDED POSITIONS</b>				
Engineering	11.85	11.85	13.35	13.35
Planning	5.75	5.75	6.25	6.25
Code Compliance	1.10	1.60	1.60	1.60
Information Technology	2.00	2.00	-	-
<b>Total</b>	<u><u>20.70</u></u>	<u><u>21.20</u></u>	<u><u>21.20</u></u>	<u><u>21.20</u></u>

\*Information Technology has been moved from the Development Services Department and is now under the direction of the City Manager's Office.

# CITY OF SANTEE

## DEVELOPMENT SERVICES – ENGINEERING

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### **Mission Statement**

Guiding sustainable development through community partnership and excellence in service.

### **Program Description**

The Engineering Division has the responsibility for Capital Improvements Program (CIP) project programming and implementation, Land Development engineering activities, Traffic Engineering, and the preparation of special studies and reports for the City Council.

The Capital Improvement Program section of the Engineering Division is responsible for the planning, programming, bidding, award, and construction of all new City parks, roads and City owned infrastructure, the large scale maintenance and renovation construction of City owned facilities, the coordination and management of emergency facility repairs and performing construction inspections.

The Land Development section of the Engineering Division administers the Grading, Encroachment, Subdivision and Flood Damage Prevention Ordinances, provides public information on grading and encroachment permits and prepares and reviews grading and improvement plans. This section also administers the Stormwater Program.

The Traffic Engineering section of the Engineering Division is responsible for responding to and investigating citizen requests on traffic issues related to signage, striping, signal operation, traffic calming and improving traffic safety. The Traffic Engineering section is also responsible for maintenance of the City's street lights, traffic signals, street signage and roadway striping, carrying out traffic related projects, seeking grant funding, and traffic review for development projects.

In addition to the above programs, the Engineering Division also provides support for projects and programs for the Community Services Department, provides information to outside agencies, and has program responsibility for several special funds including Flood Control, Roadway Lighting, TransNet and Gas Tax.

### **2013-2015 ENGINEERING Division Accomplishments**

#### **Capital Improvement Program (CIP) Section Accomplishments:**

- Successfully completed the design, coordinated right of way purchases and began construction of Prospect Avenue Enhancements through a contract with SANDAG through SourcePoint totaling \$23.5 million of Redevelopment Bond funding
- Managed and completed the construction of four street paving projects at a cost of \$2.66 million totaling 637,000 square feet of pavement rehabilitation and numerous concrete sidewalk, curb and gutter, and storm drain improvements associated with the street work
- Completed three Corrugated Storm Drain (CMP) projects which included the construction of 3378 linear feet, at a total repair cost of \$1.82 million
- Managed the design, bidding, and construction of the San Diego River Trail Walker Preserve and aided in the acquisition at a total project cost of over \$4.5 million
- Completed an RFP and selected a consultant for as-needed Engineering Services for the unprecedented amount of CIP work established in the adopted 2013 CIP Program update for which 9 task orders for project support have been accomplished

## **CITY OF SANTEE DEVELOPMENT SERVICES – ENGINEERING**

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- Managed the design, bidding and construction of 50 ft. high sideline netting at Town Center Community Park at a cost of \$106,000
- Managed the design, bidding and construction of the Woodside Avenue/Magnolia Avenue Storm Drain improvement project at a cost of \$1.96 million
- Managed the design, bidding and construction of the Mission Gorge Road Median and Magnolia Avenue Median Highway Safety Improvement grant projects at a total cost of \$226,000 and \$114,000 respectively
- Managed the design, bidding and construction of the City Hall Drainage Repair project at a total cost of \$126,000
- Managed the design, bidding and construction of the Town Center Community Park West Shade Shelter project at a total cost of \$119,000
- Managed the design, bidding and construction of the Carlton Oaks School Sidewalk Project funded with by the Safe Routes to School Program grant at a total cost of \$149,000
- Managed the design, bidding and construction of the San Diego River Trail Extension Project funded with by the Active Transportation grant at a total cost of \$239,000
- Conducted over 1,800 private, developer, and public utility encroachment and grading permit inspections in addition to CIP project inspections

### **Engineering Division, Land Development Section Accomplishments:**

- Provided plan review, occupancy inspections and construction oversight required for completion of several land development projects, including Lantern Crest - Phase 2, Parc One, San Diego Christian College, Magnolia Townhomes, Santee Carwash, Costco expansion, Conejo subdivision, 7-11 at Mast and Carlton Hills, and Padre Dam Customer Service Center - Phase 2
- Assisted with Capital Improvement projects, including the widening and decorative public improvement to Riverview Parkway, Buena Vista and Railroad Avenue improvements - Phase 1, and design of Buena Vista and Railroad Avenue improvements - Phase 2
- Managed the temporary impact fee deferral program, Las Colinas, and the Ryan Companies remedial grading projects
- Updated Standard Urban Storm Water Management Plan to incorporate Hydromodification requirements, including extensive coordination during development with Copermittees
- Provided oversight and assistance on the City's Eden Financial system upgrades
- Completed coordination and plan review for issuance of over 32 grading permits, 324 encroachment permits, several parcel/final maps, easements, and boundary adjustments, plus development permit applications, pre-applications, and supported countless public inquiries/contacts at the community information counter, in addition to responding to storm water discharge complaints and spills

### **Traffic Engineering Section Accomplishments:**

- Received \$702,000 in grant funds for the installation of new medians on Mission Gorge Road between Riverview Parkway and First Street
- Installed a new traffic signal at the intersection of Town Center Parkway and Riverview Parkway
- Upgraded the traffic signal cabinets and controllers at five intersections and installed communication equipment to connect to the City's traffic computer network

## **CITY OF SANTEE DEVELOPMENT SERVICES – ENGINEERING**

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- Installed a traffic surveillance camera at the intersection of Town Center Parkway and Riverview Parkway
- Completed the bus shelter project which installed bus shelters at five key locations in the City
- Completed the Citywide Safe Routes to School Plan
- Re-certified the speed limits on 37 street segments
- Re-striped approximately nine miles of arterial and collector roadways along with 3,300 feet of crosswalks and 19,000 feet of red curbs
- Installed bicycle lanes on Prospect Avenue from Fanita Drive to Cuyamaca Street, on Olive Lane from Prospect Avenue to Mission Gorge Road, and on Town Center Parkway from Mission Gorge Road to Cuyamaca Street
- Continued to maintain City’s traffic signals, street lights, and roadway striping
- Continued to process traffic requests in a timely fashion and investigated and responded to 249 traffic related requests regarding traffic signals, traffic safety, speeding, signage, striping, and street lighting
- Reviewed and approved 259 traffic control plans for encroachment permits
- Reviewed and commented on 67 development plans

### **2015-2017 ENGINEERING Division Goals and Objectives**

#### **Capital Improvement Program (CIP) Section Goals and Objectives:**

- Complete the construction of the \$23.5 million Prospect Avenue Enhancements project
- Plan, coordinate and construct the Citywide Pavement Rehabilitation program including over \$6.0 million of Transnet Bonds and annual allocations for major reconstruction and maintenance projects as determined by the Pavement Management Condition Report
- Prioritize, design and continue construction on the Corrugated Metal Pipe (CMP) replacement and lining program
- Design, bid and construct two Safe Routes to School grant projects for sidewalks on Prospect Avenue west of Fanita Drive and a median on Mast Boulevard and Jeremy Street
- Complete the design, bidding and construction of Via De Christina Park
- Complete the construction of the TCCP well installation project
- Complete the design, environmental and construction of the Carlton Oaks Drive Bridge Seismic Retrofit project
- Assist other City departments with the bidding, award and construction of proposed capital improvement projects for parks and other funded facilities as prioritized

#### **Land Development Section Goals and Objectives:**

- Continue occupancy inspections and improvement oversight on ongoing and upcoming development projects, including Lantern Crest - Phase 3, Vision Systems, Cheyenne, Castlerock, Cameron Mobile Home expansion, Cameron Commercial, El Nopal Estates II, East County Estates, and other land development projects
- Provide plan review and construction oversight for grading and improvements required for the Entertainment Complex at RiverView, Christian College Housing, Fanita Ranch, D’Lazio and other approved land development projects

## **CITY OF SANTEE DEVELOPMENT SERVICES – ENGINEERING**

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- Closeout of the Riverwalk, and Las Colinas projects, including reimbursements and acceptance of right-of-way
- Award and supervise the construction of public improvements associate with the Buena Vista / Railroad project - Phase 2
- Implement digital issuance of permits, permit tracking, and inspection requests to streamline service and reduce paper copies
- Assist the public, development community and utility agencies with land development applications and requests for grading permits, building permits and encroachments into the public right of way

### **Traffic Engineering Section Goals and Objectives:**

- Continue to pursue grant funding for traffic and safety related projects
- Continue to process traffic requests in a timely fashion and maintain City's traffic signals, street lights, and roadway striping
- Continue to review traffic studies and improvement plans for new development in a timely fashion
- Review high collision locations in the City on an annual basis in order to improve safety
- Install a connection to the Sherriff Station to provide video feed from traffic cameras
- Continue to implement the City's Transportation Improvement Master Plan including upgrading obsolete traffic signal controllers and communications
- Complete the City's circulation element update project
- Complete the citywide traffic sign replacement project
- Complete the State Route 52 Corridor Study
- Update the City's bicycle master plan

**CITY OF SANTEE  
DEVELOPMENT SERVICES - ENGINEERING**

Development Services Engineering 1001.04.4101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Personnel	\$ 1,500,104	\$ 1,766,147	\$ 2,071,610	\$ 2,080,430
Operations & Maintenance	73,374	38,610	47,940	53,870
Capital Outlay	<u>-</u>	<u>1,999</u>	<u>-</u>	<u>-</u>
<b>Grand Total</b>	<b><u>\$ 1,575,278</u></b>	<b><u>\$ 1,806,756</u></b>	<b><u>\$ 2,119,550</u></b>	<b><u>\$ 2,134,300</u></b>

**SUMMARY OF FUNDED POSITIONS**

Deputy City Manager/Director of Development Services	0.50	0.50	0.50	0.50
Principal Civil Engineer	2.00	2.00	2.00	2.00
Principal Traffic Engineer	1.00	1.00	1.00	1.00
Senior Management Analyst	0.40	0.40	0.40	0.40
Senior Civil Engineer	3.00	3.00	3.00	3.00
Senior Traffic Engineer	1.00	1.00	1.00	1.00
Associate Civil Engineer	1.00	1.00	1.00	1.00
Storm Water Program Manager	1.00	1.00	1.00	1.00
Engineering Inspector	1.00	1.00	1.00	1.00
Assistant Engineer	-	-	1.00	1.00
Development Services Technician	0.50	0.50	0.50	0.50
Administrative Secretary	0.45	0.45	0.45	0.45
Secretary	<u>-</u>	<u>-</u>	<u>0.50</u>	<u>0.50</u>
<b>Total Positions</b>	<b><u>11.85</u></b>	<b><u>11.85</u></b>	<b><u>13.35</u></b>	<b><u>13.35</u></b>

**CITY OF SANTEE**  
**DEVELOPMENT SERVICES - ENGINEERING**

Development Services Engineering 1001.04.4101		FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>PERSONNEL COSTS</b>					
Salaries & Wages - Regular	50010	\$ 1,058,876	\$ 1,190,424	\$ 1,360,090	\$ 1,423,040
Salaries & Wages - Part Time	50020	21,788	23,526	38,970	40,920
Overtime	50025	3,924	12,877	10,000	10,000
Sick Leave Buy Back	50036	-	704	660	800
Auto Allowance	50040	2,100	2,100	2,100	2,100
Retirement - PERS	50050	249,147	344,711	427,090	370,650
Retirement - PERS EPMC	50051	20,240	23,219	17,440	18,580
Retirement - Part Time	50055	927	920	1,460	1,540
Medicare	50060	15,866	17,907	20,350	21,350
Health Insurance	50070	114,225	132,784	175,740	173,720
Dental Insurance	50071	8,074	9,986	11,430	11,730
Life Insurance	50075	1,376	1,205	1,360	1,330
Long Term Disability Insurance	50076	3,534	4,294	4,920	4,670
Unemployment Insurance	50081	27	1,493	-	-
<b>Total Personnel</b>		<u>\$ 1,500,104</u>	<u>\$ 1,766,147</u>	<u>\$ 2,071,610</u>	<u>\$ 2,080,430</u>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Expert/Consulting Services	51040	\$ 39,797	\$ 533	\$ 3,000	\$ 3,000
Subscriptions/Memberships	51104	1,430	1,548	2,500	2,500
Professional Development	51110	1,003	1,179	2,000	3,000
Mileage Reimbursement	51112	47	17	200	200
Printing & Duplicating	51120	1,565	1,555	2,000	2,500
Telephone & Fax	51121	11,080	9,503	9,200	12,760
Postage	51122	1,250	1,352	1,780	1,780
Advertising	51123	-	-	200	200
Rentals/Leases - Office Equipment	51141	882	1,027	1,730	1,730
Materials & Supplies	51160	3,192	3,974	5,240	5,240
Wearing Apparel	51165	-	231	600	600
Electricity & Gas	51180	11,542	16,149	17,490	18,360
Repair/Maint - Equipment	51211	1,586	1,543	2,000	2,000
<b>Total Operations &amp; Maintenance</b>		<u>\$ 73,374</u>	<u>\$ 38,610</u>	<u>\$ 47,940</u>	<u>\$ 53,870</u>
<b>CAPITAL OUTLAY</b>					
Office Equipment	60010	\$ -	\$ 1,999	\$ -	\$ -
<b>Total Capital Outlay</b>		<u>\$ -</u>	<u>\$ 1,999</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Grand Total</b>		<u><u>\$ 1,573,478</u></u>	<u><u>\$ 1,806,756</u></u>	<u><u>\$ 2,119,550</u></u>	<u><u>\$ 2,134,300</u></u>

**CITY OF SANTEE  
DEVELOPMENT SERVICES - ENGINEERING**

Development Services Engineering 1001.04.4101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS**

<p><b>Expert/Consulting Services</b> This appropriation provides for consultant services for projects that are not covered by developer deposits or a capital account, including legal description preparation and review for easements or right of way dedications.</p>	\$ 39,797	\$ 533	\$ 3,000	\$ 3,000
<p><b>Subscriptions/Memberships</b> This appropriation provides for Engineering staff professional memberships, licenses and subscriptions.</p>	1,430	1,548	2,500	2,500
<p><b>Professional Development</b> This appropriation provides for continuing professional and technical training and development, utilizing training and educational courses offered by various agencies and professional organizations. Travel and subsistence expenses incurred while conducting City business, attending training seminars and meetings of professional organizations are also defrayed by this account.</p>	1,003	1,179	2,000	3,000
<p><b>Mileage Reimbursement</b> This appropriation provides for reimbursement of the expense of using a personal vehicle in the performance of assigned duties.</p>	47	17	200	200
<p><b>Printing &amp; Duplicating</b> This appropriation provides for counter handouts, notices, grant applications and other printed materials. Materials include the Development Review Manual, Storm Water Mitigation Plan and Public Works Standards. Photo documentation of development projects, and generating maps, plans and exhibits are charged to this account. Staff also uses it to produce photocopies and blueprints for the public and to pay document recording fees.</p>	1,565	1,555	2,000	2,500
<p><b>Telephone &amp; Fax</b> This appropriation provides for the cost of telephone, fax machine, cellular phones, pagers and modem line charges for the Division.</p>	11,080	9,503	9,200	12,760
<p><b>Postage</b> This appropriation provides for mailing Division correspondence, notices and other documents (plans, RFP's, legal documents, various reports) are defrayed by this account. Certified mailings are also paid for by this account.</p>	1,250	1,352	1,780	1,780
<p><b>Advertising</b> This appropriation provides for soliciting proposals for services, and advertising for proposed ordinances and their revisions, public meetings and notices, which are not chargeable to deposits or capital accounts.</p>	-	-	200	200
<p><b>Rentals/Leases - Equipment</b> This appropriation provides for photocopier rentals, leases and maintenance and pagers for personnel when in the field.</p>	882	1,027	1,730	1,730

**CITY OF SANTEE  
DEVELOPMENT SERVICES - ENGINEERING**

Development Services Engineering 1001.04.4101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS (Continued)**

<b>Materials &amp; Supplies</b> This appropriation provides for various materials and supplies such as paper products, copy machine supplies, business cards, small office equipment and furniture and technical publications are used in conducting daily Division business.	\$ 3,192	\$ 3,974	\$ 5,240	\$ 5,240
<b>Wearing Apparel</b> This appropriation provides for safety-related clothing including hard hats, rain boots, and high-visibility vests and jackets.	-	231	600	600
<b>Electricity &amp; Gas</b> This appropriation provides for cost of electricity and gas allocated to the Division.	11,542	16,149	17,490	18,360
<b>Repair/Maintenance - Equipment</b> This appropriation provides for service contracts and as-needed repairs for miscellaneous office equipment, including the Division's share of photocopiers and the large format plan copier.	1,586	1,543	2,000	2,000
<b>Total Operations &amp; Maintenance</b>	<b>\$ 73,374</b>	<b>\$ 38,610</b>	<b>\$ 47,940</b>	<b>\$ 53,870</b>

**CAPITAL OUTLAY**

<b>Office Equipment</b> This appropriation provides for the purchase of an additional fire-resistant plan file vault.	\$ -	\$ 1,999	\$ -	\$ -
<b>Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ 1,999</b>	<b>\$ -</b>	<b>\$ -</b>

# CITY OF SANTEE

## DEVELOPMENT SERVICES – PLANNING

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### **Mission Statement**

Guiding sustainable development through community partnership and excellence in service.

### **Program Description**

The Planning Division administers planning and development of the City's residential communities, commercial and industrial centers, community parks and open space preserves. Within this framework, the Planning Division provides long-range planning and policy analysis through the preparation, maintenance, and administration of the General Plan and Town Center Specific Plan. Implementation of the physical development process requires coordination with other local, regional, state and federal agencies to ensure consistency with local regulations, regional policy, and state and federal laws.

The Planning Division budget focuses resources on essential short-term and long-range planning services to meet the City's strategic goals and those mandated by the State. Key among state mandates is the adoption of a "Sustainable Communities" strategy that fulfills the requirement for a "Climate Action Plan". Additionally, the Division is responsible for the preparation of a federally-mandated Consolidated Plan in order to receive federal housing and community development funding. The Plan consolidates into a single document the planning and application requirements for Community Development Block Grants, Emergency Shelter Grants, and the HOME Investment Partnership Program.

The Planning Division provides public information on land development requirements, coordinates environmental reviews, development reviews, building permit issuance, manages the Code Compliance Program, administers the housing program, and conducts special planning studies as directed by the City Council or City Manager.

The Division's budget is based on the continuation of essential, mandated, and City-Council directed services related to planning activities.

### **2013-2015 Planning Division Accomplishments**

#### **Long Range Planning and Special Projects Accomplishments:**

- Received a state-certified Housing Element (Fifth Revision Cycle) covering an eight-year period from 2013 to 2021
- Provided on-going review of Preserve Management and Reporting – (Sky Ranch Preserve, Lowes Preserve, Lantern Crest Preserve, Altair Preserve)
- Completed a Draft Greenhouse Gas Inventory, Forecasting and Target Setting Report foundational to the preparation of a Sustainable Community Plan (aka "Climate Action Plan") in response to Senate Bill 375
- Submitted Annual Housing Element Reports to Housing & Community Development (by April 1 of each year) to maintain competitive eligibility for projects funded through SANDAG
- Distributed for public review the Draft Consolidated Plan
- Initiated preparation of the draft Multi-Species Conservation Plan - Santee Subarea Plan
- Participated in the submittal of a proposal to San Diego State University that includes special planning studies for the development of the remaining County-owned land in Town Center

## **CITY OF SANTEE DEVELOPMENT SERVICES – PLANNING**

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### **Short-term Land Development Project Accomplishments:**

- Completed construction and occupancy of Lantern Crest Senior Retirement Community Phase II for a 102-unit, 138,000 square foot congregate care facility
- Facilitated City Council approval of the Parc One 172-unit apartment complex implementing the objectives of the RiverView Master Plan for Town Center
- Facilitated City Council approval of the San Diego Christian College 128-unit apartment complex completing the residential objective for the Mixed Use area of the RiverView Master Plan
- Processed 324 land development permit applications that will result in 309 new dwelling units, 12,466 square feet of new commercial space, completed coordination and plan review for issuance of 32 grading permits and approximately 3,170 building permits
- Supported 4,012 public inquiries and contacts at the community information counter
- Supported grant applications for land acquisition of Hanlon-Walker properties (San Diego River)
- Rezoned/re-designated approximately 26 acres of land to accommodate additional residential units in conjunction with the 2013-2021 Housing Element update
- Developed an action plan that improved the process by which new businesses are established and building permits are issued for tenant improvements. A quick reference guide was created for distribution throughout City Hall and for use by the Chamber of Commerce
- Developed an informational brochure to inform businesses of regulations associated with the Americans with Disabilities Act for distribution throughout City Hall and for use by the Chamber of Commerce

### **2015-2017 PLANNING Division Goals and Objectives**

- Process the Town Center Master Plan development proposals anticipated during the budget cycle, to include an entertainment complex
- Complete the preparation of a “Sustainability Plan” (“Climate Action Plan”) including public outreach and review
- Support the Airport Related Industrial Zone \$400,000 planning grant process anticipated during the budget cycle
- Update the Safety and Noise Elements to address land use consistency with the Gillespie Field Airport Land Use Consistency Plan
- Update by September 2015 related municipal code sections to address state-mandated solar access measures pursuant to Assembly Bill 2188
- Establish requirements to prevent and reduce pollution to water resources, to include requirements for the management of stormwater flows from development projects to prevent erosion
- Update related Municipal Code sections to address industrial land use, including breweries and distilleries, and lot consolidation incentives
- Establish requirements for commercial organics recycling pursuant to Assembly Bill 1826, by January 1, 2016

**CITY OF SANTEE  
DEVELOPMENT SERVICES - PLANNING**

<b>Development Services Planning 1001.04.4106</b>	<b>FY 2013-14 Actual</b>	<b>FY 2014-15 Actual</b>	<b>FY 2015-16 Amended</b>	<b>FY 2016-17 Amended</b>
<b>SUMMARY OF EXPENDITURES</b>				
Personnel	\$ 750,292	\$ 607,081	\$ 844,920	\$ 787,040
Operations & Maintenance	35,762	347,560	48,070	50,560
Grants	2,770	22,293	6,920	-
Capital Outlay	-	1,999	-	-
<b>Grand Total</b>	<b>\$ 788,824</b>	<b>\$ 978,934</b>	<b>\$ 899,910</b>	<b>\$ 837,600</b>

**SUMMARY OF FUNDED POSITIONS**

Deputy City Manager/Director of Development Services	0.50	0.50	0.50	0.50
Director of Planning	0.90	0.90	0.90	0.90
Principal Planner	1.00	1.00	1.00	1.00
Senior Management Analyst	0.40	0.40	0.40	0.40
Development Services Technician	0.50	0.50	0.50	0.50
Associate Planner	2.00	2.00	2.00	2.00
Administrative Secretary	0.45	0.45	0.45	0.45
Secretary	-	-	0.50	0.50
<b>Total Positions</b>	<b>5.75</b>	<b>5.75</b>	<b>6.25</b>	<b>6.25</b>

**CITY OF SANTEE  
DEVELOPMENT SERVICES - PLANNING**

Development Services Planning 1001.04.4106		FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>PERSONNEL COSTS</b>					
Salaries & Wages - Regular	50010	\$ 524,421	\$ 404,557	\$ 537,460	\$ 558,500
Salaries & Wages - Part Time	50020	11,271	11,793	11,540	11,540
Overtime	50025	213	447	2,000	2,000
Sick Leave Buy Back	50036	-	-	1,220	-
Auto Allowance	50040	5,880	2,258	5,880	5,880
Retirement - PERS	50050	119,062	119,884	180,000	103,300
Retirement - PERS EPMC	50051	9,807	7,157	6,350	6,190
Retirement - Part Time	50055	423	442	530	430
Medicare	50060	7,884	6,105	8,020	8,380
Health Insurance	50070	56,543	47,060	83,850	83,170
Dental Insurance	50071	3,715	2,547	5,200	5,160
Life Insurance	50075	676	468	630	610
Long Term Disability Insurance	50076	1,666	1,428	2,240	1,880
Unemployment Insurance	50081	8,731	2,936	-	-
<b>Total Personnel</b>		<u>\$ 750,292</u>	<u>\$ 607,081</u>	<u>\$ 844,920</u>	<u>\$ 787,040</u>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Expert/Consulting Services	51040	\$ 13,976	\$ 44,092	\$ 15,000	\$ 15,000
Other Governmental Purposes	51101	-	282,550	-	-
Subscriptions/Memberships	51104	1,553	1,374	3,000	3,000
Professional Development	51110	1,177	1,420	2,000	3,000
Mileage Reimbursement	51112	15	-	200	200
Printing & Duplicating	51120	2,539	1,514	2,800	3,600
Telephone & Fax	51121	5,738	3,646	5,800	5,800
Postage	51122	723	603	1,200	1,200
Advertising	51123	1,580	541	5,000	5,000
Rentals/Leases - Office Equipment	51141	893	1,027	1,350	1,350
Materials & Supplies	51160	2,336	2,941	2,900	3,200
Electricity & Gas	51180	4,499	7,124	7,720	8,110
Repair/Maintenance - Equipment	51211	733	728	1,100	1,100
<b>Total Operations &amp; Maintenance</b>		<u>\$ 35,762</u>	<u>\$ 347,560</u>	<u>\$ 48,070</u>	<u>\$ 50,560</u>
<b>GRANTS</b>					
SDG&E Energy Action Plan	55027	\$ 2,770	\$ 22,293	\$ 6,920	\$ -
<b>Total Grants</b>		<u>\$ 2,770</u>	<u>\$ 22,293</u>	<u>\$ 6,920</u>	<u>\$ -</u>
<b>CAPITAL OUTLAY</b>					
Office Equipment	60010	\$ -	\$ 1,999	\$ -	\$ -
<b>Total Capital Outlay</b>		<u>\$ -</u>	<u>\$ 1,999</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Grand Total</b>		<u><u>\$ 788,824</u></u>	<u><u>\$ 978,934</u></u>	<u><u>\$ 899,910</u></u>	<u><u>\$ 837,600</u></u>

**CITY OF SANTEE  
DEVELOPMENT SERVICES - PLANNING**

Development Services Planning 1001.04.4106	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS**

<b>Expert/Consulting Services</b>	\$ 13,976	\$ 44,092	\$ 15,000	\$ 15,000
This appropriation provides for consultant services for projects that are not covered by deposits or capital projects and \$2,500 annually for certified access specialist services in compliance with SB 1186 funded from a required surcharge on each business license.				
<b>Other Governmental Purposes</b>	-	282,550	-	-
Write-off of Fanita accounts - Barratt.				
<b>Subscriptions &amp; Memberships</b>	1,553	1,374	3,000	3,000
This appropriation provides for professional memberships and subscriptions, as follows: two memberships in the Association of Environmental Professionals (AEP) and four memberships in American Planning Association.				
<b>Professional Development</b>	1,177	1,420	2,000	3,000
This appropriation provides for staff's continuing professional and technical training and development, utilizing training and educational courses offered by various agencies and professional organizations. Travel and subsistence expenses incurred while conducting City business, attending training seminars and meetings of professional organizations are also defrayed by this account.				
<b>Mileage Reimbursement</b>	15	-	200	200
This appropriation provides for reimbursement of the expense of using a personal vehicle in the performance of assigned duties.				
<b>Printing &amp; Duplicating</b>	2,539	1,514	2,800	3,600
This appropriation provides for counter handouts, public hearing notices, grant applications and other printed materials. Materials include the Zoning Ordinance and General Plan Update/Land Use Map. Photo documentation of development projects, and generating maps, plans and exhibits are charged to this account. Staff also uses it to produce photocopies and blueprints for the public, and to pay document recording fees.				
<b>Telephone &amp; Fax</b>	5,738	3,646	5,800	5,800
This appropriation provides for the cost of telephone, fax machine, cellular phones, pagers and modem line charges for the department. Increase reflects current actual costs.				
<b>Postage</b>	723	603	1,200	1,200
This appropriation provides for mailing Division correspondence, hearing notices, EIR's and other documents (plans, RFP's, legal documents, various reports), including by certified mailing.				
<b>Advertising</b>	1,580	541	5,000	5,000
This appropriation provides for soliciting proposals for services and advertising for proposed ordinances and their revisions, environmental documents, public meetings and public notices, which are not chargeable to deposit or capital accounts.				

**CITY OF SANTEE  
DEVELOPMENT SERVICES - PLANNING**

Development Services Planning 1001.04.4106	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS (Continued)**

<b>Rentals/Leases - Office Equipment</b>	\$ 893	\$ 1,027	\$ 1,350	\$ 1,350
This appropriation provides for photocopier rentals, leases and maintenance and telephones/pagers for personnel when in the field.				
<b>Materials &amp; Supplies</b>	2,336	2,941	2,900	3,200
This appropriation provides for various materials and supplies such as paper products, copy machine supplies, business cards, and technical publications.				
<b>Electricity &amp; Gas</b>	4,499	7,124	7,720	8,110
This appropriation provides for the cost of electricity and gas allocated to the Division.				
<b>Repair/Maintenance - Equipment</b>	733	728	1,100	1,100
This appropriation provides for service contracts and as-needed repairs for miscellaneous office equipment, including the Division's share of photocopiers and the large format plan copier.				
<b>Total Operations &amp; Maintenance</b>	<u>\$ 35,762</u>	<u>\$ 347,560</u>	<u>\$ 48,070</u>	<u>\$ 50,560</u>

**GRANTS**

<b>SDG&amp;E Energy Action Plan</b>	\$ 2,770	\$ 22,293	\$ 6,920	\$ -
This appropriation provides for professional services to analyze citywide energy usage and develop recommendations to reduce future energy usage and greenhouse gas emissions.				
<b>Total Grants</b>	<u>\$ 2,770</u>	<u>\$ 22,293</u>	<u>\$ 6,920</u>	<u>\$ -</u>

**CAPITAL OUTLAY**

<b>Office Equipment</b>	\$ -	\$ 1,999	\$ -	\$ -
This appropriation provides for the purchase of an additional fire-resistant plan file vault.				
<b>Total Capital Outlay</b>	<u>\$ -</u>	<u>\$ 1,999</u>	<u>\$ -</u>	<u>\$ -</u>

## **CITY OF SANTEE DEVELOPMENT SERVICES – BUILDING**

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### **Program Description**

The Building Division provides technical plan review and field inspection services, and coordinates permit approvals with City Departments and outside agencies (County Health Department, Padre Dam Municipal Water District, School Districts, Air Pollution Control District). The Building Division enforces City codes and regulations pertaining to the safe and appropriate use and condition of developed property. The Building Division performs plan checks, issues permits, and verifies that work is completed in accordance with applicable codes. The Division is responsible for compliance with the Americans with Disabilities Act and other state-related mandates governing handicapped access.

In April of 2014 the Building Division added Fire Plan checks and inspection services to their scope of services. These activities are accomplished through contract with a professional firm specializing in these services. Additionally, this Division produces weekly, monthly and annual reports that are submitted to the Census Bureau, the County Assessor, the Department of Commerce (“Dodge Reports”) and to the City Finance Department.

### **2013-2015 Accomplishments**

- Issued 4,728 permits with a total value of over \$31 million for new residential structures, over \$9 million for commercial/industrial structures additions/alterations, and \$7 million for residential building additions/alterations, \$26 million in solar photo voltaic systems for a total valuation of over \$76 million
- Conducted over 10,351 inspections with approximately 4,862 of these for final building, plumbing, mechanical, or electrical inspections
- Provided information to realty agencies and banks for property building permit histories in response to increased foreclosure activity and short sales
- Designed public brochures

### **2015-2017 Goals and Objectives**

- Conduct approximately 1,700 plan checks, conduct 12,420 inspections, representing \$69 million in valuation for new residential structures and \$17 million for commercial structures
- Continue to maintain or exceed a turnaround time of 10 working days for plan checks
- Continue to provide next-day inspection service
- Calculate permit fees for applications within one to three working days
- Adopt the 2017 California Building Standards Code and the 2017 California Energy Code and implement changes to the Uniform Administrative Code

**CITY OF SANTEE  
DEVELOPMENT SERVICES - BUILDING**

Development Services Building 1001.04.4108	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Operations & Maintenance (Including Contractual Services)	\$ 832,750	\$ 892,161	\$ 917,680	\$ 743,720
<b>Total</b>	<b>\$ 832,750</b>	<b>\$ 892,161</b>	<b>\$ 917,680</b>	<b>\$ 743,720</b>

**EXPENDITURES**

**OPERATIONS & MAINTENANCE COSTS**

Expert/Consulting Services	51040	\$ 823,139	\$ 882,900	\$ 905,850	\$ 729,600
Printing & Duplicating	51120	1,334	2,057	2,500	2,500
Telephone & Fax	51121	2,445	1,569	2,500	2,500
Postage	51122	-	-	180	180
Rentals/Leases - Office Equipment	51141	360	433	600	600
Materials & Supplies	51160	2,100	1,519	1,900	4,000
Electricity & Gas	51180	3,269	3,562	3,850	4,040
Repair/Maintenance - Equipment	51211	103	121	300	300
<b>Total Operations &amp; Maintenance</b>		<b>\$ 832,750</b>	<b>\$ 892,161</b>	<b>\$ 917,680</b>	<b>\$ 743,720</b>

**CITY OF SANTEE  
DEVELOPMENT SERVICES - BUILDING**

Development Services Building 1001.04.4108	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE (CONTRACTUAL SERVICES)**

<b>Expert/Consulting Services</b>	\$ 823,139	\$ 882,900	\$ 905,850	\$ 729,600
This appropriation provides for contract building plan check and inspection services.				
<b>Printing &amp; Duplicating</b>	1,334	2,057	2,500	2,500
This appropriation provides for printing of forms and records associated with Building activities, including permit forms and informational handouts, is the purpose of this account.				
<b>Telephone &amp; Fax</b>	2,445	1,569	2,500	2,500
This appropriation provides for telephone, fax machine, cellular phones and pager services for the department.				
<b>Postage</b>	-	-	180	180
This appropriation provides for the mailing of Building Division correspondence.				
<b>Rentals/Leases - Office Equipment</b>	360	433	600	600
This appropriation provides for photocopier rentals, leases and maintenance and telephones/pagers for personnel when in the field.				
<b>Materials &amp; Supplies</b>	2,100	1,519	1,900	4,000
This appropriation provides for various materials and supplies such as paper products, copy machine supplies, business cards, and technical publications.				
<b>Electricity &amp; Gas</b>	3,269	3,562	3,850	4,040
This appropriation provides for the cost of electricity and gas allocated for the Division.				
<b>Repair/Maintenance - Equipment</b>	103	121	300	300
This appropriation provides for service contracts and as-needed repairs for miscellaneous office equipment, including the Division's share of photocopiers and the large format plan copier.				
<b>Total Operations &amp; Maintenance (Contractual Services)</b>	<u>\$ 832,750</u>	<u>\$ 892,161</u>	<u>\$ 917,680</u>	<u>\$ 743,720</u>

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## **CITY OF SANTEE**

### **DEVELOPMENT SERVICES – CODE COMPLIANCE**

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#### **Program Description**

The Code Compliance Division works with the community to maintain a safe, healthy and attractive environment, and to preserve and improve the overall quality of life within Santee's neighborhoods. As such, the Code Compliance Division interfaces with the public to resolve complaints, and has principal responsibility in the management of neighborhood stabilization and beautification events. This Division resolves zoning violations involving property maintenance and land use issues, construction-related issues involving unsafe buildings and non-permitted work, animal complaints, non-permitted signs, inoperable vehicles, junk and debris, and illicit discharges into the City's municipal storm drain system. The Abandoned Property and Weed Abatement Programs are administered in this Division. As such, this Division coordinates with other agencies such as the County Sheriff's Department, Fire Prevention Services, County Vector Control, County Health Department and Animal Services.

#### **2013-2015 Accomplishments**

- Participated in the "Homeless Outreach Team" (HOT) meetings to establish a plan for more effective use of county, city and other public agency resources directed to the transient population to reduce homelessness
- Continued the successful implementation of Abandoned Residential Properties Program which requires lenders to register, secure and maintain abandoned residential properties within the City of Santee; approximately 120 properties registered or re-registered
- Responded to approximately 3,200 questions and complaints; resolved approximately 990 violations, including non-permitted work, non-permitted uses, weed abatement, abandoned vehicles, signs, noise, animals, and vacant properties involving approximately 3,100 field inspections
- Continued multi-disciplinary enforcement team meetings involving the City's enforcement officers, Stormwater Program Manager, Santee Sheriffs, and the Attorney's Office

#### **2015-2017 Goals and Objectives**

- Continue efficient implementation of the City's Code Compliance Program, Weed Abatement Program, Stormwater Program, and the Abandoned Property Registration Program
- Continue to identify issues facing neighborhoods and communities and deploy necessary resources and volunteers to best address and resolve such matters
- Develop a Resource Guide for public distribution at the street fair
- Use advisory notices to encourage voluntary correction of less serious code violations that do not pose an imminent and serious hazard to life health or the environment
- Continue to meet monthly with the enforcement team on code matters
- Continue to collaborate with the Sheriffs, local volunteer and non-profit organizations and the County to aid the transient population find services and shelter

**CITY OF SANTEE  
DEVELOPMENT SERVICES - CODE COMPLIANCE**

Development Services Code Compliance 1001.04.2401	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Personnel	\$ 125,120	\$ 74,500	\$ 123,790	\$ 129,360
Operations & Maintenance	<u>4,748</u>	<u>5,110</u>	<u>6,190</u>	<u>9,880</u>
<b>Grand Total</b>	<u><u>\$ 129,868</u></u>	<u><u>\$ 79,609</u></u>	<u><u>\$ 129,980</u></u>	<u><u>\$ 139,240</u></u>

**SUMMARY OF FUNDED POSITIONS**

Director of Planning	0.10	0.10	0.10	0.10
Senior Code Compliance Officer	1.00	1.00	-	-
Code Compliance Officer	-	-	1.00	1.00
Code Compliance Assistant	<u>-</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
<b>Total Positions</b>	<u><u>1.10</u></u>	<u><u>1.60</u></u>	<u><u>1.60</u></u>	<u><u>1.60</u></u>

**CITY OF SANTEE**  
**DEVELOPMENT SERVICES - CODE COMPLIANCE**

Development Services		FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17
Code Compliance 1001.04.2401		Actual	Actual	Amended	Amended
<b>PERSONNEL COSTS</b>					
Salaries & Wages - Regular	50010	\$ 88,063	\$ 49,827	\$ 93,150	\$ 97,250
Overtime	50025	-	81	500	500
Auto Allowance	50040	420	18	420	420
Retirement - PERS	50050	21,432	15,302	6,640	17,120
Retirement - PERS EPMC	50051	1,790	677	210	140
Medicare	50060	1,283	727	1,360	1,430
Health Insurance	50070	11,600	7,441	19,730	11,300
Dental Insurance	50071	89	159	1,310	710
Life Insurance	50075	139	69	210	150
Long Term Disability Insurance	50076	304	200	260	340
<b>Total Personnel</b>		<u>\$ 125,120</u>	<u>\$ 74,500</u>	<u>\$ 123,790</u>	<u>\$ 129,360</u>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Subscriptions/Memberships	51104	\$ 150	\$ 119	\$ 200	\$ 200
Professional Development	51110	605	385	1,000	1,000
Mileage Reimbursement	51112	-	-	200	200
Printing & Duplicating	51120	23	108	300	700
Telephone & Fax	51121	621	273	700	900
Postage	51122	594	906	1,000	1,700
Advertising	51123	154	100	500	500
Expert/Consulting Services	51140	-	-	-	1,000
Rentals/Leases - Office Equipment	51141	-	-	230	230
Materials & Supplies	51160	168	1,568	1,000	1,400
Abandoned Vehicle Abatement	51173	1,567	806	-	-
Electricity & Gas	51180	866	846	960	1,950
Repair/Maintenance - Equipment	51211	-	-	100	100
<b>Total Operations &amp; Maintenance</b>		<u>\$ 4,748</u>	<u>\$ 5,110</u>	<u>\$ 6,190</u>	<u>\$ 9,880</u>
<b>Grand Total</b>		<u><u>\$ 129,868</u></u>	<u><u>\$ 79,609</u></u>	<u><u>\$ 129,980</u></u>	<u><u>\$ 139,240</u></u>

**CITY OF SANTEE  
DEVELOPMENT SERVICES - CODE COMPLIANCE**

Development Services Code Compliance 1001.04.2401	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS**

<b>Subscriptions/Memberships</b> This appropriation provides for annual membership in the CA Association of Code Enforcement Officers.	\$ 150	\$ 119	\$ 200	\$ 200
<b>Professional Development</b> This appropriation provides for registration for professional conferences and training seminars, including the CA Association of Code Enforcement Officers annual conference.	605	385	1,000	1,000
<b>Mileage Reimbursement</b> This appropriation provides for reimbursement of the expense of using a personal vehicle in the performance of assigned duties.	-	-	200	200
<b>Printing &amp; Duplicating</b> This appropriation provides for production of Division correspondence and forms.	23	108	300	700
<b>Telephone &amp; Fax</b> This appropriation provides for the cost of telephone and cellular phones.	621	273	700	900
<b>Postage</b> This appropriation provides for mailing Division correspondence, including certified mail.	594	906	1,000	1,700
<b>Advertising</b> This appropriation provides for notice of nuisance abatement hearings and tax liens.	154	100	500	500
<b>Expert/Consulting Services</b> This appropriation provides for preparation of title reports.	-	-	-	1,000
<b>Rentals/Leases - Office Equipment</b> This appropriation provides for photocopier rentals, leases and maintenance and telephones/pagers for personnel when in the field.	-	-	230	230
<b>Materials &amp; Supplies</b> This appropriation provides for the purchase of miscellaneous supplies utilized by the Division. This account also provides for the purchase of books (Criss-Cross Directories and Penal Codes), and photographic supplies and production.	168	1,568	1,000	1,400
<b>Abandoned Vehicle Abatement</b> Abandoned vehicle abatement program costs.	1,567	806	-	-
<b>Electricity &amp; Gas</b> This appropriation provides for the cost of electricity and gas allocated to the Division.	866	846	960	1,950

**CITY OF SANTEE  
DEVELOPMENT SERVICES - CODE COMPLIANCE**

Development Services Code Compliance 1001.04.2401	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS (Continued)**

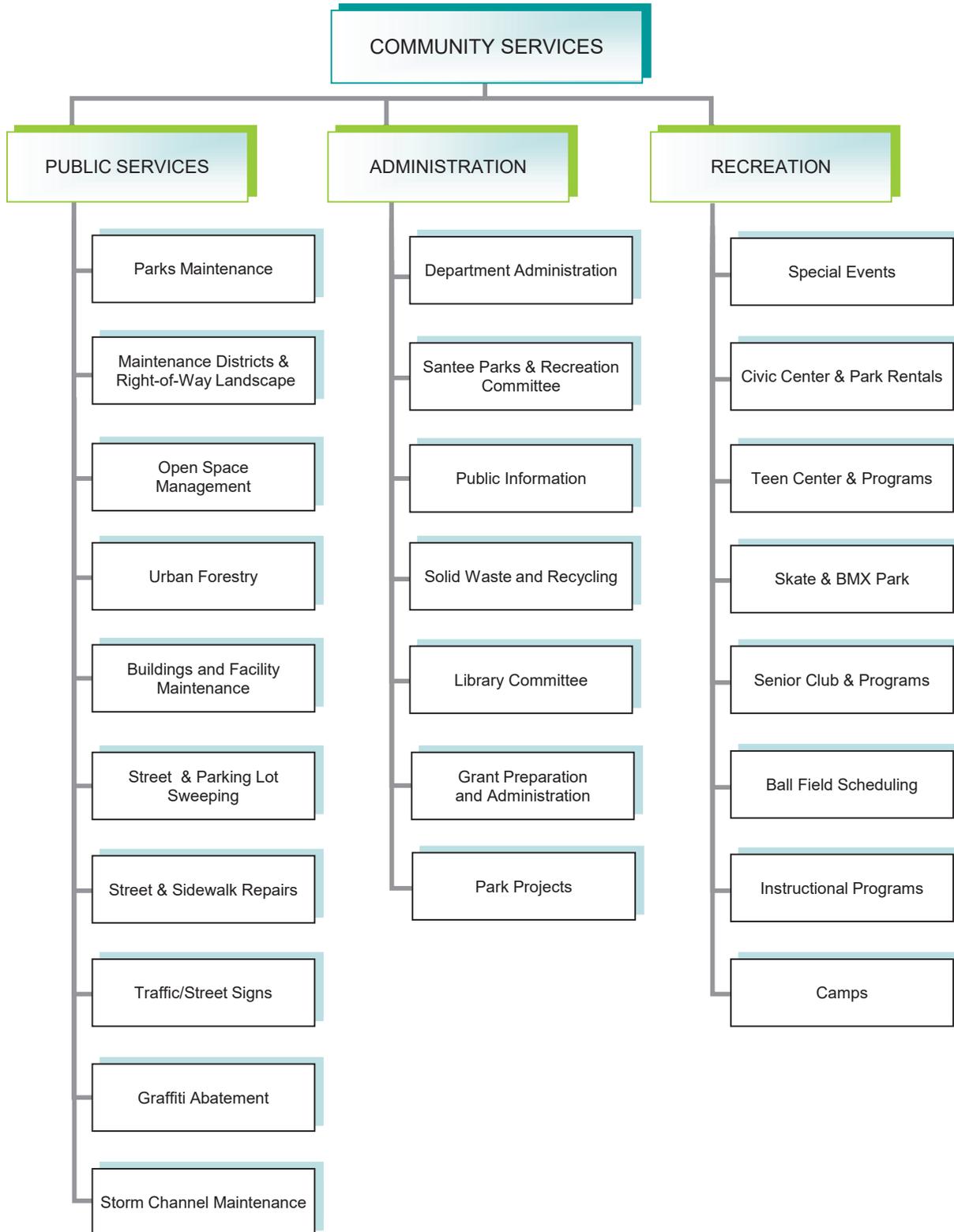
<b>Repair/Maintenance - Equipment</b>	\$ -	\$ -	\$ 100	\$ 100
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This appropriation provides for service contracts and as-needed repairs for miscellaneous office equipment, including the Division's share of photocopiers and the large format plan copier.

<b>Total Operations &amp; Maintenance</b>	<u>\$ 4,748</u>	<u>\$ 5,110</u>	<u>\$ 6,190</u>	<u>\$ 9,880</u>
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# CITY OF SANTEE COMMUNITY SERVICES



**CITY OF SANTEE  
COMMUNITY SERVICES SUMMARY**

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>SUMMARY OF EXPENDITURES</b>				
Administration	\$ 402,260	\$ 435,053	\$ 493,750	\$ 470,950
Public Services (Maintenance)	2,520,429	2,563,381	2,928,380	2,830,100
Solid Waste & Recycling	36,743	90,230	53,448	40,200
Facility Operations	44,968	52,277	66,210	71,180
Recreation Services	433,588	423,489	505,040	480,020
Senior Programs	4,760	2,426	750	750
Teen Center	38,779	51,912	58,338	77,090
Special Events	149,872	137,248	197,960	227,190
Woodglen Vista Skate & BMX Park	27,561	32,845	40,880	44,320
<b>Total</b>	<b>\$ 3,658,960</b>	<b>\$ 3,788,861</b>	<b>\$ 4,344,756</b>	<b>\$ 4,241,800</b>

**SUMMARY OF FUNDED POSITIONS**

Administration	2.00	2.00	3.00	3.00
Public Services (Maintenance)	12.75	13.75	13.75	13.75
Solid Waste & Recycling	0.25	0.25	0.25	0.25
Facility Operations	-	0.30	0.30	0.30
Recreation Services	3.40	3.25	3.25	3.25
Senior Programs	0.05	-	-	-
Teen Center	-	0.35	0.35	0.35
Special Events	0.93	0.93	0.93	0.93
Woodglen Vista Skate & BMX Park	-	0.26	0.26	0.26
<b>Total</b>	<b>19.38</b>	<b>21.09</b>	<b>22.09</b>	<b>22.09</b>

## **CITY OF SANTEE COMMUNITY SERVICES ADMINISTRATION**

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### **Mission Statement**

We create community by providing exceptional programs, caring for and enriching public spaces, and facilitating *rewarding* life experiences.

### **Program Description**

The Community Services Department provides a wide array of services to the community via the following divisions: Maintenance Services, Solid Waste and Recycling, Recreation Services, Special Events, and Facility Operations. Initiates and collaborates on park capital improvement projects. In addition to management of the divisions, Community Services Administration serves as the City's liaison with the community has responsibility for web content and social media, conducts research and implements programs that address community need, and is charged with special projects that spotlight the City.

### **2013-2015 Accomplishments**

- Completion of the Walker Preserve Trail with over one mile of shoreline along the San Diego River including picnic areas, interpretive signs, drinking fountain, bike repair station and drought tolerant native landscaping. This property was purchased with over \$2.4 million in State and Federal grants
- Administered a \$245,000 grant from the Coastal Conservancy for planning, environmental review and design of the Walker segment of the San Diego River Trail
- Awarded and administered a \$247,000 grant from State Parks for the construction of the Walker Preserve Trail
- Awarded a \$25,000 Neighborhood Reinvestment grant from the County Board of Supervisors for a large new picnic shelter at Town Center Community Park West
- Design and engineering of the new neighborhood park at the Caltrans remnant property on Via de Cristina. Two public outreach meeting were held to take community feedback
- Award of a \$139,000 Housing Related Parks grant for the Via de Cristina project. This brings the total of grants available for that project to \$257,400
- Awarded a \$10,000 grant from the San Diego River Conservancy for a San Diego river mural program
- Coordinated with the Urban Corps to implement a \$50,000 County Vector Control grant to clean habitat in the San Diego River that was enabling mosquito breeding
- Revised and updated the graffiti reporting app for Android and I-phone

### **2015-2017 Goals and Objectives**

- Work with SANDAG on design of the next phase of the San Diego River Trail at Carlton Oaks golf course
- Develop water conservation strategies to meet the goal of 20% reduction in potable water use at city parks and facilities
- Complete construction of the neighborhood park on Via de Cristina
- Continuous implementation of cost reduction strategies through electrical efficiency, reduced water expenses, special event sponsorships, increase of facility rentals, public/private partnerships and contracting for program instructors
- Identify and secure grant funding for the implementation of the Mast Park Master Plan that will refresh and improve one of the City's oldest park

**CITY OF SANTEE  
COMMUNITY SERVICES ADMINISTRATION**

Community Services Administration 1001.02.5101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Personnel	\$ 387,618	\$ 421,281	\$ 474,910	\$ 451,470
Operations & Maintenance	<u>14,642</u>	<u>13,772</u>	<u>18,840</u>	<u>19,480</u>
<b>Grand Total</b>	<u><u>\$ 402,260</u></u>	<u><u>\$ 435,053</u></u>	<u><u>\$ 493,750</u></u>	<u><u>\$ 470,950</u></u>

**SUMMARY OF FUNDED POSITIONS**

Director of Community Services	1.00	1.00	1.00	1.00
Management Assistant	-	-	1.00	1.00
Administrative Secretary	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
<b>Total Positions</b>	<u><u>2.00</u></u>	<u><u>2.00</u></u>	<u><u>3.00</u></u>	<u><u>3.00</u></u>

**CITY OF SANTEE  
COMMUNITY SERVICES ADMINISTRATION**

<b>Community Services Administration 1001.02.5101</b>		<b>FY 2013-14 Actual</b>	<b>FY 2014-15 Actual</b>	<b>FY 2015-16 Amended</b>	<b>FY 2016-17 Amended</b>
<b>PERSONNEL COSTS</b>					
Salaries & Wages - Regular	50010	\$ 194,888	\$ 201,914	\$ 270,210	\$ 282,290
Salaries & Wages - Part Time	50020	91,340	94,281	34,200	34,200
Sick Leave Buy Back	50036	-	-	690	-
Auto Allowance	50040	4,200	4,200	4,200	4,200
Retirement - PERS	50050	69,042	89,491	114,940	84,520
Retirement - PERS EPMC	50051	5,976	6,534	3,700	4,970
Medicare	50060	4,238	4,376	4,500	4,670
Health Insurance	50070	15,961	18,461	38,940	33,310
Dental Insurance	50071	1,173	1,208	2,200	2,130
Life Insurance	50075	247	203	310	310
Long Term Disability Insurance	50076	553	613	1,020	870
<b>Total Personnel</b>		<b>\$ 387,618</b>	<b>\$ 421,281</b>	<b>\$ 474,910</b>	<b>\$ 451,470</b>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Other Governmental Purposes	51101	\$ 677	\$ 438	\$ 600	\$ 800
Subscriptions/Memberships	51104	863	780	1,500	1,500
Professional Development	51110	1,517	2,023	2,000	2,000
Printing & Duplicating	51120	593	486	700	700
Telephone & Fax	51121	4,172	2,392	4,300	4,400
Postage	51122	775	725	400	500
Santee Park and Rec Committee (SPARC)	51130	709	659	1,000	1,000
Banners - Other Agencies	51134	(210)	270	-	-
Rentals/Leases - Office Equipment	51141	-	716	2,060	2,060
Materials & Supplies	51160	1,091	771	1,400	1,400
Electricity & Gas	51180	2,857	4,512	4,880	5,120
Repair/Maintenance - Equipment	51211	1,598	-	-	-
<b>Total Operations &amp; Maintenance</b>		<b>\$ 14,642</b>	<b>\$ 13,772</b>	<b>\$ 18,840</b>	<b>\$ 19,480</b>
<b>Grand Total</b>		<b>\$ 402,260</b>	<b>\$ 435,053</b>	<b>\$ 493,750</b>	<b>\$ 470,950</b>

**CITY OF SANTEE  
COMMUNITY SERVICES ADMINISTRATION**

Community Services Administration 1001.02.5101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>				
<b>Other Governmental Purposes</b> This appropriation will cover employee retirement, farewell receptions and associated activities.	\$ 677	\$ 438	\$ 600	\$ 800
<b>Subscriptions/Memberships</b> This appropriation will cover this Division's membership needs such as the Agency/Director's membership in National Recreation and Park Association (NRPA) and in the California Parks and Recreation Society (CPRS); annual newspaper and annual Apple App for Registration on graffiti reporting.	863	780	1,500	1,500
<b>Professional Development</b> This appropriation will fund attendance at workshops and trainings that enable staff to economically and effectively incorporate current strategies to better market City recreation programs, promote use of City parks, and remain current in the areas of Department responsibility. This appropriation will also reimburse employees for use of their automobiles while on City business; will permit attendance at other than local conferences; and, will allow for meetings with members of local committees and commissions, associations, colleagues, department staff and community residents/leaders.	1,517	2,023	2,000	2,000
<b>Printing &amp; Duplicating</b> This appropriation will cover routine copying, printing, and purchase of printing materials; Council portraits and photo reproductions; informational pieces; flyers; and, publications.	593	486	700	700
<b>Telephone &amp; Fax</b> This appropriation will cover basic telephone charges.	4,172	2,392	4,300	4,400
<b>Postage</b> This appropriation will cover the Division's postage needs and permits as needed.	775	725	400	500
<b>Santee Park and Recreation Committee (SPARC)</b> This appropriation will fund the Santee Park & Recreation Committee's costs including printing and photocopying expenses, postage, office supplies, training, and meetings with members.	709	659	1,000	1,000
<b>Banners - Other Agencies</b> This is a pass through account to pay banner vendor for installation of other agencies' special event banners over Mission Gorge Road or other city locations.	(210)	270	-	-
<b>Rentals/Leases - Office Equipment</b> This appropriation covers a Contract for 60-month lease for Xerox Copier for Admin and various division(s) usage as needed.	-	716	2,060	2,060

**CITY OF SANTEE  
COMMUNITY SERVICES ADMINISTRATION**

Community Services Administration 1001.02.5101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>OPERATIONS &amp; MAINTENANCE COSTS (Continued)</b>				
<b>Materials &amp; Supplies</b> This appropriation will cover office supplies including paper, graphic supplies and other essentials; will enable purchase or lease of slides, films, and photographic materials for staff-produced presentations and film, reproductions, and professional assistance; provide funds for purchase of resource materials that address relevant municipal issues; and will fund miscellaneous materials and supplies.	\$ 1,091	\$ 771	\$ 1,400	\$ 1,400
<b>Electricity &amp; Gas</b> This appropriation funds the Division's share of electricity and gas charges.	2,857	4,512	4,880	5,120
<b>Repair/Maintenance - Equipment</b> This appropriation will cover repair and maintenance for this Division's office equipment. - Transferred to Rentals/Leases-Office Equipment account.	1,598	-	-	-
<b>Total Operations &amp; Maintenance</b>	<u>\$ 14,642</u>	<u>\$ 13,772</u>	<u>\$ 18,840</u>	<u>\$ 19,480</u>

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## **CITY OF SANTEE**

### **COMMUNITY SERVICES – PUBLIC SERVICES**

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#### **Program Description**

This division performs maintenance and repairs to city-owned buildings and property, parks, rights of way, the municipal storm drain system, the urban forest, city trails, and all the landscape maintenance districts.

#### **2013-2015 Accomplishments**

- Worked with the Finance Department to revise, bid and award new maintenance contracts for sidewalk repairs, security and fire alarm services, HVAC, painting, plumbing, and asphalt materials, and synthetic turf maintenance
- Implemented measures necessary to enhance current service delivery methods, such as inspecting sidewalks to eliminate tripping hazards, performing annual drain inlet inspections and cleaning, implementation of new safety training programs and annual synthetic turf maintenance
- Performed deep cleaning, grooming, disinfection, and addition of 50,000 lbs. of crumb rubber infill to the two synthetic fields at TCCPE
- Continued to maintain and monitor the vegetation in Woodglen Vista Creek and in Forester Creek
- Performed enhancements to several parks, which included the replacement and/or addition of trash/recycling receptacles, benches, and picnic tables
- Continued to perform maintenance and repairs in the parks and trail system to keep them up to City standards
- Proactively addressed vandalism and the abatement of graffiti
- Facilitated more than 1,000 picnic pavilion reservations

#### **2015-2017 Goals and Objectives**

- Continue to assess and evaluate service delivery methods and make adjustments necessary for the City to become a model for municipal maintenance service delivery
- Conduct an asset inventory of all park facilities and amenities
- Continue to perform street maintenance and city parking lot repairs, including pothole patching, skin patching, crack filling, seal coating and slurry sealing
- Continue to plant street trees, perform general park improvements, and perform landscape median improvements on Mission Gorge Road, Mast Blvd., Magnolia Avenue and Cuyamaca Street
- Continue to receive designation for the City as a Tree City USA and host the Arbor Day event
- Continue to utilize volunteers when available to perform litter pick up, park improvements, LMD maintenance, and tree planting
- Work with the Traffic Engineers and start the FHWA mandated traffic sign inspection, asset inventory and replacement program to meet the retro-reflectivity standards
- Remove the irrigation in Woodglen Vista Creek that runs through TCCPE
- Construct and maintain the Via de Cristina mini park3
- Assume the responsibility of maintaining the Walker-Hanlon trail along the San Diego River
- Assume to responsibility of maintaining the Prospect Avenue landscaping
- Purchase and implement a computerized maintenance management system

**CITY OF SANTEE  
COMMUNITY SERVICES - PUBLIC SERVICES**

Community Services Public Svcs (Maintenance) 1001.02.3101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Personnel	\$ 1,227,052	\$ 1,270,032	\$ 1,392,100	\$ 1,361,460
Operations & Maintenance	<u>1,293,377</u>	<u>1,293,349</u>	<u>1,536,280</u>	<u>1,468,640</u>
<b>Grand Total</b>	<u><u>\$ 2,520,429</u></u>	<u><u>\$ 2,563,381</u></u>	<u><u>\$ 2,928,380</u></u>	<u><u>\$ 2,830,100</u></u>

**SUMMARY OF FUNDED POSITIONS:**

Public Services Manager	1.00	1.00	1.00	1.00
Senior Management Analyst	0.75	0.75	0.75	0.75
Park & Landscape Supervisor	1.00	1.00	1.00	1.00
Public Works Supervisor	1.00	1.00	1.00	1.00
Lead Maintenance Worker	1.00	1.00	1.00	1.00
Equipment Operator	5.00	4.00	3.00	3.00
Landscape/Irrigation Maintenance Worker	2.00	2.00	2.00	2.00
Maintenance Worker	-	1.00	2.00	2.00
Facilities Maintenance Technician	-	1.00	1.00	1.00
Administrative Secretary	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
<b>Total Positions</b>	<u><u>12.75</u></u>	<u><u>13.75</u></u>	<u><u>13.75</u></u>	<u><u>13.75</u></u>

**CITY OF SANTEE  
COMMUNITY SERVICES - PUBLIC SERVICES**

Community Services Public Svcs (Maintenance) 1001.02.3101		FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>PERSONNEL COSTS</b>					
Salaries & Wages - Regular	50010	\$ 764,521	\$ 765,999	\$ 822,630	\$ 853,850
Salaries & Wages - Part Time	50020	34,782	20,201	12,070	12,070
Overtime	50025	4,899	6,170	6,610	6,610
Overtime - Stand By	50026	15,081	14,463	22,750	22,750
Stand By	50031	11,385	11,700	11,700	11,700
Sick Leave Buy Back	50036	2,340	525	1,740	1,460
Retirement - PERS	50050	195,741	244,664	281,300	217,450
Retirement - PERS EPMC	50051	16,140	15,321	11,160	12,100
Medicare	50060	12,151	11,958	12,180	12,650
Health Insurance	50070	153,523	163,040	193,000	194,000
Dental Insurance	50071	12,301	11,850	12,570	12,330
Life Insurance	50075	1,461	1,182	1,270	1,280
Long Term Disability	50076	2,727	2,961	3,120	3,210
<b>Total Personnel</b>		<u>\$ 1,227,052</u>	<u>\$ 1,270,032</u>	<u>\$ 1,392,100</u>	<u>\$ 1,361,460</u>

Continued

**CITY OF SANTEE**  
**COMMUNITY SERVICES - PUBLIC SERVICES**

Community Services Public Svcs (Maintenance) 1001.02.3101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>				
Medical Services 51012	\$ 724	\$ 1,321	\$ 1,200	\$ 1,200
Expert/Consulting Services 51040	-	450	500	500
Subscriptions/Memberships 51104	1,064	1,164	1,240	1,240
Professional Development 51110	1,493	3,927	2,970	2,970
Printing & Duplicating 51120	90	596	200	200
Telephone & Fax 51121	10,818	11,006	11,640	12,770
Postage 51122	145	75	150	150
Advertising 51123	522	441	500	500
Rentals/Leases - Office Equipment 51141	2,749	2,660	2,780	2,780
Materials & Supplies 51160	11,254	15,382	14,350	14,350
Wearing Apparel 51165	1,752	1,635	1,700	1,700
Small Tools 51166	1,105	1,566	2,500	2,500
Electricity & Gas 51180	12,842	14,692	15,530	16,310
Electricity & Gas - Grounds 51181	28,590	34,870	47,240	54,100
Electricity & Gas - Ball Fields 51182	63,618	83,127	87,140	91,500
Ball Field Lighting Maintenance 51183	5,747	4,932	10,000	10,000
Water & Sewer 51185	31,759	25,182	33,000	33,000
Water & Sewer - Grounds 51186	400,037	316,894	264,300	230,800
Signage 51190	8,237	7,172	5,000	5,000
Equipment Rental 51191	3,413	3,159	4,300	4,300
Custodial Services 51210	26,989	19,430	23,000	25,000
Repair/Maint. - Auto Equipment 51212	82	967	500	500
City Hall Maintenance 51220	33,770	50,523	64,670	49,670
Repair/Maint - Fire Sta #4 51221	16,444	23,140	42,000	30,000
Repair/Maint - Fire Sta #5 51222	17,136	23,457	33,000	28,000
Repair/Maint - Nonstructural 51230	1,460	480	660	660
Repair/Maint - Grounds 51231	555,439	598,074	769,600	752,330
Wildland Maintenance 51232	-	641	-	-
Graffiti Removal 51233	2,678	1,578	5,300	5,300
Vandalism Repairs 51234	8,242	12,801	10,000	10,000
Supplemental Maintenance 51235	14,850	3,269	15,000	15,000
Synthetic Fields 51236	-	-	22,000	22,000
Contract Svc Dead Animal Disposal 51242	4,367	4,446	4,700	4,700
Contract Svc Street Sweeping 51244	5,614	4,200	7,090	7,090
Parking Lot Materials 51251	2,937	-	8,000	8,000
Irrigation Materials 51252	17,410	20,091	19,520	19,520
Sidewalk/Curb Materials 51255	-	-	5,000	5,000
<b>Total Operations &amp; Maintenance</b>	<b>\$ 1,293,377</b>	<b>\$ 1,293,349</b>	<b>\$ 1,536,280</b>	<b>\$ 1,468,640</b>
<b>Grand Total</b>	<b>\$ 2,520,429</b>	<b>\$ 2,563,381</b>	<b>\$ 2,928,380</b>	<b>\$ 2,830,100</b>

**CITY OF SANTEE  
COMMUNITY SERVICES - PUBLIC SERVICES**

Community Services Public Services (Maintenance) 1001.02.3101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>				
<b>Medical Services</b>	\$ 724	\$ 1,321	\$ 1,200	\$ 1,200
This appropriation will cover medical exams including random alcohol and drug tests, DMV medical exams and respirator clearance exams.				
<b>Expert/Consulting Services</b>	-	450	500	500
This appropriation will cover cost of fingerprinting for volunteers.				
<b>Subscriptions/Memberships</b>	1,064	1,164	1,240	1,240
This appropriation will cover:				
Manager and Supervisor's memberships in Maintenance Superintendents Association (CPRS/NRPA).	-	-	400	400
Managers, Supervisors, and Equipment Operators memberships in Traffic Control Supervisors Assoc.	-	-	250	250
City's Tree City USA and National Arbor Day Foundation membership - ISA.	-	-	270	270
Parks and Landscape Supervisor PAPA & CUF memberships.	-	-	320	320
<b>Professional Development</b>	1,493	3,927	2,970	2,970
This appropriation will cover costs required for the continuing educational needs of the maintenance staff and attendance at conferences such as:				
CPRS - Manager and Parks/Landscape Supervisor and PAPA licensing.	-	-	550	550
SDRUFC meetings-PALM Coordinator.	-	-	120	120
ISA Urban Forestry Conference - Parks/Landscape Pesticide Applicators training/certificate renewal.	-	-	1,000	1,000
OSHA mandated fork lift certification for Maintenance Crew.	-	-	1,300	1,300
Miscellaneous staff training.	-	-	-	-
<b>Printing &amp; Duplicating</b>	90	596	200	200
This appropriation will cover routine printing costs.				
<b>Telephone &amp; Fax</b>	10,818	11,006	11,640	12,770
This appropriation will cover local and long distance charges for telephones, modems, alarm systems, faxes, council chamber dais, and cell phones/pagers used by maintenance staff, including Operations Center phone rental.				
<b>Postage</b>	145	75	150	150
This appropriation will provide postage.				
<b>Advertising</b>	522	441	500	500
This appropriation will provide funds to pay for advertising bids.				
<b>Rentals/Leases - Office Equipment</b>	2,749	2,660	2,780	2,780
This appropriation will cover cost of leasing a copier for the Operations Center.				

**CITY OF SANTEE  
COMMUNITY SERVICES - PUBLIC SERVICES**

Community Services Public Services (Maintenance) 1001.02.3101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>OPERATIONS &amp; MAINTENANCE COSTS (Continued)</b>				
<b>Materials &amp; Supplies</b>	<b>\$ 11,254</b>	<b>\$ 15,382</b>	<b>\$ 14,350</b>	<b>\$ 14,350</b>
This appropriation will cover:				
Office supplies including paper, envelopes, forms, toner and cartridges, computer disks, copier and graphic supplies, blueprint reproductions and other essentials.	-	-	1,350	1,350
Janitorial supplies required for City facilities and parks.	-	-	4,000	4,000
Dog bags for parks.	-	-	1,500	1,500
Photographic supplies required to document maintenance-related events and conditions.	-	-	-	-
Drinking water.	-	-	2,500	2,500
Miscellaneous supplies.	-	-	-	-
Building materials and shelving supplies for facility repairs.	-	-	-	-
Repair materials for drinking fountains, restroom warehouse amenities, warehouse supplies and building materials for CSD 1.	-	-	5,000	5,000
<b>Wearing Apparel</b>	<b>1,752</b>	<b>1,635</b>	<b>1,700</b>	<b>1,700</b>
This appropriation provides uniforms for the landscape maintenance crew and staff representing the City (40% General Fund, 30% Gas Tax Fund and 30% Flood Control Fund).				
<b>Small Tools</b>	<b>1,105</b>	<b>1,566</b>	<b>2,500</b>	<b>2,500</b>
This appropriation will cover purchase and replacement of stolen items as well as normal small tools and supplies.				
<b>Electricity &amp; Gas</b>	<b>12,842</b>	<b>14,692</b>	<b>15,530</b>	<b>16,310</b>
This appropriation funds the Division's share of electricity and gas charges.				
<b>Electricity &amp; Gas - Grounds</b>	<b>28,590</b>	<b>34,870</b>	<b>47,240</b>	<b>54,100</b>
This appropriation is required to cover the cost of electricity and gas for Parks: Big Rock, Mast, Santee Mini, Shadow Hill, Town Center Community Park, West Hills, Woodglen Vista, Sky Ranch and TCCP, including Santana Tennis Courts.				
<b>Electricity - Ball Fields</b>	<b>63,618</b>	<b>83,127</b>	<b>87,140</b>	<b>91,500</b>
This appropriation is required to cover the cost of electricity for Ball Field Lighting at Town Center Park West, Town Center Park East, West Hills Park Security Lights and Chet F. Harritt field.				
<b>Ball Field Lighting Maintenance</b>	<b>5,747</b>	<b>4,932</b>	<b>10,000</b>	<b>10,000</b>
This appropriation is required to cover MuscoSports Lighting Safety Audit, inspection and repairs of ball field lights as required.				
<b>Water &amp; Sewer</b>	<b>31,759</b>	<b>25,182</b>	<b>33,000</b>	<b>33,000</b>
This appropriation is required to cover the cost of interior water and sewer for all City administrative facilities, including Public Services Operations Center.				

**CITY OF SANTEE  
COMMUNITY SERVICES - PUBLIC SERVICES**

Community Services Public Services (Maintenance) 1001.02.3101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>OPERATIONS &amp; MAINTENANCE COSTS (Continued)</b>				
<b>Water &amp; Sewer - Grounds</b>	\$ 400,037	\$ 316,894	\$ 264,300	\$ 230,800
This appropriation is required to cover the cost of water and sewer for Parks: Big Rock, Mast, Santee Mini, Shadow Hill, Town Center Community Park East & West Ball fields, West Hills, Woodglen Vista, Sky Ranch, Black Horse Estates Trail, Santee School District Shared Water and City Hall irrigation. Via De Cristina Park due to come on-line April 2016 estimated \$1,800.				
<b>Signage</b>	8,237	7,172	5,000	5,000
This appropriation is required to cover the cost of miscellaneous park and facility signage including barricades and safety cones.				
<b>Equipment Rental</b>	3,413	3,159	4,300	4,300
This appropriation will cover costs incurred to rent equipment for facility cleanup and maintenance programs. Examples include cement mixers, mowers, tractors, trenchers, excavator, augers, rollers, aerator and miscellaneous construction equipment.				
<b>Custodial Services</b>	26,989	19,430	23,000	25,000
This amount will provide for City-wide contracted custodial services including extra work.				
<b>Repair/Maintenance - Auto Equipment</b>	82	967	500	500
This appropriation will cover repair/maintenance to certain vehicles utilized by the Public Services Division.				
<b>City Hall Maintenance</b>	33,770	50,523	64,670	49,670
This appropriation will cover:				
HVAC maintenance and repairs and preventive maintenance at all facilities.	-	-	13,000	13,000
Alarm system monitoring, alarm and fire control system maintenance and repairs.	-	-	7,500	7,500
Fire extinguisher maintenance.	-	-	1,000	1,000
Pest control services.	-	-	2,500	2,500
Painting at City Hall.	-	-	5,000	5,000
Signs and name plaques.	-	-	500	500
Carpet cleaning [emergency cleaning] & carpet replacement. Wood siding and termite repairs to all buildings.	-	-	4,000	4,000
Plumbing maintenance/repairs and electrical services.	-	-	10,000	10,000
Maintenance repair doors/hardware and locks.	-	-	2,500	2,500
Miscellaneous replacement glass to repair windows or glass doors and glass light fixtures.	-	-	1,000	1,000
Stationary Generator Permit (County of SD) / minor building repairs.	-	-	2,670	2,670
Retrofit City Hall restrooms with faucets, toilets, urinal replacement. Faucets to automatically turn off, low flow toilets, urinals.	-	-	15,000	-

**CITY OF SANTEE  
COMMUNITY SERVICES - PUBLIC SERVICES**

Community Services	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17
Public Services (Maintenance) 1001.02.3101	Actual	Actual	Amended	Amended
<b>OPERATIONS &amp; MAINTENANCE COSTS (Continued)</b>				
<b>Repair/Maintenance - Fire Station #4</b>	\$ 16,444	\$ 23,140	\$ 42,000	\$ 30,000
This appropriation covers anticipated expenses for Station #4 repairs. Includes repair to appliances, painting, basic minor repairs, replacement of carpeting, sewer lateral line replacement, HVAC system repair, and major repair of rollup doors.				
<b>Repair/Maintenance - Fire Station #5</b>	17,136	23,457	33,000	28,000
This appropriation covers anticipated expenses for Station #5 repairs. Painting, water heater and dishwasher replacement, replace carpeting and major repair/replacement of overhead rollup doors.				
<b>Repair/Maintenance - Nonstructural</b>	1,460	480	660	660
This appropriation will cover cost for Cal Water Service for wash system at Operations Center.				
<b>Repair/Maintenance - Grounds</b>	555,439	598,074	769,600	752,330
This appropriation will cover grounds maintenance costs for City parks, trails, open space and City facilities.				
Includes a 20% increase in the cost of the Parks Area 1 Landscape - RFB in process to award 5/15/15.	-	-	523,000	541,730
School fields 8.19 acres that city uses for sports. Includes the share of cost for mowing as well as the quarterly field maintenance of aeration, fertilization, over-seeding and top dressing.	-	-	36,000	30,000
Park restroom maintenance - contract based.	-	-	28,000	28,000
Pest control - new contract for FY 15/16.	-	-	10,000	10,000
Plumbing - contract based.	-	-	7,400	7,400
Electrical services - new contract for FY 15/16.	-	-	5,000	5,000
Security system(s) - TCCP East - charges to include monthly internet for surveillance cameras with quarterly monitoring/repairs.	-	-	5,200	5,200
Urban forestry management - increase for prevailing wages.	-	-	50,000	60,000
Misc. - playground equipment repairs, special event cleaning, painting, light pole replacement, etc.	-	-	35,000	35,000
YMCA/aquatics facility.	-	-	5,000	5,000
Soccer fields (Carlton Oaks School, Hill Creek School), Santee School (Vandalism/repairs, turf renovations).	-	-	-	-
Playground surfacing repairs and maintenance, cleaning and sealing at all parks.	-	-	25,000	25,000
Synthetic turf fields maintenance and as-needed repairs.	-	-	-	-
Sports court resurfacing.	-	-	30,000	-
TCCP Well maintenance.	-	-	10,000	-
<b>Wildland Maintenance</b>	-	641	-	-
Costs associated with the 125 acre Walker preserve (San Diego River Trail) FY 15/16 - Covered under Landscape Maintenance contract in grounds.				

**CITY OF SANTEE  
COMMUNITY SERVICES - PUBLIC SERVICES**

Community Services Public Services (Maintenance) 1001.02.3101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>OPERATIONS &amp; MAINTENANCE COSTS (Continued)</b>				
<b>Graffiti Removal</b> This appropriation will cover the costs relating to removal of graffiti.	\$ 2,678	\$ 1,578	\$ 5,300	\$ 5,300
<b>Vandalism Repairs</b> This appropriation will cover the costs related to vandalism.	8,242	12,801	10,000	10,000
<b>Supplemental Maintenance</b> This appropriation provides for unanticipated maintenance issues.	14,850	3,269	15,000	15,000
<b>Synthetic Fields</b> This appropriation is to cover annual synthetic turf maintenance.	-	-	22,000	22,000
<b>Contact Services Dead Animal Disposal</b> This appropriation will enable utilization of contracted services for disposal of dead animals found within City rights-of-ways, parks, facilities, and flood control areas. 30% in General Fund, 60% in Gas Tax, and 10% in Flood Control.	4,367	4,446	4,700	4,700
<b>Contact Services Street Sweeping</b> This appropriation will enable contract services for parking lot sweeping on a monthly basis.	5,614	4,200	7,090	7,090
<b>Parking Lot Materials</b> This appropriation will provide materials [asphalt, rock, sand, sealcoat, crack filler] required for the repairs and maintenance of the City's parking lots.	2,937	-	8,000	8,000
<b>Irrigation Materials</b> This appropriation will cover the cost of purchasing irrigation repair supplies.	17,410	20,091	19,520	19,520
<b>Sidewalk/Curb Materials</b> This appropriation is required for the installation of sidewalks, bench pads, picnic table pads and any other concrete needs in the Parks.	-	-	5,000	5,000
<b>Total Operations &amp; Maintenance</b>	<u>\$ 1,293,377</u>	<u>\$ 1,293,349</u>	<u>\$ 1,536,280</u>	<u>\$ 1,468,640</u>

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## **CITY OF SANTEE**

### **COMMUNITY SERVICES - SOLID WASTE AND RECYCLING**

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#### **Program Description**

Ensure compliance with State waste management regulations, administer contract with franchise hauler, secure and administer State grants, provide public awareness and education on proper waste management techniques, handle resident complaints, and develop new waste diversion/recycling programs where possible.

#### **2013-2015 Accomplishments**

- Maintained annual solid waste disposal rate below the State's pounds-per-person-per day (l/p/d) target goal set for Santee at 6.5 l/p/d. Santee's 2013 reporting year disposal rate was at 3.9 l/p/d that translates to a 70% diversion rate
- Continued to work with the franchise hauler to implement AB 341 the mandatory commercial recycling law for multi-family and commercial waste generators
- Secured additional grant funds for used oil collection, litter recycling and public education
- Worked with franchise hauler and implemented the "Recyclebank" recycling program whereby residents earn points for recycling which can be used to "purchase" various items (e.g. Starbucks gift card) from the Recyclebank catalog

#### **2015-2017 Goals and Objectives**

- Continue implementing AB 341 the mandatory recycling bill for multi-family and commercial waste generators
- Work with franchise hauler to implement AB 1826 the Organics Recycling bill
- Increase resident education and participation in the proper disposal of used oil and other household hazardous waste materials through the use of organizations such as I Love A Clean San Diego, bill inserts and presentations
- Continue solid waste disposal education to maintain a disposal rate below the State's pounds-per-person-per day (l/p/d) target goal set for Santee at 6.5 l/p/d through the use of organizations such as I Love A Clean San Diego, bill inserts and presentations
- Pursue additional grant funds
- Continue public education of electronic waste (E-waste), universal waste (U-waste) diversion and sharps (needles, lancets) disposal through the use of organizations such as I Love A Clean San Diego, bill inserts and presentations
- Establish a pilot Universal Waste collection program at City Hall to collect and dispose of batteries
- Establish a city-wide Universal Waste collection program to collect and dispose of batteries

**CITY OF SANTEE**  
**COMMUNITY SERVICES - SOLID WASTE AND RECYCLING**

Community Services Solid Waste & Recycling 1001.02.3201	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Personnel	\$ 31,985	\$ 34,734	\$ 31,810	\$ 35,230
Operations & Maintenance	2,430	4,257	4,950	4,970
Special Programs	<u>2,328</u>	<u>51,239</u>	<u>16,688</u>	<u>-</u>
<b>Grand Total</b>	<u><u>\$ 36,743</u></u>	<u><u>\$ 90,230</u></u>	<u><u>\$ 53,448</u></u>	<u><u>\$ 40,200</u></u>

**SUMMARY OF FUNDED POSITIONS**

Senior Management Analyst	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>
<b>Total Positions</b>	<u><u>0.25</u></u>	<u><u>0.25</u></u>	<u><u>0.25</u></u>	<u><u>0.25</u></u>

**CITY OF SANTEE**  
**COMMUNITY SERVICES - SOLID WASTE AND RECYCLING**

Community Services Solid Waste & Recycling 1001.02.3201		FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>PERSONNEL COSTS</b>					
Salaries & Wages - Regular	50010	\$ 22,632	\$ 23,121	\$ 23,910	\$ 24,180
Retirement - PERS	50050	5,505	7,054	3,510	6,390
Retirement - PERS EPMC	50051	460	493	360	380
Medicare	50060	328	335	350	350
Health Insurance	50070	2,698	3,355	3,300	3,550
Dental Insurance	50071	249	261	260	260
Life Insurance	50075	32	25	30	30
Long Term Disability Insurance	50076	81	89	90	90
<b>Total Personnel</b>		<u>\$ 31,985</u>	<u>\$ 34,734</u>	<u>\$ 31,810</u>	<u>\$ 35,230</u>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Telephone & Fax	51121	\$ 198	\$ 153	\$ 200	\$ 200
Postage	51122	85	489	200	200
Household Hazardous Waste Disposal	51151	1,841	3,218	4,000	4,000
Materials & Supplies	51160	100	100	220	220
Electricity & Gas	51180	206	297	330	350
<b>Total Operations &amp; Maintenance</b>		<u>\$ 2,430</u>	<u>\$ 4,257</u>	<u>\$ 4,950</u>	<u>\$ 4,970</u>
<b>SPECIAL PROGRAMS</b>					
Litter Control/Recycling	var	<u>\$ 2,328</u>	<u>\$ 51,239</u>	<u>\$ 16,688</u>	<u>\$ -</u>
<b>Total Special Programs</b>		<u>\$ 2,328</u>	<u>\$ 51,239</u>	<u>\$ 16,688</u>	<u>\$ -</u>
<b>Grand Total</b>		<u><u>\$ 36,743</u></u>	<u><u>\$ 90,230</u></u>	<u><u>\$ 53,448</u></u>	<u><u>\$ 40,200</u></u>

**CITY OF SANTEE  
COMMUNITY SERVICES - SOLID WASTE AND RECYCLING**

Community Services Solid Waste & Recycling 1001.02.3201	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS**

<b>Telephone &amp; Fax</b> This appropriation funds the cost of telephone, fax machine, and modem line charge.	\$ 198	\$ 153	\$ 200	\$ 200
<b>Postage</b> This appropriation will fund mailing costs of annual Exemption Self Hauler Letters, correspondence and renewal of the Business Reply Permit.	85	489	200	200
<b>Household Hazardous Waste Disposal</b> This appropriation will provide for Santee residents' hazardous waste disposal costs. The amount can vary from year to year based on anticipated use of the County's hazardous waste disposal facilities. Includes hazardous waste items from Public Services Operations Center.	1,841	3,218	4,000	4,000
<b>Materials &amp; Supplies</b> This appropriation funds the Division's share of office supplies.	100	100	220	220
<b>Electricity &amp; Gas</b> This appropriation funds the Division's share of electricity and gas charges.	206	297	330	350
<b>Total Operations &amp; Maintenance</b>	\$ 2,430	\$ 4,257	\$ 4,950	\$ 4,970

**SPECIAL PROGRAMS**

<b>Litter Control/Recycling</b>	\$ 2,328	\$ 51,239	\$ 16,688	\$ -
<b>Total Special Programs</b>	\$ 2,328	\$ 51,239	\$ 16,688	\$ -

## **CITY OF SANTEE COMMUNITY SERVICES – FACILITY OPERATIONS**

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### **Program Description**

The Facilities division of the Community Services Department coordinates the use of Civic Center buildings 7 and 8, picnic pavilions and ball fields.

### **2013-15 Accomplishments**

- Facilitated more than 1,300 park/picnic pavilion reservations
- Provided over 1,300 Civic Center reservations for meetings, presentations, classes and events
- Contracted our park field space for special events and tournaments over and above youth sports and city programs

### **2015-17 Goals and Objectives**

- Upgrade/renovate buildings to be in line with premiere rental facilities, including carpet, flooring, window coverings, etc.
- Install unisex restroom, storage closet and kitchen in building 8A to accommodate groups in multiple rooms
- Increase number of Civic Center rentals through enhanced marketing of the facilities as a special event venue
- Publish updated facility rental and park brochures

**CITY OF SANTEE  
COMMUNITY SERVICES - FACILITY OPERATIONS**

Community Services Facility Operations 1001.02.5204	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Personnel	\$ 19,788	\$ 23,689	\$ 34,660	\$ 37,970
Operations & Maintenance	<u>25,180</u>	<u>28,587</u>	<u>31,550</u>	<u>33,210</u>
<b>Grand Total</b>	<u><u>\$ 44,968</u></u>	<u><u>\$ 52,277</u></u>	<u><u>\$ 66,210</u></u>	<u><u>\$ 71,180</u></u>

**SUMMARY OF FUNDED POSITIONS**

Recreation Coordinator	<u>-</u>	<u>0.30</u>	<u>0.30</u>	<u>0.30</u>
<b>Total Positions</b>	<u><u>-</u></u>	<u><u>0.30</u></u>	<u><u>0.30</u></u>	<u><u>0.30</u></u>

**CITY OF SANTEE**  
**COMMUNITY SERVICES - FACILITY OPERATIONS**

Community Services Facility Operations 1001.02.5204		FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>PERSONNEL COSTS</b>					
Salaries & Wages - Regular	50010	\$ -	\$ 6,216	\$ 12,490	\$ 13,550
Salaries & Wages - Part Time	50020	15,911	10,296	12,900	13,340
Retirement - PERS	50050	3,368	3,739	1,870	3,540
Retirement - PERS EPMC	50051	118	128	190	210
Retirement - Part Time	50055	152	161	480	500
Medicare	50060	239	231	370	390
Health Insurance	50070	-	2,579	5,900	5,980
Dental Insurance	50071	-	305	380	380
Life Insurance	50075	-	12	30	30
Long Term Disability Insurance		-	23	50	50
<b>Total Personnel</b>		<u>\$ 19,788</u>	<u>\$ 23,689</u>	<u>\$ 34,660</u>	<u>\$ 37,970</u>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Printing & Duplicating	51120	\$ 188	\$ 300	\$ 300	\$ 300
Telephone & Fax	51121	492	311	500	500
Bank Fees	51150	5,037	7,607	4,800	5,000
Materials & Supplies	51160	520	523	2,000	2,100
Electricity & Gas	51180	7,751	9,819	11,200	11,760
Custodial Services	51210	4,440	4,935	5,000	5,100
Repair/Maint - Equipment	51211	-	-	250	250
Repair/Maint - Blds & Structures	51215	2,736	1,473	3,000	3,200
Public Events Liability Insurance	51306	4,016	3,619	4,500	5,000
<b>Total Operations &amp; Maintenance</b>		<u>\$ 25,180</u>	<u>\$ 28,587</u>	<u>\$ 31,550</u>	<u>\$ 33,210</u>
<b>Grand Total</b>		<u>\$ 44,968</u>	<u>\$ 52,277</u>	<u>\$ 66,210</u>	<u>\$ 71,180</u>

**CITY OF SANTEE  
COMMUNITY SERVICES - FACILITY OPERATIONS**

Community Services Facility Operations 1001.02.5204	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS**

<b>Printing &amp; Duplicating</b> This appropriation will cover routine printing of forms and brochures.	\$ 188	\$ 300	\$ 300	\$ 300
<b>Telephone &amp; Fax</b> This appropriation will cover basic telephone charges.	492	311	500	500
<b>Bank Fees</b> This appropriation will cover ActiveNet transaction processing fees associated with payments received for facility/park rentals.	5,037	7,607	4,800	5,000
<b>Materials &amp; Supplies</b> This appropriation will cover office and custodial supplies.	520	523	2,000	2,100
<b>Electricity &amp; Gas</b> This amount will provide for the Division's share of electricity and gas charges in Buildings 7 & 8 at City Hall.	7,751	9,819	11,200	11,760
<b>Custodial Services</b> This appropriation will provide for custodial services for facility rentals in Buildings 7 & 8.	4,440	4,935	5,000	5,100
<b>Repair &amp; Maintenance - Equipment</b> This appropriation will cover costs to repair Civic Center equipment.	-	-	250	250
<b>Repair &amp; Maintenance - Buildings &amp; Structures</b> This appropriation will cover costs related to provide carpet cleaning, painting, window cleaning, plumbing, electrical, pest control, security alarm & repairs and HVAC maintenance and repairs.	2,736	1,473	3,000	3,200
<b>Public Events Liability Insurance</b> Fees collected from users will offset this allocation which is required to be remitted to the City's insurance carrier for costs related to the public's use of City facilities.	4,016	3,619	4,500	5,000
<b>Total Operations &amp; Maintenance</b>	<u>\$ 25,180</u>	<u>\$ 28,587</u>	<u>\$ 31,550</u>	<u>\$ 33,210</u>

## **CITY OF SANTEE**

### **COMMUNITY SERVICES – RECREATION SERVICES**

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#### **Program Description**

The Recreation Services division of the Community Services Department provides professional supervision of the variety of leisure experiences, programs and services offered to the community including: Instructional Programs and Camps; Special Events; Senior Programs; Teen Programs; Skate and BMX Park; and Facility Operations. In addition, the division serves as a liaison to community organizations and other public and non-profit organizations and coordinates the design of the recreation guide and other city publicity materials.

#### **2013-15 Accomplishments**

- Coordinated with the Santee Sports Council, Santee School District and Grossmont Union High School District to facilitate 100 youth baseball, 85 youth softball, 140 youth soccer and 15 youth football and cheer recreational teams
- Reorganized division staffing through attrition and hired two full time Recreation Coordinators
- Continued working with a business based model of operation towards increased program self-sufficiency
- In partnership with the San Diego River Park Foundation, implemented a Park Watch volunteer patrol
- Revised marketing plan to create a modified recreation guide brochure
- Worked with recreation clubs such as the Pickleball Association, Disc Golf Club and Control Line Model Airplanes to identify space for their activities
- Commissioned artist to create murals on large utility boxes at Town Center Community Park

#### **2015-17 Goals and Objectives**

- Increase social media marketing and outreach to community
- Identify additional partners to provide services and sponsorships
- Create community murals at locations throughout the river trail to beautify area and reduce graffiti, with assistance from grant funding

**CITY OF SANTEE  
COMMUNITY SERVICES - RECREATION SERVICES**

Community Services Recreation Services 1001.02.5201	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Personnel	\$ 391,395	\$ 384,939	\$ 454,660	\$ 439,150
Operations & Maintenance	42,193	38,550	40,380	40,870
Grants	<u>-</u>	<u>-</u>	10,000	<u>-</u>
<b>Grand Total</b>	<u><u>\$ 433,588</u></u>	<u><u>\$ 423,489</u></u>	<u><u>\$ 505,040</u></u>	<u><u>\$ 480,020</u></u>

**SUMMARY OF FUNDED POSITIONS**

Recreation Services Manager	1.00	1.00	1.00	1.00
Special Events Supervisor	1.00	1.00	1.00	1.00
Recreation Supervisor	-	1.00	1.00	1.00
Recreation Program Supervisor	1.40	-	-	-
Recreation Coordinator	<u>-</u>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>
<b>Total Positions</b>	<u><u>3.40</u></u>	<u><u>3.25</u></u>	<u><u>3.25</u></u>	<u><u>3.25</u></u>

**CITY OF SANTEE**  
**COMMUNITY SERVICES - RECREATION SERVICES**

Community Services Recreation Services 1001.02.5201		FY 2013-14 Actual	FY 2014-15 Actual	FY 2016-17 Amended	FY 2016-17 Amended
<b>PERSONNEL COSTS</b>					
Salaries & Wages - Regular	50010	\$ 249,636	\$ 232,331	\$ 254,570	\$ 267,810
Salaries & Wages - Part Time	50020	32,217	30,783	36,150	36,440
Overtime	50025	-	-	1,020	1,020
Sick Leave Buy Back	50036	-	692	-	-
Retirement - PERS	50050	59,176	72,926	107,240	69,140
Retirement - PERS EPMC	50051	4,883	4,867	3,700	4,030
Retirement - Part Time	50055	1,186	1,176	1,360	1,370
Medicare	50060	4,099	3,848	4,240	4,420
Health Insurance	50070	36,238	35,696	43,480	51,650
Dental Insurance	50071	2,670	1,452	1,640	1,960
Life Insurance	50075	407	297	330	330
Long Term Disability Insurance	50076	883	869	930	980
<b>Total Personnel</b>		<u>\$ 391,395</u>	<u>\$ 384,939</u>	<u>\$ 454,660</u>	<u>\$ 439,150</u>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Expert/Consulting Services	51040	\$ 24,968	\$ 25,000	\$ 25,000	\$ 25,000
Subscriptions/Memberships	51104	150	150	170	180
Mileage Reimbursement	51112	-	-	80	80
Telephone & Fax	51121	6,149	5,288	5,200	5,350
Postage	51122	186	196	200	200
Rentals/Leases - Office Equipment	51141	1,842	1,938	2,000	2,000
Materials & Supplies	51160	1,036	666	1,100	1,150
Electricity & Gas	51180	7,862	4,750	5,150	5,410
Software Maintenance & Licensing	51201	-	-	900	900
Repair/Maintenance - Equipment	51211	-	562	580	600
<b>Total Operations &amp; Maintenance</b>		<u>\$ 42,193</u>	<u>\$ 38,550</u>	<u>\$ 40,380</u>	<u>\$ 40,870</u>
<b>GRANTS</b>					
San Diego River Conservancy Grant 2015	55032	\$ -	\$ -	\$ 10,000	\$ -
<b>Total Grants</b>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 10,000</u>	<u>\$ -</u>
<b>Grand Total</b>		<u>\$ 433,588</u>	<u>\$ 423,489</u>	<u>\$ 505,040</u>	<u>\$ 480,020</u>

**CITY OF SANTEE  
COMMUNITY SERVICES - RECREATION SERVICES**

Community Services Recreation Services 1001.02.5201	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS**

<b>Expert/Consulting Services</b> This appropriation will cover the sports field monitoring consultant contract.	\$ 24,968	\$ 25,000	\$ 25,000	\$ 25,000
<b>Subscriptions/Memberships</b> This appropriation will cover the Manager, Supervisors and Coordinator's memberships in the CA Parks and Recreation Society, the National Recreation RPA and other professional organizations. This appropriation will also cover publications and resource materials which address relevant issues in the industry.	150	150	170	180
<b>Mileage Reimbursement</b> This appropriation will cover mileage reimbursement for use of personal vehicles while on City business if pool car is not available.	-	-	80	80
<b>Telephone &amp; Fax</b> This appropriation will provide for this Division's telephone service charges.	6,149	5,288	5,200	5,350
<b>Postage</b> This appropriation will cover mailing costs including stamps, express mail and metered postage.	186	196	200	200
<b>Rentals/Leases - Office Equipment</b> This appropriation will cover cost of leasing copier.	1,842	1,938	2,000	2,000
<b>Materials &amp; Supplies</b> This appropriation will allow for purchase of tools, equipment and supplies required by the City's recreation program.	1,036	666	1,100	1,150
<b>Electricity &amp; Gas</b> This appropriation funds the Division's share of electricity and gas charges.	7,862	4,750	5,150	5,410
<b>Software Maintenance &amp; Licensing</b> This appropriation will cover annual licensing fee for software used to create city wide publicity materials, signs, banners, etc.	-	-	900	900
<b>Repair/Maintenance - Equipment</b> This appropriation will cover repairs and maintenance of this office's computers not covered under warranty, printers, typewriters, copiers and other office equipment.	-	562	580	600
<b>Total Operations &amp; Maintenance</b>	\$ 42,193	\$ 38,550	\$ 40,380	\$ 40,870

**GRANTS**

<b>San Diego River Conservancy Grant 2015</b> Grant funding for murals along the San Diego River.	\$ -	\$ -	\$ 10,000	\$ -
<b>Total Grants</b>	\$ -	\$ -	\$ 10,000	\$ -

## **CITY OF SANTEE COMMUNITY SERVICES – SENIOR PROGRAMS**

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### **Program Description**

The Senior Program includes socials, workshops and a weekly drop-in program at the Civic Center, Teen Center and various other locations throughout the City for older adults.

### **2013-15 Accomplishments**

- Offered a weekly Senior Club at the Santee Civic Center, Santee Teen Center and other locations throughout the City
- Partnered with the Santee Library to offer a Book to Movie program on a monthly basis
- Provided intergenerational program opportunities for seniors and youth

### **2015-17 Goals and Objectives**

- Expand program offerings for seniors with an emphasis on health and physical fitness
- Provide increased volunteer opportunities to assist in planning of programs and other CSD activities
- Expand intergenerational program opportunities for seniors and youth
- Explore additional locations for meeting places to offer programs
- Increase participation for active older adults on outings and weekly programming

**CITY OF SANTEE  
COMMUNITY SERVICES - SENIOR PROGRAMS**

Community Services Senior Programs 1001.02.5206	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Personnel	\$ 4,545	\$ 1,657	\$ -	\$ -
Operations & Maintenance	<u>215</u>	<u>768</u>	<u>750</u>	<u>750</u>
<b>Grand Total</b>	<u><u>\$ 4,760</u></u>	<u><u>\$ 2,426</u></u>	<u><u>\$ 750</u></u>	<u><u>\$ 750</u></u>

**SUMMARY OF FUNDED POSITIONS**

Recreation Program Supervisor	<u>0.05</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Positions</b>	<u><u>0.05</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>

**CITY OF SANTEE  
COMMUNITY SERVICES - SENIOR PROGRAMS**

Community Services Senior Programs 1001.02.5206		FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>PERSONNEL COSTS</b>					
Salaries & Wages - Regular	50010	\$ 2,215	\$ -	\$ -	\$ -
Salaries & Wags - Part Time	50020	988	1,338	-	-
Retirement - PERS	50050	553	250	-	-
Retirement - PERS EPMC	50051	44	-	-	-
Retirement - Part Time	50055	37	50	-	-
Medicare	50060	47	19	-	-
Health Insurance	50070	602	-	-	-
Dental Insurance	50071	46	-	-	-
Life Insurance	50075	5	-	-	-
Long Term Disability Insurance	50076	8	-	-	-
<b>Total Personnel</b>		<u>\$ 4,545</u>	<u>\$ 1,657</u>	<u>\$ -</u>	<u>\$ -</u>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Printing & Duplicating	51120	\$ -	\$ 116	\$ 150	\$ 150
Postage	51122	-	-	200	200
Promotional Activities	51131	-	191	150	150
Materials & Supplies	51160	200	461	150	150
Recreational Supplies	51164	15	-	100	100
<b>Total Operations &amp; Maintenance</b>		<u>\$ 215</u>	<u>\$ 768</u>	<u>\$ 750</u>	<u>\$ 750</u>
<b>Grand Total</b>		<u>\$ 4,760</u>	<u>\$ 2,426</u>	<u>\$ 750</u>	<u>\$ 750</u>

**CITY OF SANTEE  
COMMUNITY SERVICES - SENIOR PROGRAMS**

Community Services Senior Programs 1001.02.5206	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS**

<b>Printing &amp; Duplicating</b> This appropriation will cover routine copying, printing and purchase of printing materials and portion of department copier contract.	\$ -	\$ 116	\$ 150	\$ 150
<b>Postage</b> This appropriation will cover mailing costs for Senior Programs.	-	-	200	200
<b>Promotional Activities</b> This appropriation will enable the promotion of senior programs via banners, flyers, and similar outreach methods.	-	191	150	150
<b>Materials &amp; Supplies</b> This appropriation will cover first aide supplies, office supplies including paper, pens and assorted desk items for use at senior programs.	200	461	150	150
<b>Recreational Supplies</b> This appropriation will enable purchase of senior program card tables & folding chairs and program/activity supplies.	15	-	100	100
<b>Total Operations &amp; Maintenance</b>	<u>\$ 215</u>	<u>\$ 768</u>	<u>\$ 750</u>	<u>\$ 750</u>

## **CITY OF SANTEE COMMUNITY SERVICES – TEEN CENTER**

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### **Program Description**

The Santee Teen Center is a drop-in after school program that offers programs such as instructional classes, outdoor recreation, computer lab, and homework assistance. Scheduled activities are provided through daily recreation programs, community service, contests and social events. Outreach is held at Santee School District schools through a mobile recreation program. Transportation is provided to the Teen Center from Santee School District schools through a partnership agreement. In addition, the summer day camp for 1st-9th grade takes place at the center.

### **2013-15 Accomplishments**

- Participation for the monthly Friday Night dance at City Hall averaged 225 6-9<sup>th</sup> grade students at 11 events each year
- Hosted outreach programs at difference Santee School District campuses every Friday to provide recreation, team building and leadership activities during class time, lunch, and recess while providing promotional information on city programs to 6-8<sup>th</sup> grade students
- Held community outreach by hosting promotional booths at events with the Santee Library, Santee School District, Santee Collaborative, and city events
- Continued partnership with Padre Dam Municipal Water District for reduced the rent for the Teen Center at Santee Lakes to \$1 per month
- Gained support from SPARC to offset a portion of operational costs of the Teen Center with proceeds from the Santee Bluegrass Festival

### **2015-17 Goals/Objectives**

- Explore sponsorships and partnership opportunities to maintain reduced rent rates and assist in covering operating expenses
- Increase community outreach efforts to broaden awareness about teen programs offered through the city
- Increase number of members using after-school transportation
- Continue outreach on school campuses on a regular basis to strengthen the relationship with the Santee School District and to promote programs/events
- Increase social media presence to market programs and activities

**CITY OF SANTEE  
COMMUNITY SERVICES - TEEN CENTER**

Community Services Teen Center 1001.02.5203	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Personnel	\$ 30,735	\$ 41,201	\$ 43,770	\$ 47,760
Operations & Maintenance	8,044	8,651	14,540	29,330
Grants	<u>-</u>	<u>2,060</u>	<u>28</u>	<u>-</u>
<b>Grand Total</b>	<u><u>\$ 38,779</u></u>	<u><u>\$ 51,912</u></u>	<u><u>\$ 58,338</u></u>	<u><u>\$ 77,090</u></u>

**SUMMARY OF FUNDED POSITIONS**

Recreation Coordinator	<u>-</u>	<u>0.35</u>	<u>0.35</u>	<u>0.35</u>
<b>Total Positions</b>	<u><u>-</u></u>	<u><u>0.35</u></u>	<u><u>0.35</u></u>	<u><u>0.35</u></u>

**CITY OF SANTEE  
COMMUNITY SERVICES - TEEN CENTER**

Community Services Teen Center 1001.02.5203		FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>PERSONNEL COSTS</b>					
Salaries & Wages - Regular	50010	\$ -	\$ 7,253	\$ 14,570	\$ 15,790
Salaries & Wages - Part Time	50020	27,131	24,995	18,220	18,860
Retirement - PERS	50050	2,458	3,910	2,180	4,130
Retirement - PERS EPMC	50051	64	152	220	250
Retirement - Part Time	50055	692	846	680	710
Medicare	50060	390	506	480	500
Health Insurance	50070	-	3,187	6,890	6,980
Dental Insurance	50071	-	310	450	450
Life Insurance	50075	-	14	30	30
Long Term Disability Insurance	50076	-	27	50	60
<b>Total Personnel</b>		<b>\$ 30,735</b>	<b>\$ 41,201</b>	<b>\$ 43,770</b>	<b>\$ 47,760</b>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Medical Services	51012	\$ 36	\$ 72	\$ 100	\$ 100
Expert/Consulting Services	51040	99	168	200	200
Professional Development	51110	115	221	300	300
Printing & Duplicating	51120	234	776	400	400
Telephone & Fax	51121	355	206	350	350
Promotional Activities	51131	-	-	250	250
Banners	51133	222	268	300	300
Rentals/Leases - Buildings	51140	-	-	20	14,000
Materials & Supplies	51160	816	1,710	1,240	1,240
Recreational Supplies	51164	178	70	400	400
Transportation	51172	2,772	1,716	6,500	7,000
Electricity & Gas	51180	1,649	2,000	2,280	2,390
Water & Sewer	51185	866	1,179	1,200	1,400
Custodial Services	51210	702	-	-	-
Repair/Maint - Bldg & Structures	51215	-	265	1,000	1,000
<b>Total Operations &amp; Maintenance</b>		<b>\$ 8,044</b>	<b>\$ 8,651</b>	<b>\$ 14,540</b>	<b>\$ 29,330</b>
<b>GRANTS</b>					
2010 Cox Tech Center	55004	\$ -	\$ 473	\$ -	\$ -
CASA 07-08	55023	-	1,587	28	-
<b>Total Grants</b>		<b>\$ -</b>	<b>\$ 2,060</b>	<b>\$ 28</b>	<b>\$ -</b>
<b>Grand Total</b>		<b>\$ 38,779</b>	<b>\$ 51,912</b>	<b>\$ 58,338</b>	<b>\$ 77,090</b>

**CITY OF SANTEE  
COMMUNITY SERVICES - TEEN CENTER**

Community Services Teen Center 1001.02.5203	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS**

<b>Medical Services</b> This appropriation provides for medical screenings (tuberculosis, etc.) for part time staff.	\$ 36	\$ 72	\$ 100	\$ 100
<b>Expert/Consulting Services</b> This appropriation provides for contracted instructors and speakers who provide special programming, training and classes. It also provides for the fingerprinting of new hires.	99	168	200	200
<b>Professional Development</b> This appropriation will cover training for staff for required CPR and 1st aid, and recreation programming seminars.	115	221	300	300
<b>Printing &amp; Duplicating</b> This appropriation will cover routine copying, printing, and purchase of printing materials and portion of department copier contract.	234	776	400	400
<b>Telephone &amp; Fax</b> This appropriation will cover basic telephone charges for security alarm, Teen Center land line and cellular phone.	355	206	350	350
<b>Promotional Activities</b> This appropriation will enable the Teen Center to promote its activities via banners, flyers, T-shirts and similar outreach methods.	-	-	250	250
<b>Banners</b> This appropriation covers banner installation, removing, storing and purchasing if needed.	222	268	300	300
<b>Rentals &amp; Leases - Buildings</b> This appropriation will cover the Teen Center lease charges. In the event that Padre Dam does not approve the \$1 per month agreement.	-	-	20	14,000
<b>Materials &amp; Supplies</b> This appropriation will cover Teen Center office supplies including paper, computer discs, pens and assorted desk items. reproduction and graphic supplies.	816	1,710	1,240	1,240
<b>Recreational Supplies</b> This appropriation will enable purchase of Teen Center supplies such as music CDs, computer paper and equipment, pool cues and balls, ping-pong paddles and balls, kitchen equipment and supplies, and special program/activity supplies.	178	70	400	400
<b>Transportation</b> This appropriation will cover transportation services provided by the Santee School District to students in grades 6-8 and will be offset by revenue.	2,772	1,716	6,500	7,000

**CITY OF SANTEE  
COMMUNITY SERVICES - TEEN CENTER**

Community Services Teen Center 1001.02.5203	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS (Continued)**

<b>Electricity &amp; Gas</b> This appropriation funds the Division's share of electricity and gas charges.	\$ 1,649	\$ 2,000	\$ 2,280	\$ 2,390
<b>Water &amp; Sewer</b> This appropriation will cover basic water charges.	866	1,179	1,200	1,400
<b>Custodial Services</b> This appropriation will provide for custodial services plus extra work (now budgeted in CSD-Public Svcs).	702	-	-	-
<b>Repair/Maintenance - Bldg &amp; Structures</b> This appropriation will cover fire & security alarm services and inspections and pest control.	-	265	1,000	1,000
<b>Total Operations &amp; Maintenance</b>	<u>\$ 8,044</u>	<u>\$ 8,651</u>	<u>\$ 14,540</u>	<u>\$ 29,330</u>

**GRANTS**

<b>2010 Cox Tech Center</b> Cox Communications Grant for computer related items.	\$ -	\$ 473	\$ -	\$ -
<b>CASA 07-08</b> Communities Against Substance Abuse Grant for Teen related programs.	-	1,587	28	-
<b>Total Grants</b>	<u>\$ -</u>	<u>\$ 2,060</u>	<u>\$ 28</u>	<u>\$ -</u>

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## **CITY OF SANTEE**

### **COMMUNITY SERVICES – SPECIAL EVENTS**

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#### **Program Description**

The Recreation Services Special Events Division provides events throughout the year for the Santee community serving over 43,000 participants each year. Events vary in theme and size, from small community based events to large scale regional events that attract attendees from around the county. In-house events include city functions such as grand openings, dedications, ribbon cuttings, ground breakings, and oath-of-office ceremonies.

#### **2013-2015 Accomplishments**

- Event participation increased by 44.83%
- Provided new revenue-generating elements to special events, such as the Wingstock night at the summer concert series and VIP Packages for Spring Eggstravaganza
- Increased the overall special events revenue by 6% and added 2 more sponsorships
- Revamped the annual SanTree Fest earth day event into the new River Park Festival and fun run
- Assisted with coordination of the 2014 Oath of Office ceremony
- Coordinated the Walker Preserve Trail ground breaking and grand opening ceremonies
- Coordinated the annual employee holiday socials
- Assisted in fundraising for the Santee Community Foundation 501(c)(3) non-profit
- Increased amount of in-kind donations by 24% at a value of \$52,600
- Utilized over 2,500 hours of volunteer hours to produce events, an increase of 55%
- Increased social media presence to provide additional exposure for events and to attract event sponsors
- Added additional revenue-producing components at events such as paid parking (July 4<sup>th</sup>) and reserved tents/tables
- Coordinated annual Bluegrass Festival (Recreation Revolving Fund)

#### **2015-2017 Goals and Objectives**

- Continue to provide and grow existing community events
- Add a new “Bark in the Park” event
- Research opportunities to increase revenue for funding community events
- Continue to build partnerships with new businesses in town
- Enhance the Holiday Lighting Celebration by modifying event components to accommodate the increase in participants
- Boost social media presence

**CITY OF SANTEE  
COMMUNITY SERVICES - SPECIAL EVENTS**

Community Services Special Events 1001.02.5309	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Personnel	\$ 79,903	\$ 59,455	\$ 101,250	\$ 117,360
Operations & Maintenance	69,969	77,793	94,050	109,830
Grants	<u>-</u>	<u>-</u>	<u>2,660</u>	<u>-</u>
<b>Grand Total</b>	<u><u>\$ 149,872</u></u>	<u><u>\$ 137,248</u></u>	<u><u>\$ 197,960</u></u>	<u><u>\$ 227,190</u></u>

**SUMMARY OF FUNDED POSITIONS**

Recreation Coordinator	<u>0.93</u>	<u>0.93</u>	<u>0.93</u>	<u>0.93</u>
<b>Total Positions</b>	<u><u>0.93</u></u>	<u><u>0.93</u></u>	<u><u>0.93</u></u>	<u><u>0.93</u></u>

**CITY OF SANTEE**  
**COMMUNITY SERVICES - SPECIAL EVENTS**

Community Services Special Events 1001.02.5309		FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>PERSONNEL COSTS</b>					
Salaries & Wages - Regular	50010	\$ 37,414	\$ 17,256	\$ 38,560	\$ 41,830
Salaries & Wages - Part Time	50020	21,035	27,904	40,630	45,750
Overtime	50025	791	-	-	-
Sick Leave Buy Back	50036	487	(34)	-	-
Retirement - PERS	50050	9,550	4,682	2,410	7,150
Retirement - PERS EPMC	50051	760	6	-	-
Retirement - Part Time	50055	777	783	1,520	1,720
Medicare	50060	904	575	1,150	1,270
Health Insurance	50070	7,422	7,592	15,890	18,550
Dental Insurance	50071	545	597	860	860
Life Insurance	50075	87	32	80	80
Long Term Disability Insurance	50076	131	60	150	150
<b>Total Personnel</b>		<u>\$ 79,903</u>	<u>\$ 59,455</u>	<u>\$ 101,250</u>	<u>\$ 117,360</u>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Medical Services	51012	\$ 20	\$ 108	\$ 150	\$ 180
Expert/Consulting Services	51040	226	449	500	500
Subscription/Memberships	51104	1,961	2,002	2,100	2,200
Professional Development	51110	675	130	700	700
Postage	51122	-	-	250	250
Promotional Activities	51131	4,143	3,375	6,450	6,500
Banners	51133	2,965	5,201	5,600	4,950
Contract Services	51155	51,204	59,060	67,700	68,950
Materials and Supplies	51160	5,342	4,997	5,600	5,600
Recreation Supplies	51164	1,429	(547)	2,000	17,000
Equipment Rental	51191	2,004	3,018	3,000	3,000
<b>Total Operations &amp; Maintenance</b>		<u>\$ 69,969</u>	<u>\$ 77,793</u>	<u>\$ 94,050</u>	<u>\$ 109,830</u>
<b>GRANTS</b>					
Go-By-Bike Mini-Grant	55056	\$ -	\$ -	\$ 2,660	\$ -
<b>Total Grants</b>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,660</u>	<u>\$ -</u>
<b>Grand Total</b>		<u><u>\$ 149,872</u></u>	<u><u>\$ 137,248</u></u>	<u><u>\$ 197,960</u></u>	<u><u>\$ 227,190</u></u>

**CITY OF SANTEE  
COMMUNITY SERVICES - SPECIAL EVENTS**

Community Services Special Events 1001.02.5309	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>				
<b>Medical Services</b> As needed for testing requirements.	\$ 20	\$ 108	\$ 150	\$ 180
<b>Expert/Consulting Services</b> This appropriation will cover finger printing and back ground checks for new staff and volunteers, as well as CPR and 1st aid training.	226	449	500	500
<b>Subscription/Memberships</b> This appropriation will cover ASCAP, BMI and SESAC music licensing fees.	1,961	2,002	2,100	2,200
<b>Professional Development</b> This appropriation will cover membership and conference expenses for special event specific organizations.	675	130	700	700
<b>Postage</b> This appropriation will cover costs of mailing sponsorship packages and division mail.	-	-	250	250
<b>Promotional Activities</b> This appropriation will cover printing of promotional materials such as posters and flyers and the price of ads taken out in local papers to advertise events. Will also cover expenditures for signs. An additional \$3,500 is included for marketing and promoting the growth of the Santee/Lakeside River Run.	4,143	3,375	6,450	6,500
<b>Banners</b> Installing/removing, storing, purchasing/cleaning repairing.	2,965	5,201	5,600	4,950
<b>Contract Services</b> Will cover contracts such as entertainers, lights, sound, bands for events, rides, service providers and 4th of July fireworks. Increase from previous year to accommodate growth in events sound and lighting. Also covers pest control services.	51,204	59,060	67,700	68,950
<b>Materials &amp; Supplies</b> This appropriation will cover decorations, helium, prizes, staff shirts, name tags, water, tape, cords, etc. for events.	5,342	4,997	5,600	5,600
<b>Recreation Supplies</b> This appropriation will cover replacement of such items as canopies, tables, event fence and new items.	1,429	(547)	2,000	17,000
<b>Equipment Rental</b> This amount provides for the rental of equipment such as stages, generators, canopies, tables, chairs, trucks and portable toilets. Increase to cover growing events.	2,004	3,018	3,000	3,000
<b>Total Operations &amp; Maintenance</b>	<u>\$ 69,969</u>	<u>\$ 77,793</u>	<u>\$ 94,050</u>	<u>\$ 109,830</u>

**CITY OF SANTEE  
COMMUNITY SERVICES - SPECIAL EVENTS**

Community Services Special Events 1001.02.5309	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**GRANTS**

<b>Go-By-Bike Mini-Grant</b> This appropriation provides for the repair of 50 used bicycles at City special events, and the City designed, printing and installment of nine banners at Trolley Square promoting bicycle riding.	\$ -	\$ -	\$ 2,660	\$ -
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<b>Total Grants</b>	\$ -	\$ -	\$ 2,660	
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## **CITY OF SANTEE**

### **COMMUNITY SERVICES – WOODGLEN VISTA SKATE AND BMX PARK**

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#### **Program Description**

The Woodglen Vista Skate and BMX Park is a supervised drop-in facility which allows skate board, kick scooter, roller blade and bicycle moto-cross (BMX) activities. In addition to daily operations, the park hosts skill competitions, workshops, and camps designed to serve all age groups. Annual membership and safety equipment is required to gain entrance to the Woodglen Vista Skate and BMX Park.

#### **2013-15 Accomplishments**

- Adjusted session hours to better meet the needs of the members
- Hosted demonstration teams from local shops
- Offered workshops and day camps in spring and summer
- Offered birthday party packages

#### **2015-17 Goals and Objectives**

- Continue to partner with local skate/scooter/bike businesses to sponsor Woodglen Vista Skate/BMX Park through donations
- Increase number of annual members back to 500
- Eliminate annual membership fee
- Explore possibilities of naming rights for skate park
- Increase social media presence for marketing
- Increase hours of operation on Mondays and Tuesdays
- Explore offering program hours specifically for adults

**CITY OF SANTEE**  
**COMMUNITY SERVICES - WOODGLEN VISTA SKATE AND BMX PARK**

Community Services Skate & BMX Park 1001.02.5205	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Personnel	\$ 27,163	\$ 32,232	\$ 39,960	\$ 43,400
Operations & Maintenance	<u>398</u>	<u>613</u>	<u>920</u>	<u>920</u>
<b>Grand Total</b>	<u><u>\$ 27,561</u></u>	<u><u>\$ 32,845</u></u>	<u><u>\$ 40,880</u></u>	<u><u>\$ 44,320</u></u>

**SUMMARY OF FUNDED POSITIONS**

Recreation Coordinator	<u>-</u>	<u>0.26</u>	<u>0.26</u>	<u>0.26</u>
<b>Total Positions</b>	<u><u>-</u></u>	<u><u>0.26</u></u>	<u><u>0.26</u></u>	<u><u>0.26</u></u>

**CITY OF SANTEE**  
**COMMUNITY SERVICES - WOODGLEN VISTA SKATE AND BMX PARK**

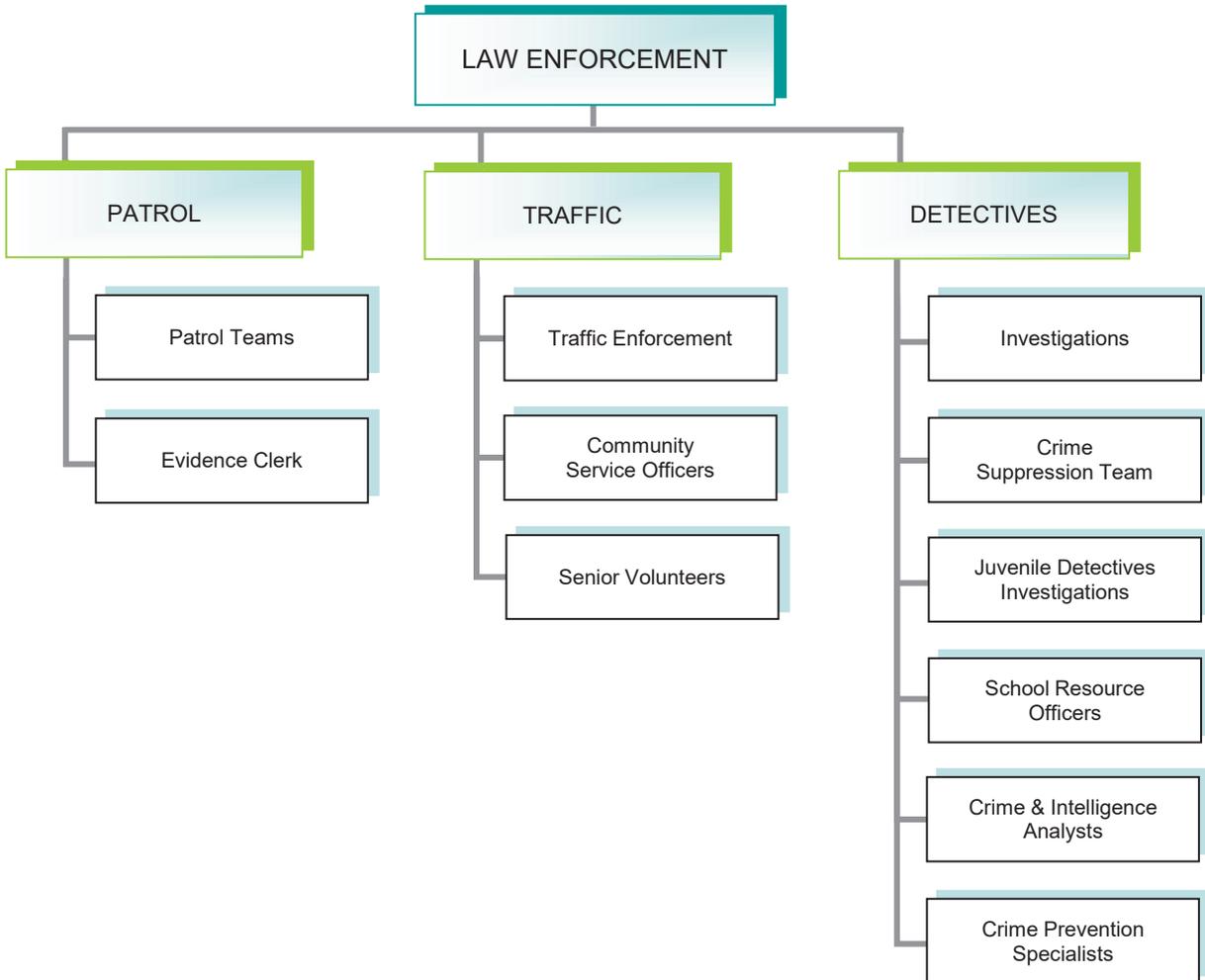
Community Services Skate & BMX Park 1001.02.5205		FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>PERSONNEL COSTS</b>					
Salaries & Wages - Regular	50010	\$ -	\$ 5,388	\$ 10,820	\$ 11,740
Salaries & Wages - Part Time	50020	24,680	20,554	20,620	21,530
Retirement - PERS	50050	1,073	2,297	1,620	3,070
Retirement - PERS EPMC	50051	426	459	160	180
Retirement - Part Time	50055	626	629	770	810
Medicare	50060	358	376	460	490
Health Insurance	50070	-	2,235	5,120	5,190
Dental Insurance	50071	-	264	330	330
Life Insurance	50075	-	11	20	20
Long Term Disability Insurance	50076	-	20	40	40
<b>Total Personnel</b>		<u>\$ 27,163</u>	<u>\$ 32,232</u>	<u>\$ 39,960</u>	<u>\$ 43,400</u>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Medical Services	51012	\$ -	\$ 72	\$ 100	\$ 100
Expert/Consulting Services	51040	40	-	150	150
Professional Development	51110	-	-	100	100
Telephone & Fax	51121	200	230	250	250
Materials & Supplies	51160	158	311	320	320
<b>Total Operations &amp; Maintenance</b>		<u>\$ 398</u>	<u>\$ 613</u>	<u>\$ 920</u>	<u>\$ 920</u>
<b>Grand Total</b>		<u>\$ 27,561</u>	<u>\$ 32,845</u>	<u>\$ 40,880</u>	<u>\$ 44,320</u>

**CITY OF SANTEE**  
**COMMUNITY SERVICES - WOODGLEN VISTA SKATE AND BMX PARK**

Community Services Skate & BMX Park 1001.02.5205	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>				
<b>Medical Services</b> This appropriation provides for medical screenings (tuberculosis, etc.) for part time staff.	\$ -	\$ 72	\$ 100	\$ 100
<b>Expert/Consulting Services</b> To cover the cost of fingerprinting new employees.	40	-	150	150
<b>Professional Development</b> This appropriation will cover training for staff for required CPR and 1st aid, and recreation programming seminars.	-	-	100	100
<b>Telephone &amp; Fax</b> This appropriation will cover basic telephone charges for the Skate Park site.	200	230	250	250
<b>Materials &amp; Supplies</b> This appropriation will cover first aide supplies, office supplies including paper, pens and assorted desk items for use at the Skate Park.	158	311	320	320
<b>Total Operations &amp; Maintenance</b>	<u>\$ 398</u>	<u>\$ 613</u>	<u>\$ 920</u>	<u>\$ 920</u>

# CITY OF SANTEE LAW ENFORCEMENT

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**CITY OF SANTEE  
LAW ENFORCEMENT SERVICES**

Law Enforcement Services County of San Diego 1001.00.2101 & 1001.00.2102	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Operations & Maintenance	\$ 11,909,292	\$ 12,270,740	\$ 12,640,420	\$ 13,416,570
Grants	10,013	9,627	3,220	-
Capital Outlay	-	-	-	585,000
<b>Grand Total</b>	<u>\$ 11,919,305</u>	<u>\$ 12,280,367</u>	<u>\$ 12,643,640</u>	<u>\$ 14,001,570</u>

**EXPENDITURES**

**OPERATIONS & MAINTENANCE COSTS**

Expert/Consulting Services	51040	\$ 46,715	\$ 47,806	\$ 49,250	\$ 50,000
Printing & Duplicating	51120	-	1,000	500	500
Telephone & Fax	51121	3,639	3,928	-	-
Contract Services - SD County Sheriff	51152	11,795,071	12,151,924	12,519,490	13,147,590
Other Contract Services	51155	-	-	-	147,030
Materials & Supplies	51160	-	327	500	500
Electricity & Gas	51180	3,992	4,968	5,380	5,650
Custodial Services	51210	1,440	2,264	2,300	2,300
Repair/Maint - Bldg & Structures	51215	295	384	3,000	3,000
Communication Charges	51332	58,140	58,140	60,000	60,000

<b>Total Operations &amp; Maintenance</b>		<u>\$ 11,909,292</u>	<u>\$ 12,270,740</u>	<u>\$ 12,640,420</u>	<u>\$ 13,416,570</u>
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**GRANTS**

JAG 2011	55007	\$ 10,013	\$ -	\$ -	\$ -
JAG 2014	55028	-	9,627	-	-
JAG 2015	55031	-	-	3,220	-

<b>Total Grants</b>		<u>\$ 10,013</u>	<u>\$ 9,627</u>	<u>\$ 3,220</u>	<u>\$ -</u>
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**CAPITAL OUTLAY**

Communication Equipment	60050	\$ -	\$ -	\$ -	\$ 585,000
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<b>Total Capital Outlay</b>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 585,000</u>
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<b>Grand Total</b>		<u>\$ 11,919,305</u>	<u>\$ 12,280,367</u>	<u>\$ 12,643,640</u>	<u>\$ 14,001,570</u>
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**CITY OF SANTEE  
LAW ENFORCEMENT SERVICES**

Law Enforcement Services County of San Diego 1001.00.2101 & 1001.00.2102	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS**

<b>Expert/Consulting Services</b>	\$ 46,715	\$ 47,806	\$ 49,250	\$ 50,000
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This account provides law enforcement support services for the Automated Regional Justice Information System (ARJIS) and the California Identification (Cal-ID) Program.

<b>Printing and Duplicating</b>	-	1,000	500	500
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This account provides funding for the printing of courtesy notices, parking citations and towing notices for illegally parked vehicles.

<b>Telephone &amp; Fax</b>	3,639	3,928	-	-
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This account previously provided funding for telephone, fax, internet and security alarm charges for the Community Safety Center located in Trolley Square. Service has been transferred to the County of San Diego.

<b>Contract Services - SD County Sheriff</b>	11,795,071	12,151,924	12,519,490	13,147,590
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This appropriation provides funding for general and specialized law enforcement, traffic and patrol services under contract with the San Diego County Sheriff's Department. The annual contract amount is partially funded with \$100,000 of State Supplemental Law Enforcement Services Funds, and is not reflected here in the General Fund amounts. Staffing in FY 2016-17 is reflected as follows:

- Twenty-eight (28) general law enforcement patrol
- Four (4) patrol sergeants
- Five (5) traffic investigation and enforcement deputies
- One (1) traffic sergeant
- Two (2) motorcycle deputies
- Four (4) crime suppression COPPS deputies
- Seven (7) detectives
- One (1) detective sergeant
- Three (3) community service officers (CSOs)

<b>Other Contract Services</b>	-	-	-	147,030
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This appropriation provides for a cost sharing agreement with Grossmont Union High School District to pay 50% of two School Resource Officers, one at Santana High School and one at West Hills High School.

<b>Materials &amp; Supplies</b>	-	327	500	500
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This account provides for the purchase of materials and supplies for law enforcement related functions, including RSVP activities and Community Oriented Policing Committee (COMPOC) meetings.

<b>Electricity &amp; Gas</b>	3,992	4,968	5,380	5,650
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This account provides funding for the cost of gas and electricity for the Community Safety Center located in Trolley Square.

**CITY OF SANTEE  
LAW ENFORCEMENT SERVICES**

Law Enforcement Services County of San Diego 1001.00.2101 & 1001.00.2102	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS (Continued)**

<b>Custodial Services</b>	\$ 1,440	\$ 2,264	\$ 2,300	\$ 2,300
This appropriation provides for janitorial services at the Community Safety Center located in Trolley Square.				
<b>Repair/Maintenance - Building &amp; Structures</b>	295	384	3,000	3,000
This account provides for monthly alarm monitoring and inspection fees at the Community Safety Center as well as any as-needed internal facility repairs or maintenance, including plumbing and electrical repairs.				
<b>Communication Charges</b>	58,140	58,140	60,000	60,000
This appropriation provides funds for the County of San Diego 800MHZ Regional Communication System, including mobile data terminal and radio charges.				
<b>Total Operations &amp; Maintenance</b>	<u>\$ 11,909,292</u>	<u>\$ 12,270,740</u>	<u>\$ 12,640,420</u>	<u>\$ 13,416,570</u>

**GRANTS**

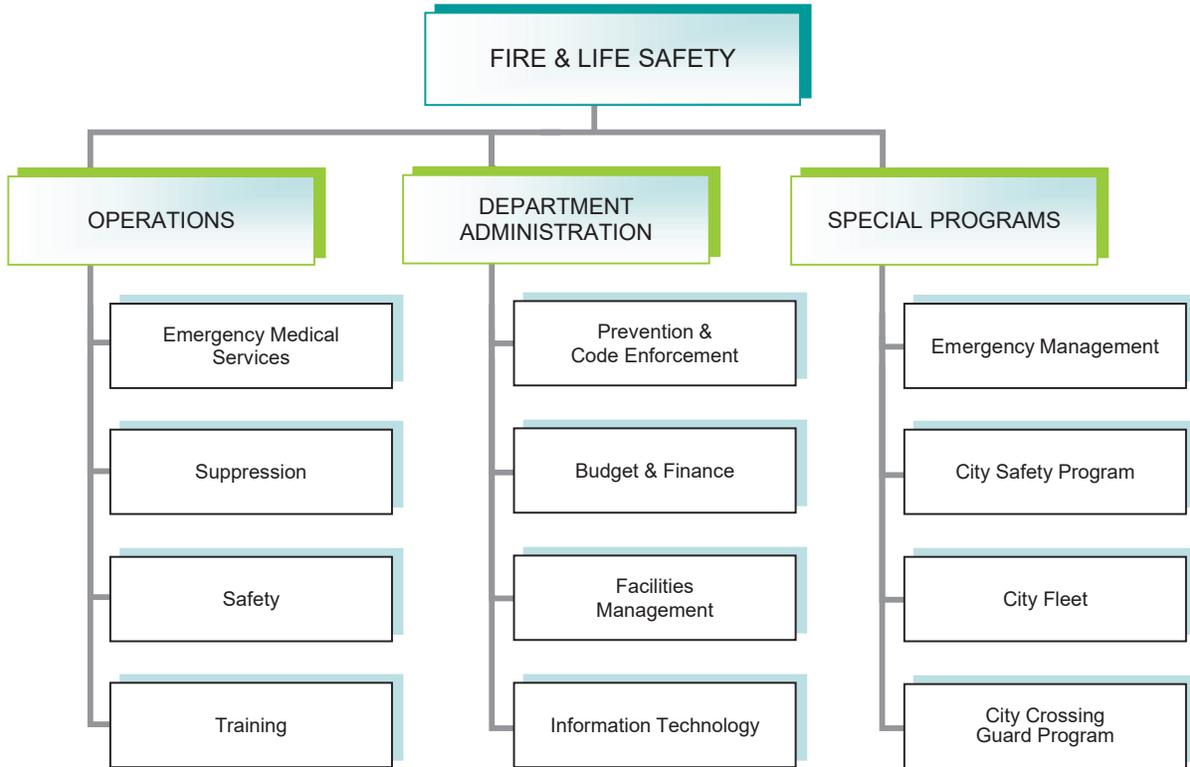
<b>JAG 2011 Grant</b>	\$ 10,013	\$ -	\$ -	\$ -
Funds to purchase and install improved security measures at City Hall, including a new security alarm system and keyless entry doors.				
<b>JAG 2014 Grant</b>	-	9,627	-	-
Funds to purchase a digital security camera to reduce and prevent crimes and improve security at City parks; and install improved security measures at City Hall, including internal security doors and keyless entry doors.				
<b>JAG 2015 Grant</b>	-	-	3,220	-
Funds to purchase two police bikes to assist Sheriff Deputies in patrolling hard to reach areas; and a digital security camera to reduce and prevent crimes and improve security at City parks.				
<b>Total Special Programs</b>	<u>\$ 10,013</u>	<u>\$ 9,627</u>	<u>\$ 3,220</u>	<u>\$ -</u>

**CAPITAL OUTLAY**

<b>Communication Equipment</b>	\$ -	\$ -	\$ -	\$ 585,000
This appropriation will provide for the one-time payment of the City's law enforcement share of the backbone infrastructure cost for the County of San Diego's new 800MHZ Next Generation Regional Communication System (NextGen RCS).				
<b>Total Capital Outlay</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 585,000</u>

# CITY OF SANTEE FIRE AND LIFE SAFETY

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**CITY OF SANTEE  
FIRE AND LIFE SAFETY SUMMARY**

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>SUMMARY OF EXPENDITURES</b>				
Administration	\$ 844,755	\$ 642,398	\$ 936,420	\$ 774,330
Emergency Operations	7,236,567	7,149,133	7,569,160	8,024,820
Emergency Medical	2,522,724	2,337,030	2,660,430	2,836,300
Emergency Preparedness	6,089	5,656	11,120	10,350
Fleet Operations and Maintenance	255,219	256,169	322,090	353,630
Fire Grants	65,159	49,289	62,380	-
<b>Total</b>	<b>\$ 10,930,513</b>	<b>\$ 10,439,675</b>	<b>\$ 11,561,600</b>	<b>\$ 11,999,430</b>
<b>SUMMARY OF FUNDED POSITIONS</b>				
Administration	4.55	4.85	5.05	4.05
Emergency Operations	38.30	38.30	38.30	38.30
Emergency Medical	14.35	14.15	13.95	13.95
Fleet Operations and Maintenance	0.80	1.30	1.30	1.30
<b>Total</b>	<b>58.00</b>	<b>58.60</b>	<b>58.60</b>	<b>57.60</b>

## **CITY OF SANTEE**

### **FIRE AND LIFE SAFETY – ADMINISTRATION**

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#### **Mission Statement**

We protect life and property in our community through aggressive fire suppression, public education and emergency medical services, with leadership and professionalism.

#### **Program Description**

Fire Administration is responsible for the management and administration of fire and life safety planning, emergency operations, disaster preparedness, emergency medical services, loss prevention, code enforcement, fire investigation, and hazardous materials mitigation. This department is also responsible for administering City fleet maintenance, citywide communications, and the City's Safety Program.

#### **2013-2015 Accomplishments**

- Supported our three main goals of training, community education, and consistency by planning, directing, leading, and evaluating these programs
- Created a positive work environment through a fair and uniform approach to policy enforcement, personnel accountability, and management practices for all members of the department
- Created an efficient, consistent, and relevant training program that provided for the continued development of department personnel
- Continued to participate in regional solutions to improve fire protection and homeland security throughout the County through collaborative meetings with regional groups including, but not limited to, San Diego County Fire Chiefs Association, Heartland Communication Facility Authority, Heartland Training Facility Authority, the Unified Disaster Council, San Diego Office of Emergency Services, and County Service area 69 (CSA 69)
- Focused on maintaining appropriate fire department facilities that addressed the need for emergency response while providing a quality work environment
- Developed a vehicle replacement plan for fire apparatus

#### **2015-2017 Goals and Objectives**

- Study the changing status and role of fire departments and delivery systems to provide more efficient and effective service to the community
- Continue to participate in regional solutions to improve fire protection and homeland security throughout the County through collaborative meetings with regional groups including, but not limited to, San Diego County Fire Chiefs Association, Heartland Communication Facility Authority, Heartland Training Facility Authority, the Unified Disaster Council, San Diego Office of Emergency Services, and County Service area 69 (CSA 69)
- Review the response time standards for the department and if appropriate, propose adoption of a response standard by the Santee City Council
- Begin the planning process for building a new fire department facility to replace the aging current Fire Station 4 that addresses the need for emergency response

**CITY OF SANTEE**  
**FIRE AND LIFE SAFETY - ADMINISTRATION**

Fire & Life Safety Fire Administration 1001.03.2201	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Personnel	\$ 734,558	\$ 552,527	\$ 835,720	\$ 704,900
Operations & Maintenance	<u>110,197</u>	<u>89,871</u>	<u>100,700</u>	<u>69,430</u>
<b>Grand Total</b>	<u><u>\$ 844,755</u></u>	<u><u>\$ 642,398</u></u>	<u><u>\$ 936,420</u></u>	<u><u>\$ 774,330</u></u>

**SUMMARY OF POSITIONS**

Director Fire & Life Safety Services	0.75	0.80	0.80	0.80
Deputy Fire Chief	0.75	0.75	0.75	0.75
Division Chief	0.75	1.00	1.00	-
Senior Management Analyst*	0.75	-	-	-
Management Assistant*	-	1.50	1.70	0.70
Administrative Secretary*	0.75	-	-	-
Secretary	0.80	0.80	0.80	0.80
Fire Marshal	<u>-</u>	<u>-</u>	<u>-</u>	<u>1.00</u>
<b>Total Positions</b>	<u><u>4.55</u></u>	<u><u>4.85</u></u>	<u><u>5.05</u></u>	<u><u>4.05</u></u>

\*Effective 1/1/14 the Senior Management Analyst position was reclassified to a Management Assistant and the Administrative Secretary position was also reclassified to a Management Assistant.

**CITY OF SANTEE**  
**FIRE AND LIFE SAFETY - ADMINISTRATION**

Fire & Life Safety Fire Administration 1001.03.2201		FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>PERSONNEL COSTS</b>					
Salary & Wages - Regular	50010	\$ 498,216	\$ 350,401	\$ 526,370	\$ 418,320
Salary & Wages - Part Time	50020	14,698	14,498	15,750	15,750
Overtime	50025	174	956	11,000	11,000
Overtime - Acting Pay	50027	11,043	-	-	-
Sick Leave Buy Back	50036	407	-	-	-
Retirement - PERS	50050	127,966	106,834	170,280	177,140
Retirement - PERS EPMC	50051	11,934	9,640	10,040	8,500
Retirement - Part Time	50055	482	477	590	590
Medicare	50060	6,010	3,532	5,960	6,310
Health Insurance	50070	52,820	45,034	78,780	52,310
Dental Insurance	50071	3,698	3,257	4,780	3,290
Life Insurance	50075	490	381	480	400
Long Term Disability	50076	1,173	1,173	1,690	1,290
Workers Comp Insurance	50080	5,447	16,343	10,000	10,000
<b>Total Personnel</b>		<u>\$ 734,558</u>	<u>\$ 552,527</u>	<u>\$ 835,720</u>	<u>\$ 704,900</u>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Medical Services	51012	\$ 235	\$ 313	\$ 1,620	\$ 1,640
Expert/Consulting Services	51040	70,907	61,108	61,870	26,630
Subscriptions/Memberships	51104	1,073	1,424	1,640	1,640
Professional Development	51110	106	-	2,000	2,000
Mileage Reimbursement	51112	-	269	200	200
Printing & Duplicating	51120	197	42	300	300
Telephone & Fax	51121	8,604	7,949	9,020	10,130
Postage	51122	1,009	634	1,100	1,100
Promotional Activities	51131	1,736	2,270	4,500	7,000
Rentals/Leases- Office Equipment	51141	1,868	1,762	2,000	2,000
Materials and Supplies	51160	18,938	6,361	7,000	7,000
Materials & Supplies - Crossing Guards	51161	146	202	300	300
Materials and Supplies - RSVP	51162	329	412	1,000	1,000
Wearing Apparel	51165	644	790	1,000	1,000
Electricity & Gas	51180	4,087	6,235	6,750	7,090
Repair/Maintenance - Equipment	51211	318	100	400	400
<b>Total Operations &amp; Maintenance</b>		<u>\$ 110,197</u>	<u>\$ 89,871</u>	<u>\$ 100,700</u>	<u>\$ 69,430</u>
<b>Grand Total</b>		<u><u>\$ 844,755</u></u>	<u><u>\$ 642,398</u></u>	<u><u>\$ 936,420</u></u>	<u><u>\$ 774,330</u></u>

**CITY OF SANTEE  
FIRE AND LIFE SAFETY - ADMINISTRATION**

Fire & Life Safety Fire Administration 1001.03.2201	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>				
<b>Medical Services</b> This account provides funds for required annual respirator physicals, DMV physicals, flu shots, and first aid for Fire Chief and Division Chief.	\$ 235	\$ 313	\$ 1,620	\$ 1,640
<b>Expert/Consulting Services</b> This account provides funds for the Fire Benefit Fee consultant, contract fire plan check and inspection services, annual license for training/online risk management program, public hearing advertisements, and applicant background checks.	70,907	61,108	61,870	26,630
<b>Subscriptions/Memberships</b> This appropriation will provide for subscriptions, memberships, and professional publications utilized by Fire Administration.	1,073	1,424	1,640	1,640
<b>Professional Development</b> This request will allow for attendance of professional conferences, classes, and various training seminars by Fire Administration personnel.	106	-	2,000	2,000
<b>Mileage Reimbursement</b> This account provides for reimbursement of the expense of using a personal vehicle in the performance of assigned duties.	-	269	200	200
<b>Printing &amp; Duplicating</b> This account provides funds for the printing of various forms, business cards and other misc. printing needs utilized by Fire Administration.	197	42	300	300
<b>Telephone &amp; Fax</b> This appropriation will fund the cost of telephones, fax machine, cellular phones, pagers, and modem line charges for Fire Administration.	8,604	7,949	9,020	10,130
<b>Postage</b> This account provides funds for postage and shipping charges utilized by Fire Administration.	1,009	634	1,100	1,100
<b>Promotional Activities</b> This account provides funds for the Loss Prevention Division to conduct various promotional activities to provide the community with fire and life safety, and burn prevention education. This account also supports the Department's clown characterization educational program.	1,736	2,270	4,500	7,000
<b>Rentals/Leases - Office Equipment</b> This account is for the Fire Administration copier lease.	1,868	1,762	2,000	2,000
<b>Materials &amp; Supplies</b> This account provides funds for the purchase of miscellaneous materials and supplies utilized by Fire Administration and Fire Prevention.	18,938	6,361	7,000	7,000

**CITY OF SANTEE  
FIRE AND LIFE SAFETY - ADMINISTRATION**

Fire & Life Safety Fire Administration 1001.03.2201	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>OPERATIONS &amp; MAINTENANCE COSTS (Continued)</b>				
<b>Materials &amp; Supplies - Crossing Guards</b>	\$ 146	\$ 202	\$ 300	\$ 300
This account will provide funds for the School Crossing Guard Program for safety wearing apparel, stop signs, and other related items.				
<b>Materials &amp; Supplies - RSVP</b>	329	412	1,000	1,000
This account will provide funds for the Retired Senior Volunteer Program (RSVP) for uniforms, badges, business cards, miscellaneous wearing apparel, appreciation events, and other related items.				
<b>Wearing Apparel</b>	644	790	1,000	1,000
This account provides for uniforms for the Fire Chief and Division Chief.				
<b>Electricity &amp; Gas</b>	4,087	6,235	6,750	7,090
This appropriation provides for Fire Administration's share of gas and electricity at City Hall.				
<b>Repair/Maintenance - Equipment</b>	318	100	400	400
This appropriation provides for maintenance agreements on small office equipment, repairs and replacement as needed.				
<b>Total Operations &amp; Maintenance</b>	<u>\$ 110,197</u>	<u>\$ 89,871</u>	<u>\$ 100,700</u>	<u>\$ 69,430</u>

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# CITY OF SANTEE

## FIRE AND LIFE SAFETY – EMERGENCY OPERATIONS

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### **Program Description**

Emergency Operations is responsible for day-to-day operations including response to and mitigation of emergency incidents and service calls. Supporting emergency response activities requires the coordination of safety, training activities, and information technology. Emergency response personnel also add value by providing public education and performing commercial occupancy fire code inspections.

### **2013-15 Accomplishments**

- Completed Firefighter/Paramedic recruitment, with the assistance of Human Resources staff
- Conducted an in-house recruit fire academy
- Conducted, with the assistance of Human Resources staff, promotional assessment testing for the positions of Fire Engineer and Fire Captain, establishing updated eligibility lists for both classifications
- Implemented a comprehensive respiratory protection program
- Implemented a mandatory Knox FDC plug installation program
- Revised and improved the Personal Protective Equipment Program
- Developed specifications, ordered and received new command vehicles to replace Fire Chief and Battalion 2 command vehicles
- Planned and implemented a 24-hour on-shift Battalion Chief program
- Purchased 12 replacement MDC's with grant funds
- Purchased 4 mobile and 5 portable radios with grant funds

### **2015-2017 Goals and Objectives**

- Conduct a new hire Firefighter/Paramedic recruitment and provide an in-house fire academy
- Develop promotional assessment testing for the positions of Fire Engineer and Fire Captain with the assistance of Human Resources staff, establish eligibility lists for both classifications
- Provide continued Firefighter wildland certification training
- Provide training that complies with applicable laws and regulations
- Continue to develop pre-plan maps
- Continue to improve the Personal Protective Equipment Program
- Develop specifications, order and receive a new Type 1 Engine to replace Rescue 5
- Develop specifications, order and receive a new apparatus to replace Truck 4
- Develop electronic check sheets for fire apparatus, breathing apparatus, face masks, P-100 face masks and paramedic narcotics inventory on apparatus
- Establish comprehensive program for Operational Permit inspections and payment
- Establish comprehensive program for annual State mandated occupancies inspections
- Establish comprehensive program to prioritize, track and provide reports for all business inspections within the City
- Establish efficient system for storage and retrieval of deferred fire sprinkler, alarm, and hood system plans
- Provide ongoing training for personnel participating in the Retired Senior Volunteer Program
- Provide Fire Code, Municipal Code, and ongoing fire inspection training to floor personnel

**CITY OF SANTEE**  
**FIRE AND LIFE SAFETY - EMERGENCY OPERATIONS**

Fire & Life Safety Emergency Operations 1001.03.2202	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Personnel	\$ 6,743,183	\$ 6,668,501	\$ 6,984,870	\$ 7,266,520
Operations & Maintenance	493,384	480,632	584,290	550,970
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>	<u>207,330</u>
<b>Grand Total</b>	<u><u>\$ 7,236,567</u></u>	<u><u>\$ 7,149,133</u></u>	<u><u>\$ 7,569,160</u></u>	<u><u>\$ 8,024,820</u></u>

**SUMMARY OF FUNDED POSITIONS**

Battalion Chief	-	2.40	2.40	2.40
Fire Captain	11.90	11.90	11.90	11.90
Fire Engineer	12.00	12.00	12.00	12.00
Firefighter Paramedic	<u>12.00</u>	<u>12.00</u>	<u>12.00</u>	<u>12.00</u>
<b>Total Positions</b>	<u><u>35.90</u></u>	<u><u>38.30</u></u>	<u><u>38.30</u></u>	<u><u>38.30</u></u>

**CITY OF SANTEE**  
**FIRE AND LIFE SAFETY - EMERGENCY OPERATIONS**

Fire & Life Safety Emergency Operations 1001.03.2202		FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>PERSONNEL COSTS</b>					
Salaries & Wages - Regular	50010	\$ 2,955,061	\$ 3,073,421	\$ 3,367,030	\$ 3,568,530
Acting Pay	50011	6,695	6,230	6,500	6,500
FLSA	50012	74,556	74,091	77,090	87,000
Overtime	50025	1,218,921	1,221,157	1,079,060	994,300
Overtime - Acting Pay	50027	89,024	135,596	42,100	42,300
Sick Leave Buy Back	50036	16,515	17,017	13,990	3,920
Clothing Allowance	50041	20,940	19,380	21,180	25,220
2% RHSA	50045	56,136	56,234	61,260	64,950
Retirement - PERS	50050	1,071,032	984,677	1,295,100	1,303,880
Retirement - PERS EPMC	50051	38,709	39,859	31,990	8,550
Medicare	50060	59,180	61,620	46,900	51,990
Health Insurance	50070	547,423	604,006	601,390	751,770
Dental Insurance	50071	25,324	26,806	28,660	41,720
Life Insurance	50075	3,571	3,669	3,910	3,960
Long Term Disability Insurance	50076	7,903	8,869	8,710	11,930
Workers Compensation Insurance	50080	552,193	335,868	300,000	300,000
<b>Total Personnel</b>		<u>\$ 6,743,183</u>	<u>\$ 6,668,501</u>	<u>\$ 6,984,870</u>	<u>\$ 7,266,520</u>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Medical Services	51012	\$ 9,633	\$ 7,287	\$ 10,000	\$ 10,000
Expert/Consulting Services	51040	13,706	12,023	16,000	17,200
Governmental Purposes	51101	27,938	15,592	1,000	1,000
Professional Development	51110	408	457	2,500	500
Training & Developments - FTES	51114	14,349	12,686	15,000	15,000
Telephone & Fax	51121	12,442	11,208	9,620	13,130
Materials & Supplies	51160	46,145	41,704	81,260	59,690
Wearing Apparel	51165	31,119	24,116	60,930	29,460
Electricity & Gas	51180	27,072	32,906	35,540	37,320
Water & Sewer	51185	10,683	10,717	12,600	12,600
Repair/Maintenance - Equipment	51211	18,467	8,355	19,800	19,800
Heartland Communications Facility Auth	51330	148,856	168,546	180,450	193,670
Heartland Training Authority	51331	54,124	54,125	54,500	55,590
Communication Charges	51332	31,297	27,594	27,620	27,620
Agency Reimbursements	51335	44,758	44,758	46,070	46,990
Fitness Equipment/Education	51360	2,387	8,557	11,400	11,400
<b>Total Operations &amp; Maintenance</b>		<u>\$ 493,384</u>	<u>\$ 480,632</u>	<u>\$ 584,290</u>	<u>\$ 550,970</u>
<b>CAPITAL OUTLAY</b>					
Automotive Equipment	60040	\$ -	\$ -	\$ -	\$ 9,000
Communication Equipment	60050	-	-	-	167,000
Other Capital Outlay	60099	-	-	-	31,330
<b>Total Capital Outlay</b>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 207,330</u>
<b>Grand Total</b>		<u>\$ 7,236,567</u>	<u>\$ 7,149,133</u>	<u>\$ 7,569,160</u>	<u>\$ 8,024,820</u>

**CITY OF SANTEE  
FIRE AND LIFE SAFETY - EMERGENCY OPERATIONS**

Fire & Life Safety Emergency Operations 1001.03.2202	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS**

<b>Medical Services</b>	\$ 9,633	\$ 7,287	\$ 10,000	\$ 10,000
This account provides for required medical testing, first aid claims, required vaccinations, and pre-placement physicals for new firefighters/paramedics.				
<b>Expert/Consulting Services</b>	13,706	12,023	16,000	17,200
This account provides funds for various contracts and services including TIP (Trauma Intervention Program); OSHA required Ladder Testing; OSHA required breathing apparatus mask fit tests; maintenance agreement for 4 Zoll monitors; annual County hazardous materials permits; and miscellaneous contracts associated with hazardous waste disposal, software support service, and other highly technical equipment.				
<b>Other Governmental Purposes</b>	27,938	15,592	1,000	1,000
This account provides funds for expenses associated with emergencies. Included in such costs are meals, fluid replacement, and unforeseen materials and supplies required to mitigate emergencies.				
<b>Professional Development</b>	408	457	2,500	500
This account will fund department-wide training activities, registration fees, travel, and lodging associated with attendance of professional conferences, and various training seminars by personnel.				
<b>Training &amp; Development - FTEs</b>	14,349	12,686	15,000	15,000
This account provides funding for ongoing Fire Department related training activities, and is associated with an interagency Instruction Agreement between the City of Santee and Miramar College.				
<b>Telephone &amp; Fax</b>	12,442	11,208	9,620	13,130
This account provides funds for various phone charges, including emergency lines, cellular phones, and T-1 lines at Fire Stations 4 & 5.				
<b>Materials &amp; Supplies</b>	46,145	41,704	81,260	59,690
This account provides funds for the purchase of miscellaneous materials and supplies including but not limited to: SCBA replacement parts (breathing apparatus), fire station materials and supplies, fire equipment, and fire hose. This account also includes funds for the purchase of new equipment to include Paratech vehicle struts, and miscellaneous reserve apparatus equipment in FY 2015-16.				
<b>Wearing Apparel</b>	31,119	24,116	60,930	29,460
This account provides funds for the purchase of protective clothing, safety equipment, and firefighter uniforms.				
<b>Electricity &amp; Gas</b>	27,072	32,906	35,540	37,320
This appropriation will fund the cost of electricity and gas allocated for Fire Stations 4 & 5.				

**CITY OF SANTEE**  
**FIRE AND LIFE SAFETY - EMERGENCY OPERATIONS**

Fire & Life Safety Emergency Operations 1001.03.2202	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS (Continued)**

<b>Water &amp; Sewer</b> This appropriation will fund the cost of water and sewer allocated for Fire Stations 4 & 5.	\$ 10,683	\$ 10,717	\$ 12,600	\$ 12,600
<b>Repair/Maintenance - Equipment</b> This account will provide funds for repair and maintenance of equipment at Fire Stations 4 & 5. This account also provides funds for radio maintenance and repair services not included in the HCFA service contract.	18,467	8,355	19,800	19,800
<b>Heartland Communications Facility Authority</b> Heartland Communication Facility Authority operational cost and required CIP contribution. (45%) of this amount is budgeted in the Emergency Medical (CSA 69) budget.	148,856	168,546	180,450	193,670
<b>Heartland Training Authority</b> Heartland Training Facility operational & lease costs.	54,124	54,125	54,500	55,590
<b>Communication Charges</b> Regional Communication System radio user charges, pager service, mobile hot spot access fees, and City's share of costs associated with radio service and software contracts through HCFA.	31,297	27,594	27,620	27,620
<b>Agency Reimbursements</b> This account provides funds for the City's participation in the County JPA for the Joint Hazardous Material Incident Response Team Program.	44,758	44,758	46,070	46,990
<b>Fitness Equipment/Education</b> Fitness equipment and education as dictated by the Firefighter MOU.	2,387	8,557	11,400	11,400
<b>Total Operations &amp; Maintenance</b>	\$ 493,384	\$ 480,632	\$ 584,290	\$ 550,970

**CAPITAL OUTLAY**

<b>Automotive Equipment</b> This appropriation will fund the purchase of one Halmatro PPU in FY 2016-17.	\$ -	\$ -	\$ -	\$ 9,000
<b>Communication Equipment</b> This appropriation provides for the fee assessment associated with the Regional Communications System's radio network upgrade.	-	-	-	167,000
<b>Other Capital Outlay</b> This appropriation provides for radio replacement and required matching funds associated with equipment grants.	-	-	-	31,330
<b>Total Capital Outlay</b>	\$ -	\$ -	\$ -	\$ 207,330

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## **CITY OF SANTEE FIRE AND LIFE SAFETY – EMERGENCY MEDICAL**

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### **Program Description**

Under the direction of the EMS Battalion Chief, the Emergency Medical Services Division is responsible for responding to medical emergencies and providing all patients with the highest level of Advanced Life Support (ALS) in the treatment and transport for medical or traumatic illness/injury. This budget provides funding for all advanced life care services, currently two frontline ambulances, two reserve units, and 12 Firefighter Paramedics provided by the Santee Fire Department. The program is completely funded by reimbursement to the City General Fund through County Service Area 69 (“CSA-69”). In addition, Basic Life Support training classes are provided through the Emergency Medical Services (EMS) Division.

### **2013-2015 Accomplishments**

- Maintained EMT, EMT-P, and CPR certification and licensure of all emergency personnel
- Utilized Target solutions to track certifications and make notifications
- Continued to provide CPR to City staff and the community
- Initiated and completed the reserve ambulance turn-key program
- Initiated, purchased and implemented a new patient care reporting system (EPCR)
- Anticipated completion date 7/1/2015
- Streamlined medical equipment ordering process to decrease the amount of incorrect orders
- Created and implemented a new system to formally conduct trials of new equipment to include detailed evaluations
- Convened paramedic committee to design new ambulance
- Purchased new ambulance. \*Expected delivery is fall 2015
- Continued to research advancements in medical and EMS technology through continual evaluation of equipment to stay current with technology, including evaluation of a new patient care report system that will enable paramedics to be more efficient in the field, as well as assist with the transfer of information to the County
- Stay abreast of the dynamic EMS care delivery environment and position the department so that the highest level of care to the community can be ensured
- Through ongoing contractual discussions with County EMS, have continued to improve in the areas of response times, public education, and quality assurance by providing draft documents to County EMS officials

### **2015-2017 Goals and Objectives**

- Utilize Target Solutions to develop an EMS tracking section for CE’s
- Utilize Target Solutions to develop controlled substance tracking and usage
- Complete the build process and take delivery of new ambulance
- Stay informed on new equipment and procedures from around the country by attending regional and national emergency medical conferences
- Conduct trials of new cardiac monitors to be purchased through 2017
- Implementation of a formal QA process to include conducting a QA review of 100% of all EMS calls
- Continue to research advancements in medical and EMS technology through continual evaluation of equipment to stay current with technology

**CITY OF SANTEE**  
**FIRE AND LIFE SAFETY – EMERGENCY MEDICAL**

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- Create and implement policies and procedures relating to personal protective equipment for use against infectious diseases
- Continue to provide CPR and AED education and certification to City staff and the community
- Maintain EMT and CPR certification of all personnel
- Approve Line Medic Policy and purchase the necessary equipment for qualified personnel to assist with mutual aid wild land fire responses and overhead assignments
- Stay informed on new technology relating to CPR Boards including creating a replacement schedule
- Maintained a cost-effective, efficient and reliable CSA-69 ambulance fleet through the re-chassis of ambulances in lieu of replacement
- Improve the quality of Continued Education Units (CEU) training for departmental personnel through live CE classes provided by local hospitals
- Conducted a Quality Assurance (QA) review of all Against Medical Advice (AMA) calls
- Stay abreast of the dynamic EMS care delivery environment and position the department so the highest level of care to the community can be ensured
- Continue to meet with County EMS to ensure contractual obligations are met and improved

**CITY OF SANTEE**  
**FIRE AND LIFE SAFETY - EMERGENCY MEDICAL**

Fire & Life Safety Emergency Medical 1001.03.2203	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Personnel	\$ 2,098,162	\$ 1,901,929	\$ 2,071,220	\$ 2,168,950
Operations & Maintenance	411,148	435,102	529,210	562,350
Capital Outlay	<u>13,414</u>	<u>-</u>	<u>60,000</u>	<u>105,000</u>
<b>Grand Total</b>	<b><u>\$ 2,522,724</u></b>	<b><u>\$ 2,337,030</u></b>	<b><u>\$ 2,660,430</u></b>	<b><u>\$ 2,836,300</u></b>

**SUMMARY OF FUNDED POSITIONS**

Battalion Chief*	-	0.60	0.60	0.60
Fire Captain	0.10	0.10	0.10	0.10
Firefighter Paramedic	12.00	12.00	12.00	12.00
Director of Fire & Life Safety	0.25	0.20	0.20	0.20
Deputy Fire Chief	0.25	0.25	0.25	0.25
Division Chief	0.25	-	-	-
Senior Management Analyst**	0.25	-	-	-
Management Assistant**	-	0.50	0.30	0.30
Lead Equipment Mechanic	-	0.10	0.10	0.10
Equipment Mechanic	0.20	0.20	0.20	0.20
Administrative Secretary**	0.25	-	-	-
Secretary	<u>0.20</u>	<u>0.20</u>	<u>0.20</u>	<u>0.20</u>
<b>Total Positions</b>	<b><u>13.75</u></b>	<b><u>14.15</u></b>	<b><u>13.95</u></b>	<b><u>13.95</u></b>

\*Effective 3/1/2014, 3 Battalion Chief positions were added - 2.4 positions will be charged to Emergency Operations and .6 of a position will be charged to Emergency Medical.

\*\*Effective 1/1/14 the Senior Management Analyst position was reclassified to a Management Assistant and the Administrative Secretary Position was also reclassified to a Management Assistant.

**CITY OF SANTEE**  
**FIRE AND LIFE SAFETY - EMERGENCY MEDICAL**

<b>Fire &amp; Life Safety Emergency Medical 1001.03.2203</b>	<b>FY 2013-14 Actual</b>	<b>FY 2014-15 Actual</b>	<b>FY 2015-16 Amended</b>	<b>FY 2016-17 Amended</b>	
<b>PERSONNEL COSTS</b>					
Salaries & Wages - Regular	50010	\$ 1,144,963	\$ 997,487	\$ 1,175,790	\$ 1,189,340
F L S A	50012	24,094	23,215	23,460	26,870
Salaries & Wages - Part Time	50020	-	-	-	-
Overtime	50025	258,556	292,196	220,410	201,700
Sick Leave Buy Back	50036	386	-	1,970	-
Clothing Allowance	50041	7,260	7,020	7,620	8,260
2% RHSA	50045	17,983	17,712	19,120	20,050
Retirement - PERS	50050	401,745	324,146	367,240	406,970
Retirement - PERS EPMC	50051	17,188	13,712	11,290	4,230
Retirement - Part Time	50055	-	-	-	-
Medicare	50060	19,928	19,896	16,760	17,790
Health Insurance	50070	170,860	151,367	186,760	247,810
Dental Insurance	50071	10,116	9,827	10,900	15,270
Life Insurance	50075	1,404	1,327	1,420	1,420
Long Term Disability Insurance	50076	3,140	3,183	3,480	4,240
Workers Compensation Insurance	50080	20,539	40,841	25,000	25,000
<b>Total Personnel</b>		<b>\$ 2,098,162</b>	<b>\$ 1,901,929</b>	<b>\$ 2,071,220</b>	<b>\$ 2,168,950</b>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Medical Services	51012	\$ 2,053	\$ 3,297	\$ 5,800	\$ 6,060
Expert/Consulting Services	51040	33,589	33,831	28,350	28,350
Laundry & Cleaning	51102	2,723	2,339	5,000	5,000
Subscriptions/Memberships	51104	50	55	300	300
Professional Development	51110	1,013	188	5,000	6,000
Telephone & Fax	51121	3,226	4,160	4,500	7,080
Postage	51122	75	26	100	100
Rentals/Leases - Office Equipment	51141	503	454	750	750
Materials & Supplies	51160	119,506	110,859	125,000	125,000
Wearing Apparel	51165	1,596	9,147	9,000	9,100
Fuel & Oil	51171	41,796	34,024	65,000	65,000
Electricity & Gas	51180	9,076	12,987	14,030	14,730
Water & Sewer	51185	3,626	3,816	4,800	5,030
Repair/Maint - Equipment	51211	3,048	4,088	3,000	3,000
Repair/Maint - Automotive Equipment	51212	15,563	21,490	30,300	30,300
Repair/Maint - Other	51230	12,429	12,415	15,000	20,000
Property Insurance	51301	3,826	3,512	4,700	5,170
Public Liability Insurance	51305	22,539	25,570	26,980	26,980
Heartland Communications Facility Auth	51330	121,792	137,902	158,000	158,000
Communication Charges	51332	8,300	7,713	10,000	32,800
Fitness Equipment/Education	51360	795	2,852	3,600	3,600
Minor Equipment	51361	4,024	4,378	10,000	10,000
<b>Total Operations &amp; Maintenance</b>		<b>\$ 411,148</b>	<b>\$ 435,102</b>	<b>\$ 529,210</b>	<b>\$ 562,350</b>
<b>CAPITAL OUTLAY</b>					
Medical Equipment	60030	\$ 13,414	\$ -	\$ 60,000	\$ 60,000
Communication Equipment	60050	-	-	-	45,000
<b>Total Capital Outlay</b>		<b>\$ 13,414</b>	<b>\$ -</b>	<b>\$ 60,000</b>	<b>\$ 105,000</b>
<b>Grand Total</b>		<b>\$ 2,522,724</b>	<b>\$ 2,337,030</b>	<b>\$ 2,660,430</b>	<b>\$ 2,836,300</b>

**CITY OF SANTEE  
FIRE AND LIFE SAFETY - EMERGENCY MEDICAL**

Fire & Life Safety Emergency Medical 1001.03.2203	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS**

<b>Medical Services</b> This account provides funds for required medical testing, first aid claims, and required vaccinations.	\$ 2,053	\$ 3,297	\$ 5,800	\$ 6,060
<b>Expert/Consulting Services</b> This account provides funds for various fees and costs associated with ALS & BLS certification and licensing. Costs include, but are not limited to the following: 1) Fees for state associations & licensure; 2) County accreditation; 3) Contracts with Grossmont Hospital for ACLS training, & field care audits; 4) Bio Hazard Waste Disposal; 5) Reverse distribution of controlled substances; 6) Trauma Intervention Program (TIP).	33,589	33,831	28,350	28,350
<b>Laundry/Cleaning Services</b> This account provides funds for linen service for all EMS medical linen, including cleaning and replacement costs, for all CSA 69 paramedic units.	2,723	2,339	5,000	5,000
<b>Subscriptions/Memberships</b> This appropriation will provide for subscriptions, memberships, and professional publications utilized by EMS Personnel.	50	55	300	300
<b>Professional Development</b> This account provides funds to pay fees, travel expenses and meals for attendance of professional development seminars, classes, and conferences related to emergency medical care.	1,013	188	5,000	6,000
<b>Telephone &amp; Fax</b> This account provides funds for various phone charges, including emergency lines, cellular phones, and T-1 lines at Fire Stations 4 & 5.	3,226	4,160	4,500	7,080
<b>Postage</b> This account is for CSA 69 associated postage and shipping charges.	75	26	100	100
<b>Rentals/Leases - Office Equipment</b> This account provides funds for a 20% CSA 69 share of the Fire Administration copier lease.	503	454	750	750
<b>Materials &amp; Supplies</b> This account provides funds to purchase office supplies, miscellaneous medical supplies, pharmaceuticals, and other supplies related to the paramedic program.	119,506	110,859	125,000	125,000
<b>Wearing Apparel</b> This account provides funds to purchase safety gear for firefighter/paramedics, including turnouts, boots, protective eye wear, as well as department uniforms.	1,596	9,147	9,000	9,100
<b>Fuel &amp; Oil</b> This account provides funds for fuel, oil, transmission fluid, and lubricants for paramedic units.	41,796	34,024	65,000	65,000

**CITY OF SANTEE**  
**FIRE AND LIFE SAFETY - EMERGENCY MEDICAL**

Fire & Life Safety Emergency Medical 1001.03.2203	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS (Continued)**

<b>Electricity &amp; Gas</b> This appropriation will fund the cost of electricity and gas allocated for Fire Stations 4 & 5 as associated with the EMS program.	\$ 9,076	\$ 12,987	\$ 14,030	\$ 14,730
<b>Water &amp; Sewer</b> This account provides funds for water and sewer allocated for Fire Stations 4 & 5 as associated with the EMS program.	3,626	3,816	4,800	5,030
<b>Repair/Maintenance - Equipment</b> This account provides funds for repair and maintenance of radios & other communication equipment on paramedic units.	3,048	4,088	3,000	3,000
<b>Repair/Maintenance - Automotive Equipment</b> This account provides funds for normal repair and maintenance of all paramedic units, including funds for miscellaneous parts, wheel alignments, muffler repair, etc.	15,563	21,490	30,300	30,300
<b>Repair/Maintenance - Other</b> This account provides funds for miscellaneous repairs of medical equipment, including contract for gurneys, auto vents, automatic blood pressure cuffs, EKG monitor maintenance, and mechanical CPR boards.	12,429	12,415	15,000	20,000
<b>Property Insurance</b> This account provides funds for the estimated cost to insure the CSA paramedic units.	3,826	3,512	4,700	5,170
<b>Public Liability Insurance</b> This account provides funds for the CSA 69 portion of public liability/paramedic malpractice insurance.	22,539	25,570	26,980	26,980
<b>Heartland Communications Facility Authority</b> Heartland Communication Facility Authority FY 15/16 operational cost and required CIP contribution. 55% of this amount is budgeted in the Emergency Operations budget, and 45% is charged to Emergency Medical.	121,792	137,902	158,000	158,000
<b>Communication Charges</b> Regional Communication System radio user charges, pager service, mobile hot spot access fees, and Agency share of costs associated with radio service and software contracts through HCFA.	8,300	7,713	10,000	32,800
<b>Fitness Equipment/Education</b> Fitness equipment and education as dictated by the Firefighter MOU.	795	2,852	3,600	3,600

**CITY OF SANTEE  
FIRE AND LIFE SAFETY - EMERGENCY MEDICAL**

Fire & Life Safety Emergency Medical 1001.03.2203	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS (Continued)**

<b>Minor Equipment</b>	\$ 4,024	\$ 4,378	\$ 10,000	\$ 10,000
This account provides for equipment purchased that does not meet the fixed asset criteria, but does have a life expectancy greater than one (1) year.				
<b>Total Operations &amp; Maintenance</b>	<u>\$ 411,148</u>	<u>\$ 435,102</u>	<u>\$ 529,210</u>	<u>\$ 562,350</u>

**CAPITAL OUTLAY**

<b>Medical Equipment</b>	\$ 13,414	\$ -	\$ 60,000	\$ 60,000
This account will fund the purchase of four (4) EKG monitors, two (2) in FY 2015-16 and two (2) in FY 2016-17.				
<b>Communication Equipment</b>	-	-	-	45,000
This appropriation provides for the fee assessment associated with the Regional Communications System's radio network upgrade.				
<b>Total Capital Outlay</b>	<u>\$ 13,414</u>	<u>\$ -</u>	<u>\$ 60,000</u>	<u>\$ 105,000</u>

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## **CITY OF SANTEE**

### **FIRE AND LIFE SAFETY – EMERGENCY PREPAREDNESS**

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#### **Program Description**

The Emergency Preparedness Program is responsible for organizing all resources to cope with conditions of extreme peril to lives and property. This includes planning and preparation for response to natural disasters, man-made emergencies, and war related emergencies utilizing the National Incident Management System (NIMS). The goals are to save lives, limit casualties, limit damage, and restore the City to normal as soon as possible. Emergency preparedness also includes community education, documentation, damage assessment, disaster relief, cost recovery, the City's Emergency Operations Plan (EOP), the Cities Readiness Initiative (CRI) Plan, the Continuity of Operations Plan (COOP), and readiness of the City's Emergency Operations Center (EOC).

#### **2013-15 Accomplishments**

- Participated in continued NIMS compliant training for personnel
- Reviewed and updated the City's Emergency Operations Plan (EOP)
- Reviewed and updated the Cities Readiness Initiative (CRI) Plan based on the AAR
- Worked with the Sherriff's Office on a City Evacuation Plan

#### **2015-2017 Goals and Objectives**

- Participate in continued NIMS compliant training for personnel
- Provide Emergency Operations Center (EOC) training for personnel
- Develop plans and methods to improve the EOC
- Review and update the City's Emergency Operations Plan (EOP)
- Review and update the Cities Readiness Initiative (CRI) Plan
- Provide training of the Continuity of Operations Plan (COOP) for the City
- Provide the citizens of Santee with disaster preparedness information
- Develop a City Evacuation Plan
- Provide for at least one mock event/simulation that will allow for the exercise and evaluation of both the EOP and EOC

**CITY OF SANTEE**  
**FIRE AND LIFE SAFETY - EMERGENCY PREPAREDNESS**

Fire & Life Safety Emergency Preparedness 1001.03.2204	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Operations & Maintenance	\$ 4,328	\$ 3,890	\$ 9,350	\$ 8,550
Special Programs	<u>1,761</u>	<u>1,766</u>	<u>1,770</u>	<u>1,800</u>
<b>Grand Total</b>	<u><u>\$ 6,089</u></u>	<u><u>\$ 5,656</u></u>	<u><u>\$ 11,120</u></u>	<u><u>\$ 10,350</u></u>

**EXPENDITURES**

**OPERATIONS & MAINTENANCE COSTS**

Professional Development	51110	\$ 1,774	\$ -	\$ 2,000	\$ 2,000
Training & Development	51113	574	120	2,350	1,550
Telephone & Fax	51121	1,980	3,770	4,000	4,000
Materials & Supplies	51160	-	-	1,000	1,000
<b>Total Operations &amp; Maintenance</b>		<u>\$ 4,328</u>	<u>\$ 3,890</u>	<u>\$ 9,350</u>	<u>\$ 8,550</u>

**SPECIAL PROGRAMS**

Agency Reimbursements	51335	\$ 1,761	\$ 1,766	\$ 1,770	\$ 1,800
<b>Total Special Programs</b>		<u>\$ 1,761</u>	<u>\$ 1,766</u>	<u>\$ 1,770</u>	<u>\$ 1,800</u>
<b>Grand Total</b>		<u><u>\$ 6,089</u></u>	<u><u>\$ 5,656</u></u>	<u><u>\$ 11,120</u></u>	<u><u>\$ 10,350</u></u>

**CITY OF SANTEE**  
**FIRE AND LIFE SAFETY - EMERGENCY PREPAREDNESS**

Fire & Life Safety Emergency Preparedness 1001.03.2204	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS**

<b>Professional Development</b> Funds to be used for disaster preparedness training seminars and conferences, and semi annual Emergency Operation Center (EOC) training exercises held in the City's EOC in Building #7 at City Hall.	\$ 1,774	\$ -	\$ 2,000	\$ 2,000
<b>Training &amp; Development</b> This account provides funds in support of the Department's CPR/AED public education efforts. Funds will be used for program supplies, equipment and maintenance of equipment.	574	120	2,350	1,550
<b>Telephone &amp; Fax</b> This account provides funds for the ten (10) dedicated EOC lines in Building #7, nine (9) additional cell phones & one (1) satellite phone.	1,980	3,770	4,000	4,000
<b>Materials &amp; Supplies</b> This account will provide funds to purchase miscellaneous materials and supplies used in the City's Emergency Operations Center.	-	-	1,000	1,000
<b>Total Operations &amp; Maintenance</b>	<u>\$ 4,328</u>	<u>\$ 3,890</u>	<u>\$ 9,350</u>	<u>\$ 8,550</u>

**SPECIAL PROGRAMS**

<b>Agency Reimbursements</b> This account will provide funds for City's participation in the San Diego County Unified Disaster Council.	\$ 1,761	\$ 1,766	\$ 1,770	\$ 1,800
<b>Total Special Programs</b>	<u>\$ 1,761</u>	<u>\$ 1,766</u>	<u>\$ 1,770</u>	<u>\$ 1,800</u>

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## **CITY OF SANTEE**

### **FIRE AND LIFE SAFETY – FLEET OPERATIONS & MAINTENANCE**

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#### **Program Description**

Fire Administration is responsible for the management and administration of the City fleet. This includes the maintenance of the City fleet, purchase of fuels and oils, as well as the professional development of the Lead Equipment Mechanic and the part-time Equipment Mechanic.

#### **2013-15 Accomplishments**

- Conducted a recruitment for the Lead Equipment Mechanic with the assistance of the Human Resources staff
- Conducted a recruitment for the part-time Equipment Mechanic with the assistance of the Human Resources staff
- Deployed the first phase of an internally developed software program to track vehicle maintenance
- Supported the Equipment Mechanic in his attendance at the California Fire Mechanics Academy

#### **2015-2017 Goals and Objectives**

- Implement the second phase of the vehicle tracking database so that the program produces monthly work orders for the Lead equipment Mechanic
- Explore new methods and equipment to improve the quality and efficiency of the City shop
- Support the Lead Equipment Mechanic and the part-time Equipment Mechanic in their attendance at the California Fire Mechanics Academy
- Identify other sources of professional development for the Lead Equipment Mechanic and the part-time Equipment Mechanic
- Evaluate the City Fleet to determine the appropriate size of the fleet
- Determine the feasibility of a centralized fueling station for the city fleet that records the mileage of a vehicle at the time of filling
- Evaluate the staffing needs of the City shop based on the ability to complete work orders over FY 15/16

**CITY OF SANTEE**  
**FIRE AND LIFE SERVICES- FLEET OPERATIONS AND MAINTENANCE**

Fire & Life Safety Fleet Operations and Maintenance <b>1001.03.2206</b>	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Personnel	\$ 71,158	\$ 79,265	\$ 124,450	\$ 139,770
Operations & Maintenance	<u>184,061</u>	<u>176,904</u>	<u>197,640</u>	<u>213,860</u>
<b>Grand Total</b>	<u><u>\$ 255,219</u></u>	<u><u>\$ 256,169</u></u>	<u><u>\$ 322,090</u></u>	<u><u>\$ 353,630</u></u>

**SUMMARY OF POSITIONS**

Lead Equipment Mechanic	-	0.90	0.90	0.90
Equipment Mechanic	<u>0.80</u>	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>
<b>Total Positions</b>	<u><u>0.80</u></u>	<u><u>1.30</u></u>	<u><u>1.30</u></u>	<u><u>1.30</u></u>

**CITY OF SANTEE**  
**FIRE AND LIFE SERVICES- FLEET OPERATIONS AND MAINTENANCE**

Fire & Life Safety Fleet Operations and Maintenance 1001.03.2206		FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>PERSONNEL COSTS</b>					
Salaries & Wages - Regular	50010	\$ 45,634	\$ 28,431	\$ 85,980	\$ 90,110
Salaries & Wages- Part Time	50020	-	30,892	-	-
Overtime	50025	-	348	-	-
Retirement - PERS	50050	11,159	9,458	10,890	21,460
Retirement - EPMC	50051	927	513	960	1,070
Retirement - Part Time	50055	-	1,158	-	-
Medicare	50060	662	867	1,250	1,310
Health Insurance	50070	11,620	6,858	23,490	23,810
Dental Insurance	50071	889	607	1,550	1,550
Life Insurance	50075	82	39	90	130
Long Term Disability	50076	185	93	240	330
<b>Total Personnel</b>		<u>\$ 71,158</u>	<u>\$ 79,265</u>	<u>\$ 124,450</u>	<u>\$ 139,770</u>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Medical Services	51012	\$ -	\$ 209	\$ -	\$ 140
Expert/Consulting Services	51040	70	154	2,220	1,720
Laundry/Cleaning Services	51102	1,177	1,395	1,450	1,450
Subscriptions/Memberships	51104	-	-	80	80
Professional Development	51110	1,040	-	2,400	2,400
Telephone & Fax	51121	-	-	280	280
Materials and Supplies	51160	1,803	2,463	2,500	2,500
Wearing Apparel	51165	83	36	310	310
Fuel & Oil	51171	88,538	76,950	110,000	110,000
Repair/Maint - Automotive Equipment	51212	91,350	95,697	78,400	94,980
<b>Total Operations &amp; Maintenance</b>		<u>\$ 184,061</u>	<u>\$ 176,904</u>	<u>\$ 197,640</u>	<u>\$ 213,860</u>
<b>Grand Total</b>		<u><u>\$ 255,219</u></u>	<u><u>\$ 256,169</u></u>	<u><u>\$ 322,090</u></u>	<u><u>\$ 353,630</u></u>

**CITY OF SANTEE**  
**FIRE AND LIFE SAFETY - FLEET OPERATIONS AND MAINTENANCE**

Fire & Life Safety Fleet Operations and Maintenance 1001.03.2206	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>FLEET OPERATIONS &amp; MAINTENANCE COSTS</b>				
<b>Medical Services</b> This account provides funds for DMV physicals for the Lead Equipment Mechanic and the Equipment Mechanic.	\$ -	\$ 209	\$ -	\$ 140
<b>Expert &amp; Consulting Services</b> This account provides funds for certain contracts and services including operating fee for the fuel dispenser at Station 5, DOT drug testing, and Plymovent upgrades at the Fire Stations for new apparatus.	70	154	2,220	1,720
<b>Laundry/Cleaning Services</b> This account provides uniforms for the Mechanics, as well as floor mats, shop towels, and dust mops for the fleet maintenance shop.	1,177	1,395	1,450	1,450
<b>Subscription/ Memberships</b> This account will fund the annual membership dues to the Southern California Fire Mechanics Association for the Mechanics.	-	-	80	80
<b>Professional Development</b> This account funds training activities and related costs associated with Mechanics' attendance of professional conferences and various training seminars.	1,040	-	2,400	2,400
<b>Telephone &amp; Fax</b> This account provides funding for the Mechanics' cellular phone service.	-	-	280	280
<b>Materials and Supplies</b> This account provides funds for the purchase of miscellaneous materials and supplies such as small tools, hardware for stock, and safety equipment.	1,803	2,463	2,500	2,500
<b>Wearing Apparel</b> This account provides funds for the purchase of fleet maintenance t-shirts and boot allowance reimbursement for the Mechanics.	83	36	310	310
<b>Fuel &amp; Oil</b> This account provides funds for all fuel, oil and lubrication used by the City fleet, with the exception of the CSA-69 paramedic units. This account also funds the City's Vehicle Fuel Tracking system, fuel pump, and fuel tank maintenance, inspections, repairs, and certifications.	88,538	76,950	110,000	110,000
<b>Repair/Maintenance - Automotive Equipment</b> This account provides funds for contract services, outside repair services, and for parts that are required to maintain vehicles and specialized equipment assigned to the City fleet. The account also includes funds to purchase diesel filter systems in FY 2016-17 as required to meet OSHA, NIOSH and NFPA standards.	91,350	95,697	78,400	94,980
<b>Total Fleet Operations &amp; Maintenance</b>	<b>\$ 184,061</b>	<b>\$ 176,904</b>	<b>\$ 197,640</b>	<b>\$ 213,860</b>

**CITY OF SANTEE  
FIRE AND LIFE SAFETY - GRANTS**

Fire & Life Safety Fire Grants 1001.03.2205	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Personnel	\$ 20,610	\$ 10,983	\$ 4,186	\$ -
Operations & Maintenance	850	-	-	-
Grants	<u>43,699</u>	<u>38,306</u>	<u>58,194</u>	<u>-</u>
<b>Grand Total</b>	<u><u>\$ 65,159</u></u>	<u><u>\$ 49,289</u></u>	<u><u>\$ 62,380</u></u>	<u><u>\$ -</u></u>

**CITY OF SANTEE**  
**FIRE AND LIFE SAFETY - GRANTS**

Fire & Life Safety Fire Grants 1001.03.2205		FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>PERSONNEL COSTS</b>					
Overtime	50025	\$ 20,584	\$ 10,845	\$ 4,186	\$ -
Medicare	50060	26	139	-	-
<b>Total Personnel</b>		<u>\$ 20,610</u>	<u>\$ 10,983</u>	<u>\$ 4,186</u>	<u>\$ -</u>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Professional Development	51110	\$ 850	\$ -	\$ -	\$ -
<b>Total Operations &amp; Maintenance</b>		<u>\$ 850</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>GRANTS</b>					
Grossmont Healthcare	55009	\$ 940	\$ -	\$ -	\$ -
SHSG 2011 Communications/ Equipment	55051	27,295	-	-	-
SHSG 2012 Computers and Video Equipment	55052	6,264	-	-	-
SHSG 2013 City Hall Security	55053	9,200	-	-	-
SHSG 2014 Computers and Radio Equipment	55054	-	38,306	-	-
Firehouse Subs 2015	55055	-	-	20,016	-
SHSG 2015 - Communications Equipment	55057	-	-	38,178	-
<b>Total Grants</b>		<u>\$ 43,699</u>	<u>\$ 38,306</u>	<u>\$ 58,194</u>	<u>\$ -</u>
<b>Grand Total</b>		<u>\$ 65,159</u>	<u>\$ 49,289</u>	<u>\$ 62,380</u>	<u>\$ -</u>

**CITY OF SANTEE  
FIRE AND LIFE SAFETY - GRANTS**

Fire & Life Safety 1001.03.2205 Fire Grants	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS**

<b>Professional Development</b>	\$ 850	\$ -	\$ -	\$ -
Weed Abatement and contract fire inspection services.				
<b>Total Operations &amp; Maintenance Costs</b>	<b>\$ 850</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**GRANTS**

<b>Grossmont Healthcare</b>	\$ 940	\$ -	\$ -	\$ -
Cell phone service added to ambulances for "12-lead" EKG transmittal to receiving hospital as per San Diego County EMS protocol.				
<b>SHSG 2011 Communications/Equipment</b>	<b>27,295</b>	<b>-</b>	<b>-</b>	<b>-</b>
Mobile Data Computer and Portable Radio to replace obsolete equipment on Fire Apparatus; and Wireless WiFi Modem Units installed on (12) Fire Apparatus and Command Vehicles for mobile WiFi service.				
<b>SHSG 2012 Computers and Video Equipment</b>	<b>6,264</b>	<b>-</b>	<b>-</b>	<b>-</b>
Mobile Data Computer to replace obsolete equipment on Fire Apparatus.				
<b>SHSG 2013 City Hall Security</b>	<b>9,200</b>	<b>-</b>	<b>-</b>	<b>-</b>
(2) Portable 800 MHz radios for Fire Chief Officers.				
<b>SHSG 2014 Computers and Radio Equipment</b>	<b>-</b>	<b>38,306</b>	<b>-</b>	<b>-</b>
(2) Mobile Data Computers for the Fire Chief and Division Chief and (5) Portable 800 MHz Radios to replace obsolete equipment.				
<b>Firehouse Subs 2015</b>	<b>-</b>	<b>-</b>	<b>20,016</b>	<b>-</b>
Highway Vehicle Stabilization Kit and Thermal Imaging Camera with Range Finder.				
<b>SHSG 2015 - Communications Equipment</b>	<b>-</b>	<b>-</b>	<b>38,178</b>	<b>-</b>
Six (6) 800 MHz portable radios to replace obsolete equipment.				
<b>Total Grants</b>	<b>\$ 43,699</b>	<b>\$ 38,306</b>	<b>\$ 58,194</b>	<b>\$ -</b>

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**CITY OF SANTEE  
DEBT SERVICE**

General Government Debt Service 1001.00.6101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Operations & Maintenance	\$ 204,015	\$ 199,115	\$ 203,500	\$ 202,300
<b>Total</b>	<b>\$ 204,015</b>	<b>\$ 199,115</b>	<b>\$ 203,500</b>	<b>\$ 202,300</b>

**EXPENDITURES**

**OPERATIONS & MAINTENANCE COSTS**

Expert/Consulting Services	51040	\$ 4,500	\$ -	\$ -	\$ -
Trustee Fees	80010	1,260	1,260	1,400	1,500
Long Term Debt - Principal	80020	160,000	165,000	175,000	180,000
Interest Expense	80030	38,255	32,855	27,100	20,800
<b>Total Operations &amp; Maintenance</b>		<b>\$ 204,015</b>	<b>\$ 199,115</b>	<b>\$ 203,500</b>	<b>\$ 202,300</b>

**CITY OF SANTEE  
DEBT SERVICE**

General Government Debt Service 1001.00.6101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS**

<b>Expert/Consulting Services</b> Preparation of the interim arbitrage rebate and yield restriction analysis for the Lease Revenue Bonds, Series 2005 is prepared every fifth year. The final analysis will be done on FY 2018-19.	\$ 4,500	\$ -	\$ -	\$ -
<b>Trustee Fees</b> Annual bond trustee fees paid for the Lease Revenue Bonds, Series 2005.	1,260	1,260	1,400	1,500
<b>Interest Expense</b> Semi-Annual interest payments for the Lease Revenue Bonds, Series 2005.	160,000	165,000	175,000	180,000
<b>Long Term Debt - Principal</b> Annual principal payments for the Lease Revenue Bonds, Series 2005.	38,255	32,855	27,100	20,800
<b>Total Operations &amp; Maintenance</b>	<u>\$ 204,015</u>	<u>\$ 199,115</u>	<u>\$ 203,500</u>	<u>\$ 202,300</u>

**CITY OF SANTEE  
OPERATING TRANSFERS**

General Government Operating Transfers 1001.00.1901	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Operating Transfers Out	\$ 100,000	\$ 292,800	\$ 2,147,530	\$ 300,000
<b>Total</b>	<u>\$ 100,000</u>	<u>\$ 292,800</u>	<u>\$ 2,147,530</u>	<u>\$ 300,000</u>

**EXPENDITURES**

**OPERATING TRANSFERS OUT**

To Vehicle Replacement Fund	90001	\$ 100,000	\$ 292,800	\$ 895,000	\$ 300,000
To Capital Improvement Fund	90001	<u>-</u>	<u>-</u>	<u>1,252,530</u>	<u>-</u>
<b>Total Operating Transfers Out</b>		<u>\$ 100,000</u>	<u>\$ 292,800</u>	<u>\$ 2,147,530</u>	<u>\$ 300,000</u>

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# SPECIAL FUNDS



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**CITY OF SANTEE  
SUMMARY OF SPECIAL FUNDS  
FY 2015-16 AMENDED BUDGET**

Fund	Available Balances 07/01/15	Estimated Revenues	Proposed Operating Budget	Operating Transfers In (Out)	Capital Improvement Program	Estimated Balances 06/30/16
<b>SPECIAL FUNDS</b>						
Risk Management Reserve	\$ 144,370	\$ 1,200	\$ -	\$ (26,000)	\$ -	\$ 119,570
Workers' Comp. Reserve	860,218	8,900	-	26,000	-	895,118
Vehicle Acq. & Replacement	332,384	142,500	(407,190)	928,990	-	996,684
Recreation Revolving	50,124	266,700	(245,940)	(10,000)	-	60,884
Supplemental Law Enforcement	6,260	100,000	(100,000)	-	-	6,260
Gas Tax	1,463,309	1,246,300	(1,247,020)	(25,580)	(1,375,100)	61,909
SAFE Program	151,071	500	(30,000)	(33,990)	-	87,581
Zone 2 Flood Control District	390,167	323,100	(423,050)	-	(100,000)	190,217
Community Dev. Block Grant	-	261,630	(261,630)	-	-	-
CFD No. 2015-1	-	745	-	-	-	745
Town Center Landscape Maint.						
Zone A - Town Center	91,292	141,820	(185,260)	25,580	-	73,432
Zone B - The Lakes	21,428	7,520	(9,920)	-	-	19,028
Zone C - San Remo	15,755	7,860	(8,200)	-	-	15,415
Zone D - Mission Creek	100,256	164,580	(172,090)	-	-	92,746
Santee Landscape Maint.						
Zones 1&2 - El Nopal	4,424	2,260	(3,240)	-	-	3,444
Zone 3 - Country Scenes	2,977	2,070	(2,380)	-	-	2,667
Zone 4 - Camelot Heights	2,256	1,390	(1,690)	-	-	1,956
Zone 8 - Silver Country	41,210	75,740	(70,820)	-	-	46,130
Zone 9 - Mattazaro/Timberline	1,035	1,530	(1,290)	-	-	1,275
Zone 12 - The Heights	13,154	8,760	(10,500)	-	-	11,414
Zone 13 - Prospect Hills	4,523	3,230	(4,230)	-	-	3,523
Zone 14 - Mitchell Ranch	5,488	2,690	(2,900)	-	-	5,278
Zone 17 - Dakota Ranch	19,476	4,830	(7,410)	-	-	16,896
Zone 18 - Allos	2,597	3,740	(3,800)	-	-	2,537
Special Street Light Tax (Zone A)	450,271	264,530	(154,910)	-	-	559,891
Roadway Lighting District (Zone B)	469,274	334,680	(351,280)	-	-	452,674
Mobile Home Park Admin.	49,883	42,500	(41,840)	10,200	-	60,743
Mobile Home Park Legal Defense	10,200	-	-	(10,200)	-	-
<b>TOTAL SPECIAL FUNDS</b>	<b>\$ 4,703,402</b>	<b>\$ 3,421,305</b>	<b>\$ (3,746,590)</b>	<b>\$ 885,000</b>	<b>\$ (1,475,100)</b>	<b>\$ 3,788,017</b>

**CITY OF SANTEE  
SUMMARY OF SPECIAL FUNDS  
FY 2016-17 AMENDED BUDGET**

Fund	Estimated Balances 07/01/16	Estimated Revenues	Operating Budget	Operating Transfers In (Out)	Capital Improvement Program	Estimated Balances 06/30/17
<b>SPECIAL FUNDS</b>						
Risk Management Reserve	\$ 119,570	\$ 1,500	\$ -	\$ -		\$ 121,070
Workers' Comp. Reserve	895,118	9,600	-	-	-	904,718
Vehicle Acq. & Replacement	996,684	213,900	(930,380)	300,000	-	580,204
Recreation Revolving	60,884	271,100	(255,480)	(10,000)	-	66,504
Supplemental Law Enforcement	6,260	100,000	(106,260)	-	-	-
Gas Tax	61,909	1,150,200	(1,173,490)	(23,410)	-	15,209
SAFE Program	87,581	200	(20,000)	-	-	67,781
Zone 2 Flood Control District	190,217	337,100	(313,870)	-	-	213,447
Community Dev. Block Grant	-	264,023	(264,023)	-	-	-
CFD No. 2015-1	745	1,490	(1,230)			1,005
Town Center Landscape Maint.						
Zone A - Town Center	73,432	141,820	(159,400)	23,410	-	79,262
Zone B - The Lakes	19,028	7,520	(9,270)	-	-	17,278
Zone C - San Remo	15,415	7,860	(7,700)	-	-	15,575
Zone D - Mission Creek	92,746	164,580	(176,040)	-	-	81,286
Santee Landscape Maint.						
Zones 1&2 - El Nopal	3,444	2,260	(3,280)	-	-	2,424
Zone 3 - Country Scenes	2,667	2,070	(2,440)	-	-	2,297
Zone 4 - Camelot Heights	1,956	1,390	(1,720)	-	-	1,626
Zone 8 - Silver Country	46,130	75,740	(70,620)	-	-	51,250
Zone 9 - Mattazaro/Timberlane	1,275	1,530	(1,510)	-	-	1,295
Zone 12 - The Heights	11,414	8,760	(8,100)	-	-	12,074
Zone 13 - Prospect Hills	3,523	3,230	(3,950)	-	-	2,803
Zone 14 - Mitchell Ranch	5,278	2,690	(3,000)	-	-	4,968
Zone 17 - Dakota Ranch	16,896	4,830	(6,520)	-	-	15,206
Zone 18 - Allos	2,537	3,920	(3,840)	-	-	2,617
Roadway Lighting District (Zone A)	559,891	272,360	(144,500)	-	-	687,751
Roadway Lighting District (Zone B)	452,674	335,790	(355,150)	-	-	433,314
Mobile Home Park Admin.	60,743	42,600	(45,900)	-	-	57,443
Mobile Home Park Legal Defense	-	-	-	-	-	-
<b>TOTAL SPECIAL FUNDS</b>	<b>\$ 3,788,017</b>	<b>\$ 3,428,063</b>	<b>\$ (4,067,673)</b>	<b>\$ 290,000</b>	<b>\$ -</b>	<b>\$ 3,438,407</b>

**CITY OF SANTEE  
SPECIAL FUNDS  
REVENUE DETAIL  
FY 2015-16 REVISED ESTIMATES**

ACCT NO	1003 Risk Management Reserve	FY 14-15 ACTUAL	FY 15-16 ADOPTED	FY 15-16 REVISED
4701	Interest Income	941	1,200	1,200
Total Risk Management Reserve Fund		941	1,200	1,200

ACCT NO	1004 Workers Comp Reserve	FY 14-15 ACTUAL	FY 15-16 ADOPTED	FY 15-16 REVISED
4701	Interest Income	5,606	8,900	8,900
Total Risk Management Reserve Fund		5,606	8,900	8,900

ACCT NO	1005 Vehicle Replacement	FY 14-15 ACTUAL	FY 15-16 ADOPTED	FY 15-16 REVISED
4690	Reimbursement Agreements	72,180	107,500	107,500
4701	Interest Income	3,585	6,000	6,000
4821	Sale of Property	-	29,000	29,000
Total Vehicle Replacement Fund		75,765	142,500	142,500

ACCT NO	1006 Recreation Revolving	FY 14-15 ACTUAL	FY 15-16 ADOPTED	FY 15-16 REVISED
4670	Adult Sports	-	1,000	1,000
4671	Instructional Classes	63,425	73,000	73,000
4672	Senior Trips	4,433	9,200	9,200
4673	Youth/Community Trips	564	-	-
4674	Day Camps	45,148	60,000	60,000
4675	Contractual Camps	13,859	18,000	18,000
4676	Teen Programs	27,327	27,000	27,000
4677	Skate Park	518	3,000	3,000
4678	Rec Activity Donations	2,504	3,000	3,000
4679	Non-resident Fees	3,017	4,000	4,000
4680	Special Events	67,101	68,500	68,500
4801	Miscellaneous	-	-	-
Total Recreation Revolving Fund		227,896	266,700	266,700

**CITY OF SANTEE  
SPECIAL FUNDS  
REVENUE DETAIL  
FY 2015-16 REVISED ESTIMATES**

ACCT NO	2101 Supplemental Law Enforce.	FY 14-15 ACTUAL	FY 15-16 ADOPTED	FY 15-16 REVISED
4201	Allocations	106,230	100,000	100,000
4701	Interest Income	5	-	-
Total Supplemental Law Enforce. Fund		106,235	100,000	100,000

ACCT NO	2201 Gas Tax	FY 14-15 ACTUAL	FY 15-16 ADOPTED	FY 15-16 REVISED
4040	Section 2103	614,168	262,900	286,600
4041	Section 2105	344,071	331,600	313,300
4042	Section 2106	235,868	175,800	211,900
4043	Section 2107	443,077	453,400	407,900
4044	Section 2107.5	15,000	7,500	7,500
4220	Grants - Federal	58,020	-	-
4230	Grants - State	16,657	-	-
4701	Interest Income	11,851	5,000	10,000
	Other	1,310	-	9,100
Total Gas Tax Fund		1,740,022	1,236,200	1,246,300

ACCT NO	2202 SAFE Program	FY 14-15 ACTUAL	FY 15-16 ADOPTED	FY 15-16 REVISED
4201	Allocations	-	-	-
4701	Interest Income	1,090	500	500
Total SAFE Program Fund		1,090	500	500

**CITY OF SANTEE  
SPECIAL FUNDS  
REVENUE DETAIL  
FY 2015-16 REVISED ESTIMATES**

ACCT NO	2302 Zone 2 Flood Control District	FY 14-15 ACTUAL	FY 15-16 ADOPTED	FY 15-16 REVISED
4001	Property Taxes	305,986	320,900	320,900
4701	Interest Income	2,053	2,200	2,200
4240	Grants-Other	2,053	-	-
Total Zone 2 Flood Control Dist. Fund		310,092	323,100	323,100

ACCT NO	2401 CDBG	FY 14-15 ACTUAL	FY 15-16 ADOPTED	FY 15-16 REVISED
4220	Grants - Federal	268,756	261,630	261,630
4701	Interest Income	-	-	-
4841	Housing Loan Repayments	12,200	-	-
Total CDBG Fund		280,956	261,630	261,630

ACCT NO	2510 CFD No. 2015-1	FY 14-15 ACTUAL	FY 15-16 ADOPTED	FY 15-16 REVISED
4050	Special Tax	-	-	-
4602	Developer Contributions	-	-	745
Total CFD No. 2015-1 Fund		-	-	745

ACCT NO	2601 thru 2604 Town Center LMD	FY 14-15 ACTUAL	FY 15-16 ADOPTED	FY 15-16 REVISED
4101	Assessments - Zone A	141,851	141,820	141,820
4101	Assessments - Zone B	7,828	7,520	7,520
4101	Assessments - Zone C	7,854	7,860	7,860
4101	Assessments - Zone D	164,651	164,580	164,580
4701	Interest Income	609	-	-
Total Town Center LMD Funds		322,793	321,780	321,780

**CITY OF SANTEE  
SPECIAL FUNDS  
REVENUE DETAIL  
FY 2015-16 REVISED ESTIMATES**

ACCT NO	2701 thru 2710 Santee LMD	FY 14-15 ACTUAL	FY 15-16 ADOPTED	FY 15-16 REVISED
4101	Assessments - Zones 1 & 2	2,254	2,260	2,260
4101	Assessments - Zone 3	2,066	2,070	2,070
4101	Assessments - Zone 4	1,384	1,390	1,390
4101	Assessments - Zone 8	73,744	75,740	75,740
4101	Assessments - Zone 9	1,526	1,530	1,530
4101	Assessments - Zone 12	8,492	8,760	8,760
4101	Assessments - Zone 13	3,221	3,230	3,230
4101	Assessments - Zone 14	2,787	2,690	2,690
4101	Assessments - Zone 17	4,825	4,830	4,830
4101	Assessments - Zone 18	3,556	3,740	3,740
4701	Interest Income	1,030	-	-
Total Santee LMD Funds		104,885	106,240	106,240

ACCT NO	2801 Roadway Lighting Dist Zone A	FY 14-15 ACTUAL	FY 15-16 ADOPTED	FY 15-16 REVISED
4001	Property Tax	255,784	261,030	261,030
4701	Interest Income	1,793	3,500	3,500
	Other	13,509	-	-
Total Street Lighting Tax Zone A Fund		271,086	264,530	264,530

ACCT NO	2802 Roadway Lighting Dist Zone B	FY 14-15 ACTUAL	FY 15-16 ADOPTED	FY 15-16 REVISED
4101	Assessments	329,510	331,180	331,180
4701	Interest Income	2,151	3,500	3,500
	Other	1,654	-	-
Total Road Lighting Dist Zone B Fund		333,315	334,680	334,680

ACCT NO	2901 Mobile Home Park Admin	FY 14-15 ACTUAL	FY 15-16 ADOPTED	FY 15-16 REVISED
4101	Assessments	42,939	42,000	42,000
4701	Interest Income	316	500	500
Total Mobile Home Park Admin Fund		43,255	42,500	42,500

**CITY OF SANTEE  
SPECIAL FUNDS  
REVENUE DETAIL  
FY 2016-17 REVISED ESTIMATES**

ACCT NO	1003 Risk Management Reserve	FY 15-16 REVISED	FY 16-17 ADOPTED	FY 16-17 REVISED
4701	Interest Income	1,200	1,500	1,500
Total Risk Management Reserve Fund		1,200	1,500	1,500

ACCT NO	1004 Workers Comp Reserve	FY 15-16 REVISED	FY 16-17 ADOPTED	FY 16-17 REVISED
4701	Interest Income	8,900	11,300	9,600
Total Risk Management Reserve Fund		8,900	11,300	9,600

ACCT NO	1005 Vehicle Replacement	FY 15-16 REVISED	FY 16-17 ADOPTED	FY 16-17 REVISED
4690	Reimbursement Agreements	107,500	108,600	108,600
4701	Interest Income	6,000	7,200	7,200
4821	Sale of Property	29,000	29,000	29,000
4825	Insurance Proceeds	-	-	69,100
Total Vehicle Replacement Fund		142,500	144,800	213,900

ACCT NO	1006 Recreation Revolving	FY 15-16 REVISED	FY 16-17 ADOPTED	FY 16-17 REVISED
4670	Adult Sports	1,000	1,800	1,800
4671	Instructional Classes	73,000	73,000	73,000
4672	Senior Trips	9,200	9,200	9,200
4673	Youth/Community Trips	-	-	-
4674	Day Camps	60,000	61,800	61,800
4675	Contractual Camps	18,000	18,800	18,800
4676	Teen Programs	27,000	27,500	27,500
4677	Skate Park	3,000	3,000	3,000
4678	Rec Activity Donations	3,000	3,000	3,000
4679	Non-resident Fees	4,000	4,000	4,000
4680	Special Events	68,500	69,000	69,000
4801	Miscellaneous	-	-	-
Total Recreation Revolving Fund		266,700	271,100	271,100

**CITY OF SANTEE  
SPECIAL FUNDS  
REVENUE DETAIL  
FY 2016-17 REVISED ESTIMATES**

ACCT NO	2101 Supplemental Law Enforce.	FY 15-16 REVISED	FY 16-17 ADOPTED	FY 16-17 REVISED
4201	Allocations	100,000	100,000	100,000
4701	Interest Income	-	-	-
Total Supplemental Law Enforce. Fund		100,000	100,000	100,000

ACCT NO	2201 Gas Tax	FY 15-16 REVISED	FY 16-17 ADOPTED	FY 16-17 REVISED
4040	Section 2103	286,600	210,300	135,300
4041	Section 2105	313,300	331,600	348,500
4042	Section 2106	211,900	175,800	174,900
4043	Section 2107	407,900	453,400	484,000
4044	Section 2107.5	7,500	7,500	7,500
4220	Grants - Federal	-	-	-
4230	Grants - State	-	-	-
4701	Interest Income	10,000	-	-
	Other	9,100	-	-
Total Gas Tax Fund		1,246,300	1,178,600	1,150,200

ACCT NO	2202 SAFE Program	FY 15-16 REVISED	FY 16-17 ADOPTED	FY 16-17 REVISED
4201	Allocations	-	-	-
4701	Interest Income	500	200	200
Total SAFE Program Fund		500	200	200

**CITY OF SANTEE  
SPECIAL FUNDS  
REVENUE DETAIL  
FY 2016-17 REVISED ESTIMATES**

ACCT NO	2302 Zone 2 Flood Control District	FY 15-16 REVISED	FY 16-17 ADOPTED	FY 16-17 REVISED
4001	Property Taxes	320,900	331,200	334,900
4701	Interest Income	2,200	2,200	2,200
4240	Grants-Other		-	-
Total Zone 2 Flood Control Dist. Fund		323,100	333,400	337,100

ACCT NO	2401 CDBG	FY 15-16 REVISED	FY 16-17 ADOPTED	FY 16-17 REVISED
4220	Grants - Federal	261,630	260,860	264,023
4701	Interest Income	-	-	-
4841	Housing Loan Repayments	-	-	-
Total CDBG Fund		261,630	260,860	264,023

ACCT NO	2510 CFD No. 2015-1	FY 15-16 REVISED	FY 16-17 ADOPTED	FY 16-17 REVISED
4050	Special Tax	-	-	1,490
4602	Developer Contributions	745	-	-
Total CFD No. 2015-1 Fund		-	-	1,490

ACCT NO	2601 thru 2604 Town Center LMD	FY 15-16 REVISED	FY 16-17 ADOPTED	FY 16-17 REVISED
4101	Assessments - Zone A	141,820	141,820	141,820
4101	Assessments - Zone B	7,520	7,520	7,520
4101	Assessments - Zone C	7,860	7,860	7,860
4101	Assessments - Zone D	164,580	164,580	164,580
4701	Interest Income	-	-	-
Total Town Center LMD Funds		321,780	321,780	321,780

**CITY OF SANTEE  
SPECIAL FUNDS  
REVENUE DETAIL  
FY 2016-17 REVISED ESTIMATES**

ACCT NO	2701 thru 2710 Santee LMD	FY 15-16 REVISED	FY 16-17 ADOPTED	FY 16-17 REVISED
4101	Assessments - Zones 1 & 2	2,260	2,260	2,260
4101	Assessments - Zone 3	2,070	2,070	2,070
4101	Assessments - Zone 4	1,390	1,390	1,390
4101	Assessments - Zone 8	75,740	75,740	75,740
4101	Assessments - Zone 9	1,530	1,530	1,530
4101	Assessments - Zone 12	8,760	9,200	8,760
4101	Assessments - Zone 13	3,230	3,230	3,230
4101	Assessments - Zone 14	2,690	2,690	2,690
4101	Assessments - Zone 17	4,830	4,830	4,830
4101	Assessments - Zone 18	3,740	3,920	3,920
4701	Interest Income			-
Total Santee LMD Funds		106,240	106,860	106,420

ACCT NO	2801 Roadway Lighting Dist Zone A	FY 15-16 REVISED	FY 16-17 ADOPTED	FY 16-17 REVISED
4001	Property Tax	261,030	268,860	268,860
4701	Interest Income	3,500	3,500	3,500
	Other	-	-	-
Total Street Lighting Tax Zone A Fund		264,530	272,360	272,360

ACCT NO	2802 Roadway Lighting Dist Zone B	FY 15-16 REVISED	FY 16-17 ADOPTED	FY 16-17 REVISED
4101	Assessments	331,180	331,180	332,290
4701	Interest Income	3,500	3,500	3,500
	Other	-	-	-
Total Road Lighting Dist Zone B Fund		334,680	334,680	335,790

ACCT NO	2901 Mobile Home Park Admin	FY 15-16 REVISED	FY 16-17 ADOPTED	FY 16-17 REVISED
4101	Assessments	42,000	42,000	42,000
4701	Interest Income	500	600	600
Total Mobile Home Park Admin Fund		42,500	42,600	42,600

## CITY OF SANTEE VEHICLE ACQUISITION AND REPLACEMENT FUND

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### **Program Description**

To analyze vehicle needs of the City's various departments and purchase new vehicles and equipment as approved by the City Council. Maintain amortization and replacement vehicle schedules to ensure future years' funding for the replacement of vehicles and mobile equipment. Pursue alternative fuels to reduce environmental impact.

### **2013-15 Accomplishments**

- Purchased eight (8) replacement vehicles that included:
  - (1) Type 1 Fire Engine
  - (2) Fire Command Vehicles
  - (1) Medic Unit for CSA-69
  - (1) Rechassis of Medic Unit for CSA-69
  - (1) Sign Truck for Public Services
  - (1) Utility Truck for Public Services
  - (1) Pickup Truck for Public Services

### **2015-2017 Goals and Objectives**

- Purchase twelve (12) replacement vehicles and equipment that include:
  - **Fire Department vehicles** – one Type 1 fire engine, one tractor drawn aerial, and one utility truck
  - **CSA-69 vehicle** – one medic unit
  - **Public Services vehicles** – one landscape loader, one utility truck, one utility trailer, and one portable arrow board
  - **Community Services vehicles** – one utility terrain vehicle and one cargo van
  - **Development Services vehicles** - one traffic van and one SUV
  
- Continue to manage the City's pool vehicle program to maximize the utilization of a limited number of City vehicles.

**CITY OF SANTEE  
VEHICLE ACQUISITION REPLACEMENT FUND**

Fire & Life Safety Vehicle Replacement Fund 1005.03.2201	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Operations and Maintenance	\$ 164,852	\$ 272,690	\$ 222,590	\$ 458,950
Capital Outlay	<u>471,529</u>	<u>722,599</u>	<u>184,600</u>	<u>471,430</u>
<b>Grand Total</b>	<u><u>\$ 636,381</u></u>	<u><u>\$ 995,289</u></u>	<u><u>\$ 407,190</u></u>	<u><u>\$ 930,380</u></u>

**EXPENDITURES**

**OPERATIONS AND MAINTENANCE**

Operations and Maintenance	<u>\$ 164,852</u>	<u>\$ 272,690</u>	<u>\$ 222,590</u>	<u>\$ 458,950</u>
<b>Total Operations and Maintenance</b>	<u>\$ 164,852</u>	<u>\$ 272,690</u>	<u>\$ 222,590</u>	<u>\$ 458,950</u>

**CAPITAL OUTLAY**

Capital Outlay	<u>\$ 471,529</u>	<u>\$ 722,599</u>	<u>\$ 184,600</u>	<u>\$ 471,430</u>
<b>Total Capital Outlay</b>	<u>\$ 471,529</u>	<u>\$ 722,599</u>	<u>\$ 184,600</u>	<u>\$ 471,430</u>

<b>Grand Total</b>	<u><u>\$ 636,381</u></u>	<u><u>\$ 995,289</u></u>	<u><u>\$ 407,190</u></u>	<u><u>\$ 930,380</u></u>
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**CITY OF SANTEE  
VEHICLE ACQUISITION REPLACEMENT FUND**

Fire & Life Safety Vehicle Replacement Fund 1005.03.2201	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS AND MAINTENANCE**

<b>Long Term Debt - Principal and Interest</b>	<b>\$ 164,852</b>	<b>\$ 272,690</b>	<b>\$ 222,590</b>	<b>\$ 458,950</b>
Semi-annual lease/purchase payments for a fire truck purchased in 2010.	-	-	81,770	81,770
Semi-annual lease/purchase payments for a storm drain cleaning combination truck (Vactor) that was purchased in 2013.	-	-	32,620	32,620
Semi-annual lease/purchase payments for a backhoe that was purchased in 2013.	-	-	19,450	19,450
Semi-annual lease/purchase payments for the proposed acquisition of a Type I fire engine to replace an engine to be determined, for a total cost of \$600,000, in FY 13-14.	-	-	88,750	88,750
Semi-annual lease/purchase of Pierce Arrow XT Triple Combination PUC Pumper.	-	-	-	102,050
Semi-annual lease/purchase Pierce Arrow XT 100' Drawn Aerial.	-	-	-	134,310
<b>Total Operations &amp; Maintenance</b>	<b>\$ 164,852</b>	<b>\$ 272,690</b>	<b>\$ 222,590</b>	<b>\$ 458,950</b>

**CAPITAL OUTLAY**

<b>Automotive Equipment</b>	<b>\$ 471,529</b>	<b>\$ 722,599</b>	<b>\$ 184,600</b>	<b>\$ 471,430</b>
Ford Crown Victoria sedan. This vehicle will replace V-135, a 2004 Ford Crown Victoria with 110,000 miles on it. The purchase has been deferred but will be made in FY 13-14.	-	-	-	-
Sign truck with a lift gate and arrow board for Public Services. This vehicle will replace V-109, a 1999 Ford with 69,100 miles.	-	-	-	-
Replacement medic unit V-140, a 2006 Ford E450 Medic unit. This unit has over 100,000 miles on it. The cost of this ambulance will be recovered in three (3) succeeding CSA-69 annual payments from the county. Total cost of \$160,000.	-	-	-	-
Re-chassis for either V-151 or V-153 (depending on condition). This unit is anticipated to have over 150,000 miles on it and will be in need of Re-chassis. The cost of this ambulance will be recovered in three (3) succeeding CSA-69 annual payments from the County. Total cost of \$126,000.	-	-	-	-
Pierce Arrow XT Triple Combination PUC Pumper & after-market equipment. This will replace existing Rescue 5 (Unit #V123). Lease purchase with a total cost of \$647,270.	-	-	14,040	-
Pierce Arrow XT 100' Drawn Aerial & after-market equipment. This will replace Truck 4 (Unit #V084). Lease purchase with a total cost of \$1,137,180.	-	-	14,040	-

**CITY OF SANTEE  
VEHICLE ACQUISITION REPLACEMENT FUND**

Fire & Life Safety Vehicle Replacement Fund 1005.03.2201	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>CAPITAL OUTLAY (Continued)</b>				
Tandem Axle Tilt Utility Trailer for Public Services. This trailer will replace existing trailer (Unit #V056) purchased in 1988.	\$ -	\$ -	\$ 7,500	\$ -
Utility Terrain Vehicle (UTV) for Community Services. This will replace a 1997 vehicle (Unit #V091).	-	-	16,000	-
Ford F-250 Pickup Truck with Utility Bed for Public Services. This vehicle will replace existing 1998 Ford F-250 Pickup Truck (Unit #V104) with 105,000 miles.	-	-	40,000	-
Ford Escape SE for Development Services. This will be used as a City pool vehicle.	-	-	24,030	-
Ford Commercial Transit Connect for Development Services. This vehicle will replace existing 1997 Ford Aerostar Cargo Van (Unit # V095).	-	-	33,990	-
Cargo Van for Community Services. This vehicle will replace existing 1997 Ford Aerostar Cargo Van (Unit #V094).	-	-	35,000	-
Braun Northstar Ambulance on GMC G4500 Chassis. This will replace a 2009 Braun Ambulance on a Ford F-450 Chassis (Unit #V151). The cost of this ambulance will be recovered in three (3) succeeding CSA-69 annual payments from the County.	-	-	-	235,650
Ford F-250 Truck with Utility Body for Fleet Services. This vehicle will replace a 1997 Ford F-250 Service Truck (Unit #V096) with 122,275 miles.	-	-	-	51,280
Landscape Loader for Public Services. This will replace a 1998 JCB Landscape Loader (Unit #V115).	-	-	-	100,000
Arrow Board Trailer for Public Services. This will replace a 2000 ADDCO Arrow Board Trailer (Unit # V120).	-	-	-	7,500
Ford F-150 XLT Supercab 4X4 Pickup Truck for Fire Department. This vehicle will replace existing 2006 Ford Expedition (Unit #V142).	-	-	-	77,000
<b>Total Capital Outlay</b>	<b>\$ 471,529</b>	<b>\$ 722,599</b>	<b>\$ 184,600</b>	<b>\$ 471,430</b>

## **CITY OF SANTEE**

### **COMMUNITY SERVICES – RECREATION REVOLVING**

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#### **Program Description**

Representing fees collected from participants, the Recreation Revolving Fund augments the City of Santee's General Fund support for municipal recreation programs, enabling the City to provide affordable, diverse and enriching recreation opportunities. Programs offered through the Recreation Revolving Fund include: instructional classes for all ages; youth camps; senior trips and programs; teen dances, camp outs and trips; BMX/skateboard and scooter classes and camps; and the SPARC special event fund raiser to assist with park improvements and recreation scholarships for seniors and youth. The Recreation Division produces a Recreation Activity and Summer Camp Guide four times throughout the year and distributes brochures to Santee area schools and through the mail.

#### **2013-15 Accomplishments**

- Offered training opportunities for Varsity (returning Jr. Leaders) and Rookies (new Jr. Leaders)
- Three Jr. Leader program graduates were hired as City of Santee staff members
- Performing and martial arts classes performed at the Santee Street Fair and San Diego County Fair event each year
- Continued partnership with GUHSD Adult School to offer adult enrichment classes at Civic Center Rooms
- Offered twenty two (22) senior outings, two (2) senior luncheons and eight (8) senior trips.
- Offered new scooter programs in addition to skate board and BMX classes at Woodglen Vista Skate and BMX park
- Bluegrass Festival fundraising event participation continued to grow to a sellout crowd of 1,340 and increased revenue by 52% over 2012
- Increased social media presence (Facebook, Twitter and Instagram) to market programs, events and parks

#### **2015-17 Goals and Objectives**

- Work with contractors and sports leagues to increase adult sports offerings
- Offer additional specialty camps to include options for full day programs
- Continue to increase after school youth recreation classes
- Expand program offerings for seniors with an emphasis on health and physical fitness
- Expand partnerships with trip operators to enhance senior tour program
- Continue to apply pricing guidelines to recover direct and additional indirect costs
- Transition classes out of Community Services Building 2 at old Santee School site and increase community partnerships for access to facilities to increase variety of recreational class offerings

Note: Woodglen Vista Skate & BMX Park and Santee Teen Center accomplishments, goals and objectives are noted in the General Fund account descriptions.

**CITY OF SANTEE  
RECREATION REVOLVING FUND**

Community Services Recreation Revolving Fund 1006.02.5301 - 5312	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Personnel	\$ 98,721	\$ 75,214	\$ 98,610	\$ 110,750
Operations & Maintenance	115,335	120,144	146,330	143,630
Special Programs	50	6,016	-	-
Capital Outlay	<u>1,450</u>	<u>5,648</u>	<u>1,000</u>	<u>1,100</u>
<b>Grand Total</b>	<u><u>\$ 215,556</u></u>	<u><u>\$ 207,021</u></u>	<u><u>\$ 245,940</u></u>	<u><u>\$ 255,480</u></u>

**SUMMARY OF FUNDED POSITIONS**

Recreation Program Supervisor	0.55	-	-	-
Recreation Coordinator	<u>0.07</u>	<u>0.91</u>	<u>0.91</u>	<u>0.91</u>
<b>Total Positions</b>	<u><u>0.62</u></u>	<u><u>0.91</u></u>	<u><u>0.91</u></u>	<u><u>0.91</u></u>

**CITY OF SANTEE  
RECREATION REVOLVING FUND**

<b>Community Services Recreation Revolving Fund 1006.02.5301 - 5312</b>		<b>FY 2013-14 Actual</b>	<b>FY 2014-15 Actual</b>	<b>FY 2015-16 Amended</b>	<b>FY 2016-17 Amended</b>
<b>PERSONNEL COSTS</b>					
Salaries & Wages - Regular	50010	\$ 36,294	\$ 20,342	\$ 37,690	\$ 40,870
Salaries & Wages - Part Time	50020	43,025	44,696	50,930	54,810
Overtime	50025	378	363	-	-
Overtime - Stand - By	50026	-	624	-	-
Sick Leave Buy Back	50036	-	34	-	-
Retirement - PERS	50050	8,334	2,759	2,700	7,360
Retirement - PERS EPMC	50051	761	149	50	60
Retirement - Part Time	50055	1,469	1,726	1,920	2,060
Medicare	50060	1,135	1,018	1,290	1,380
Health Insurance	50070	6,557	3,103	3,630	3,810
Dental Insurance	50071	566	275	180	180
Life Insurance	50075	72	45	80	80
Long Term Disability Insurance	50076	130	80	140	140
Unemployment Insurance	50081	-	-	-	-
<b>Total Personnel</b>		<b>\$ 98,721</b>	<b>\$ 75,214</b>	<b>\$ 98,610</b>	<b>\$ 110,750</b>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Expert/Consulting Services	51040	\$ 48,053	\$ 57,849	\$ 53,000	\$ 58,200
Subscriptions/Memberships	51104	300	150	300	300
Professional Development	51110	440	359	990	1,010
Printing & Duplicating	51120	8,556	4,560	11,500	12,130
Telephone & Fax	51121	857	395	600	650
Postage	51122	1,768	2,350	2,250	2,360
Promotional Activities	51131	613	273	800	900
Voucher Incentive	51132	5,965	4,592	6,500	6,700
Banner	51133	1,635	1,248	3,100	2,600
Rentals/Leases - Buildings	51140	-	-	-	-
Bank Fees	51150	4,293	5,121	4,500	4,500
Materials & Supplies	51160	23,096	20,968	24,450	25,330
Recreation Supplies	51164	233	5	200	250
Transportation	51172	5,270	5,505	6,700	7,000
Electricity & Gas	51180	2,524	3,985	4,000	4,200
Water & Sewer	51185	2,318	2,219	3,300	3,400
Equipment Rental	51191	5,514	6,603	7,800	8,000
Custodial	51210	3,900	3,963	5,900	6,100
SPARC Community Enhancement	51370	-	-	10,440	-
<b>Total Operations &amp; Maintenance</b>		<b>\$ 115,335</b>	<b>\$ 120,144</b>	<b>\$ 146,330</b>	<b>\$ 143,630</b>
<b>SPECIAL PROGRAMS</b>					
Santee Focus Foundation	55025	\$ 50	\$ 6,016	\$ -	\$ -
<b>Total Special Programs</b>		<b>\$ 50</b>	<b>\$ 6,016</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CAPITAL OUTLAY</b>					
Computer Hardware/Software	60011	\$ -	\$ -	\$ 1,000	\$ 1,100
General Park Improvements	71230	1,450	5,648	-	-
<b>Total Capital Outlay</b>		<b>\$ 1,450</b>	<b>\$ 5,648</b>	<b>\$ 1,000</b>	<b>\$ 1,100</b>
<b>Grand Total</b>		<b>\$ 215,556</b>	<b>\$ 207,021</b>	<b>\$ 245,940</b>	<b>\$ 255,480</b>

**CITY OF SANTEE  
RECREATION REVOLVING FUND**

Community Services Recreation Revolving Fund 1006.02.5301 - 5312	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>				
<b>Expert/Consulting Services</b>	<b>\$ 48,053</b>	<b>\$ 57,849</b>	<b>\$ 53,000</b>	<b>\$ 58,200</b>
Fees collected will compensate for expenditures under this account. Will cover expenses for new staff fingerprinting along with contracted instructors and consultants. Drama, dance, enrichment, preschool, fitness and sports have been combined into one Instructional Program account in FY 12-13.				
Contract Camps [5306]	6,510	11,350	12,000	15,000
Instructional Classes [5302]:	37,684	41,922	36,000	38,000
Drama / Dance	-	-	-	-
Enrichment	-	-	-	-
Pre-School	-	-	-	-
Class Support	-	-	-	-
Fitness & Sports	-	-	-	-
Day Camps [5305]	120	20	200	200
Volleyball [5301]	-	-	-	-
Special Events [5309]	3,739	4,394	4,600	4,800
Class/Camp/Sport Support [5310]	-	164	200	200
<b>Subscriptions/Memberships</b>	<b>300</b>	<b>150</b>	<b>300</b>	<b>300</b>
Fees collected will cover the cost of subscriptions and professional memberships for staff in this Division. Recreation Support [5311].				
<b>Professional Development</b>	<b>440</b>	<b>359</b>	<b>990</b>	<b>1,010</b>
Fees collected will allow for Division staff to attend seminars, training and workshops addressing issues relative to program operations.				
Adult Sports [5301]	-	-	60	60
Day Camp [5305]	40	296	330	350
Class/Camp/Sport Support [5310]	-	-	200	200
Recreation Support [5311]	400	63	400	400
<b>Printing &amp; Duplicating</b>	<b>8,556</b>	<b>4,560</b>	<b>11,500</b>	<b>12,130</b>
Fees collected from participants will cover Division costs related to routine copying, printing, and purchase of printing materials (i.e., stock, ink, etc.).				
Contract Camps [5306]	-	-	-	-
Skate Park [5308]	128	-	150	180
Day Camps [5305]	76	-	100	100
Recreation Support [5311]	7,362	3,813	10,000	10,500
Class/Camp/Sport Support [5310]	-	-	-	-
Senior Programs [5303]	215	200	250	250
Special Events [5309]	775	547	1,000	1,100
<b>Telephone &amp; Fax</b>	<b>857</b>	<b>395</b>	<b>600</b>	<b>650</b>
Class Support [5310] Fees collected will cover the costs of telephone services to the CSD activity buildings.				

**CITY OF SANTEE  
RECREATION REVOLVING FUND**

Community Services Recreation Revolving Fund 1006.02.5301 - 5312	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>				
<b>Postage</b>	\$ 1,768	\$ 2,350	\$ 2,250	\$ 2,360
Fees collected will compensate for expenditures under this account including postage for mailing recreation activities.				
Recreation Support [5311]	1,768	2,350	1,800	1,900
Senior programs [5303]	-	-	200	200
Special Events [5309]	-		250	260
<b>Promotional Activities</b>	<b>613</b>	<b>273</b>	<b>800</b>	<b>900</b>
Collected fees will cover charges for stage rentals, PA systems, promotional supplies, miscellaneous program needs and SPARC and Council waivers for participation in Recreation classes. Will also cover application fees for awards.				
Special Events [5309]	50	95	100	150
Class/Camp/Sport Support [5310]	-	-	100	100
Recreation Support [5311]	563	178	600	650
<b>Voucher Incentive Program</b>	<b>5,965</b>	<b>4,592</b>	<b>6,500</b>	<b>6,700</b>
Scholarships for economically disadvantaged participants in recreation programs and classes provided by Recreation Activity Donations [5311].				
Senior Trips [5303]	4,474	3,006	4,500	4,700
	1,491	1,586	2,000	2,000
<b>Banners</b>	<b>1,635</b>	<b>1,248</b>	<b>3,100</b>	<b>2,600</b>
This new account will cover the cost of banners to advertise recreation programs and events covered by fees collected from participants.				
Instructional Classes [5302]	-	-	400	300
Class/Camp/Sport Support [5310]	773	398	800	500
Banners [5305]	-	-	400	200
Special Events [5309]	862	850	1,500	1,600
<b>Rentals/Leases - Buildings</b>	-	-	-	-
Fees collected will cover costs associated with facility rentals for classes [5302].				
<b>Bank Fees</b>	<b>4,293</b>	<b>5,121</b>	<b>4,500</b>	<b>4,500</b>
Bank fees associated with payments received for recreation programs. Recreation Support [5311].				

**CITY OF SANTEE  
RECREATION REVOLVING FUND**

Community Services Recreation Revolving Fund 1006.02.5301 - 5312	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>OPERATIONS &amp; MAINTENANCE COSTS (Continued)</b>				
<b>Materials &amp; Supplies</b>	<b>23,096</b>	<b>20,968</b>	<b>24,450</b>	<b>25,330</b>
Supplies, equipment, computer upgrades and incidental furnishings will be covered by fees.				
Adult Sports [5301]	-	-	50	50
Instructional Programs [5302]	-	192	500	500
Drama / Dance	-	-	-	-
Arts / Crafts	-	-	-	-
Enrichment	-	-	-	-
Pre-School	-	-	-	-
Fitness & Sports	-	-	-	-
Teen Program [5307]	4,106	3,778	6,300	6,600
Skate Park [5308]	181	156	300	350
Class/Camp/Sport Support [5310]	172	-	250	250
Day Camps [5305]	7,640	8,379	7,800	8,000
Senior Programs [5303]	6,130	4,185	4,000	4,000
Youth /Community Trips [5304]	501	-	-	-
Recreation Support [5311]	525	820	550	580
Special Events [5309]	3,841	3,279	4,700	5,000
Class/Camp/Sport Support [5310]	-	179	-	-
<b>Recreation Supplies</b>	<b>233</b>	<b>5</b>	<b>200</b>	<b>250</b>
Recreation equipment for programs, covered by fees collected from participants for Day Camps [5305].				
<b>Transportation</b>	<b>5,270</b>	<b>5,505</b>	<b>6,700</b>	<b>7,000</b>
Fees collected will compensate for expenditures for bus rentals for trips:				
Day Camps [5305]	3,488	3,833	4,200	4,500
Senior Programs [5303]	1,782	1,272	2,500	2,500
Youth /Community Trips [5304]	-	400	-	-
<b>Electricity &amp; Gas</b>	<b>2,524</b>	<b>3,985</b>	<b>4,000</b>	<b>4,200</b>
Fees collected from participants will cover utilities for CSD activity buildings at Santee Mini-Park and at Big Rock Park.				
<b>Water &amp; Sewer</b>	<b>2,318</b>	<b>2,219</b>	<b>3,300</b>	<b>3,400</b>
Class/Camp/Sport Support [5310] Fees collected will cover the costs of water and sewer at the CSD activity buildings.				
<b>Equipment Rental</b>	<b>5,514</b>	<b>6,603</b>	<b>7,800</b>	<b>8,000</b>
Appropriation to cover rental of miscellaneous equipment for Blue Grass Festival Special Event [5309].				
<b>Custodial Services</b>	<b>3,900</b>	<b>3,963</b>	<b>5,900</b>	<b>6,100</b>
Class/Camp/Sport Support [5310] Fees collected from participants will cover expenses for custodial services at the CSD activity buildings located at Santee Mini-Park and at Big Rock Park.				

**CITY OF SANTEE  
RECREATION REVOLVING FUND**

Community Services Recreation Revolving Fund 1006.02.5301 - 5312	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS (Continued)**

<b>SPARC Community Enhancement</b>	\$ -	\$ -	\$ 10,440	\$ -
Special projects funded with proceeds from the Santee Bulegrass Festival.				
<b>Total Operations &amp; Maintenance</b>	<u>\$ 115,335</u>	<u>\$ 120,144</u>	<u>\$ 146,330</u>	<u>\$ 143,630</u>

**SPECIAL PROGRAMS**

Santee Focus Foundation	\$ 50	\$ 6,016	\$ -	\$ -
<b>Total Special Programs</b>	<u>\$ 50</u>	<u>\$ 6,016</u>	<u>\$ -</u>	<u>\$ -</u>

**CAPITAL OUTLAY**

<b>Computer Hardware/Software</b>	\$ -	\$ -	\$ 1,000	\$ 1,100
This appropriation will be used for upgrade of recreation registration software and software programs to support marketing for recreation.				
<b>General Park Improvements</b>	1,450	5,648	-	-
SPARC approved allocation of 2014 Blue Grass Festival proceeds to the Recreation Revolving Fund to purchase disc golf baskets and installation materials.	-	5,648	-	-
SPARC approved allocation of Blue Grass Festival proceeds for the painting of utility boxes at Town Center Community Park West.	1,450	-	-	-
<b>Total Capital Outlay</b>	<u>\$ 1,450</u>	<u>\$ 5,648</u>	<u>\$ 1,000</u>	<u>\$ 1,100</u>

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**CITY OF SANTEE**  
**SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUND**

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**Program Description**

The Supplemental Law Enforcement Services Fund provides for the expenditure of State Citizen's Option for Public Safety ("COPS") program funding. This funding is used to offset a portion of the cost of one Special Purpose Office in the Community Oriented Policing Unit.

**CITY OF SANTEE  
SUPPLEMENTAL LAW ENFORCEMENT SERVICES**

Supplemental Law Enforcement Services County of San Diego 2101.00.2101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>				
Contract Services - SD County Sheriff 51152	\$ 100,000	\$ 100,000	\$ 100,000	\$ 106,260
<b>Total</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 106,260</b>

**MAINTENANCE COSTS**

<b>Contract Services - SD County Sheriff</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 106,260</b>
This appropriation provides funding for a portion of the cost of one special purpose deputy under contract with the San Diego County Sheriff's Department.				
<b>Total Operations &amp; Maintenance</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 106,260</b>

**CITY OF SANTEE  
GAS TAX FUND SUMMARY**

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>SUMMARY OF EXPENDITURES</b>				
Community Services	\$ 796,301	\$ 830,270	\$ 916,990	\$ 899,270
Development Services	<u>245,781</u>	<u>\$ 252,904</u>	<u>330,030</u>	<u>274,220</u>
<b>Grand Total</b>	<u>\$ 1,042,082</u>	<u>\$ 1,083,174</u>	<u>\$ 1,247,020</u>	<u>\$ 1,173,490</u>

## **CITY OF SANTEE GAS TAX FUND**

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### **Program Description**

Funding for maintaining the City's streets and other facilities within the public rights-of-way is derived from the Highway User's (Gas) Tax. The Development Services Department Traffic Division oversees street striping and painting, as well as the routine maintenance and emergency repairs to the City's traffic signals and intersection safety lighting. DDS also manages the annual citywide asphalt pavement maintenance program. The Community Services Department Public Services Division (PSD) oversees all right-of-way landscaping maintenance, urban forestry maintenance, street sweeping, concrete replacement and repairs, traffic sign maintenance, replacement and repair, and minor asphalt pavement maintenance and repair.

### **2013-2015 Accomplishments**

- Re-striped approximately nine miles of arterial and collector roadways along with 3,300 feet of crosswalks and 19,000 feet of red curbs
- Maintained and repaired the 57 City owned traffic signals and communication system as needed
- Removed and replaced damaged and lifted sidewalks, performed curb, gutter and concrete drain repairs and replacements, and performed horizontal sidewalk cutting to eliminate tripping hazards citywide
- Provided twice and once monthly street sweeping services for all public streets, intersections, and parking lots
- Continued replacement of regulatory and warning signs citywide
- Maintained right-of-way landscaping, planted trees and replaced landscaping on medians and right of way parkways
- Prepared the specifications and acquired the replacement of V-86, the Cat backhoe

### **2015-2017 Goals and Objectives**

- Continue to re-stripe City streets to provide clear delineation of street markings
- Covert medians using potable water to reclaimed water
- Continue to maintain City owned traffic signals and communication system
- Install video detection cameras at various intersections in the City
- Continue to perform pothole repairs, asphalt patching, and crack filling citywide
- Continue to remove and replace damaged and lifted sidewalks, perform curb, gutter and concrete drain repairs and replacements, and perform horizontal sidewalk cutting to eliminate tripping hazards citywide
- Continue to provide twice and once monthly street sweeping services for all public streets
- Inventory all traffic signs citywide, and replace substandard reflective regulatory and warning signs with new signs, paid for on a state grant
- Assume responsibility of maintaining the Prospect Avenue landscaping

**CITY OF SANTEE**  
**GAS TAX FUND - COMMUNITY SERVICES**

Community Services Gas Tax Fund 2201.02.3101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Operations & Maintenance	\$ 796,301	\$ 830,270	\$ 916,990	\$ 899,270
<b>Total</b>	<u>\$ 796,301</u>	<u>\$ 830,270</u>	<u>\$ 916,990</u>	<u>\$ 899,270</u>

**EXPENDITURES**

**OPERATIONS & MAINTENANCE COSTS**

Accounting/Auditing	51010	\$ 2,000	\$ 2,211	\$ 2,000	\$ 2,000
Professional Development	51110	370	2,007	3,000	1,000
Materials & Supplies	51160	10,559	10,927	12,000	12,000
Wearing Apparel	51165	-	60	-	-
Small Tools	51166	1,777	2,309	6,000	2,000
Electricity & Gas - Grounds	51181	1,521	1,263	1,340	1,410
Water & Sewer - Grounds	51186	105,374	116,530	106,500	106,500
Signage	51190	15,348	9,860	18,000	14,000
Equipment Rental	51191	928	529	5,000	3,000
Repair/Maint - Automotive Equipment	51212	815	52	1,500	1,500
Repair/Maint - Grounds	51231	187,680	225,707	278,450	278,450
Contract Svc Road Maintenance	51240	10,125	4,209	15,000	15,000
Contract Svc Concrete Replacement	51241	111,390	96,059	108,000	108,000
Contract Svc Dead Animal Removal	51242	8,733	8,892	9,280	9,280
Contract Svc Street Sweeping	51244	160,767	172,132	189,670	189,670
Irrigation Materials	51252	12,250	12,628	14,000	14,000
Asphalt Materials	51253	4,664	2,894	-	-
Internal Service Charges	51399	162,000	162,000	147,250	141,460
<b>Total Operations &amp; Maintenance</b>		<u>\$ 796,301</u>	<u>\$ 830,270</u>	<u>\$ 916,990</u>	<u>\$ 899,270</u>

**CITY OF SANTEE**  
**GAS TAX FUND - COMMUNITY SERVICES**

Community Services Gas Tax Fund 2201.02.3101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS**

<b>Accounting/Auditing</b>	\$ 2,000	\$ 2,211	\$ 2,000	\$ 2,000
This amount will provide for legally required accounting and audit services of this fund's expenditures.				
<b>Professional Development</b>	370	2,007	3,000	1,000
This appropriation will cover specific street and road maintenance training as well as weed abatement, pest control, pesticide licensing, traffic control, and roadside safety training.				
<b>Materials &amp; Supplies</b>	10,559	10,927	12,000	12,000
This appropriation will cover the costs of miscellaneous traffic and street materials, and supplies not identified elsewhere in this budget. Items include lumber, hardware, tools, disposable coveralls, welding supplies, mark-out paints and other related supplies.				
<b>Wearing Apparel</b>	-	60	-	-
This appropriation provides uniforms, steel toed boots, as-needed safety clothing for the maintenance crew and staff representing the City (40% General Fund, 30% Gas Tax Fund and 30% Flood Control Fund).				
<b>Small Tools</b>	1,777	2,309	6,000	2,000
This appropriation will fund the purchase and replacement of small tools.				
<b>Electricity &amp; Gas - Grounds</b>	1,521	1,263	1,340	1,410
This appropriation funds the cost of electricity to irrigation controllers in rights-of-way/medians.				
<b>Water &amp; Sewer - Grounds</b>	105,374	116,530	106,500	106,500
This appropriation covers the cost of water within the City's rights-of-way and medians.				
<b>Signage</b>	15,348	9,860	18,000	14,000
This appropriation is required to cover the cost of miscellaneous traffic and street name signage.				
<b>Equipment Rental</b>	928	529	5,000	3,000
This appropriation will provide for rental of specialized equipment required for street repairs and maintenance such as graders, gradalls, skip loaders, rollers grinders, and other street related equipment.				
<b>Repair/Maintenance - Automotive Equipment</b>	815	52	1,500	1,500
This account provides funds for normal repair and maintenance of fleet vehicles, including funds for miscellaneous parts, wheel alignments, muffler repair, etc.				

**CITY OF SANTEE  
GAS TAX FUND - COMMUNITY SERVICES**

Community Services Gas Tax Fund 2201.02.3101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS (Continued)**

<p><b>Repair/Maintenance - Grounds</b> This appropriation will be used to provide rights-of-way landscape maintenance including maintenance of medians, parkways, bike paths, and street trees. This program also includes our street tree planting and replacement program.</p>	\$ 187,680	\$ 225,707	\$ 278,450	\$ 278,450
<p><b>Contract Service Road Maintenance</b> This appropriation will be used to provide contractual roadway repairs such as minor asphalt patching.</p>	10,125	4,209	15,000	15,000
<p><b>Contract Service Concrete Replacement Program</b> This appropriation will fund the City's ongoing concrete curb, gutter and sidewalk replacement program. This also includes the sidewalk cutting and grinding program. The contracted services also include the installation of ADA ramps throughout the City.</p>	111,390	96,059	108,000	108,000
<p><b>Contract Service Dead Animal Removal</b> The appropriation will enable utilization of contracted services for disposal of dead animals found within City rights-of-way.</p>	8,733	8,892	9,280	9,280
<p><b>Contract Service Street Sweeping</b> This appropriation will fund the street sweeping contract for commercial and residential streets, medians and intersections. This appropriation also provides funds for additional emergency sweeping as required.</p>	160,767	172,132	189,670	189,670
<p><b>Irrigation Materials</b> This appropriation will cover the cost of purchasing irrigation repair supplies.</p>	12,250	12,628	14,000	14,000
<p><b>Asphalt Materials</b> This appropriation will be provide materials required for the repair and maintenance of the City's streets.</p>	4,664	2,894	-	-
<p><b>Internal Service Charges</b> This account is used to reimburse the General Fund. Reimbursements are for the cost of personnel and vehicle expenses used for right-of-way program work.</p>	162,000	162,000	147,250	141,460
<b>Total Operations &amp; Maintenance</b>	<u>\$ 796,301</u>	<u>\$ 830,270</u>	<u>\$ 916,990</u>	<u>\$ 899,270</u>

**CITY OF SANTEE**  
**GAS TAX FUND - DEVELOPMENT SERVICES**

Development Services Gas Tax Fund 2201.04.4101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Operations & Maintenance	\$ 245,781	\$ 252,904	\$ 273,140	\$ 274,220
Capital Outlay	-	-	56,890	-
<b>Grand Total</b>	<u>\$ 245,781</u>	<u>\$ 252,904</u>	<u>\$ 330,030</u>	<u>\$ 274,220</u>

**EXPENDITURES**

**OPERATIONS & MAINTENANCE COSTS**

Expert/Consulting Services	51040	\$ 2,412	\$ 3,133	\$ 4,500	\$ 4,500
Telephone & Fax	51121	5,873	6,697	7,000	3,000
Materials & Supplies	51160	611	-	-	-
Electricity & Gas	51180	51,399	59,026	61,640	64,720
Repair/Maintenance - Traffic Signals	51214	71,866	81,024	100,000	102,000
Contract Svc Street Striping/Painting	51243	99,616	90,591	100,000	100,000
Internal Service Charges	51399	14,004	12,433	-	-

<b>Total Operations &amp; Maintenance</b>		<u>\$ 245,781</u>	<u>\$ 252,904</u>	<u>\$ 273,140</u>	<u>\$ 274,220</u>
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**CAPITAL OUTLAY**

Other Capital Outlay	60099	\$ -	\$ -	\$ 56,890	\$ -
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<b>Total Capital Outlay</b>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 56,890</u>	<u>\$ -</u>
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<b>Grand Total</b>		<u>\$ 245,781</u>	<u>\$ 252,904</u>	<u>\$ 330,030</u>	<u>\$ 274,220</u>
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**CITY OF SANTEE  
GAS TAX FUND - DEVELOPMENT SERVICES**

Development Services Gas Tax Fund 2201.04.4101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS**

<b>Expert/Consulting Services</b> This appropriation provides funds for the execution of special traffic studies requested by Council and/or not funded elsewhere. Also included is \$2,500 annually for services provided by Underground Service Alert for notices of potential conflicts with City owned underground electrical facilities.	\$ 2,412	\$ 3,133	\$ 4,500	\$ 4,500
<b>Telephone &amp; Fax</b> This appropriation will fund telephone and line capacity expenses associated with the City's Traffic Control Signal Interconnect System, as well as costs associated with upgrades, additions and modifications for new and existing signals are included in these appropriation requests.	5,873	6,697	7,000	3,000
<b>Materials &amp; Supplies</b> This appropriations miscellaneous materials and supplies associated with gas tax funded related activities.	611	-	-	-
<b>Electricity &amp; Gas</b> This appropriation funds the cost of energy for traffic signals, flashing beacons, sign lighting and the cost of State-owned freeway off-ramp/on-ramp facilities per agreement with Caltrans.	51,399	59,026	61,640	64,720
<b>Repair/Maintenance - Traffic Signals</b> This appropriation will fund contract services to provide routine and emergency maintenance and repairs to the City's traffic signals and intersection safety lighting.	71,866	81,024	100,000	102,000
<b>Contract Service Street Striping/Painting</b> This appropriation provides funds for the annual Street Striping Program. Funds are used to change, remove and repaint new or existing street and legends.	99,616	90,591	100,000	100,000
<b>Internal Service Charges</b> This appropriation will reimburse the General Fund. Reimbursements are for the cost of personnel and vehicle expenses used for right-of-way program work.	14,004	12,433	-	-
<b>Total Operations &amp; Maintenance Costs</b>	\$ 245,781	\$ 252,904	\$ 273,140	\$ 274,220

**CAPITAL OUTLAY**

<b>Other Capital Outlay</b> This appropriation provides funds for the Cuyamaca Street Irrigation Pump Station project.	\$ -	\$ -	\$ 56,890	\$ -
<b>Total Capital Outlay</b>	\$ -	\$ -	\$ 56,890	\$ -

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## **CITY OF SANTEE SAFE PROGRAM FUND**

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### **Program Description**

The SAFE (Service Authority for Freeway Emergencies) Program Fund provides for the expenditure of Santee's share of excess program reserve funds that were distributed to all cities and the county in accordance with Assembly Bill 1572. This funding is used to support the city's traffic management and traffic operations center activities.

### **Background**

Effective January 1, 2013, the San Diego Association of Governments (SANDAG) assumed responsibilities for the San Diego Service Authority for Freeway Emergencies (SAFE). AB 1572 requires that SANDAG distribute to the 18 cities and the County all SAFE program reserves in the amount of \$9.85 million that existed on September 13, 2012, in proportion to the vehicle registration fees paid in FY 2011 by the residents of each city and the unincorporated areas. In accordance with AB 1572, the distributed funds shall be used by the recipient jurisdictions in compliance with the provisions of Section 2557 of the California Streets and Highway Code.

### **2013-2015 Accomplishments**

- Successfully maintained and operated the City's traffic signal system
- Successfully maintained and operated the City's traffic signal communication system

### **2015-2017 Goals and Objectives**

- Ongoing maintenance and operations of the traffic signal and communication system
- Replace aging traffic van with a new one to support traffic operation center activities
- Provide video feed of traffic surveillance cameras to the Sheriff's substation on Cuyamaca Street

**CITY OF SANTEE  
SAFE PROGRAM FUND**

Development Services SAFE Program 2202.04.4101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Operations & Maintenance	\$ 22,675	\$ 13,348	\$ 20,000	\$ 20,000
Capital Outlay	<u>-</u>	<u>-</u>	<u>10,000</u>	<u>-</u>
<b>Grand Total</b>	<u><u>\$ 22,675</u></u>	<u><u>\$ 13,348</u></u>	<u><u>\$ 30,000</u></u>	<u><u>\$ 20,000</u></u>

**EXPENDITURES**

**OPERATIONS & MAINTENANCE COSTS**

Internal Service Charges	51399	\$ 22,675	\$ 13,348	\$ 20,000	\$ 20,000
<b>Total Operations &amp; Maintenance</b>		<u>\$ 22,675</u>	<u>\$ 13,348</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>

**CAPITAL OUTLAY**

Other Capital Outlay	60099	\$ -	\$ -	\$ 10,000	\$ -
<b>Total Capital Outlay</b>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 10,000</u>	<u>\$ -</u>

<b>Grand Total</b>		<u><u>\$ 22,675</u></u>	<u><u>\$ 13,348</u></u>	<u><u>\$ 30,000</u></u>	<u><u>\$ 20,000</u></u>
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**CITY OF SANTEE  
SAFE PROGRAM FUND**

Development Services SAFE Program 2202.04.4101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS**

<b>Internal Service Charges</b>	\$ 22,675	\$ 13,348	\$ 20,000	\$ 20,000
This appropriation will reimburse the General Fund for personnel costs associated with traffic management/traffic operations center activities.				
<b>Total Operations &amp; Maintenance</b>	<u>\$ 22,675</u>	<u>\$ 13,348</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>

**CAPITAL OUTLAY**

<b>Other Capital Outlay</b>	\$ -	\$ -	\$ 10,000	\$ -
This appropriation will fund the proposed installation of fiber optic cables to provide the Sheriff Department with access to video from traffic cameras.				
<b>Total Capital Outlay</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 10,000</u>	<u>\$ -</u>

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**CITY OF SANTEE**  
**ZONE 2 FLOOD CONTROL DISTRICT FUND SUMMARY**

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>SUMMARY OF EXPENDITURES</b>				
Community Services	\$ 95,233	\$ 91,657	\$ 124,260	\$ 107,460
Development Services	<u>163,307</u>	<u>164,195</u>	<u>298,790</u>	<u>206,410</u>
<b>Grand Total</b>	<u>\$ 258,540</u>	<u>\$ 255,852</u>	<u>\$ 423,050</u>	<u>\$ 313,870</u>

## **CITY OF SANTEE**

### **ZONE 2 FLOOD CONTROL DISTRICT FUND**

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#### **Mission Statement**

To implement programs to protect and enhance surface water quality within the City of Santee. Ensure the City's compliance with the Regional Stormwater Permit and coordinate on regional program implementation. Participate in Copermittee workgroups and advocate for improvements to State policies and regulations.

#### **Program Description**

The San Diego River flows through the center of our city, making it the most prominent feature, and a major part of our city's parks and trails system. The river and associated trails and open space are a draw for residents, businesses, and outdoor enthusiasts alike. As such, the City's Stormwater Program makes it a priority to protect this valuable resource, and strives to comply with all federal, state, and local regulations which pertain to protecting water quality. Through the implementation of a suite of programs the City works to prevent pollution and eliminate discharges to the stormwater conveyance system and waterways to the maximum extent practicable. Program components include: development and planning review, construction site compliance, commercial and industrial business inspections, community education and outreach efforts, regional coordination, complaint/hotline response, water quality monitoring (sampling), and residential area program implementation.

#### **2013-2015 Stormwater Program Accomplishments**

- Implemented programs to ensure compliance with the Regional Stormwater Permit
- Collaborated with 20 other local jurisdictions (Copermittees) to develop and implement regional education, monitoring, land development programs, cost-share budgets, and reporting to the state
- Coordinated comments and community feedback for pending legislation and plans
- Coordinated with Padre Dam Municipal Water District: created a partnership with key staff; developed fact sheet to address the drought and the relationship between water conservation and water quality; coordinated reporting process for outdoor water use programs; and, developed a reporting system to monitor potable and recycled water discharges due to system maintenance and/or failure
- Developed partnerships with Santee School District and the YMCA to educate staff, members, and the community about water quality and best management practices to protect water quality
- Contributed to the development of the San Diego Water Quality Improvement Plan
- Updated the City's Jurisdictional Runoff Management Plan to address the 2013 Regional Stormwater Permit obligations, including the development of several new program components
- Worked with Santee Sheriff's Department and various community groups to remove and quantify trash, debris, encampments, and invasive plants from the San Diego River and Forester Creek
- Managed contracts for water quality monitoring and assistance with inspection programs
- Provided outreach and education to municipal staff, developers, construction site workers, business operators and residents in Santee
- Conducted over 550 inspections of construction sites, commercial and industrial facilities, post-construction storm water facilities, and municipal properties

## CITY OF SANTEE

### ZONE 2 FLOOD CONTROL DISTRICT FUND

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- Performed annual inspection of over 1,100 drain inlets and outlets, cleaned the minor and major channels and other storm drain facilities

#### **2015-2017 Goals and Objectives**

- Continue to review, develop, and implement programs which protect Santee's water ways
- Ensure that the City of Santee remains in compliance with applicable water quality laws and regulations
- Complete a water infiltration demonstration project within a channel, 750 feet in length, located on the east side of Magnolia Avenue that discharges into the San Diego River
- Develop a comprehensive Water Quality (Stormwater) Protection Ordinance that addresses the requirements of current water quality plans and regulations. The Building Code and Landscape Ordinance will also be updated to reflect the objectives and requirements of current water quality plans and regulations
- Incorporate water quality requirements into the City's process and procedures for planning and development review, construction inspections, building inspections, tenant improvements, and conditions of approval
- Develop and implement new program components to address: Statewide Trash Amendment, Residential Management Areas, and Alternative Compliance when project-by-project site implementation is determined to be impracticable
- Develop and implement dry weather, wet weather, and transitional monitoring programs
- Develop and implement a comprehensive property inspection program
- Participate in the "Homeless Outreach Team" (HOT) to address river encampments
- Implement program components of the San Diego River Water Quality Improvement Plan
- Conduct monitoring and program reviews and updates as needed to achieve compliance with compliance targets/numeric effluent limitations
- Build upon regional partnerships for cost-effective program implementation
- Update and create new forms, print media, and develop social media site(s)
- Enhance existing street cleaning and stormwater conveyance maintenance programs to protect water quality and achieve compliance with regulations
- Identify methods to incorporate water quality and pollution prevention education into Santee schools
- Identify trash capture devices and develop program plans which will help the City attain Trash Amendment objectives
- Identify and work to obtain enhanced data management and mapping systems

**CITY OF SANTEE**  
**ZONE 2 FLOOD CONTROL DISTRICT FUND - COMMUNITY SERVICES**

Community Services Zone 2 Flood Control 2302.02.3101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Operations & Maintenance	\$ 78,519	\$ 91,657	\$ 124,260	\$ 107,460
Special Programs	5,141	-	-	-
Capital Outlay	<u>11,573</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Grand Total</b>	<u><u>\$ 95,233</u></u>	<u><u>\$ 91,657</u></u>	<u><u>\$ 124,260</u></u>	<u><u>\$ 107,460</u></u>

**EXPENDITURES**

**OPERATIONS & MAINTENANCE COSTS**

Professional Development	51110	\$ 1,787	\$ 2,256	\$ 1,500	\$ 1,500
Materials & Supplies	51160	7,147	11,571	10,220	10,220
Wearing Apparel	51165	4,521	5,289	6,500	6,500
Small Tools	51166	1,566	2,137	6,000	4,000
Rock, Asphalt, Concrete & Sand	51168	1,264	2,447	3,000	3,000
Water & Sewer - Grounds	51186	2,238	6,609	7,100	7,300
Signage	51190	-	1,281	2,000	2,000
Equipment Rental	51191	245	789	7,000	2,000
Repair/Maint - Automotive Equipment	51212	424	2,829	2,000	2,000
Repair/Maint - Bldg & Structures	51215	1,081	2,752	10,000	10,000
Repair/Maint - Other	51230	15,507	10,821	25,000	15,000
Contract Service Dead Animal Removal	51242	1,456	1,482	1,550	1,550
Planting Materials	51254	4,893	5,004	6,000	6,000
Internal Service Charges	51399	<u>36,390</u>	<u>36,390</u>	<u>36,390</u>	<u>36,390</u>
<b>Total Operations &amp; Maintenance</b>		<u><u>\$ 78,519</u></u>	<u><u>\$ 91,657</u></u>	<u><u>\$ 124,260</u></u>	<u><u>\$ 107,460</u></u>

**SPECIAL PROGRAMS**

Vector Control Remediation	55022	<u>\$ 5,141</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Total Special Programs</b>		<u><u>\$ 5,141</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

**CAPITAL OUTLAY**

Automotive Equipment	60040	<u>\$ 11,573</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Total Capital Outlay</b>		<u><u>\$ 11,573</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

<b>Grand Total</b>		<u><u>\$ 95,233</u></u>	<u><u>\$ 91,657</u></u>	<u><u>\$ 124,260</u></u>	<u><u>\$ 107,460</u></u>
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**CITY OF SANTEE**  
**ZONE 2 FLOOD CONTROL DISTRICT FUND - COMMUNITY SERVICES**

Community Services Zone 2 Flood Control 2302.02.3101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS**

<b>Professional Development</b>	\$ 1,787	\$ 2,256	\$ 1,500	\$ 1,500
This appropriation will cover storm drain maintenance training as well as legally required safety and pest control training.				
<b>Materials &amp; Supplies</b>	7,147	11,571	10,220	10,220
This appropriation will cover the costs of miscellaneous materials and supplies required for the flood control program that are not identified elsewhere in this budget. Items include sandbags, odor controlling chemicals, locks and fencing items.				
<b>Wearing Apparel</b>	4,521	5,289	6,500	6,500
This appropriation provides uniforms and rain gear for the City's Flood Control crew, as well as disposable coveralls that meet State requirements of the weed abatement program.				
<b>Small Tools</b>	1,566	2,137	6,000	4,000
This appropriation provides funds to purchase, repair or replace small tools on an as-needed basis to perform tasks directly related to the flood control program.				
<b>Rock, Asphalt, Concrete &amp; Sand</b>	1,264	2,447	3,000	3,000
This appropriation will cover the cost of materials required for the repair and maintenance of the City's flood control channels.				
<b>Water &amp; Sewer Grounds</b>	2,238	6,609	7,100	7,300
Per City Council action on May 26, 2010 water expenses related to the plant establishment activities at Forester Creek and Woodglen Vista Creek are now funded with Drainage Impact Fees. (This appropriation will cover cost of Crews Construction Meter - funds for the meter should be transferred back from the Drainage Impact Fees)				
<b>Signage</b>	-	1,281	2,000	2,000
Miscellaneous signage for flood control channels.				
<b>Equipment Rental</b>	245	789	7,000	2,000
This appropriation will provide for rental of specialized equipment required for storm drain maintenance and flood control.				
<b>Repair/Maintenance - Automotive Equipment</b>	424	2,829	2,000	2,000
This account provides funds for normal repair and maintenance of fleet vehicles, including funds for miscellaneous parts, wheel alignments, muffler repair, etc. (Kabota Tractor).				
<b>Repair/Maintenance - Buildings &amp; Structures</b>	1,081	2,752	10,000	10,000
This appropriation will continue the on-going maintenance program for all major drainage channels. Work performed consists of jobs that City forces cannot accomplish with existing equipment and crew.				

**CITY OF SANTEE**  
**ZONE 2 FLOOD CONTROL DISTRICT FUND - COMMUNITY SERVICES**

Community Services Zone 2 Flood Control 2302.02.3101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS (Continued)**

<b>Repair/Maintenance - Other</b> This appropriation will be used to secure an on-call grading contractor who can aid in flood control situations in the event of an emergency or natural disaster.	\$ 15,507	\$ 10,821	\$ 25,000	\$ 15,000
<b>Contract Service Dead Animal Removal</b> This appropriation will enable utilization of contracted services for disposal of dead animals found within City rights-of-ways, parks, facilities, and flood control areas. 30% in General Fund, 60% in Gas Tax, and 10% in Flood Control.	1,456	1,482	1,550	1,550
<b>Planting Materials</b> This appropriation will be used to purchase herbicides for the abatement of weeds and brush that block flood channels.	4,893	5,004	6,000	6,000
<b>Internal Service Charges</b> This account is used to reimburse the General Fund for a portion of the cost of personnel and vehicle expenses used for flood control program work.	36,390	36,390	36,390	36,390
<b>Total Operations &amp; Maintenance</b>	\$ 78,519	\$ 91,657	\$ 124,260	\$ 107,460

**SPECIAL PROGRAMS**

<b>Vector Control Remediation</b> This appropriation covered the removal of invasive weeds from the San Diego River.	\$ 5,141	\$ -	\$ -	\$ -
<b>Total Special Programs</b>	\$ 5,141	\$ -	\$ -	\$ -

**CAPITAL OUTLAY**

<b>Automotive Equipment</b> This appropriation covered the purchase of new Vector equipment.	\$ 11,573	\$ -	\$ -	\$ -
<b>Total Capital Outlay</b>	\$ 11,573	\$ -	\$ -	\$ -

**CITY OF SANTEE**  
**ZONE 2 FLOOD CONTROL DISTRICT FUND - DEVELOPMENT SERVICES**

Development Services	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17
Zone 2 Flood Control 2302.04.4101	Actual	Actual	Amended	Amended

**SUMMARY OF EXPENDITURES**

Operations & Maintenance	\$ 163,307	\$ 164,195	\$ 298,790	\$ 206,410
<b>Total</b>	<u>\$ 163,307</u>	<u>\$ 164,195</u>	<u>\$ 298,790</u>	<u>\$ 206,410</u>

**EXPENDITURES**

**OPERATIONS & MAINTENANCE COSTS**

Expert/Consulting Services	51040	\$ -	\$ -	\$ 100,000	\$ -
State Permit Renewal Fee	51042	23,982	21,848	23,350	24,850
Storm water Permit Compliance	51043	139,325	142,347	-	-
Regional Coordination	51044	-	-	98,460	98,460
Water Quality Monitoring	51045	-	-	65,000	75,000
Outreach & Education	51046	-	-	900	900
Subscriptions/Memberships	51104	-	-	500	500
Professional Development	51110	-	-	6,500	2,500
Mileage Reimbursement	51112	-	-	180	200
Printing & Duplicating	51120	-	-	2,000	2,000
Postage	51122	-	-	900	1,000
Materials & Supplies	51160	-	-	500	500
Wearing Apparel	51165	-	-	500	500
<b>Total Operations &amp; Maintenance</b>		<u>\$ 163,307</u>	<u>\$ 164,195</u>	<u>\$ 298,790</u>	<u>\$ 206,410</u>

**CITY OF SANTEE**  
**ZONE 2 FLOOD CONTROL DISTRICT FUND - DEVELOPMENT SERVICES**

Development Services Zone 2 Flood Control 2302.04.4101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS**

<b>Expert /Consulting Services</b>	\$ -	\$ -	\$ 100,000	\$ -
This appropriation provides for as-needed engineering consultant services to fulfill state and federal requirements for increased compliance activities associated with the City's National Pollutant Discharge Elimination System (NPDES) permit.				
<b>State Permit Renewal Fee</b>	23,982	21,848	23,350	24,850
This appropriation provides for the annual renewal of the City's National Pollutant Discharge Elimination System (NPDES) Permit administered by the State of California.				
<b>Storm water Permit Compliance</b>	139,325	142,347	-	-
This appropriation funds a range of actions related to compliance with the municipal permit and bacteria regulation. These include monitoring of outfalls, preparation of a Water Quality Improvement Plan, education of businesses and residents, updating Best Management Practice requirements for new development and report preparation.				
<b>Regional Coordination</b>	-	-	98,460	98,460
This appropriation provides for regionally shared costs for the development and implementation of water quality programs, including: Program Development and Reporting, Water Quality Improvement Planning, Water Quality Monitoring, Data Clearinghouse Services and Education and Outreach.				
<b>Water Quality Monitoring</b>	-	-	65,000	75,000
This appropriation provides for wet and dry weather waterway monitoring including: sampling, analysis and reporting on discharges from Santee's Storm water conveyance system. Also included is monitoring of compliance with the San Diego River Water Quality Improvement Plan.				
<b>Outreach &amp; Education</b>	-	-	900	900
This appropriation provides for booth displays, demonstration models, and incentive items.				
<b>Subscriptions/Memberships</b>	-	-	500	500
This appropriation provides for membership in the California Storm water Quality Association and the Association of Environmental Professionals. Also included are subscriptions to industry BMP (best management practice) handbooks.				
<b>Professional Development</b>	-	-	6,500	2,500
This appropriation provides for required technical storm water management training and certification for ten staff members. Certifications include: Certified Professional in Erosion Control, Qualified Storm water Developer, and Qualified Storm water Practitioner. Also included is funding for two staff to attend the annual Storm water Conference and travel and miscellaneous expenses associated with attending training seminars and professional association meetings.				

**CITY OF SANTEE**  
**ZONE 2 FLOOD CONTROL DISTRICT FUND - DEVELOPMENT SERVICES**

Development Services Zone 2 Flood Control 2302.04.4101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS (Continued)**

<p><b>Mileage Reimbursement</b>            This appropriation provides for reimbursement of the expense of using a personal vehicle in the performance of assigned duties.</p>	\$ -	\$ -	\$ 180	\$ 200
<p><b>Printing &amp; Duplicating</b>            This appropriation provides for the production of handouts, notices, grant applications and other printed materials, including: the Development Review Manual, Storm water Mitigation Plan and Public Works Standards. Also included is production of maps, plans and exhibits, and photo documentation of development projects.</p>	-	-	2,000	2,000
<p><b>Postage</b>            This appropriation provides for the cost of mailing correspondence, compliance notices and other documents.</p>	-	-	900	1,000
<p><b>Materials &amp; Supplies</b>            This appropriation provides for field supplies, including Spill Response Kits used by staff to contain spills observed while in the field and/or spills caused by City vehicles.</p>	-	-	500	500
<p><b>Wearing Apparel</b>            This appropriation provides for the purchase of required apparel, including safety vests/jackets, work boots, hard hats, and rain gear.</p>	-	-	500	500
<b>Total Operations &amp; Maintenance</b>	<u>\$ 163,307</u>	<u>\$ 164,195</u>	<u>\$ 298,790</u>	<u>\$ 206,410</u>

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## **CITY OF SANTEE**

### **COMMUNITY DEVELOPMENT BLOCK GRANT FUND**

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#### **Program Description**

The Department of Development Services serves as liaison to the federal Department of Housing and Urban Development (HUD) managing the City's Community Development Block Grant (CDBG) program. Staff ensures that social service agencies and community projects that receive CDBG funds are in compliance with HUD's regulations for federally funded programs.

#### **2013-2015 Accomplishments**

- Administered the allocation of CDBG monies for eligible programs and projects, and provided contract administration in support of eleven program activities
- Participated in the preparation of the 2015-2019 San Diego County Regional Assessment of Impediments to Fair Housing Choice, and assisted with public outreach activities
- Completed the Annual Action/Funding Plan and the Consolidated Annual Performance and Evaluation Report (CAPER) for submittal to HUD, pursuant to the City's Program Year 2010-2014 Consolidated Plan
- Prepared the 2015-2019 Consolidated Plan

#### **2015-2017 Goals and Objectives**

- Continue to manage the City's CDBG program consistent with the 2015-2019 Consolidated Plan and Program Year 2015 Annual Action Plan
- Monitor federal CDBG recipients for compliance with CDBG agreements
- On an annual basis, prepare the Annual Action/Funding Plan and the Consolidated Annual Performance and Evaluation Report (CAPER) for submittal to HUD, pursuant to the City's 2015-2019 Consolidated Plan
- Perform required HUD financial reporting activities
- Respond to questions and requests for information
- Conduct fair housing testing

**CITY OF SANTEE**  
**COMMUNITY DEVELOPMENT BLOCK GRANT FUND**

Development Services CDBG 2401.04.4201	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Operations & Maintenance	\$ 48,419	\$ 55,090	\$ 52,160	\$ 52,804
Special Programs	<u>206,382</u>	<u>216,967</u>	<u>209,470</u>	<u>211,219</u>
<b>Grand Total</b>	<u><u>\$ 254,801</u></u>	<u><u>\$ 272,057</u></u>	<u><u>\$ 261,630</u></u>	<u><u>\$ 264,023</u></u>

**EXPENDITURES**

**OPERATIONS AND MAINTENANCE COSTS**

Accounting/Auditing	51010	\$ 1,000	\$ 1,600	\$ 2,000	\$ 2,000
Expert/Consulting Services	51040	-	31,180	1,000	1,000
Professional Development	51110	125	37	1,000	1,000
Mileage Reimbursement	51112	27	35	100	100
Printing & Duplicating	51120	-	0.05	100	100
Postage	51122	64	162	150	150
Advertising	51123	532	452	500	500
Materials & Supplies	51160	2,334	362	500	500
Repair/Maintenance - Equipment	51211	40	-	100	100
Internal Service Charges	51399	34,797	6,402	33,210	33,354
CSA San Diego County	51401	9,500	14,860	13,500	14,000
<b>Total Operations &amp; Maintenance</b>		<u><u>\$ 48,419</u></u>	<u><u>\$ 55,090</u></u>	<u><u>\$ 52,160</u></u>	<u><u>\$ 52,804</u></u>

**SPECIAL PROGRAMS**

**Public Services**

Santee Boys & Girls Club	52001	\$ 1,441	\$ -	\$ -	\$ -
Crisis House	52002	3,000	3,300	5,000	5,000
Cameron Family YMCA	52003	1,000	3,300	2,000	2,000
Elderhelp	52004	3,000	3,300	3,000	3,000
Meals on Wheels	52005	8,000	5,510	8,000	8,000
Santee Food Bank	52006	20,000	17,730	13,120	13,603
Santee Santas	52007	-	5,510	5,000	5,000

**Public Facilities**

Caring Neighbors	53001	5,587	3,300	3,000	3,000
Home of Guiding Hands	53002	5,587	17,020	13,470	13,700
Debt Service (Section 108 Loan)	80020	158,767	157,997	156,880	154,518
Debt Service Reserve	80050	-	-	-	3,398

<b>Total Special Programs</b>		<u><u>\$ 206,382</u></u>	<u><u>\$ 216,967</u></u>	<u><u>\$ 209,470</u></u>	<u><u>\$ 211,219</u></u>
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<b>Grand Total</b>		<u><u>\$ 254,801</u></u>	<u><u>\$ 272,057</u></u>	<u><u>\$ 261,630</u></u>	<u><u>\$ 264,023</u></u>
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**CITY OF SANTEE  
COMMUNITY DEVELOPMENT BLOCK GRANT FUND**

Development Services CDBG 2401.04.4201	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS**

<b>Administrative Activities</b>	<b>\$ 38,919</b>	<b>\$ 40,230</b>	<b>\$ 38,660</b>	<b>\$ 38,804</b>
Identified below are the estimated program administration costs:				
Accounting/Auditing	1,000	1,600	2,000	2,000
Expert/Consulting Services	-	31,180	1,000	1,000
Professional Development	125	37	1,000	1,000
Mileage Reimbursement	27	35	100	100
Printing & Duplicating	-	0	100	100
Postage	64	162	150	150
Advertising	532	452	500	500
Materials & Supplies	2,334	362	500	500
Repair/Maintenance - Equipment	40	-	100	100
Internal Service Charges	34,797	6,402	33,210	33,354
 <b>CSA San Diego County</b>	 <b>9,500</b>	 <b>14,860</b>	 <b>13,500</b>	 <b>14,000</b>
Provides Fair Housing Services and landlord/tenant counseling services.				
<b>Total Operations &amp; Maintenance</b>	<b>\$ 48,419</b>	<b>\$ 55,090</b>	<b>\$ 52,160</b>	<b>\$ 52,804</b>

**SPECIAL PROGRAMS**

<b>Santee Boys &amp; Girls Club</b>	<b>\$ 1,441</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Provides funding support for classes for disadvantaged children.				
<b>Crisis House</b>	<b>3,000</b>	<b>3,300</b>	<b>5,000</b>	<b>5,000</b>
Provides emergency assistance, housing and supportive services to promote self-sufficiency and prevent homelessness.				
<b>Cameron Family YMCA</b>	<b>1,000</b>	<b>3,300</b>	<b>2,000</b>	<b>2,000</b>
Provides funding support to subsidize swim and gymnastics fees for disadvantaged youth.				
<b>Elderhelp</b>	<b>3,000</b>	<b>3,300</b>	<b>3,000</b>	<b>3,000</b>
Provides assistance to homebound seniors who need assistance to live independently in their own homes.				
<b>Meals-on-Wheels</b>	<b>8,000</b>	<b>5,510</b>	<b>8,000</b>	<b>8,000</b>
Provides nutrition for the City's elderly and handicapped who cannot provide for their own meals. The seniors can remain independent. Contact with the person delivering meals provides a security base for home-bound citizens.				
<b>Santee Food Bank</b>	<b>20,000</b>	<b>17,730</b>	<b>13,120</b>	<b>13,603</b>
Provides food staples to low income residents on an emergency basis. This service provides a basic necessity for those in the community unable to meet these needs.				

**CITY OF SANTEE  
COMMUNITY DEVELOPMENT BLOCK GRANT FUND**

Development Services CDBG 2401.04.4201	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SPECIAL PROGRAMS (continued)**

<b>Santee Santas</b> Provides funding support to assist with emergency food and housing services to Santee residents.	\$ -	\$ 5,510	\$ 5,000	\$ 5,000
<b>Caring Neighbors</b> Provides minor home repairs for low-income seniors and disabled Santee homeowners.	5,587	3,300	3,000	3,000
<b>Home of Guiding Hands</b> Provides services to the developmentally disabled, including residential living, independent living, early childhood development, respite care, life planning, and transportation services.	5,587	17,020	13,470	13,700
<b>Debt Service (Section 108 Loan)</b> Provides funding for annual debt service payment for \$1.5 million Section 108 loan for the rehabilitation of several infrastructure components along Buena Vista Avenue and Railroad Avenue. The project includes two main components: sidewalk and pedestrian ramp construction, and street and storm drain rehabilitation. Underground conduit for street light installation would be included in the project.	158,767	157,997	156,880	154,518
<b>Debt Service Reserve</b> This appropriation provides funding for a debt service reserve to ensure sufficient funding for Section 108 Loan debt service payments in the event future CDBG allocations are further reduced.	-	-	-	3,398
<b>Total Special Programs</b>	<b>\$ 206,382</b>	<b>\$ 216,967</b>	<b>\$ 209,470</b>	<b>\$ 211,219</b>

**CITY OF SANTEE**  
**CFD NO. 2015-1 EL NOPAL FUND**

Community Services CFD No. 2015-1 El Nopal 2510.02.3101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Operations & Maintenance	\$ -	\$ -	\$ -	\$ 1,230
<b>Total</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,230</u>

**EXPENDITURES**

**OPERATIONS & MAINTENANCE COSTS**

Repair/Maintenance - Grounds	51231	\$ -	\$ -	\$ -	\$ 980
Internal Service Charges	51399	-	-	-	250
<b>Total Operations &amp; Maintenance</b>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,230</u>

**CITY OF SANTEE**  
**CFD NO. 2015-1 EL NOPAL FUND**

Community Services CFD No. 2015-1 El Nopal 2510.02.3101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS**

<b>Repair/Maintenance - Grounds</b>	\$ -	\$ -	\$ -	\$ 980
This appropriation is to cover the cost of storm water maintenance and as needed work.				
<b>Internal Service Charges</b>	-	-	-	250
This appropriation is to cover the cost of staff time related to storm water maintenance and as needed work.				
<b>Total Operations &amp; Maintenance</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,230</u>

**CITY OF SANTEE**  
**TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT**

<b>Community Services</b>		<b>FY 2013-14</b>	<b>FY 2014-15</b>	<b>FY 2015-16</b>	<b>FY 2016-17</b>
<b>Town Center LMD</b>		<b>Actual</b>	<b>Actual</b>	<b>Amended</b>	<b>Amended</b>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Repair & Maintenance- Grounds:					
Zone A - Town Center	var	\$ 141,095	\$ 153,614	\$ 185,260	\$ 159,400
Zone B - The Lakes	var	8,026	6,651	9,920	9,270
Zone C - San Remo	var	7,285	6,502	8,200	7,700
Zone D - Mission Creek	var	164,774	148,219	172,090	176,040
<b>Total Operations &amp; Maintenance</b>		<u>321,180</u>	<u>314,986</u>	<u>375,470</u>	<u>352,410</u>
<b>Total</b>		<u>\$ 321,180</u>	<u>\$ 314,986</u>	<u>\$ 375,470</u>	<u>\$ 352,410</u>

## **CITY OF SANTEE**

### **TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT**

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#### **Program Description**

Assessments on properties enable the Community Services Department Public Services Division to provide landscape maintenance work within the District that is comprised of Town Center, The Lakes, San Remo and Mission Creek.

#### **2013-2015 Accomplishments**

- Maintained the landscaping of the commercial zone within the district at a Level A (highest maintenance level)
- Installed annual color (flowers), which are changed out three times a year, fronting all four of the monument signs in the Town Center LMD (Zone A)
- Continued and upgraded the Holiday Lighting program from November to January at the major corners containing monuments
- Completed the installation of a new irrigation system at Mission Creek and installed 110 trees and 300 shrubs. This is on recycled water, and is a Cal Sense “smart controller system, which minimizes water usage while maximizing the watering window

#### **2015-2017 Goals and Objectives**

- Enhance the maintenance of the landscaping in the entire zone by ensuring maintenance contractor compliance
- Install more Cal Sense “smart” irrigation controllers that can be integrated into the City’s centralized irrigation system
- Continue to replace shrubs, trees, groundcover, and irrigation that are destroyed due to vehicle accidents in order to sustain the beauty of the landscaping within the district
- Convert high water use landscape materials to drought tolerant / low water use materials, where feasible

**CITY OF SANTEE**  
**TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT**

Community Services TCLMD ZONE A - Town Center 2601.02.3101		FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Zone A - Town Center	2601	\$ 141,095	\$ 153,614	\$ 185,260	\$ 159,400
<b>Total</b>		<u>\$ 141,095</u>	<u>\$ 153,614</u>	<u>\$ 185,260</u>	<u>\$ 159,400</u>

**OPERATIONS & MAINTENANCE COSTS**

**Repair and Maintenance Grounds**

Landscape maintenance work in the Town Center LMD is performed by contracted services and is reimbursed to the City by an annual assessment levied on property owners within the District based on their fair share of expenses.

<b>Zone A / Town Center Parkway</b>		<b>\$ 141,095</b>	<b>\$ 153,614</b>	<b>\$ 185,260</b>	<b>\$ 159,400</b>
Expert/Consulting Services	51040	2,788	1,408	2,500	2,500
Advertising	51123	202	380	400	400
Electricity & Gas - Grounds	51181	25,936	36,728	39,360	35,000
Water & Sewer - Grounds	51186	30,261	36,235	47,000	35,000
Repair/Maintenance - Grounds	51231	64,956	60,477	83,000	73,500
Irrigation Materials	51252	6,753	8,000	4,000	3,000
Internal Service Charge	51399	10,199	10,386	9,000	10,000
<b>Total Operations &amp; Maintenance</b>		<u><b>\$ 141,095</b></u>	<u><b>\$ 153,614</b></u>	<u><b>\$ 185,260</b></u>	<u><b>\$ 159,400</b></u>

**CITY OF SANTEE  
TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT**

Community Services TCLMD ZONE B - The Lakes 2602.02.3101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended	
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Zone B - The Lakes	2602	\$ 8,026	\$ 6,651	\$ 9,920	\$ 9,270
<b>Total</b>		<u>\$ 8,026</u>	<u>\$ 6,651</u>	<u>\$ 9,920</u>	<u>\$ 9,270</u>

**OPERATIONS & MAINTENANCE COSTS**

**Repair and Maintenance Grounds**

Landscape maintenance work in the Town Center LMD is performed by contracted services and is reimbursed to the City by an annual assessment levied on property owners within the District based on their fair share of expenses.

<b>Zone B / The Lakes</b>		<b>\$ 8,026</b>	<b>\$ 6,651</b>	<b>\$ 9,920</b>	<b>\$ 9,270</b>
Expert/Consulting Services	51040	145	75	250	250
Advertising	51123	9	21	70	70
Water & Sewer - Grounds	51186	3,523	2,687	3,500	3,500
Repair/Maintenance - Grounds	51231	3,084	3,284	5,200	4,300
Internal Service Charge	51399	1,265	584	900	1,150
<b>Total Operations &amp; Maintenance</b>		<u><b>\$ 8,026</b></u>	<u><b>\$ 6,651</b></u>	<u><b>\$ 9,920</b></u>	<u><b>\$ 9,270</b></u>

**CITY OF SANTEE  
TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT**

Community Services TCLMD ZONE C - San Remo 2603.02.3101		FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Zone C - San Remo	2603	\$ 7,285	\$ 6,502	\$ 8,200	\$ 7,700
<b>Total</b>		<u>\$ 7,285</u>	<u>\$ 6,502</u>	<u>\$ 8,200</u>	<u>\$ 7,700</u>

**OPERATIONS & MAINTENANCE COSTS**

**Repair and Maintenance Grounds**

Landscape maintenance work in the Town Center LMD is performed by contracted services and is reimbursed to the City by an annual assessment levied on property owners within the District based on their fair share of expenses.

<b>Zone C / San Remo</b>		<b>\$ 7,285</b>	<b>\$ 6,502</b>	<b>\$ 8,200</b>	<b>\$ 7,700</b>
Expert/Consulting Services	51040	155	80	150	150
Advertising	51123	9	21	50	50
Water & Sewer - Grounds	51186	4,131	3,284	4,000	3,000
Repair/Maintenance - Grounds	51231	2,539	2,484	3,500	3,700
Internal Service Charge	51399	451	634	500	800
<b>Total Operations &amp; Maintenance</b>		<u><b>\$ 7,285</b></u>	<u><b>\$ 6,502</b></u>	<u><b>\$ 8,200</b></u>	<u><b>\$ 7,700</b></u>

**CITY OF SANTEE**  
**TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT**

Community Services TCLMD ZONE D - Mission Creek 2604.02.3101		FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Zone D - Mission Creek	2604	\$ 164,774	\$ 148,219	\$ 172,090	\$ 176,040
<b>Total</b>		<u>\$ 164,774</u>	<u>\$ 148,219</u>	<u>\$ 172,090</u>	<u>\$ 176,040</u>

**OPERATIONS & MAINTENANCE COSTS**

**Repair and Maintenance Grounds**

Landscape maintenance work in the Town Center LMD is performed by contracted services and is reimbursed to the City by an annual assessment levied on property owners within the District based on their fair share of expenses.

<b>Zone D / Mission Creek</b>		<b>\$ 164,774</b>	<b>\$ 148,219</b>	<b>\$ 172,090</b>	<b>\$ 176,040</b>
Expert/Consulting Services	51040	3,093	1,558	3,440	3,440
Advertising	51123	192	411	300	300
Electricity & Gas - Grounds	51181	19,030	22,929	24,350	24,500
Water & Sewer - Grounds	51186	66,009	50,641	61,000	50,000
Repair/Maintenance- Grounds	51231	65,850	66,004	72,000	87,700
Irrigation Materials	51252	3,479	2,974	2,000	1,100
Internal Service Charge	51399	7,121	3,701	9,000	9,000
<b>Total Operations &amp; Maintenance</b>		<u><b>\$ 164,774</b></u>	<u><b>\$ 148,219</b></u>	<u><b>\$ 172,090</b></u>	<u><b>\$ 176,040</b></u>

**CITY OF SANTEE**  
**SANTEE LANDSCAPE MAINTENANCE DISTRICT**

Community Services Santee LMD		FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Repair & Maintenance- Grounds:					
Zones 1 & 2 - El Nopal	var	\$ 1,166	\$ 2,353	\$ 3,240	\$ 3,280
Zone 3 - Country Scenes	var	1,719	2,189	2,380	2,440
Zone 4 - Camelot Heights	var	780	803	1,690	1,720
Zone 8 - Silver Country	var	76,040	57,391	70,820	70,620
Zone 9 - Timberline	var	2,254	1,305	1,290	1,510
Zone 12 - The Heights	var	7,861	7,763	10,500	8,100
Zone 13 - Prospect Hills	var	1,684	3,634	4,230	3,950
Zone 14 - Mitchell Ranch	var	971	2,073	2,900	3,000
Zone 17 - Dakota Ranch	var	3,673	3,645	7,410	6,520
Zone 18 - Allos	var	4,017	3,361	3,800	3,840
<b>Total Operations &amp; Maintenance</b>		<u>100,165</u>	<u>84,517</u>	<u>108,260</u>	<u>104,980</u>
<b>Total</b>		<u>\$ 100,165</u>	<u>\$ 84,517</u>	<u>\$ 108,260</u>	<u>\$ 104,980</u>

## **CITY OF SANTEE**

### **SANTEE LANDSCAPE MAINTENANCE DISTRICT**

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#### **Program Description**

Assessments on properties enable the Community Services Department Public Services Division to provide landscape maintenance work within the District which is comprised of El Nopal, Country Scenes, Camelot Heights, Silver Country, Timberline, The Heights, Prospect Hills, Allos, Mitchell Ranch and Dakota Ranch.

#### **2013-2015 Accomplishments**

- Maintained the District at level B, which is higher than the previous level C (minimum maintenance level)
- Planted replacement trees and shrubs in several areas
- Installed mulch in all areas

#### **2015-2017 Goals and Objectives**

- Continue to work toward the replacement of old controllers with new “smart” Cal Sense controllers that can be integrated into the City’s centralized irrigation system
- Continue to replace shrubs, trees, groundcover, and irrigation that are destroyed due to vehicle accidents in order to sustain the beauty of the landscaping within the district
- Convert high water use landscape materials to drought tolerant / low water use materials

**CITY OF SANTEE**  
**SANTEE LANDSCAPE MAINTENANCE DISTRICT**

Community Services		FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17
Santee LMD - El Nopal 2701.02.3101		Actual	Actual	Amended	Amended
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Zones 1 & 2 - El Nopal	2701	\$ 1,166	\$ 2,353	\$ 3,240	\$ 3,280
<b>Total</b>		<u>\$ 1,166</u>	<u>\$ 2,353</u>	<u>\$ 3,240</u>	<u>\$ 3,280</u>

**OPERATIONS & MAINTENANCE COSTS**

<b>Zones 1 and 2 - El Nopal</b>		<b>\$ 1,166</b>	<b>\$ 2,353</b>	<b>\$ 3,240</b>	<b>\$ 3,280</b>
Expert/Consulting Services	51040	175	90	210	210
Advertising	51123	9	17	40	40
Electrical & Gas - Grounds	51181	120	94	140	120
Water & Sewer - Grounds	51186	827	998	1,600	1,600
Repair/Maintenance - Grounds	51231	35	1,128	1,100	1,160
Internal Service Charges	51399	-	26	150	150
<b>Total Operations &amp; Maintenance</b>		<u>\$ 1,166</u>	<u>\$ 2,353</u>	<u>\$ 3,240</u>	<u>\$ 3,280</u>

**CITY OF SANTEE**  
**SANTEE LANDSCAPE MAINTENANCE DISTRICT**

Community Services		FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17
Santee LMD - Country Scenes 2702.02.3101		Actual	Actual	Amended	Amended
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Zone 3 - Country Scenes	2702	\$ 1,719	\$ 2,189	\$ 2,380	\$ 2,440
<b>Total</b>		<u>\$ 1,719</u>	<u>\$ 2,189</u>	<u>\$ 2,380</u>	<u>\$ 2,440</u>

**OPERATIONS & MAINTENANCE COSTS**

<b>Zone 3 - Country Scenes</b>		<b>\$ 1,719</b>	<b>\$ 2,189</b>	<b>\$ 2,380</b>	<b>\$ 2,440</b>
Expert/Consulting Services	51040	50	25	70	70
Advertising	51123	8	16	30	30
Electrical & Gas - Grounds	51181	168	154	180	190
Water & Sewer - Grounds	51186	830	778	1,000	1,000
Repair/Maintenance - Grounds	51231	35	1,190	900	1,000
Internal Service Charges	51399	628	26	200	150
<b>Total Operations &amp; Maintenance</b>		<u>\$ 1,719</u>	<u>\$ 2,189</u>	<u>\$ 2,380</u>	<u>\$ 2,440</u>

**CITY OF SANTEE**  
**SANTEE LANDSCAPE MAINTENANCE DISTRICT**

Community Services		FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17
Santee LMD - Camelot Heights - 2703.02.3101		Actual	Actual	Amended	Amended
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Zone 4 - Camelot Heights	2703	\$ 780	\$ 803	\$ 1,690	\$ 1,720
<b>Total</b>		<u>\$ 780</u>	<u>\$ 803</u>	<u>\$ 1,690</u>	<u>\$ 1,720</u>

**OPERATIONS & MAINTENANCE COSTS**

<b>Zone 4 - Camelot Heights</b>		<b>\$ 780</b>	<b>\$ 803</b>	<b>\$ 1,690</b>	<b>\$ 1,720</b>
Expert/Consulting Services	51040	40	20	50	50
Advertising	51123	5	11	30	30
Electrical & Gas - Grounds	51181	132	109	160	120
Water & Sewer - Grounds	51186	543	587	800	500
Repair/Maintenance - Grounds	51231	35	50	500	970
Internal Service Charges	51399	25	26	150	50
<b>Total Operations &amp; Maintenance</b>		<u>\$ 780</u>	<u>\$ 803</u>	<u>\$ 1,690</u>	<u>\$ 1,720</u>

**CITY OF SANTEE**  
**SANTEE LANDSCAPE MAINTENANCE DISTRICT**

Community Services Santee LMD - Silver Country 2704.02.3101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended	
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Zone 8 - Silver Country	2704	\$ 76,040	\$ 57,391	\$ 70,820	\$ 70,620
<b>Total Operations &amp; Maintenance</b>		<u>\$ 76,040</u>	<u>\$ 57,391</u>	<u>\$ 70,820</u>	<u>\$ 70,620</u>

**OPERATIONS & MAINTENANCE COSTS**

<b>Zone 8 - Silver Country</b>		<b>\$ 76,040</b>	<b>\$ 57,391</b>	<b>\$ 70,820</b>	<b>\$ 70,620</b>
Expert/Consulting Services	51040	599	302	500	500
Advertising	51123	288	578	300	300
Electrical & Gas - Grounds	51181	246	195	320	320
Water & Sewer - Grounds	51186	32,946	16,663	24,000	18,500
Repair/Maintenance - Grounds	51231	37,568	37,626	43,700	44,000
Irrigation Materials	51252	823	492	500	1,000
Internal Service Charges	51399	3,570	1,534	1,500	6,000
<b>Total Operations &amp; Maintenance</b>		<u>\$ 76,040</u>	<u>\$ 57,391</u>	<u>\$ 70,820</u>	<u>\$ 70,620</u>

**CITY OF SANTEE**  
**SANTEE LANDSCAPE MAINTENANCE DISTRICT**

Community Services Santee LMD - Timberline 2705.02.3101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended	
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Zone 9 - Timberline	2705	\$ 2,254	\$ 1,305	\$ 1,290	\$ 1,510
<b>Total</b>		<u>\$ 2,254</u>	<u>\$ 1,305</u>	<u>\$ 1,290</u>	<u>\$ 1,510</u>

**OPERATIONS & MAINTENANCE COSTS**

<b>Zone 9 - Timberline</b>		<b>\$ 2,254</b>	<b>\$ 1,305</b>	<b>\$ 1,290</b>	<b>\$ 1,510</b>
Expert/Consulting Services	51040	130	65	70	70
Advertising	51123	6	12	20	20
Water & Sewer - Grounds	51186	604	458	700	600
Repair/Maintenance - Grounds	51231	535	590	300	670
Internal Service Charges	51399	979	181	200	150
<b>Total Operations &amp; Maintenance</b>		<u>\$ 2,254</u>	<u>\$ 1,305</u>	<u>\$ 1,290</u>	<u>\$ 1,510</u>

**CITY OF SANTEE**  
**SANTEE LANDSCAPE MAINTENANCE DISTRICT**

Community Services		FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17
Santee LMD - The Heights 2706.02.3101		Actual	Actual	Amended	Amended
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Zone 12 - The Heights	2706	\$ 7,861	\$ 7,763	\$ 10,500	\$ 8,100
<b>Total</b>		<u>\$ 7,861</u>	<u>\$ 7,763</u>	<u>\$ 10,500</u>	<u>\$ 8,100</u>

<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
<b>Zone 12 - The Heights</b>					
Expert/Consulting Services	51040	\$ 231	\$ 115	\$ 300	\$ 300
Advertising	51123	30	65	200	200
Water & Sewer - Grounds	51186	4,536	4,216	5,600	3,000
Repair/Maintenance - Grounds	51231	2,312	3,109	3,600	4,300
Internal Service Charges	51399	752	258	800	300
<b>Total Operations &amp; Maintenance</b>		<u>\$ 7,861</u>	<u>\$ 7,763</u>	<u>\$ 10,500</u>	<u>\$ 8,100</u>

**CITY OF SANTEE**  
**SANTEE LANDSCAPE MAINTENANCE DISTRICT**

Community Services		FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17
Santee LMD - Prospect Hills 2707.02.3101		Actual	Actual	Amended	Amended
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Zone 13 - Prospect Hills	2707	\$ 1,684	\$ 3,633	\$ 4,230	\$ 3,950
<b>Total</b>		<u>\$ 1,684</u>	<u>\$ 3,633</u>	<u>\$ 4,230</u>	<u>\$ 3,950</u>

**OPERATIONS & MAINTENANCE COSTS**

<b>Zone 13 - Prospect Hills</b>		<b>\$ 1,684</b>	<b>\$ 3,633</b>	<b>\$ 4,230</b>	<b>\$ 3,950</b>
Expert/Consulting Services	51040	165	85	200	200
Advertising	51123	12	25	50	50
Water & Sewer - Grounds	51186	1,482	2,095	2,400	2,000
Repair/Maintenance - Grounds	51231	-	1,377	1,380	1,500
Internal Service Charges	51399	25	52	200	200
<b>Total Operations &amp; Maintenance</b>		<u>\$ 1,684</u>	<u>\$ 3,633</u>	<u>\$ 4,230</u>	<u>\$ 3,950</u>

**CITY OF SANTEE**  
**SANTEE LANDSCAPE MAINTENANCE DISTRICT**

Community Services Santee LMD - Mitchell Ranch 2708.02.3101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended	
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Zone 14 - Mitchell Ranch	2708	\$ 971	\$ 2,073	\$ 2,900	\$ 3,000
<b>Total</b>		<u>\$ 971</u>	<u>\$ 2,073</u>	<u>\$ 2,900</u>	<u>\$ 3,000</u>

**OPERATIONS & MAINTENANCE COSTS**

<b>Zone 14 - Mitchell Ranch</b>		<b>\$ 971</b>	<b>\$ 2,073</b>	<b>\$ 2,900</b>	<b>\$ 3,000</b>
Expert/Consulting Services	51040	60	30	80	80
Advertising	51123	10	21	20	20
Water & Sewer - Grounds	51186	377	563	1,200	800
Repair/Maint - Grounds	51231	144	1,176	1,200	1,450
Internal Service Charges	51399	380	284	400	650
<b>Total Operations &amp; Maintenance</b>		<u>\$ 971</u>	<u>\$ 2,073</u>	<u>\$ 2,900</u>	<u>\$ 3,000</u>

**CITY OF SANTEE**  
**SANTEE LANDSCAPE MAINTENANCE DISTRICT**

Community Services		FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17
Santee LMD - Dakota Ranch 2709.02.3101		Actual	Actual	Amended	Amended
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Zone 17 - Dakota Ranch	2709	\$ 3,673	\$ 3,645	\$ 7,410	\$ 6,520
<b>Total</b>		<u>\$ 3,673</u>	<u>\$ 3,645</u>	<u>\$ 7,410</u>	<u>\$ 6,520</u>

**OPERATIONS & MAINTENANCE COSTS**

<b>Zone 17 - Dakota Ranch</b>		<b>\$ 3,673</b>	<b>\$ 3,645</b>	<b>\$ 7,410</b>	<b>\$ 6,520</b>
Expert/Consulting Services	51040	75	40	90	90
Advertising	51123	18	37	60	60
Electrical & Gas - Grounds	51181	126	101	160	170
Water & Sewer - Grounds	51186	1,266	1,371	2,300	1,400
Repair/Maintenance - Grounds	51231	1,176	1,176	3,500	3,500
Irrigation Materials	51252	-	110	300	300
Internal Service Charges	51399	1,012	811	1,000	1,000
<b>Total Operations &amp; Maintenance</b>		<u>\$ 3,673</u>	<u>\$ 3,645</u>	<u>\$ 7,410</u>	<u>\$ 6,520</u>

**CITY OF SANTEE**  
**SANTEE LANDSCAPE MAINTENANCE DISTRICT**

Community Services		FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17
Santee LMD - Allos 2710.02.3101		Actual	Actual	Amended	Amended
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Zone 18 - Allos	2710	\$ 4,017	\$ 3,361	\$ 3,800	\$ 3,840
<b>Total</b>		<u>\$ 4,017</u>	<u>\$ 3,361</u>	<u>\$ 3,800</u>	<u>\$ 3,840</u>

**OPERATIONS & MAINTENANCE COSTS**

<b>Zone 18 - Allos</b>		<b>\$ 4,017</b>	<b>\$ 3,361</b>	<b>\$ 3,800</b>	<b>\$ 3,840</b>
Expert/Consulting Services	51040	20	10	40	40
Advertising	51123	13	28	50	50
Electrical & Gas - Grounds	51181	117	91	160	120
Water & Sewer - Grounds	51186	724	694	1,100	1,000
Repair/Maintenance - Grounds	51231	1,474	1,608	1,700	1,430
Internal Service Charges	51399	1,669	930	750	1,200
<b>Total Operations &amp; Maintenance</b>		<u><b>\$ 4,017</b></u>	<u><b>\$ 3,361</b></u>	<u><b>\$ 3,800</b></u>	<u><b>\$ 3,840</b></u>

# CITY OF SANTEE

## SPECIAL STREET LIGHTING TAX – ZONE A

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### **Program Description**

Utilizing property tax proceeds flowing to the City from the 1983 dissolution of a prior street light maintenance district, the City funds the electrical, maintenance and capital costs for street lights of general benefit within the City limits. There are 2,900 streetlights within the City. The City owns (LS2) 1,718 of these streetlights and SDG&E owns (LS1) 1,182. Zone A funds a portion of each streetlight's energy and maintenance cost based on a Streetlighting Traffic Study that was completed in 2014.

### **2013-2015 Accomplishments**

- SDG&E owned and maintained streetlights – LS1 (1,182 total streetlights)
  - Managed payment for the energy and maintenance cost to SDG&E. Zone A funds 13% (\$52,989) of the total energy cost. The LS1 cost includes both energy and maintenance for these streetlights
- City owned and maintained streetlights – LS2 (1,718 total streetlights)
  - Managed the City owned streetlight maintenance contract. Zone A funds 42% (\$42,038) of the total maintenance cost
  - Responded to 135 burnouts or other streetlight maintenance needs. Zone A funded 46% (\$10,092) of the repair costs
  - Responded to 328 utility mark-out requests. Zone A funded 51% (\$6,859) of the mark-outs
  - Replaced 7 knocked down streetlight poles. Zone A funded 65% (\$6,984) of the repair costs
  - Repaired \$13,928 in streetlight damages due to wire theft
  - Managed payment for the energy costs. Zone A funds 45% (\$117,692) of the total energy cost. This cost includes funding for safety lights at signalized intersections (184 safety lights)
- Updated the streetlight inventory for new streetlights
- Developed a streetlight pull box security detail and worked with Public Services Division to secure approximately 500 streetlight pull boxes to prevent wire theft
- Managed the preparation of the 2014 Streetlight Traffic Study that reviewed the financial breakdown between general benefit (Zone A) and local benefit (Zone B) for each streetlight

### **2015-2017 Goals and Objectives**

- Continue to maintain the induction street lights through warranty and repair damaged lights and wiring as needed
- Continue to monitor and replace damaged brown square metal poles as necessary
- Install new street lights in areas where there are currently no lights as funding becomes available

**CITY OF SANTEE**  
**SPECIAL STREET LIGHTING TAX - ZONE A**

Development Services Roadway Lighting District - Zone A 2801.04.4101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Operations & Maintenance	<u>\$ 143,631</u>	<u>\$ 146,151</u>	<u>\$ 154,910</u>	<u>\$ 144,500</u>
<b>Total</b>	<u><u>\$ 143,631</u></u>	<u><u>\$ 146,151</u></u>	<u><u>\$ 154,910</u></u>	<u><u>\$ 144,500</u></u>

**EXPENDITURES**

**OPERATIONS & MAINTENANCE COSTS**

Expert/Consulting Services	51040	\$ 9,562	\$ -	\$ -	\$ -
Electricity & Gas	51180	80,636	90,570	100,300	104,500
Repair/Maintenance - Street Lights	51213	22,792	26,552	30,000	30,000
Internal Service Charges	51399	5,834	4,222	6,000	10,000
Long Term Debt - Principal	80020	24,807	24,807	18,610	-
<b>Total Operations &amp; Maintenance</b>		<u><u>\$ 143,631</u></u>	<u><u>\$ 146,151</u></u>	<u><u>\$ 154,910</u></u>	<u><u>\$ 144,500</u></u>

**CITY OF SANTEE  
SPECIAL STREET LIGHTING TAX - ZONE A**

Development Services Roadway Lighting District - Zone A 2801.04.4101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS**

<b>Expert/Consulting Services</b> This appropriation provides funding for a traffic study to provide an analysis of the general and direct benefit provided by street lights throughout the City.	\$ 9,562	\$ -	\$ -	\$ -
<b>Electricity &amp; Gas</b> This appropriation will funds Zone A's share of the estimated total cost of electricity for all street lights within the City.	80,636	90,570	100,300	104,500
<b>Repair/Maintenance - Street Lights</b> This appropriation will fund maintenance and repair costs for street lights located in Zone A.	22,792	26,552	30,000	30,000
<b>Internal Service Charges</b> This appropriation will reimburse the General Fund for staff and equipment time associated with the administration of this zone of the District.	5,834	4,222	6,000	10,000
<b>Long Term Debt - Principal</b> This appropriation represents the estimated repayment to SDG&E from on-bill financing loan used for street light upgrades to enhance energy efficiency.	24,807	24,807	18,610	-
<b>Total Operations &amp; Maintenance</b>	<b>\$ 143,631</b>	<b>\$ 146,151</b>	<b>\$ 154,910</b>	<b>\$ 144,500</b>

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## **CITY OF SANTEE**

### **ROADWAY LIGHTING DISTRICT – ZONE B**

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#### **Program Description**

Utilizing assessment proceeds flowing to the City from benefiting property owners, the City funds a portion of the electrical, maintenance and capital cost for streetlights of special benefit within the City. This assessment district was formed in a 1983 election. There are 2,900 streetlights within the City. The City owns (LS2) 1,718 of these streetlights and SDG&E owns (LS1) 1,182. Zone B funds a portion of each streetlight's energy and maintenance cost based on a Streetlighting Traffic Study that was completed in 2014.

#### **2013-2015 Accomplishments**

- SDG&E owned and maintained streetlights – LS1 (1,182 total streetlights)
  - Managed payment for the energy and maintenance cost to SDG&E. Zone B funds 87% (\$343,719) of the total energy cost. The LS1 cost includes both energy and maintenance for these streetlights.
- City owned and maintained streetlights – LS2 (1,718 total streetlights)
  - Managed the City owned streetlight maintenance contract. Zone B funds 58% (\$58,674) of the total maintenance cost.
  - Responded to 135 burnouts or other streetlight maintenance needs. Zone B funded 54% (\$12,050) of the repair costs.
  - Responded to 328 utility mark-out requests. Zone B funded 49% (\$6,704) of the mark-outs.
  - Replaced 7 knocked down streetlight poles. Zone B funded 35% (\$3,692) of the repair costs.
  - Repaired \$28,798 in streetlight damages due to wire theft
  - Managed payment for the energy costs. Zone B funds 55% (\$144,175) of the total energy cost. This cost includes funding for safety lights at signalized intersections (184 safety lights).
- Updated the streetlight inventory for new streetlights
- Managed the yearly preparation of the Streetlight Engineer Report that reviews the tax assessment for Zone B
- Managed the preparation of the 2014 Streetlight Traffic Study that reviewed the financial breakdown between general benefit (Zone A) and local benefit (Zone B) for each streetlight

#### **2015-2017 Goals and Objectives**

- Continue to maintain the induction street lights through warranty and repair damaged lights and wiring as needed
- Continue to monitor and replace damaged brown square metal poles as necessary
- Install new street lights in areas where there are currently no lights as funding becomes available

**CITY OF SANTEE  
ROADWAY LIGHTING DISTRICT - ZONE B**

Development Services Roadway Lighting District - Zone B 2802.04.4101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Operations & Maintenance	\$ 304,869	\$ 301,845	\$ 351,280	\$ 355,150
<b>Total</b>	<u>\$ 304,869</u>	<u>\$ 301,845</u>	<u>\$ 351,280</u>	<u>\$ 355,150</u>

**EXPENDITURES**

**OPERATIONS & MAINTENANCE COSTS**

Expert/Consulting Services	51040	\$ 14,714	\$ 2,601	\$ 5,270	\$ 5,540
Advertising	51123	402	819	500	500
Electricity & Gas	51180	232,042	255,654	284,400	297,000
Repair/Maintenance - Street Lights	51213	41,216	28,634	40,000	40,000
Internal Service Charges	51399	9,388	7,030	14,000	5,000
Long Term Debt - Principal	80020	7,107	7,107	7,110	7,110
<b>Total Operations &amp; Maintenance</b>		<u>\$ 304,869</u>	<u>\$ 301,845</u>	<u>\$ 351,280</u>	<u>\$ 355,150</u>

**CITY OF SANTEE  
ROADWAY LIGHTING DISTRICT - ZONE B**

Development Services Roadway Lighting District - Zone B 2802.04.4101	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS**

<b>Expert/Consulting Services</b>	\$ 14,714	\$ 2,601	\$ 5,270	\$ 5,540
This appropriation provides for the preparation of the annual Engineer's Report, as required by State law. The report determines the benefit which accrues to various land uses, thus enabling the equitable spread of assessments. Also included is funding for a traffic study to provide an analysis of the general and direct benefit provided by street lights throughout the City.				
<b>Advertising</b>	402	819	500	500
This appropriation will fund the cost of publishing public hearing notices for the annual levy of assessments.				
<b>Electricity &amp; Gas</b>	232,042	255,654	284,400	297,000
This appropriation will fund Zone B's share of the estimated total cost of electricity for all street lights within the City.				
<b>Repair/Maintenance - Street Lights</b>	41,216	28,634	40,000	40,000
This appropriation will provide funds for maintenance and repair costs for street lights located in Zone B.				
<b>Internal Service Charges</b>	9,388	7,030	14,000	5,000
This appropriation will reimburse the General Fund for staff and equipment time associated with the administration of this zone of the District.				
<b>Long Term Debt - Principal</b>	7,107	7,107	7,110	7,110
<b>Total Operations &amp; Maintenance</b>	<u>\$ 304,869</u>	<u>\$ 301,845</u>	<u>\$ 351,280</u>	<u>\$ 355,150</u>

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## **CITY OF SANTEE**

### **MOBILE HOME PARK ADMINISTRATIVE ASSESSMENT**

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#### **Program Description**

The Mobile Home Park Administrative Assessment Fund provides for the administration of the City's Manufactured Home Fair Practices Ordinance which protects the owners of manufactured homes from unreasonable space rental increases while recognizing and providing for manufactured home park owners to receive a just and reasonable return on their property. Support and technical assistance is provided to the Santee Mobile Home Fair Practices Commission which is appointed by the City Council.

**CITY OF SANTEE**  
**MOBILE HOME PARK ADMINISTRATIVE ASSESSMENT**

General Government Mobile Home Park Admin 2901.04.4106	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**SUMMARY OF EXPENDITURES**

Personnel	\$ 30,670	\$ 31,947	\$ 30,690	\$ 34,730
Operations & Maintenance	<u>1,833</u>	<u>4,262</u>	<u>11,150</u>	<u>11,170</u>
<b>Grand Total</b>	<u><u>\$ 32,503</u></u>	<u><u>\$ 36,209</u></u>	<u><u>\$ 41,840</u></u>	<u><u>\$ 45,900</u></u>

**SUMMARY OF FUNDED POSITIONS**

Senior Management Analyst	0.20	0.20	0.20	0.20
Administrative Secretary	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>
<b>Total Positions</b>	<u><u>0.30</u></u>	<u><u>0.30</u></u>	<u><u>0.30</u></u>	<u><u>0.30</u></u>

**CITY OF SANTEE**  
**MOBILE HOME PARK ADMINISTRATIVE ASSESSMENT**

General Government		FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17
Mobile Home Park Admin 2901.04.4106		Actual	Actual	Amended	Amended
<b>PERSONNEL COSTS</b>					
Salaries & Wages - Regular	50010	\$ 23,510	\$ 23,833	\$ 24,360	\$ 25,090
Retirement - PERS	50050	5,033	5,405	3,640	6,790
Retirement - PERS EPMC	50051	478	509	370	390
Medicare	50060	345	348	350	370
Health Insurance	50070	1,131	1,668	1,790	1,900
Dental Insurance	50071	59	60	60	60
Life Insurance	50075	36	30	30	30
Long Term Disability Insurance	50076	78	93	90	100
<b>Total Personnel</b>		<u>\$ 30,670</u>	<u>\$ 31,947</u>	<u>\$ 30,690</u>	<u>\$ 34,730</u>
<b>OPERATIONS &amp; MAINTENANCE COSTS</b>					
Legal Services	51020	\$ 403	\$ 2,804	\$ 10,000	\$ 10,000
Expert/Consultant Services	51040	650	800	-	-
Printing & Duplicating	51120	-	-	100	100
Telephone & Fax	51121	147	153	200	200
Postage	51122	143	148	200	200
Advertising	51123	-	-	100	100
Materials & Supplies	51160	244	-	160	160
Electricity & Gas	51180	246	356	390	410
<b>Total Operations &amp; Maintenance</b>		<u>\$ 1,833</u>	<u>\$ 4,262</u>	<u>\$ 11,150</u>	<u>\$ 11,170</u>
<b>Grand Total</b>		<u>\$ 32,503</u>	<u>\$ 36,209</u>	<u>\$ 41,840</u>	<u>\$ 45,900</u>

**CITY OF SANTEE**  
**MOBILE HOME PARK ADMINISTRATIVE ASSESSMENT**

General Government Mobile Home Park Admin 2901.04.4106	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Amended	FY 2016-17 Amended
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**OPERATIONS & MAINTENANCE COSTS**

<b>Legal Services</b> This appropriation will provide for legal services in support of commission activities and rent control issues (non-litigation only).	\$ 403	\$ 2,804	\$ 10,000	\$ 10,000
<b>Expert/Consulting Services</b> This appropriation will provide for economic analysis and other consulting support related to mobile home rent control issues. It also provides commissioners with a \$50 stipend per meeting.	650	800	-	-
<b>Printing &amp; Duplicating</b> This appropriation will fund printing and copying of agendas and related materials.	-	-	100	100
<b>Telephone &amp; Fax</b> This appropriation will fund a proportionate cost of postage related to staff administration of the MHFP Ordinance and Commission activities.	147	153	200	200
<b>Postage</b> This appropriation will fund the cost of postage related to staff administration of the MHFP Ordinance and Commission activities.	143	148	200	200
<b>Advertising</b> This appropriation will fund the costs for mandatory public noticing.	-	-	100	100
<b>Materials &amp; Supplies</b> This appropriation will provide for office supplies and for publications used by staff and the Commission.	244	-	160	160
<b>Electricity &amp; Gas</b> This appropriation will fund a proportionate cost of electricity and gas expenses allocated to MHFP activities.	246	356	390	410
<b>Total Operations &amp; Maintenance</b>	\$ 1,833	\$ 4,262	\$ 11,150	\$ 11,170