

CITY MANAGER – Marlene D. Best
CITY ATTORNEY – Shawn D. Hagerty
CITY CLERK – Annette Fagan Ortiz



CITY COUNCIL

Mayor John W. Minto
Vice Mayor Stephen Houlahan
Council Member Ronn Hall
Council Member Laura Koval
Council Member Rob McNelis

STAFF:
ASSISTANT TO THE CITY MANAGER
Kathy Valverde
COMMUNITY SERVICES DIRECTOR
Bill Maertz
DEVELOPMENT SERVICES DIRECTOR
Melanie Kush
FINANCE DIRECTOR/TREASURER
Tim McDermott
FIRE & LIFE SAFETY DIRECTOR/FIRE CHIEF
John Garlow
HUMAN RESOURCES DIRECTOR
Jessie Bishop
LAW ENFORCEMENT
Captain Daniel Brislin

**City of Santee
Regular Meeting Agenda
Santee City Council**

**Wednesday, March 27, 2019
7:00 PM**

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

Regular City Council Meeting – 7:00 p.m.

ROLL CALL: Mayor John W. Minto
Vice Mayor Stephen Houlahan
Council Members Ronn Hall, Laura Koval and Rob McNelis

LEGISLATIVE INVOCATION: Pastor Danny Henderson – City Hills Church

PLEDGE OF ALLEGIANCE:

CONSENT CALENDAR:

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

- (1) Approval of reading by title only and waiver of reading in full of Ordinances and Resolutions on the agenda.**
- (2) Approval of Meeting Minutes of the Santee City Council for the March 13, 2019 Regular Meeting. (City Clerk – Ortiz)**
- (3) Approval of Payment of Demands as presented. (Finance – McDermott)**
- (4) Approval of the expenditure of \$53,744.87 for February 2019 Legal Services and Related Costs. (Finance – McDermott)**

- (5) Authorization of Fiscal Year 2018-19 expenditures with South Coast Emergency Vehicle Service for as-needed fire apparatus repairs and replacement parts in the amount of \$26,000. (Fire – Garlow)
- (6) Acceptance and appropriation of \$13,708 for Fiscal Year 2018 Urban Area Security Initiative (UASI) Grant Training Funds for UASI Training backfill overtime reimbursement and to conduct a regional safety officer class. (Fire – Garlow)
- (7) Authorize State Senator Brian Jones to use a reproduction of the City Seal and delegate to the Mayor the authorization to approve future requests for use of reproductions of the City Seal as appropriate. (Council – Mayor Minto)

NEW BUSINESS:

- (8) Resolution authorizing the purchase of eight multi-function copy machines totaling \$104,026.16 from Sharp Business Systems in accordance with Sourcewell Contract No. 083116-SEC; Declare up to eight copiers and 84 computers as surplus property and authorize the donation of surplus property to a charitable organization. (City Manager – Valverde)

Recommendation:

Adopt the resolution.

NON-AGENDA PUBLIC COMMENT:

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

CITY COUNCIL REPORTS:

- (9) State of the City Address. (Council – Mayor Minto)

CITY MANAGER REPORTS:**CITY ATTORNEY REPORTS:****CLOSED SESSION:**

- (10) **CONFERENCE WITH LABOR NEGOTIATORS**
(Government Code Section 54957.6)
City Designated Representative: City Manager
Employee Organization: Santee Firefighters Association

ADJOURNMENT:



Mar	07	SPARC	Civic Center Building 8A
Mar	11	Community Oriented Policing Committee	Council Chamber
Mar	13	Council Meeting	Council Chamber
Mar	21	Manufactured Home Fair Practices Commission	Council Chamber
Mar	27	Council Meeting	Council Chamber
Apr	04	SPARC	Civic Center Building 8A
Apr	08	Community Oriented Policing Committee	Council Chamber
Apr	10	Council Meeting	Council Chamber
Apr	24	Council Meeting	Council Chamber

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


For your convenience, a complete Agenda Packet is available for public review at City Hall and on the City’s website at www.CityofSanteeCA.gov.

The City of Santee complies with the Americans with Disabilities Act. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 12132 of the American with Disabilities Act of 1990 (42 USC § 12132). Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to the City Clerk’s Office at (619) 258-4100, ext. 112 at least 48 hours before the meeting, if possible.

State of California }
 County of San Diego } ss.
 City of Santee }

AFFIDAVIT OF POSTING AGENDA

I, Annette Ortiz, City Clerk of the City of Santee, hereby declare, under penalty of perjury, that a copy of this Agenda was posted in accordance with the Brown Act and Santee Resolution 61-2003 on March 22, 2019, at 4:00 p.m.



 Signature

03/22/19

 Date

City of Santee
COUNCIL AGENDA STATEMENT

Item 1

MEETING DATE March 27, 2019

AGENDA ITEM NO.

ITEM TITLE **APPROVAL OF READING BY TITLE ONLY AND WAIVER OF READING
IN FULL OF ORDINANCES AND RESOLUTIONS ON THE AGENDA.**

DIRECTOR/DEPARTMENT Annette Ortiz, CMC, City Clerk

SUMMARY

This item allows the City Council to approve Ordinances and Resolutions on the Consent Calendar without reading the item in full. Upon approval of this item, all Resolutions included in the motion shall be approved. Resolutions removed from the Consent Calendar and considered under separate action may also be approved without reading of the full text.

FINANCIAL STATEMENT

N/A

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION

It is recommended that the Council waive the reading of all Ordinances and Resolutions in their entirety and read by title only.

ATTACHMENTS

None

City of Santee
COUNCIL AGENDA STATEMENT

Item 2

MEETING DATE March 27, 2019

AGENDA ITEM NO.

ITEM TITLE APPROVAL OF MEETING MINUTES OF THE SANTEE CITY COUNCIL
FOR THE MARCH 13, 2019, REGULAR MEETING.

DIRECTOR/DEPARTMENT Annette Ortiz, MBA, CMC, City Clerk 

SUMMARY

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

FINANCIAL STATEMENT N/A

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION

Approve Minutes as presented.

ATTACHMENT

March 13, 2019 Regular Meeting Minutes

**Minutes
Santee City Council
Council Chamber – Building 2
10601 Magnolia Avenue
Santee, California
March 13, 2019**

DRAFT

This Regular Meeting of the Santee City Council was called to order by Mayor John W. Minto at 7:00 p.m.

ROLL CALL: Present: Mayor John W. Minto, Vice Mayor Stephen Houlahan and Council Members Ronn Hall, Laura Koval and Rob McNelis – 5.

Officers present: City Manager Marlene Best, City Attorney Shawn Hagerty and City Clerk Annette Ortiz.

The **INVOCATION** was given by Dr. Paul Ague of San Diego Christian College and the **PLEDGE OF ALLEGIANCE** was led by Public Services Manager Sam Rensberry.

Mayor Minto spoke regarding the recent passing of George F. Bailey, former Mayor of La Mesa and former Supervisor for the County Board of Supervisors.

CONSENT CALENDAR:

- (1) **Approval of reading by title only and waiver of reading in full of Ordinances and Resolutions on the agenda.**
- (2) **Approval of Meeting Minutes of the Santee City Council for the February 27, 2019 Regular Meeting. (City Clerk – Ortiz)**
- (3) **Approval of Payment of Demands as presented. (Finance – McDermott)**
- (4) **Adoption of an updated Investment Policy. (Finance – McDermott)**
- (5) **Adoption of a Resolution approving a change order to the Fiscal Year 2018-19 Traffic Signal Maintenance Contract with Select Electric, Inc., in an amount not to exceed \$31,358.17 for emergency repair, and determining a categorical exemption pursuant to Section 15301(D) of the California Environmental Quality Act. (Development Services - Kush) (Reso 016-2019)**
- (6) **Rejection of a claim against the City by Lisa Warner, as per Government Code 913. (Risk Management – Bishop)**

The City Manager requested that Item 6 be removed the agenda.

ACTION: Vice Mayor Houlahan moved approval of the Consent Calendar and Agenda as amended.

Council Member Hall seconded the motion which carried by the following vote: Ayes: Mayor Minto, Vice Mayor Houlahan and Council Members Hall, Koval and McNelis – 5.

NEW BUSINESS:

- (7) **Fiscal Year (FY) 2018-19 Operating Budget Update and Resolution amending the FY 2018-19 Budget. (Finance – McDermott) (Reso 017-2019)**

The Finance Director provided the staff report and responded to Council questions.

Council discussion ensued regarding supplemental reserves and where those funds should be applied.

PUBLIC SPEAKERS:

- Michele Perchez
- Victor Leyva

ACTION: Council Member Hall moved to apply 75% of the supplemental reserves to road improvements and 25% to the General Fund.

Vice Mayor Houlahan seconded the motion which carried by the following vote: Ayes: Mayor Minto, Vice Mayor Houlahan and Council Members Hall, Koval and McNelis – 5.

- (8) **Resolution authorizing submission of the Annual Housing Element Progress Report for Calendar Year 2018 to the State of California Office of Planning and Research and the State of California Department of Housing and Community Development. (Development Services – Kush) (Reso 018-2019)**

The Associate Planner provided the staff report and responded to Council questions.

PUBLIC SPEAKER: Michele Perchez

Mayor Minto spoke regarding the Regional Housing Needs Assessment and how that affects cities in California.

Council discussion ensued regarding senate bills and affordable housing.

ACTION: Vice Mayor Houlahan moved approval of staff's recommendation.

Council Member Hall seconded the motion which carried by the following vote: Ayes: Mayor Minto, Vice Mayor Houlahan and Council Members Hall, Koval and McNelis – 5.

NON-AGENDA PUBLIC COMMENT:

- (A) Diana Senica, Champion Gymnastics and Cheer, invited the public to a comedy fundraiser event benefiting the gymnastics team.

- (B) Victor Leyva spoke regarding the need for road improvements and suggested the City require quality service from contractors.

CITY COUNCIL REPORTS:

Vice Mayor Houlahan stated he is now the Santee representative for the San Diego River Conservancy.

Council Member Hall stated that he attended the San Diego Association of Governments (SANDAG) retreat with Mayor Minto and the Highway 52 improvements were discussed. He also stated that they will attend a meeting with the East Otay Property Owners Association to discuss Highway 125 and the connection to Highway 52.

Mayor Minto stated that the Regional Transportation Plan has not been updated to include the Highway 52 Coalition but continued efforts to obtain funding have made San Diego County legislators take notice.

Council Member Koval stated that she attended the East County Economic Development Council meeting and she noted that they will submit a letter of support for the Highway 52 Coalition.

CITY MANAGER REPORTS:

The City Manager discussed the new bulletin board display by the Development Department in the Council Chambers.

CITY ATTORNEY REPORTS: None

Council Members recessed at 8:32 p.m. and convened in Closed Session at 8:40 p.m.

CLOSED SESSION:

- (9) **LIABILITY CLAIM**
(Gov. Code section 54956.95)
Claimant: Michael Rottenberg
Agency Claimed Against: City of Santee
- (10) **CONFERENCE WITH LABOR NEGOTIATORS**
(Government Code Section 54957.6)
City Designated Representative: City Manager
Employee Organization: Santee Firefighters Association

Council Members reconvened in Open Session at 9:13 p.m. with all members present. Mayor Minto reported that for Item 9, the Council voted unanimously to a settlement, and for Item 10, direction was given to staff.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 9:14 p.m.

Date Approved:

Annette Ortiz, MBA, CMC, City Clerk

DRAFT

City of Santee
COUNCIL AGENDA STATEMENT

Item 3

MEETING DATE March 27, 2019

AGENDA ITEM NO.

ITEM TITLE PAYMENT OF DEMANDS

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

SUMMARY

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

FINANCIAL STATEMENT *tm*

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

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *MSB*

Approval of the payment of demands as presented.

ATTACHMENTS (Listed Below)

- 1) Summary of Payments Issued
- 2) Voucher Lists

Payment of Demands
Summary of Payments Issued

<u>Date</u>	<u>Description</u>	<u>Amount</u>
02/28/2019	Accounts Payable	\$ 92,462.31
03/06/2019	Accounts Payable	212,750.28
03/13/2019	Accounts Payable	188,582.58
03/13/2019	Accounts Payable	231,942.54
03/14/2019	Payroll	346,364.59
03/15/2019	Accounts Payable	<u>16,862.26</u>
	TOTAL	<u><u>\$1,088,964.56</u></u>

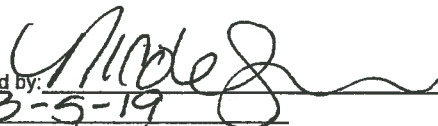
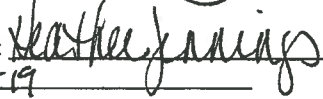
I hereby certify to the best of my knowledge and belief that the foregoing demands listing is correct, just, conforms to the approved budget, and funds are available to pay said demands.



Tim K. McDermott, Director of Finance

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
548	2/28/2019	10482 TRISTAR RISK MANAGEMENT	106426		PREFUND REQUEST	92,462.31
Total :						92,462.31
1 Vouchers for bank code : ubgen						Bank total : 92,462.31
1 Vouchers in this report						Total vouchers : 92,462.31

Prepared by: 
Date: 3-5-19
Approved by: 
Date: 3-5-19

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
120801	3/6/2019	10018 BENCHMARK LANDSCAPE SVCS INC	148456	52295	A3 LANDSCAPE SERVICES	984.00
					Total :	984.00
120802	3/6/2019	10021 BOUND TREE MEDICAL LLC	83110227	52163	EMS SUPPLIES	948.86
			83110228	52163	EMS SUPPLIES	491.84
			83110229	52163	EMS SUPPLIES	513.91
					Total :	1,954.61
120803	3/6/2019	10023 BUILDERS FENCE COMPANY INC	1732495	52213	FENCING MATERIALS	80.13
					Total :	80.13
120804	3/6/2019	10898 CALIFORNIA CHAMBER OF COMMERCE	11278073		2019 EMPLOYMENT POSTER	357.61
					Total :	357.61
120805	3/6/2019	11190 CDCE INC	135001	52452	CSA69 MOBILE DATA COMPUTRS	8,062.21
					Total :	8,062.21
120806	3/6/2019	10031 CDW GOVERNMENT LLC	RBJ3833	52466	PRINTER REPLACEMENT	1,733.91
					Total :	1,733.91
120807	3/6/2019	10032 CINTAS CORPORATION #694	4016544955	52207	UNIFORM/PARTS CLEANER RNTL	95.79
					Total :	95.79
120808	3/6/2019	10039 COUNTY MOTOR PARTS COMPANY INC	432504	52133	VEHICLE REPAIR PARTS	135.78
			432552	52133	VEHICLE REPAIR PART	74.57
			432553	52133	CR-VEHICLE PART RETURNED	-19.15
					Total :	191.20
120809	3/6/2019	10333 COX COMMUNICATIONS	112256001		9130 CARLTON OAKS DR	82.91
					Total :	82.91
120810	3/6/2019	10142 CSA SAN DIEGO COUNTY	541	52369	CDBG SUBRECIPIENT	883.98
					Total :	883.98
120811	3/6/2019	11295 DOKKEN ENGINEERING	34383	52440	MISSION GORGE MEDIANS	4,080.00
			34403	52440	WOODSIDE ROUNDABOUT	14,530.00
			34404	52440	MAST PARK IMPROVEMENTS	3,885.00

Bank code : ubgen						
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
120811	3/6/2019	11295 11295 DOKKEN ENGINEERING	(Continued)			Total : 22,495.00
120812	3/6/2019	12487 EAST COUNTY ESTATES LP 2006	CFD15002		REFUNDABLE DEPOSIT	9,456.41
						Total : 9,456.41
120813	3/6/2019	12271 FERNO WASHINGTON INC	841633	52175	EQUIPMENT REPAIR PARTS	561.69
						Total : 561.69
120814	3/6/2019	10065 GLOBAL POWER GROUP INC	59967	52147	ELECTRICAL REPAIRS & MAINT	370.88
			59987	52178	GENERATOR MAINT/REPAIRS	95.09
			60014	52147	ELECTRICAL REPAIRS	638.23
						Total : 1,104.20
120815	3/6/2019	13119 GRANITE & STONE MEMORIALS	83889	52316	MEMORIAL PLAQUE-STATION 4	1,190.75
						Total : 1,190.75
120816	3/6/2019	11196 HD SUPPLY FACILITIES	9169923612	52138	STATION SUPPLIES	77.90
						Total : 77.90
120817	3/6/2019	11807 IMPERIAL SPRINKLER SUPPLY	3630532-00	52380	IRRIGATION SUPPLIES	45.37
			3636570-00	52380	IRRIGATION SUPPLIES	235.51
						Total : 280.88
120818	3/6/2019	10759 INDUSTRIAL RUBBER SUPPLY INC	76445	52182	FUEL PUMP HOSE	198.86
						Total : 198.86
120819	3/6/2019	10079 MEDICO PROFESSIONAL	2336448	52188	MEDICAL LINEN SERVICE	20.02
			2336449	52188	MEDICAL LINEN SERVICE	8.16
						Total : 28.18
120820	3/6/2019	10507 MITEL LEASING	901799364		MONTHLY RENTAL 122670	1,878.80
			901799420		MONTHLY RENTAL 124690	312.66
			901799533		MONTHLY RENTAL 130737	276.33
			907799549		MONTHLY RENTAL 131413	266.16
						Total : 2,733.95
120821	3/6/2019	12653 NEW WEST DEVELOPMENT GROUP INC	CFD15003		REFUNDABLE DEPOSIT	8,822.16
			GRD0870A/GRD0870S		REFUNDABLE DEPOSIT	13,714.89

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
120821	3/6/2019	12653	12653 NEW WEST DEVELOPMENT GROUP (Continued)			Total : 22,537.05
120822	3/6/2019	10344	PADRE DAM MUNICIPAL WATER DIST			
			24200193		10307 MISSION GORGE RD	582.05
			29700016		CONSTRUCTION METER	200.15
					Total :	782.20
120823	3/6/2019	13254	PINK CONFETTI CRAFTING			
			Ref000054849		CORRECT LICENSE TYPE	39.00
					Total :	39.00
120824	3/6/2019	11891	PRINTER REPAIR DEPOT			
			46159		PRINTER REPAIR	380.14
					Total :	380.14
120825	3/6/2019	10161	PRIZM JANITORIAL SERVICES INC			
			15771	52192	CUSTODIAL SERVICES - PARKS	80.00
					Total :	80.00
120826	3/6/2019	13153	ROTO-ROOTER PLUMBING &			
			SD253666	52367	PLUMBING REPAIRS	2,420.00
					Total :	2,420.00
120827	3/6/2019	10407	SAN DIEGO GAS & ELECTRIC			
			0422 970 321 8		STREET LIGHTS	31,630.89
			2237 358 004 2		TRAFFIC SIGNALS	4,604.26
			3422 380 562 8		ROW / MEDIANS	143.49
			4394 020 550 9		LMD	4,496.27
			7990 068 577 7		PARKS	12,482.64
			8509 742 169 4		CITY HALL GROUP BILL	7,977.29
					Total :	61,334.84
120828	3/6/2019	13171	SC COMMERCIAL, LLC			
			0635150-IN	52420	DELIVERED FUEL	163.20
			0636085-IN	52420	DELIVERED FUEL	455.70
			CL08847	52412	FLEET CARD FUELING	1,619.37
					Total :	2,238.27
120829	3/6/2019	13080	SEALMASTER			
			63617	52332	ASPHALT MATERIALS	226.28
					Total :	226.28
120830	3/6/2019	10314	SOUTH COAST EMERGENCY VEHICLE			
			492945	52150	VEHCILE REPAIR PART	483.97
					Total :	483.97
120831	3/6/2019	11122	SOUTHWEST PIPELINE AND			
			927-3	52225	CITYWIDE CMP LINING/REHAB	73,325.00

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
120831	3/6/2019	11122 SOUTHWEST PIPELINE AND	(Continued) 927-3R		RETENTION	-3,666.25
					Total :	69,658.75
120832	3/6/2019	10692 UNITED PARCEL SERVICE	000006150X069		SHIPPING CHARGES	15.61
					Total :	15.61
32 Vouchers for bank code : ubgen						Bank total : 212,750.28
32 Vouchers in this report						Total vouchers : 212,750.28

Prepared by: 

Date: 3-6-19

Approved by: 

Date: 3-6-19

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
120833	3/13/2019	10516 AWARDS BY NAVAJO	0119382	52162	NAMETAGS	47.41
					Total :	47.41
120834	3/13/2019	10021 BOUND TREE MEDICAL LLC	02192019-REBATE	52163	EMS SUPPLIES	-54.00
			83104084	52163	EMS SUPPLIES	25.83
			83104085	52163	EMS SUPPLIES	25.83
			83116689	52163	EMS SUPPLIES	293.37
			83116690	52163	EMS SUPPLIES	112.00
			83116691	52163	EMS SUPPLIES	813.89
			83116692	52163	EMS SUPPLIES	0.03
			83118108	52163	EMS SUPPLIES	84.15
					Total :	1,301.10
120835	3/13/2019	10299 CARQUEST AUTO PARTS	11102-478226	52280	VEHICLE REPAIR PART	21.46
			11102-478239	52280	VEHICLE REPAIR PARTS	9.34
					Total :	30.80
120836	3/13/2019	12665 CARROLL BUSINESS SUPPLY	926466-0	52166	OFFICE SUPPLIES	163.87
					Total :	163.87
120837	3/13/2019	10031 CDW GOVERNMENT LLC	RDF5767	52405	COMPUTER REPLACEMENT PROJE	179.20
			RDV6485	52405	COMPUTER REPLACEMENT PROJE	89.49
			RDW2803	52405	COMPUTER REPLACEMENT PROJE	56.12
					Total :	324.81
120838	3/13/2019	10032 CINTAS CORPORATION #694	4016930172	52207	UNIFORM/PARTS CLEANER RNTL	79.65
					Total :	79.65
120839	3/13/2019	10035 COMPETITIVE METALS INC	314883	52262	METAL SUPPLIES	77.47
					Total :	77.47
120840	3/13/2019	10037 COPY CORRAL INC	48706		ACTIVITY GUIDE AND KIOSK PRINT	116.48
					Total :	116.48
120841	3/13/2019	10039 COUNTY MOTOR PARTS COMPANY INC	432850	52133	VEHICLE REPAIR PARTS	23.00
					Total :	23.00

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
120842	3/13/2019	10171 COUNTY OF SAN DIEGO AUDITOR &	02/2019 AGENCY REV 02/2019 DMV REVENUE 02/2019 PHOENIX REV		02/19 AGENCY PARK CITE REPT 02/19 DMV PARK CITE REPT 02/19 PHOENIX CITE REV REPT	392.50 438.50 1,485.50 Total : 2,316.50
120843	3/13/2019	10333 COX COMMUNICATIONS	038997401 094486701		10601 N MAGNOLIA AVE CITY HALL GROUP BILL	103.36 3,122.73 Total : 3,226.09
120844	3/13/2019	10595 CUTTER'S EDGE INDUSTRIES INC	020819-3	52217	EQUIPMENT MAINTENANCE	50.11 Total : 50.11
120845	3/13/2019	12483 DISCOUNT SIGNS AND BANNERS	5096	52172	IDENTIFICATION DECALS	43.10 Total : 43.10
120846	3/13/2019	12159 DOWNTOWN FORD SALES	311139 311140 311141	52364 52309 52309	2019 FORD F-150 SUPERCREW 4X 2019 FORD EXPLORER 4WD-FIRE 2019 FORD EXPLORER 4WD-FIRE	36,690.08 30,118.41 30,118.41 Total : 96,926.90
120847	3/13/2019	12970 DUDEK	20190505	52074	WALKER PRESERVE RESTORATIO	3,492.00 Total : 3,492.00
120848	3/13/2019	12773 EMPIRE ECONOMICS	2-20-19	51905	WESTON- MARKET ABSORPTION S	15,000.00 Total : 15,000.00
120849	3/13/2019	10059 FAILSAFE TESTING	10200	52467	ANNUAL LADDER TESTING	1,400.00 Total : 1,400.00
120850	3/13/2019	12271 FERNO WASHINGTON INC	840370	52175	EQUIPMENT REPAIR PARTS	827.08 Total : 827.08
120851	3/13/2019	13257 FRANK, WALTER	2003729.001		PARK RESERVATION REFUND	35.00 Total : 35.00
120852	3/13/2019	10065 GLOBAL POWER GROUP INC	60229 60326 60327	52147 52178 52178	ELECTRICAL REPAIRS & MAINT GENERATOR MAINT GENERATOR MAINT & REPAIRS	185.04 76.07 76.07

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
120852	3/13/2019	10065 GLOBAL POWER GROUP INC	(Continued) 60329	52178	GENERATOR MAINT & REPAIRS	76.07
					Total :	413.25
120853	3/13/2019	10066 GLOBALSTAR USA LLC	100000010086774		SATELLITE PHONE SERVICE	89.96
					Total :	89.96
120854	3/13/2019	10662 GOVERNMENT FINANCE OFFICERS	0145468S		GAAFR REVIEW NEWSLETTER	50.00
					Total :	50.00
120855	3/13/2019	11391 HUMPHREY, BREANNE	22119BH		CPRS CONFERENCE-PER DIEM	197.00
					Total :	197.00
120856	3/13/2019	13268 JOHN DUNDERDALE	REF000055173		CORRECTED LICENSE TYPE - REF	39.00
					Total :	39.00
120857	3/13/2019	13247 JOHNSON, DOUGLAS	JAN-MAR 2019 JUL-DEC 2018		RETIREE HEALTH INSURANCE	406.50
					RETIREE HEALTH INSURANCE	804.00
					Total :	1,210.50
120858	3/13/2019	12948 KTU&A	30827 30844	52070 52070	SITE & ECONOMIC ANAYLSIS	6,129.90
					SITE & ECONOMIC ANAYLSIS	920.00
					Total :	7,049.90
120859	3/13/2019	10558 MAERTZ, BILL	22119BM		CPRS CONFERENCE-PER DIEM	197.00
					Total :	197.00
120860	3/13/2019	10079 MEDICO PROFESSIONAL	2340209 2340210	52188 52188	MEDICAL LINEN SERVICE	8.16
					MEDICAL LINEN SERVICE	20.02
					Total :	28.18
120861	3/13/2019	10921 MEDLIN, RICHARD	022819		S-212 WILDLAND CLASS REIMB	150.00
					Total :	150.00
120862	3/13/2019	10239 MORRISON, ANNE	22119AM		CPRS CONFERENCE - PER DIEM	197.00
					Total :	197.00
120863	3/13/2019	10083 MUNICIPAL EMERGENCY SERVICES	IN1308571	52463	LIFELINE ROPES & ROPE BAG	1,155.68

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
120863	3/13/2019	10083	10083 MUNICIPAL EMERGENCY SERVICES (Continued)			Total : 1,155.68	
120864	3/13/2019	10344	PADRE DAM MUNICIPAL WATER DIST		9170 VIA DE CRISTINA	176.38	
			21105559		10580 PROSPECT AVE	77.25	
			24206565		10541 PROSPECT AVE	77.25	
			24206698		10054 PROSPECT AVE	35.19	
			24218157		10027 PROSPECT AVE	47.81	
			24218344		GROUP BILL	10,380.65	
			90000366		GROUP BILL	5,454.09	
			90000367			Total : 16,248.62	
120865	3/13/2019	12919	PARCELQUEST	8732-3-2019	52481	SOFTWARE RENEWAL	1,199.00
						Total : 1,199.00	
120866	3/13/2019	12207	PERISCOPE HOLDINGS, INC.	SI-4979		NIGP CODE LIC RENEWAL	520.00
						Total : 520.00	
120867	3/13/2019	10241	CASEY PRICE	03/04/19		PETTY CASH REIMB - CSD	183.01
						Total : 183.01	
120868	3/13/2019	13256	PEVERALL, MARY	2003725.001		PARK RESERVATION REFUND	147.00
						Total : 147.00	
120869	3/13/2019	12923	ROGERS, DEVERNA	22119DR		CPRS CONFERENCE-PER DIEM	197.00
						Total : 197.00	
120870	3/13/2019	13153	ROTO-ROOTER PLUMBING &	SD254034	52367	PLUMBING REPAIRS	155.00
						Total : 155.00	
120871	3/13/2019	10407	SAN DIEGO GAS & ELECTRIC	91106052		CCA-INFO DATA REQUEST	864.00
						Total : 864.00	
120872	3/13/2019	13171	SC COMMERCIAL, LLC	0637717-IN	52420	DELIVERED FUEL	460.22
				CL09957	52412	FLEET CARD FUELING	1,623.57
						Total : 2,083.79	
120873	3/13/2019	13032	SCARBOROUGH STRATEGIC	02/15/19	52224	MSCP SUBAREA PLAN CONSULT	647.50

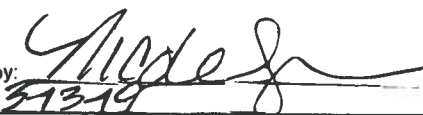
Voucher List
CITY OF SANTEE

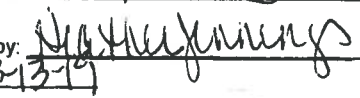
Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
120873	3/13/2019	13032 13032 SCARBOROUGH STRATEGIC	(Continued)			Total : 647.50
120874	3/13/2019	12938 SELECT ELECTRIC INC	3393-13R	52272	TRAFFIC SIGNAL MAINTENANCE	4,905.99
						Total : 4,905.99
120875	3/13/2019	10314 SOUTH COAST EMERGENCY VEHICLE	492987	52432	VEHICLE REPAIR	10,197.99
						Total : 10,197.99
120876	3/13/2019	10217 STAPLES ADVANTAGE	3404570559	52273	OFFICE SUPPLIES - PSD	113.84
						Total : 113.84
120877	3/13/2019	10119 STEVEN SMITH LANDSCAPE INC	40627	52198	A1 LANDSCAPE SERVICES	120.00
			40637	52198	A1 LANDSCAPE SERVICES	378.98
			40658	52198	A1 LANDSCAPE SERVICES	110.00
			40659	52198	A1 LANDSCAPE SERVICES	720.00
			40660	52198	A1 LANDSCAPE SERVICES	4,080.00
			40661	52198	A1 LANDSCAPE SERVICES	110.00
						Total : 5,518.98
120878	3/13/2019	10121 SUPERIOR READY MIX LP	23067	52345	ASPHALT MATERIALS & SUPPLIES	254.29
						Total : 254.29
120879	3/13/2019	10250 THE EAST COUNTY	00077215		CITIES FINANCIAL RPT FY 17/18	178.50
						Total : 178.50
120880	3/13/2019	11193 TMAN TRAFFIC SUPPLY	8941	52287	TRAFFIC SIGNS & SUPPLIES	2,495.31
						Total : 2,495.31
120881	3/13/2019	10165 TRAD AM ENTERPRISES INC	0219SRP		INSTRUCTOR PAYMENT	779.40
						Total : 779.40
120882	3/13/2019	10257 TYLER TECHNOLOGIES INC	045-246809	52349	TOP DEVELOPER DEPOSIT STMT	2,500.00
						Total : 2,500.00
120883	3/13/2019	12480 UNITED SITE SERVICES	114-7862567	52199	PORTABLE TOILETS	71.40
			114-7945645	52199	PORTABLE TOILETS	71.40
			114-7978300	52199	PORTABLE TOILETS	533.14
			114-8078099	52199	PORTABLE TOILETS	71.40

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
120883	3/13/2019	12480 12480 UNITED SITE SERVICES	(Continued)			Total : 747.34
120884	3/13/2019	10325 VALLEY POWER SYSTEM INC	C80067	52201	VEHICLE REPAIR PARTS	85.38
						Total : 85.38
120885	3/13/2019	10148 WESTAIR GASES & EQUIPMENT INC	10822084	52326	SAFETY/PPE	123.96
						Total : 123.96
120886	3/13/2019	10537 WETMORES	63089914	52204	VEHICLE REPAIR PARTS	1,315.48
			63089960	52204	SMALL TOOLS	39.47
						Total : 1,354.95
120887	3/13/2019	10331 HDS WHITE CAP CONST SUPPLY	10010092822	52336	SAFETY/PPE	70.66
						Total : 70.66
120888	3/13/2019	10522 ZUMAR INDUSTRIES INC	82094	52352	SIGNS & SUPPLIES	752.23
						Total : 752.23
56 Vouchers for bank code : ubgen						Bank total : 188,582.58
56 Vouchers in this report						Total vouchers : 188,582.58

Prepared by: 
Date: 3/13/19


Approved by: 
Date: 3/13/19

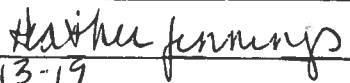
Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
120889	3/13/2019	12724 AMERICAN FIDELITY ASSURANCE	B847560 B860061		VOLUNTARY LIFE INS-AM FIDELITY VOLUNTARY LIFE INS-AM FIDELITY	4,451.30 4,451.30
					Total :	8,902.60
120890	3/13/2019	12903 AMERICAN FIDELITY ASSURANCE CO	2034078		FLEXIBLE SPENDING ACCOUNT	2,456.12
					Total :	2,456.12
120891	3/13/2019	10208 ANTHEM BLUE CROSS	March 2019		EMPLOYEE ASSISTANCE PROGRAM	264.18
					Total :	264.18
120892	3/13/2019	10334 CHLIC	2435994		HEALTH/DENTAL INSURANCE	182,786.20
					Total :	182,786.20
120893	3/13/2019	12722 FIDELITY SECURITY LIFE	163782757		EYEMED - VOLUNTARY VISION	766.73
					Total :	766.73
120894	3/13/2019	10844 FRANCHISE TAX BOARD	PPE 03/06/19		WITHHOLDING ORDER	25.00
					Total :	25.00
120895	3/13/2019	10424 SANTEE FIREFIGHTERS	PPE 03/06/19		DUES/PEC/BENEVOLENT/BC EXP	2,509.23
					Total :	2,509.23
120896	3/13/2019	10776 STATE OF CALIFORNIA	PPE 03/06/19		WITHHOLDING ORDER	308.30
					Total :	308.30
120897	3/13/2019	10001 US BANK	PPE 03/06/19		PARS RETIREMENT	1,070.78
					Total :	1,070.78
120898	3/13/2019	10959 VANTAGE TRANSFER AGENT/457	PPE 03/06/19		ICMA - 457	29,232.06
					Total :	29,232.06
120899	3/13/2019	10782 VANTAGEPOINT TRNSFR AGT/801801	PPE 03/06/19		RETIREE HSA	3,621.34
					Total :	3,621.34
11 Vouchers for bank code : ubgen						Bank total : 231,942.54
11 Vouchers in this report						Total vouchers : 231,942.54

Bank code : ubgen

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>PO #</u>	<u>Description/Account</u>	<u>Amount</u>
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Prepared by: 
Date: 3-13-19

Approved by: 
Date: 3-13-19

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
120900	3/15/2019	10001 US BANK	00004429		OFFICE SUPPLIES	22.22
			0024		MEETING SUPPLIES	12.86
			0046		MEETING SUPPLIES	12.10
			011644		PROJECT SUPPLIES	22.52
			012319		COUNCIL MEETING SUPPLIES	18.98
			012519		CONFERENCE REGISTRATION	795.00
			0149109		UNIFORM ORNAMENTS	173.45
			02072019		VEHICLE SERVICE	120.00
			021319		COUNCIL MEETING SUPPLIES	17.88
			026519		PARKING FEE	45.00
			040931		SENIOR CRAFT SUPPLIES	27.06
			041		GENERAL SPECIAL EVENTS	27.50
			049601		SUPPLIES	41.85
			054948		TEEN CENTER CRAFT SUPPLIES	10.84
			05922		TEEN CENTER SUPPLIES	16.10
			066642		REGISTRATION	25.00
			06673		LEAGUE OF CA CITIES	16.00
			06730		LEAGUE OF CA CITIES	16.00
			071336		CABLE ADAPTERS	66.77
			08182		PARKS/ROW SUPPLIES	19.63
			08788		WOODGLEN VISTA REPAIRS	157.07
			090881		SENIOR PROGRAM SUPPLIES	9.82
			09418		REPAIR/MAINTENANCE SUPPLIES	148.14
			09942		DUTY TRUCK SUPPLIES	68.63
			1052550		SHOP STOCK	94.15
			10536		SECURITY LIGHT - TEEN CTR	48.46
			1054290		SHOP SUPPLIES	138.63
			106765		SANTEE ACTIVE LIFESTYLE EXPO	64.65
			106815		SANTEE ACTIVE LIFESTYLE EXPO	500.00
			111-2407997-4260229		EOC SUPPLIES	234.47
			1115		RETREAT	201.40
			111-6921317-7373052		EOC SUPPLIES	165.84
			111-9894398-5858647		EOC SUPPLIES	221.92
			112-0426712-75562		OFFICE SUPPLIES	13.82
			112-4283699-5342658		PUBLIC EDUCATION EQUIPMENT	527.98
			112-6510562-0461065		PUBLIC EDUCATION EQUIPMENT	371.69

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
120900	3/15/2019	10001 US BANK	(Continued)			
			112-6517267-2297013		EQUIPMENT REPAIR PARTS	19.96
			113-2063259-5487443		SAFETY EQUIPMENT	104.14
			1134456562-2861806-A		PUBLIC EDUCATION EQUIPMENT	376.05
			1134456562-2861806-B		PUBLIC EDUCATION EQUIPMENT	6.99
			113-4661791-5374646		STATION SUPPLIES	89.59
			113-7827360-2704217		EOC EQUIPMENT	370.29
			113-8068286-3497840		STATION SUPPLIES	32.69
			140030		LUNCH MEETING	54.97
			14470		REGISTRATION	150.00
			192712		TEEN CENTER	12.92
			19382		EOC EQUIPMENT	347.34
			1BXML81		WIRELESS RADIO	188.91
			2019		LEAGUE OF CA CITIES	30.00
			20-27128394		SALES & USE TAX WORKSHOP	149.00
			2111409		SKATE PARK SAFETY GEAR	91.44
			22638987		OFFICE SUPPLIES	237.94
			23618350		SANTEE BLUEGRASS FESTIVAL	162.34
			23629743		SPRING 2019 BROCHURE PRINTIN	440.11
			2598		UNIFORM PREP	15.00
			2609		UNIFORM PREP	20.00
			2808912		SANTEE ACTIVE LIFESTYLE EXPO	1,000.00
			300001423		CSMFO ANNUAL MEMBERSHIP JF	110.00
			30537947		TREES - CUYAMACA ROW	226.11
			3100992		SANTEE ACTIVE LIFESTYLE EXPO	14.99
			338		STATION SUPPLIES	12.91
			3432588		PERMA PATCH - POTHOLES	484.88
			353971		MEETING SUPPLIES	19.47
			36075		VEHICLE REPAIR	72.00
			374304		MEETING SUPPLIES	12.50
			38812269372008471010		RISK MANAGEMENT TRAINING	199.00
			38812270372008471012		RISK MANAGEMENT TRAINING	199.00
			391074		VEHICLE SUPPLIES	25.31
			391075		VEHICLE SUPPLIES	-2.69
			439189		CREDIT	-17.34
			4460129		REGISTRATION	28.00
			459956851		SDHF EVENT REGISTRATION	55.00

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
120900	3/15/2019	10001 US BANK	(Continued)			
			482181		TEEN CENTER SUPPLIES	135.97
			48685		COMMUNITY CENTER REPORT	331.87
			4969039		MONITOR CABLES	385.00
			51223		CITY HALL MAINTENANCE	261.44
			52283		LEAGUE OF CA CITIES	238.45
			5632434		PARMA CONFERENCE 2019 - HOTE	519.96
			5632778		PARMA CONFERENCE 2019- HOTE	483.96
			6015796		STATION SUPPLIES	30.04
			61526339225		DOMAIN RENEWAL	35.00
			6559921		EQUIPMENT REPAIR	215.48
			65686		OPS CENTER SUPPLIES	24.15
			6880296		MEETING SUPPLIES	135.00
			694638227-01		EGGSTRAVAGANZA	1,300.42
			694638227-02		EGGSTRAVAGANZA	495.00
			694799944-01		EGGSTRAVAGANZA	-70.05
			71278		SMALL TOOLS	39.92
			750095		REPLACEMENT PHONE CASE	32.31
			761600031		SPRING EGGSTRAVAGANZA	493.03
			76427		SPRAY TRUCK SUPPLIES	86.60
			8448		RAIN GEAR	155.84
			8G1M		MEETING SUPPLIES	11.47
			908-4-370-611476-19.		PRINTING CHARGES	4.74
			935875		SUPPLIES	55.99
			96001		PROFESSIONAL DEVELOPMENT	159.95
			970		DAY CAMP FIELD TRIP DEPOSIT	149.90
			996781330		SOFTWARE	179.88
			CAFR2017-18		GFOA CAFR AWARD APP.	505.00
			CR1134661791-5374646		CR-STATION EQUIPMENT RTRND	-89.59
			CR1138068286-3497840		CR-STATION SUPPLIES RETRND	-32.69
			EC9KFKEAP2		SANTEE ACTIVE LIFESTYLE EXPO	500.00
			EYDRKK6AP2		SANTEE ACTIVE LIFESTYLE EXPO	100.00
			HMCMH4K4SM		AIR BNB - MISCHARGE/ERROR	510.96
			HMCMH4K5SM		AIR BNB CREDIT DUE TO ERROR	-510.96
			OFFICE DEPOT #908		OFFICE SUPPLIES	21.96
			PK0202218596		LIGHTS & FIXTURES	154.01

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
120900	3/15/2019	10001 10001 US BANK	(Continued)			
1 Vouchers for bank code : ubgen						Total : 16,862.26
1 Vouchers in this report						Bank total : 16,862.26
						Total vouchers : 16,862.26

Prepared by:

Date:

Approved by: _____

Date: _____

City of Santee
COUNCIL AGENDA STATEMENT

Item 4

MEETING DATE March 27, 2019

AGENDA ITEM NO.

ITEM TITLE APPROVAL OF THE EXPENDITURE OF \$53,744.87 FOR FEBRUARY 2019 LEGAL SERVICES AND RELATED COSTS

DIRECTOR/DEPARTMENT

Tim K. McDermott, Finance *TKM*

SUMMARY

Legal services invoices proposed for payment for the month of February 2019 total \$53,744.87 as follows:

1) General Retainer Services	\$ 15,477.20
2) Labor & Employment	2,092.50
3) Litigation & Claims	2,978.68
4) Special Projects - General Fund	17,948.08
5) Third-Party Reimbursable Projects	15,248.41
Total	<u>\$ 53,744.87</u>

FINANCIAL STATEMENT *TKM*

General Fund:	<u>AMOUNT</u>	<u>BALANCE</u>
Adopted Budget	\$ 492,000.00	
Revised Budget	\$ 612,000.00	
Prior Expenditures	(389,142.79)	
Current Request	(38,496.46)	\$ 184,360.75
Other Funds (excluding applicant initiated items):		
Adopted Budget	\$ 10,000.00	
Revised Budget	\$ 31,494.92	
Prior Expenditures	(7,992.42)	
Current Request	-	\$ 23,502.50

CITY ATTORNEY REVIEW

N/A Completed

RECOMMENDATION *MSB*

Approve the expenditure of \$53,744.87 for February 2019 legal services and related costs.

ATTACHMENT (Listed Below)

Legal Services Billing Summary

**LEGAL SERVICES BILLING SUMMARY
FY 2018-19**

<u>Category</u>	<u>Adopted Budget</u>	<u>Revised Budget</u>	<u>Spent Year to Date</u>	<u>Available Balance</u>	<u>Current Request Mo/Yr</u>	<u>Amount</u>
General Fund:						
General / Retainer	\$ 186,000.00	\$ 186,000.00	\$ 108,278.30	\$ 77,721.70	Feb-19	\$ 15,477.20
Labor & Employment	50,000.00	59,000.00	34,373.02	24,626.98	Feb-19	2,092.50
Litigation & Claims	60,000.00	50,000.00	34,773.21	15,226.79	Feb-19	2,978.68
Special Projects	196,000.00	317,000.00	211,718.26	105,281.74	Feb-19	17,948.08
Total	\$ 492,000.00	\$ 612,000.00	\$ 389,142.79	\$ 222,857.21		\$ 38,496.46
Other City Funds:						
Special Projects	\$ -	\$ 21,494.92	\$ 7,969.92	\$ 13,525.00		\$ -
MHFP Commission	10,000.00	10,000.00	22.50	9,977.50		-
Total	\$ 10,000.00	\$ 31,494.92	\$ 7,992.42	\$ 23,502.50		\$ -
Third-Party Reimbursable:						
Sky Ranch	n/a	n/a	\$ 3,202.86	n/a	Feb-19	\$ 87.00
Weston	n/a	n/a	3,913.41	n/a	Feb-19	1,890.00
Weston CFDs	n/a	n/a	5,441.34	n/a	Feb-19	145.00
Home Fed Project	n/a	n/a	59,407.12	n/a	Feb-19	5,975.54
MSCP - Subarea Plan	n/a	n/a	13,874.00	n/a	Feb-19	1,085.00
Karl Strauss	n/a	n/a	1,917.67	n/a	Feb-19	351.87
Walker Trails	n/a	n/a	4,374.82	n/a		-
Davisson Multi-Family	n/a	n/a	350.00	n/a		-
Prospect Estates II	n/a	n/a	3,242.63	n/a	Feb-19	3,492.00
Graves Verizon Wireless Fac.	n/a	n/a	4,572.00	n/a		-
Costco Fuel Facility Relocation	n/a	n/a	6,408.74	n/a	Feb-19	393.00
Carribbean Way TM/DR Permit	n/a	n/a	841.85	n/a		-
Service Station on Cuyamaca	n/a	n/a	1,780.74	n/a		-
Garmo Gas Station Project	n/a	n/a	1,747.00	n/a		-
Cornerstone Communities	n/a	n/a	8,953.57	n/a		-
Gondola Skate Warehouse	n/a	n/a	285.00	n/a		-
8711 Atlas View	n/a	n/a	560.00	n/a		-
Parkside	n/a	n/a	-	n/a	Feb-19	639.00
Woodsprings Suites	n/a	n/a	-	n/a	Feb-19	1,190.00
Total			\$ 120,872.75			\$ 15,248.41

LEGAL SERVICES BILLING SUMMARY
FY 2018-19

Total Previously Spent to Date	
FY 2018-19	
General Fund	\$ 389,142.79
Other City Funds	7,992.42
Applicant Deposits	120,872.75
Total	\$ 518,007.96

Total Proposed for Payment	
General Fund	\$ 38,496.46
Other City Funds	-
Applicant Deposits	15,248.41
Total	\$ 53,744.87

City of Santee
COUNCIL AGENDA STATEMENT

Item 5

MEETING DATE March 27, 2019

AGENDA ITEM NO.

ITEM TITLE AUTHORIZATION OF FY 2018-19 EXPENDITURES WITH SOUTH COAST EMERGENCY VEHICLE SERVICE FOR AS-NEEDED FIRE APPARATUS REPAIRS AND REPLACEMENT PARTS

DIRECTOR/DEPARTMENT John Garlow, Fire Chief 

SUMMARY

South Coast Emergency Vehicle Service ("South Coast") is the only authorized dealership for proprietary Pierce repair and replacement parts in San Diego County. Pierce is the manufacturer of all but one of the major Fire Department apparatus. Due to two unanticipated major repairs, in addition to the routine day-to-day repair parts, the departmental expenditures with South Coast are expected to total \$26,000 in FY 2018-19. In November 2018, an emergency repair was completed on a 2011 Pierce Arrow XT, Unit #V157, to replace the governor system at a cost of \$2,876. In February 2019, a second emergency repair was completed on a 2014 Pierce Arrow XT, Unit #V166, to replace the radiator at a cost of \$10,198.

In accordance with Santee Municipal Code (SMC) Section 3.24.120(B)(4), the purchasing agent may dispense with the requirements of formal or informal bidding and purchase supplies, material and equipment on the open market when the City Council determines that due to special circumstances, it is in the City's best interest to purchase a commodity or enter into a contract without compliance with the bidding procedure. As South Coast is the only authorized dealership for proprietary Pierce repair and maintenance parts in San Diego County, and given that the total amount of FY 2018-19 expenditures with South Coast are expected to total \$26,000, staff requests City Council authorization of the FY 2018-19 expenditures with South Coast in the amount of \$26,000.

FINANCIAL STATEMENT 

Sufficient funds are appropriated in the adopted FY 2018-19 Fire Department Fleet Maintenance operating budget.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION 

Authorize FY 2018-19 expenditures with South Coast Emergency Vehicle Service for as-needed fire apparatus repairs and replacement parts in the amount of \$26,000.

ATTACHMENTS

None

City of Santee
COUNCIL AGENDA STATEMENT

Item 6

MEETING DATE March 27, 2019

AGENDA ITEM NO.

ITEM TITLE **ACCEPTANCE AND APPROPRIATION OF FY 2018 URBAN AREA SECURITY INITIATIVE (UASI) GRANT TRAINING FUNDS FOR UASI TRAINING BACKFILL OVERTIME REIMBURSEMENT AND TO CONDUCT A REGIONAL SAFETY OFFICER CLASS**

DIRECTOR/DEPARTMENT John Garlow, Fire Chief *JG*

SUMMARY

Each year since 2003, the U.S. Department of Homeland Security has provided San Diego County agencies funds in the form of Urban Area Security Initiative (UASI) Grants. The UASI grants are managed by the City of San Diego Office of Homeland Security (SD OHS) and are used to purchase items and support programs that will assist the entire region in times of natural or terrorism-based disasters. The grants have a requirement that a certain portion be utilized for training.

UASI training fund priorities are established by the Urban Area Working Group (UAWG) and in previous years were available to individual agencies for specified training on a first-come, first-served fiscal year basis until the funds were depleted. However, the newly vetted process allocates specific dollar amounts to specific agencies.

During the application process, the Regional Technology Project (RTP) and the UAWG approved two projects for Santee. Project 1) Training participation costs will be reimbursed up to the allocated amount, \$5,708. This award is solely for overtime and backfill costs associated with the attendance of San Diego UASI-sponsored training events, as well as travel and tuition costs for UASI-approved conferences. Project 2) Conduct a regional Safety Officer training class. Costs will be reimbursed up to the allocated amount, \$8,000. All activities funded with this award must be completed within the subrecipient performance period of September 01, 2018, to May 31, 2020.

FINANCIAL STATEMENT *Jm*

Up to \$13,708 of FY 2018 Urban Area Security Initiative training funds managed by the City of San Diego will be utilized for pre-approved UASI grant training backfill costs associated with the attendance of San Diego UASI-sponsored training events, as well as travel and tuition costs for UASI-approved conferences and to conduct a regional Safety Officer class.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *MDB*

Accept and appropriate \$13,708 in FY 2018 UASI grant training funds for UASI training backfill costs associated with the attendance of San Diego UASI-sponsored training events, as well as travel and tuition costs for UASI-approved conferences and to conduct a regional Safety Officer class

ATTACHMENTS

Notification of Subrecipient Award Approval

RECEIVED

MAR 01 2019

February 26, 2019

City of Santee
 Fire Department

Marlene Best
 City Manager
 City of Santee
 10601 N Magnolia Ave
 Santee, CA 92071

SUBJECT: NOTIFICATION OF SUBRECIPIENT AWARD APPROVAL
 FY 2018 Homeland Security Grant Program
 Grant# 2018-0054 Cal OES ID# 073-66000
 Sub-recipient Performance Period: September 1, 2018, to May 31, 2021

Sub-recipient: City of Santee

The San Diego Office of Homeland Security (SD OHS) has approved your FY18 Urban Area Security Initiative (UASI) award.

Activities:	Amount:	Reimbursement Claim Due Date:
All Projects	\$13,708	
Project 021 – Regional Training - Participation	\$5,708	May 31, 2020
Project 021 - Regional Training - Conduct (Safety Of)	\$8,000	May 31, 2020

During the application process, the Regional Technology Partnership (RTP) vetted and the Urban Area Working Group (UAWG) approved your project(s). Throughout the grant cycle, SD OHS will use performance milestones set in the HSGP application as indicators of performance and this information may be used in assessing future competitive grant applications. All activities funded with this award must be completed within the sub-recipient performance period.

You are required to comply with all applicable federal, state, and local environmental and historic preservation (EHP) requirements. Additionally, Aviation/Watercraft requests, projects requiring EHP review, federal schedule and sole source procurement requests, regardless of dollar amount, require prior approval from OHS and the California Governor’s Office of Emergency Services (Cal OES). Sub-recipients must obtain written approval for these activities prior to incurring any costs, in order to be reimbursed for any related costs under this grant. Sub-recipients are also required to obtain a performance bond prior to the purchase of any equipment item over \$250,000, including any aviation or watercraft financed with homeland security dollars. Performance bonds must be submitted to your UASI Program Representative no later than the time of reimbursement.

Following acceptance of this award, you must sign and return the SD OHS Memorandum of

City of Santee
February 26, 2019
Page 2

Understanding (MOU) as well as the Cal OES grant assurances. Once your completed MOU and Grant Assurances are signed and received in our office, you may request reimbursement of eligible grant expenditures.

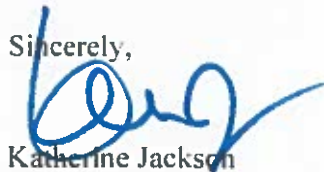
Your agency must coordinate with SD OHS to prepare and submit quarterly projections and milestone reporting via email so that SD OHS can comply with the semi-annual BSIR reporting for the duration of the grant period or until you complete all activities and the grant is formally closed. Failure to submit required reports could result in grant reduction, suspension, or termination.

This grant is subject to all provisions of 2 CFR Part 200. Any funds received in excess of current needs, approved amounts, or those found owed as a result of a final review or audit, must be refunded to SD OHS within 30 days upon receipt of an invoice from SD OHS.


Your dated signature is required on this letter. Please sign and return the original to your UASI Program Representative at 1200 3rd Ave Ste. 1700, San Diego, CA 92101 within 20 days of receipt and keep a copy for your files.

For further assistance, please feel free to contact your SD OHS UASI Program Representative at (619) 533-6760.

Sincerely,



Katherine Jackson
Program Manager
City of San Diego Office of Homeland Security


Marlene Best
City Manager, City of Santee


Date

City of Santee
COUNCIL AGENDA STATEMENT

Item 7

MEETING DATE March 27, 2019

AGENDA ITEM NO.

ITEM TITLE **AUTHORIZATION OF USE OF THE CITY SEAL**

DIRECTOR/DEPARTMENT Marlene D. Best, City Manager

SUMMARY

Section 1.20.020 of the Santee Municipal Code prohibits any person from using a reproduction of the Santee City Seal for any purpose other than official business, without prior City Council authorization. Former City Council Member and current State Senator, Brian Jones, has requested authorization to hang a reproduction of the City Seal in his office, and the City desires to authorize such use. City staff anticipates that other individuals may make similar requests in the future.

This agenda item requests that the Council (1) authorize State Senator Jones to use a reproduction of the City Seal, and (2) delegate to the Mayor the authority to approve future requests for use of the City Seal, as appropriate.

tm

FINANCIAL STATEMENT

There is no cost to the City associated with providing this authorization.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *MSB*

1. Authorize State Senator Brian Jones to use a reproduction of the City Seal.
2. Authorize the Mayor to approve future requests for use of reproductions the City Seal, as appropriate.

ATTACHMENTS

None.

City of Santee
COUNCIL AGENDA STATEMENT

Item 8

MEETING DATE

March 27, 2019

AGENDA ITEM NO.

ITEM TITLE **RESOLUTION AUTHORIZING THE PURCHASE OF EIGHT MULTI-FUNCTION COPY MACHINES FROM SHARP BUSINESS SYSTEMS IN ACCORDANCE WITH SOURCEWELL CONTRACT NO. 083116-SEC; DECLARE UP TO 8 COPIERS AND 84 COMPUTERS AS SURPLUS PROPERTY; AND AUTHORIZE THE DONATION OF SURPLUS PROPERTY TO A CHARITABLE ORGANIZATION**

DIRECTOR/DEPARTMENT

Kathy Valverde, Assistant to the City Manager *KV*

SUMMARY

The City currently has 12 copy machines located in all departments and offsite work locations, eight of which range in age from 5 to 11 years old. All were leased under different contracts, at different times, from Xerox. Four of the copiers are still under contract. However, eight of the machines are no longer under contract and are currently experiencing high maintenance costs, are often failing or need service, are unreliable and incompatible with our network, and are at the end of their useful life. More information on the selection and recommended purchase of Sharp copiers is provided in the attached staff report.

Santee Municipal Code section 3.24.180 authorizes the City to purchase equipment and supplies from a vendor at a price established by competitive or competitively negotiated bid by another public agency as long as that bid substantially complies with the formal bidding procedures in Santee Municipal Code section 3.24.110. In September 2016, National Joint Powers Alliance (NJPA) conducted a competitive process, substantially complying with Santee's Municipal Code, for lease and purchase of various multi-function copiers, printers, and equipment applicable to scanned data and management, image duplicating, and related solutions, accessories, supplies, and services. Based on the requirements for lowest responsive responsible bidder offering the best overall quality and selection of products and services, Sharp was awarded Contract No. 083116-SEC effective 10/19/2016 to 10/29/2020 with the option of being extended a fifth year. National Joint Powers Alliance (NJPA) became Sourcewell on June 6, 2018.

Santee Municipal Code Section 3.24.190 requires City Council approval of all purchases of supplies, materials and equipment exceeding \$20,000.

FINANCIAL STATEMENT *fm*

The total cost to purchase eight multi-function copy machines is \$104,026.16. Funds are currently appropriated for this purchase as part of the amended General Fund budget for Fiscal Year 2018-19. The corresponding five-year pooled maintenance agreement will be \$1,038 per month, which reflects an estimated annual savings of more than \$10,000 over current maintenance costs. Funds are currently budgeted in departmental operating budgets for these monthly charges.

CITY ATTORNEY REVIEW

N/A

Completed

RECOMMENDATION *MDB*

Adopt the attached Resolution.

ATTACHMENTS

1. Staff Report
2. Resolution

STAFF REPORT
Purchase of Copy Machines
March 27, 2019

Purchase of Copy Machines

The City currently has 12 copy machines located in all departments and offsite work locations, eight of which range in age from 5 to 11 years old. All were leased under different contracts, at different times, from Xerox with 3 to 5 year lease agreements. Each of the contracts is currently managed individually by the various responsible departments. Four of the copiers are still under contract. However, eight of the machines are no longer under contract and are currently experiencing high maintenance costs, are often failing or need service, are unreliable and incompatible with our network, and are at the end of their useful life.

This item will allow staff to purchase eight multi-function copy machines from Sharp Business Systems at this time and place them under a single pooled maintenance agreement. These multi-function machines will all have copying, printing, scanning and faxing capabilities. Consistent with this purchase, staff intends to replace the four remaining machines when those lease agreements expire, in compliance with the City's purchasing regulations.

In reviewing the City's replacement options, staff determined that a pooled maintenance concept for the copy machines would allow for better pricing and service, and improved management and oversight of the contract. With this concept in mind, Information Technology staff performed a copier needs assessment for all City departments. Five of the leading copier companies were contacted (Sharp, Xerox, Kyocera, Ricoh, and Cannon) and asked if they were interested in providing a copy machine to the City for a 30 day test period. Over the course of several months, each of the units was tested by various department staff. To maintain uniformity and objectivity, the copiers were rated individually on print quality, scan quality, scan to email quality, speed of printing, ease of use, and network compatibility. The tallied scores identified the copy machine from Sharp Business Systems as the optimal copier that best met the City's needs. In turn, the City can utilize Sourcewell Contract No. 083116-SEC to purchase the desired copy machines from Sharp. The eight copy machines will all have the desired features as tested, with one higher capacity/functionality machine to be located in the City Clerk's Department.

In accordance with the Sourcewell contract, Santee may purchase the copy machines outright or finance them through a five-year lease/purchase option. In comparing these options, staff concluded that purchasing is more cost effective than leasing, as summarized below:

Replacement of 8 Copy Machines

Purchase	\$ 104,030
5-year Lease (12.1% interest rate)	<u>\$ 139,190</u>
Savings if Purchased	+ \$35,160

Under either scenario (purchase or lease) the five-year pooled maintenance agreement will remain the same, both in cost and in coverage. The monthly maintenance cost will be \$1,038, which reflects an estimated annual savings of more than \$10,000 over current maintenance costs. The maintenance agreement covers any needed parts for repair, labor, and toner.

Disposal of Surplus City Property

The purchase of new multi-function copy machines, as well as the recent purchase of 84 new computers, will result in a surplus of City property that will need to be disposed.

In accordance with Santee Municipal Code section 3.32.020, the City Council must approve a surplus request for any item with an estimated current market value of more than \$10,000. While no single item (copy machine or computer) has significant value, it is possible that the aggregate value of all the surplus equipment may reach \$10,000. Therefore, staff is asking Council to declare up to 8 copy machines and 84 computers as surplus property.

Additionally, Santee Municipal Code section 3.32.040 allows the City Council to authorize the purchasing agent to dispose of surplus property with an estimated current market value of more than \$10,000 in a variety of ways, including donation to a publicly funded or charitable organization.

Staff recommends that the surplus property be donated to the charitable organization, San Diego Futures Foundation (SDFF). The SDFF is a non-profit organization who makes information technology resources available to underserved populations in San Diego County by providing technology equipment, training, support, IT outsourcing, and digital media services to nonprofit organizations, disadvantaged small businesses, low-income households, people with disabilities, and seniors.

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE PURCHASE OF EIGHT COPY MACHINES FROM SHARP BUSINESS SYSTEMS IN ACCORDANCE WITH SOURCEWELL CONTRACT NO. 083116-SEC; DECLARE UP TO 8 COPIERS AND 84 COMPUTERS AS SURPLUS PROPERTY; AND AUTHORIZE THE DONATION OF SURPLUS PROPERTY TO A CHARITABLE ORGANIZATION

WHEREAS, the City currently has 12 copy machines, eight of which range in age from 5 to 11 years old, and all leased under separate contract terms; and

WHEREAS, eight of the City's copy machines are no longer under contract and are currently experiencing high maintenance costs, are often failing or need service, are unreliable and incompatible with the City's network, and are at the end of their useful life; and

WHEREAS, the purchase of eight new multi-function copy machines from Sharp Business Systems will allow the City to replace the outdated machines and place them under a single pooled maintenance agreement for better cost, service, management and oversight; and

WHEREAS Santee Municipal Code section 3.24.180 authorizes the City to purchase supplies and equipment from a vendor at a price established by competitive or competitively negotiated bid by another public agency as long as that bid substantially conforms with the formal bidding procedures in Santee Municipal Code section 3.24.110; and

WHEREAS, In September 2016, National Joint Powers Alliance (NJPA) conducted a competitive process, substantially complying with Santee's Municipal Code, for lease and purchase of various multi-function copiers, printers, and equipment applicable to scanned data and management, image duplicating, and related solutions, accessories, supplies, and services. Based on the requirements for lowest responsive responsible bidder offering the best overall quality and selection of products and services, Sharp was awarded Contract No. 083116-SEC effective 10/19/2016 to 10/29/2020 with the option of being extended a fifth year; and

WHEREAS National Joint Powers Alliance (NJPA) became Sourcewell on June 6, 2018; and

WHEREAS, Santee Municipal Code Section 3.24.190 requires City Council approval for all purchases of supplies, materials and equipment exceeding \$20,000; and

WHEREAS, Santee Municipal Code requires City Council approval of a surplus property request for any item with an estimated current market value of more than \$10,000. While no single item (copy machine or computer) has significant value, it is possible that the aggregate value of all the surplus equipment may reach \$10,000; and

WHEREAS, given the estimated value of all the surplus property (copy machines and computers), staff is recommending Council declare up to 8 copy machines and 84

RESOLUTION NO. _____

computers as surplus property, and donate the surplus property to a charitable organization.

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

Section 1. The City Manager is hereby authorized to purchase seven (7) MX-3571 and one (1) MX-8090N multi-function digital color copy machines from Sharp Business Systems at a cost of \$104,026.16 in accordance with Sourcwell Contract No. 083116-SEC and place the machines under a pooled five-year maintenance agreement with Sharp Business Systems at a monthly cost of \$1,038.

Section 2. The City Council declares up to 8 copy machines and 84 computers as surplus property.

Section 3. The City Manager is hereby authorized to donate the surplus property to the San Diego Futures Foundation, a non-profit organization, or to another charitable organization.

ADOPTED by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 27th day of March, 2019, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

ANNETTE ORTIZ, MBA, CMC, CITY CLERK

City of Santee
COUNCIL AGENDA STATEMENT

Item 9

MEETING DATE March 27, 2019

AGENDA ITEM NO.

ITEM TITLE STATE OF THE CITY

DIRECTOR/DEPARTMENT Mayor John W. Minto

SUMMARY

The Mayor will present the State of the City Address

FINANCIAL STATEMENT None.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION

Receive the State of the City Address

ATTACHMENTS

None.