

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

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
Erica Hardy
LAW ENFORCEMENT
Captain Daniel Brislin



CITY COUNCIL

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

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

**Wednesday, November 13, 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: Todd Tolson – Riverview Community Church

PLEDGE OF ALLEGIANCE

PROCLAMATION: Small Business Saturday – November 30, 2019

PROCLAMATION: Green Friday – November 29, 2019

ADJOURNMENT IN MEMORY: In Memory of Jayne Stanley Hurley

CONSENT CALENDAR:

PLEASE NOTE: Consent Calendar items are considered routine and will be approved by one motion, with no separate discussion prior to voting. The public, staff or Council Members 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. (City Clerk – Ortiz)**
- (2) Approval of Meeting Minutes of the Santee City Council for the Regular Meeting of October 9, 2019. (City Clerk – Ortiz)**

- (3) Approval of Payment of Demands as presented. (Finance – McDermott)
- (4) Approval of the Expenditure of \$71,644.84 for October 2019 Legal Services and Related Costs. (Finance – McDermott)
- (5) Adoption of a Resolution approving the City of Santee ADA and Title VI Notices to the Public, Grievance Procedures and Grievance Forms. (Human Resources – Hardy)
- (6) Adoption of a Resolution accepting the Citywide Slurry Seal and Roadway Maintenance Program 2019 Project (CIP 2019-02) as complete. (Development Services – Kush)

PUBLIC HEARING:

- (7) Public Hearing for an Ordinance Rescinding Chapters 11.02, 11.04, 11.06, 11.08, 11.10, 11.12, 11.14, 11.16, 11.18, 11.20, 11.22, and 11.26 of Title 11 of the Santee Municipal Code Entitled “Buildings And Construction”, in their entirety and Adopting by reference the 2019 California Building Standards Code, including the 2019 California Administrative Code, the 2019 California Building Code, the 2019 California Residential Code, the 2019 California Electrical Code, the 2019 California Mechanical Code, the 2019 California Plumbing Code, the 2019 California Energy Code, the 2019 California Historical Building Code, the 2019 California Fire Code, the 2019 California Existing Building Code, the 2019 California Green Building Standards Code, and the California Referenced Standards Code, together with modifications, additions, and deletions thereto. (Development Services – Kush)

Recommendation:

1. Conduct and close the Public Hearing; and
2. Find the Ordinance Categorically Exempt from the provisions of CEQA pursuant to Section 15308 of the CEQA Guidelines and authorize the filing of a Notice of Exemption; and
3. Adopt the Ordinance.

- (8) Continued Public Hearing to consider Certification of a Program Environmental Impact Report under the California Environmental Quality Act; Adoption of CEQA Findings of Fact, and a Mitigation Monitoring and Reporting Program; and Adoption of the Sustainable Santee Plan (Climate Action Plan) Applicant: City of Santee. (Development Services – Kush)

Recommendation:

- Open the Public Hearing and receive public testimony; and
Continue the Public Hearing to December 11, 2019.

NEW BUSINESS:

- (9) Resolution amending the Employment Agreement of the City Manager. (Human Resources – Hardy)**

Recommendation:

Adopt the Resolution, approving the Third Amendment and direct staff to take any necessary administrative actions to facilitate the deposit of the contribution.

- (10) Second workshop regarding Legislative Policy related to General Council Meeting Procedures. (City Attorney/City Clerk – Hagerty/Ortiz)**

Recommendation:

Review draft policy and provide direction to City staff.

- (11) Authorize the City Manager to execute a Professional Services Agreement for Concession Services at Mast Park with Quality Coast Incorporated per RFP 19/20-40017. (Community Services – Maertz)**

Recommendation:

Authorize the City Manager to execute a Professional Services Agreement for Concession Services at Mast Park with Quality Coast, Inc.

- (12) Appeal of a Decision of the Director of Development Services granting Sign Permit ZAS2019-14 and Variance V2019-2 for the Lantern Crest Congregate Care Facility digital sign located at 300 Lantern Crest Way in the Neighborhood Commercial/Medium High Density Residential (NC/R-14) Zone. (APN 384-142-36). Applicant: Michael Grant. (Development Services – Kush)**

Recommendation:

Affirm, reverse wholly, or reverse partly the Decision of the Director of Development Services Granting Sign Permit ZAS2019-14 and Variance V2019-2.

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:

CITY MANAGER REPORTS:

CITY ATTORNEY REPORTS:

CLOSED SESSION:

(13) CONFERENCE WITH REAL PROPERTY NEGOTIATORS

(Gov. Code section 54956.8)

Property: Parcel 4 of Parcel Map 18857 located in Trolley Square (Library site)

City Negotiator: City Manager

Negotiating Parties: Excel Hotel Group and Vestar Kimco Santee, LP

Under Negotiation: Price and terms of payment

ADJOURNMENT:




November & December Meetings

Nov 07	SPARC	Civic Center Building 8A
Nov 11	Community Oriented Policing Committee Cancelled	Council Chamber
Nov 13	Council Meeting	Council Chamber
Dec 05	SPARC	Civic Center Building 8A
Dec 09	Community Oriented Policing Committee	Council Chamber
Dec 11	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 }	<h3>AFFIDAVIT OF POSTING AGENDA</h3>
<p>I, <u>Annette Ortiz, City Clerk</u> of the City of Santee, hereby declare, under penalty of perjury, that a copy of this Agenda was posted in accordance with the Brown Act and Santee Resolution 61-2003 on <u>November 8, 2019</u>, at <u>4:00 p.m.</u></p>	
Signature 	11/08/19 Date

City of Santee
COUNCIL AGENDA STATEMENT

Proclamation

MEETING DATE November 13, 2019

AGENDA ITEM NO.

ITEM TITLE **PROCLAMATION: SMALL BUSINESS SATURDAY - NOVEMBER 30**

DIRECTOR/DEPARTMENT John W. Minto, Mayor

SUMMARY

2019 marks the 10th annual Small Business Saturday. Small Business Saturday was first observed in the United States on November 27, 2010, in response to small business owners' most pressing need: more customers. It is a counterpart to Black Friday and Cyber Monday, which feature big box retail and e-commerce stores, respectively. By contrast, Small Business Saturday encourages holiday shoppers to patronize brick and mortar businesses that are small and local.

Falling between Black Friday and Cyber Monday, Small Business Saturday is a day dedicated to supporting the diverse range of local businesses that help create jobs, boost the economy, and enhance neighborhoods around the country.

Supporting Small Business Saturday demonstrates commitment to the communities in which we live, creates good will, local jobs, and preserves communities' unique culture. The attached proclamation has been prepared to encourage Santee citizens to "Shop Small" on November 30 and throughout the year.

The attached proclamation has been prepared and will be displayed on the Shop Small website.

CITY ATTORNEY REVIEW N/A Completed

FINANCIAL STATEMENT N/A

RECOMMENDATION *MSB* Approve proclamation.

ATTACHMENTS (Listed Below)

Proclamation.

City of Santee, California

Proclamation

WHEREAS, the City of Santee appreciates our local small businesses and the contributions they make to our local economy and community; and

WHEREAS, according to the United States Small Business Administration, there are currently 30.2 million small businesses in the United States, representing 99.7 percent of all businesses with employees in the United States; and

WHEREAS, 94% of consumers in the United States value the contributions small businesses make in their community; and

WHEREAS, Santee supports our local businesses that create jobs, boost our local economy and preserve our communities; and

WHEREAS, advocacy groups, as well as public and private organizations across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday.

NOW, THEREFORE, I, John W. Minto, Mayor of the City of Santee, on behalf of the City Council, do hereby proclaim November 30, 2019, as

“SMALL BUSINESS SATURDAY”

in the City of Santee and urge the residents of our community, and communities across the country, to support small businesses and merchants on Small Business Saturday and throughout the year.

IN WITNESS WHEREOF, I have hereunto set my hand this fourteenth day of November, two thousand eighteen, and have caused the Official Seal of the city of Santee to be affixed.



John W. Minto

Mayor John W. Minto

City of Santee
COUNCIL AGENDA STATEMENT

Proclamation

MEETING DATE November 13, 2019

AGENDA ITEM NO.

ITEM TITLE PROCLAMATION: "GREEN FRIDAY" NOVEMBER 29, 2019

DIRECTOR/DEPARTMENT John W. Minto, Mayor

SUMMARY

The City of Santee, in partnership with Live Well San Diego, proclaims Friday, November 29, 2019 as "GREEN FRIDAY". This county-wide initiative encourages San Diegans and Santeans to swap shopping plans for outdoor experiences with family-friendly activities in parks and preserves across the region. We will be promoting the upside of outside.

On Green Friday make sure to visit one of Santee's premier outdoor destinations: Big Rock Park, Deputy Ken Collier Park, Shadow Hill Park, Sky Ranch Park, Town Center Park, Walker Preserve, West Hills Park, and Woodglen Vista Park.

The attached proclamation has been prepared to dedicate November 29, 2019 as "GREEN FRIDAY" in the City of Santee.

FINANCIAL STATEMENT N/A

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *MSB* Approve proclamation.

ATTACHMENTS (Listed Below)

Proclamation.

City of Santee, California

Proclamation

WHEREAS, together, with Live Well San Diego, the City of Santee will celebrate Green Friday on Friday, November 29, 2019 by encouraging Santee residents to swap shopping plans for outdoor experiences with family-friendly activities in parks and trails across the city; and

WHEREAS, Live Well has a vision to create a healthy, safe, and thriving region through initiatives, programs, and activities that encourage physical activity; and

WHEREAS, as a Live Well partner, the City of Santee strives to join Live Well's mission to provide opportunities for residents to be active and healthy by utilizing resources within the city such as parks, trails, and recreation programs; and

WHEREAS, by offering alternative options to Black Friday traditions, San Diego County and the City of Santee will show residents the Upside of Outside; and

WHEREAS, on Green Friday the City of Santee will be paving the way for citizens to make healthy choices every day and to create the highest possible quality of life.

NOW, THEREFORE, I, John Minto, Mayor of the City of Santee, on behalf of the City Council do hereby proclaim Friday, November 29, 2019 as

“GREEN FRIDAY”

in the City of Santee, and call upon all citizens to recognize the Upside of Outside and enjoy the city's premier outdoor spaces.

IN WITNESS WHEREOF, I have hereunto set my hand this thirteenth day of November, two thousand nineteen, and have caused the Official Seal of the City of Santee to be affixed.



Mayor John Minto

City of Santee
COUNCIL AGENDA STATEMENT

Adjournment

MEETING DATE November 13, 2019

AGENDA ITEM NO.

ITEM TITLE **ADJOURNMENT IN MEMORY OF JAYNE STANLEY HURLEY**

DIRECTOR/DEPARTMENT John W. Minto, Mayor

SUMMARY Tonight's meeting will be adjourned in memory of Jayne Stanley Hurley (November 13, 1957 - October 30, 2019).

Jayne was a citizen of Santee for 25 years where she and her husband Pat raised their two sons: Bryan and Daniel. The boys attended Carlton Oaks Elementary school, and West Hills High School before graduating from UCSD and Long Beach State University respectively.

Jayne was a dedicated community volunteer serving on the Project Safe Advisory Board, serving as a Team Mom, Coach, and Manager on countless baseball, soccer and football teams. Jayne was the volunteer manager at the West Hills Little League Field snack bar from the time it opened through the better part of the 1990s. Jayne served as the Special Teams Coach for the Santee/Lakeside Cowboys. Jayne managed the Santee Waldos Soccer Team who were awarded a Commendation Proclamation from Mayor Voepel and the Santee City Council in 2002, following their return from the tournament in Hawaii, for being the only team from Santee to win a national title. The Santee Waldos were a traveling team requiring travel and lodging arrangements. Jayne made sure every trip went smoothly so the coach and players could concentrate on the game.

Jayne did all of this and so much more while working full-time at the San Diego County Pollution Control District where her work and volunteer activities helped keep San Diego County's air quality as clean as possible. Jayne worked for the District for 25 years. Every year, as a volunteer, Jayne got up in the middle of the night to join County Supervisor Ron Roberts to swap dirty gas lawn mowers for electric.

Jayne's volunteer spirit epitomizes why Santee is such a wonderful family friendly city. When parents are involved in their children's lives, a community benefits. This family spirit would not be possible without the citizens of Santee building parks and ball fields. That is why we celebrated her life at the West Hills Baseball Park where she spent some of the happiest days of her life.

Jayne's family would like to thank the citizens of Santee for creating a warm environment where Jayne could live, work, raise her children, and enjoy being a part of a team.

A Certificate of Adjournment has been prepared and will be accepted by Jayne's husband Patrick at tonight's Council meeting.

FINANCIAL STATEMENT N/A

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *MSD* Adjourn in memory of Jayne Stanley Hurley.

ATTACHMENTS

Certificate of Adjournment.

In Deepest Sympathy

The Santee City Council This Day Adjourned In Memory of

Jayne Stanley Hurley.

November 13, 2019

Mayor John W. Minto

Vice Mayor Stephen Houlahan

Council Member Ronn Hall

Council Member Laura Koval

Council Member Rob McNelis



City of Santee
COUNCIL AGENDA STATEMENT

Item 1

MEETING DATE November 13, 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, MBA, CMC, City Clerk 

SUMMARY

This item asks the City Council to waive the reading in full of all ordinances on the agenda (if any) and approve their reading by title only. The purpose of this item is to help streamline the City Council meeting process, to avoid unnecessary delay and to allow more time for substantive discussion of items on the agenda.

State law requires that all ordinances be read in full either at the time of introduction or at the time of passage, unless a motion waiving further reading is adopted by a majority of the City Council. (Gov. Code, § 36934). This means that each word in each ordinance would have to be read aloud unless such reading is waived. Such reading could substantially delay the meeting and limit the time available for discussion of substantive items. Adoption of this waiver streamlines the procedure for adopting the ordinances on tonight's agenda (if any), because it allows the City Council to approve ordinances by reading aloud only the title of the ordinance instead of reading aloud every word of the ordinance.

The procedures for adopting resolutions are not as strict as the procedures for adopting ordinances. For example, resolutions do not require two readings for passage, need not be read in full or even by title, are effective immediately unless otherwise specified, do not need to be in any particular format unless expressly required, and, with the exception of fixing tax rates or revenue amounts, do not require publication. However, like ordinances, all resolutions require a recorded majority vote of the total membership of the City Council. (Gov. Code § 36936).

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 November 13, 2019

AGENDA ITEM NO.

ITEM TITLE APPROVAL OF MEETING MINUTES OF THE SANTEE CITY COUNCIL
FOR THE OCTOBER 9, 2019 REGULAR MEETING.

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

SUMMARY

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

FINANCIAL STATEMENT N/A

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION

Approve Minutes as presented.

ATTACHMENT

October 9, 2019 Regular Meeting Minutes

**Minutes
Santee City Council
Council Chamber – Building 2
10601 Magnolia Avenue
Santee, California
October 9, 2019**

DRAFT

This Regular Meeting of the Santee City Council was called to order by Mayor John W. Minto at 7:01 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 Eric King of Lakeside Christian Church and the **PLEDGE OF ALLEGIANCE** was also led by Eric King.

CONSENT CALENDAR:

Vice Mayor Houlahan and Council Member Hall requested Item 6 be pulled for discussion. The City Clerk announced that there were two speaker slips submitted for item 6.

- (1) **Approval of reading by title only and waiver of reading in full of Ordinances and Resolutions on the agenda. (City Clerk – Ortiz)**
- (2) **Approval of Meeting Minutes of the Santee City Council for the August 28, and September 11, 2019 Regular City Council Meetings, the September 18, 2019, Adjourned Regular Meeting and September 25, 2019, Regular Meetings. (City Clerk – Ortiz)**
- (3) **Approval of Payment of Demands as presented. (Finance – McDermott)**
- (4) **Adoption of a Resolution authorizing the appropriation and expenditure of FY2017 State Homeland Security Grant Reallocation Funds in the amount of \$13,576.00, to purchase new ballistic vests and helmets in accordance with all program requirements. (Fire – Garlow)
(Reso 092-2019)**
- (5) **Authorize the purchase of a 2020 Ford Police Interceptor Utility Vehicle from Downtown Ford Sales per City of Sacramento Contract #B19153311005 and declaration of Vehicle V-108 as surplus property. (Fire – Garlow)**
- (6) **Item pulled for discussion**
- (7) **Adoption of a Resolution accepting the Citywide Pavement Repair and Rehabilitation Program 2019 Project (CIP 2019-01) as complete. (Development Services – Kush) (Reso 094-2019)**

- (8) **Adoption of a Resolution approving the final map for the 42-unit residential condominium subdivision project (TM 2017-02) and authorizing the City Manager to execute the associated Subdivision Improvement Agreement. Location: 8707 Carribean Way. Applicant: City Ventures. (Development Services – Kush) (Reso 095-2019)**

ACTION: Council Member McNelis moved approval of the Consent Calendar with the exception of Item 6.

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.

Item Pulled from Consent Calendar:

- (6) **Adoption of a Resolution accepting the public improvements for the River Village Subdivision (TM2015-02) as complete. Location: Braverman Drive west of Jeremy Street. (Development Services – Kush) (Reso 093-2019)**

The Development Services Director introduced the item and responded to Council questions.

PUBLIC SPEAKERS:

- Steve Kakacek
- Van Collinsworth, Preserve Wild Santee

Steve Ruffner, President and Regional General Manager for KB Homes Southern California responded to public comment and Council questions.

Vice Mayor Houlahan expressed appreciation to KB Homes for being available to respond to concerns from the community; he also expressed concerns with the compaction and workmanship in the area.

Council Member Hall inquired whether the requirement for Electric Vehicle (EV) charging in the homes would be for wiring or actual stations; he also expressed concerns with the compaction of the development.

Council Member McNelis thanked KB Homes for attending the Council meeting and responding to questions; he expressed concerns with holding a developer responsible for what minimum standards will be in the future; he also clarified that by accepting the public improvements, it would not limit the ability to ensure other requirements of the project are completed.

Mayor Minto inquired whether staff inspected the project for compaction during development, to which the Development Services Director responded in the affirmative.

Mayor Minto clarified that some of the issues mentioned by public speakers are civil issues between the property owners and the developer.

ACTION: Council Member McNelis moved approval staff's recommendation.

Council Member Koval seconded the motion, which carried by the following vote: Ayes: Mayor Minto, Council Members Koval and McNelis – 3. Noes: Vice Mayor Houlahan and Council Member Hall – 2.

PUBLIC HEARING:

- (9) **Continued Public Hearing for Tentative Map (TM2016-3), Development Review Permit (DR2016-4) and Mitigated Negative Declaration (AEIS2016-8) prepared pursuant to the California Environmental Quality Act (CEQA) for a residential subdivision consisting of 38 attached condominiums and 15 single-family subdivisions consisting of 38 attached condominiums and 15 single-family dwelling units located on a 6.8-acre site on Prospect Avenue at Marrokal Lane. APN: 383-112-32 and 383-112-55. Applicant: Prospect Estates II, LLC. (Development Services – Kush) (Resos 096-2019, 097-2019, 098-2019)**

The Public Hearing was opened at 7:35 p.m.

The Development Services Director introduced the item and the Associate Planner provided a PowerPoint presentation and responded to Council questions.

PUBLIC SPEAKERS:

- Mike Root
- Chris Martinez
- Matthew Laue
- John Hossick, Santee Mobilehome Owners Action Committee
- Lynda Marrokal
- Michael Grant, Applicant

Vice Mayor Houlahan inquired whether traffic mitigation has been addressed; he also expressed concerns regarding the gas lines mentioned by members of the public; he also requested clarification regarding the walls between the development and neighboring properties.

Council Member Koval thanked staff and the developer for responding to the questions; she expressed concerns for the gas line near the development and requested protective measures be taken during the construction to ensure the gas line was not disturbed.

Council Member Hall stated he appreciated that the development will have solar and EV charging for qualified owners; he inquired whether the developer would be adhering to the wet saw requirements.

Council Member McNelis requested clarification on whether approving the item would have any effect on the easement litigation, to which the City Attorney responded in the negative; he also clarified the hours when construction would occur and inquired about the conditions of undergrounding the utilities at the property.

Mayor Minto urged the developer to work with the owner of the mobile home park to underground all of the utilities; he requested clarification from Joe Britton, San Diego Gas & Electric (SDG&E) regarding the ability to underground utilities.

ACTION: Mayor Minto moved approval of staff's recommendation and provided direction to staff to work with SDG&E, the mobilehome park owners and the developer on the possibility of underground utilities.

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.

The Public Hearing was closed at 8:39 p.m.

CONTINUED BUSINESS:

- (10) **Introduction of an Ordinance authorizing the implementation of a Joint Powers Authority (JPA) Community Choice Aggregation Program in the City of Santee; and review of a Resolution and JPA Agreement creating and joining the Clean Energy Alliance JPA. (City Manager – Best)**

The Assistant to the City Manager provided a PowerPoint presentation and responded to Council questions.

PUBLIC SPEAKER:

- Van Collinsworth, Preserve Wild Santee

Ryan Baron, Best Best & Krieger and Scott Chadwick, City Manager for the City of Carlsbad responded to Council questions.

Mayor Minto expressed his support for adopting the Ordinance to allow for the ability to be closer to the end goal.

Council Member Hall stated he would like to see what other organizations do; he is in support of approving the Ordinance.

Council Member McNelis expressed concern regarding the return on investment; he requested consistency on reports provided to Council and more information to make an informed decision.

Council Member Koval expressed concern with the costs and with how fast the process is going; currently she supports only doing the Ordinance.

Vice Mayor Houlahan moved approval of staff's recommendation and to adopt the Resolution joining the Clean Energy Alliance.

FAILED MOTION: Council Member Hall seconded the motion which failed by the following vote: Ayes: Vice Mayor Houlahan and Council Member Hall – 2. Noes: Mayor Minto, Council Members Koval and McNelis – 3.

ACTION: Council Member McNelis moved approval of recommendation one from the staff report.

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:

- (11) **Discussion and direction to staff regarding the collection and use of Public, Education and Government (PEG) fees for Council Chamber Upgrade and Livestream capabilities. (City Clerk – Ortiz)**

The City Clerk presented the staff report and responded to Council questions.

PUBLIC SPEAKERS:

- Van Collinsworth, Preserve Wild Santee
- Justin Schlaefli

ACTION: Council Member Hall moved approval of the collection of PEG fees.

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.

- (12) **Resolution authorizing execution of a Professional Services Agreement with Veronica Tam & Associates Inc., to update the Housing Element and appropriation of funds. (Development Services – Kush) (Reso 099-2019)**

The Director of Development Services presented the staff report and responded to Council questions.

ACTION: Council Member Hall moved approval of staff's recommendation.

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

- (13) **Report related to implementing on-street recreational vehicle parking regulations. (Development Services – Kush)**

The Director of Development Services introduced the item and the Senior Planner provided a PowerPoint presentation and responded to Council questions.

PUBLIC SPEAKERS:

- Rowena Parravano
- Jim Bartell

Council Member Koval inquired whether the fee for citations cover the full cost of staff time and suggested fees escalate for reoccurring citations; she also inquired whether the City has code enforcement on the weekends.

Council Member McNelis expressed his support for private property rights and would prefer people park on their property than on the streets; he stated he is in support of fees escalating for reoccurring citations.

Vice Mayor Houlahan thanked the code enforcement staff for their hard work and noted the need for escalating the citation fees; he suggested reviewing the regulations in other cities.

Mayor Minto clarified the direction given to staff and directed staff to review other enforcement options to bring back at a future Council meeting.

The City Attorney stated staff would return with proposed language changes to the Ordinance.

NON-AGENDA PUBLIC COMMENT:

- (A) Augie Scalzitti spoke in opposition to the application submitted by Carlton Oaks Golf Course to build housing on the golf course.
- (B) Eid Fakhouri spoke in opposition to the application submitted by Carlton Oaks Golf Course to build housing on the golf course.
- (C) Bill Balos spoke against the application submitted by Carlton Oaks Golf Course due to traffic concerns and potential flooding due to its proximity to the San Diego River.
- (D) Courtney Chase expressed concerns for a proposed sign that is currently being processed by Development Services for Lantern Crest.
- (E) Mike Root expressed concerns regarding the possible fire hazard with the vegetation behind his property in the Sky Ranch development.
- (F) Dustin Trotter reminded Council about the football game between West Hills High School and Santana High School on Friday, October 11, 2019 and suggested the Council wear the high school colors for the next Council Meeting.
- (G) Mike Aiken, Carlton Oaks Golf Club, noted his goal is to be open and transparent about their application for development at the golf course.

CITY COUNCIL REPORTS:

None

CITY MANAGER REPORTS:

The City Manager discussed the new bulletin board display put together by staff in the Council Chambers and invited everyone to attend the Fire Station Open House on Saturday, October 12, 2019.

CITY ATTORNEY REPORTS:

None

CLOSED SESSION:

(14) CONFERENCE WITH REAL PROPERTY NEGOTIATORS

(Gov. Code section 54956.8)

Property: Parcel 4 of Parcel Map 18857 located in Trolley Square (Library site)

City Negotiator: City Manager

Negotiating Parties: Excel Hotel Group and Vestar Kimco Santee, LP

Under Negotiation: Price and terms of payment

(15) PUBLIC EMPLOYEE PERFORMANCE EVALUATION

(Government Code Section 54957(b))

Title: City Manager

PUBLIC SPEAKERS:

- Justin Schlaefli
- Dean Velasco

Council Members recessed at 10:36 p.m. and convened in Closed Session at 10:44 p.m.

Council Members reconvened in Open Session at 11:01 p.m. with all members present. Mayor Minto reported that for Item 14 direction was given to staff and for Item 15, direction was given to staff.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 11:01 p.m.

Prepared by:

James Jeffries, Administrative Secretary

Date Approved:

Annette Ortiz, MBA, CMC, City Clerk

City of Santee
COUNCIL AGENDA STATEMENT

Item 3

MEETING DATE November 13, 2019

AGENDA ITEM NO.

ITEM TITLE PAYMENT OF DEMANDS

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

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 *TKM*

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>
10/09/2019	Accounts Payable	\$ 109,143.21
10/09/2019	Accounts Payable	7,938.78
10/11/2019	Accounts Payable	100,064.12
10/16/2019	Accounts Payable	22,000.24
10/16/2019	Accounts Payable	1,089,706.39
10/24/2019	Payroll	363,515.62
10/24/2019	Accounts Payable	560,445.87
10/24/2019	Accounts Payable	45,560.38
10/28/2019	Accounts Payable	214,241.30
10/31/2019	Accounts Payable	2,933,284.58
11/01/2019	Retiree Health	<u>5,385.00</u>
	TOTAL	<u><u>\$5,451,285.49</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
10193	10/16/2019	10353 PERS	10 19 3		RETIREMENT PAYMENT	109,143.21
Total :						109,143.21

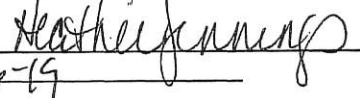
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Bank total : 109,143.21

1 Vouchers in this report

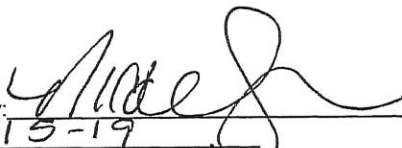
Total vouchers : 109,143.21

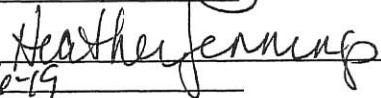
Prepared by: 
Date: 10-15-19

Approved by: 
Date: 10-16-19

Bank code : ubgen

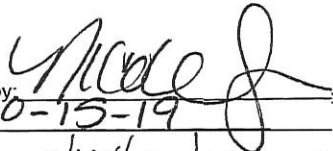
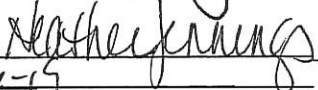
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
669	10/9/2019	10482 TRISTAR RISK MANAGEMENT	108318		WORKERS' COMPENSATION	7,938.78
Total :						7,938.78
1 Vouchers for bank code : ubgen						Bank total : 7,938.78
1 Vouchers in this report						Total vouchers : 7,938.78

Prepared by: 
Date: 10-15-19

Approved by: 
Date: 10-16-19

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
93921	10/11/2019	10955 DEPARTMENT OF THE TREASURY	October Retirees PPE 10/02/19		FEDERAL WITHHOLDING TAX FED WITHHOLD & MEDICARE	75.00 74,520.04
					Total :	74,595.04
93928	10/14/2019	10956 FRANCHISE TAX BOARD	PPE 10/02/19		CA STATE TAX WITHHELD	25,469.08
					Total :	25,469.08
2 Vouchers for bank code : ubgen					Bank total :	100,064.12
2 Vouchers in this report					Total vouchers :	100,064.12

Prepared by: 
Date: 10-15-19
Approved by: 
Date: 10-16-19

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
122685	10/16/2019	10001 US BANK	00082138		OFFICE SUPPLY CREDIT	-538.73
			001		SANTEE BLUEGRASS FESTIVAL	41.33
			001802		MEETING SUPPLIES	12.90
			0062		DAY CAMP FIELD TRIP	400.00
			0062383268727		FEMA USAR TRAINING	30.00
			0068220512143		FEMA USAR TRAINING	30.00
			008806		MEETING PREPARATION	78.00
			011000		PARKING FEE	30.00
			012414		PARKING FEES	20.00
			013986		PARKING FEES	15.00
			0154348		WEARING APPAREL	191.94
			015572		RECREATION CLASS SUPPLIES	14.51
			0188		FEMA USAR TRAINING	39.37
			020865		MEETING SUPPLIES	65.54
			024649		BLUEGRASS FESTIVAL	85.63
			025995		IT SUPPLIES	75.38
			02636		SIDEWALK REPLACEMENTS	160.49
			02744		SHOP SUPPLIES	6.44
			028109		MATERIALS & SUPPLIES	80.26
			02877		SHOP SUPPLIES	53.85
			03154		TEEN CENTER SUPPLIES	16.16
			032558		MEETING SUPPLIES	12.90
			044021		TEEN CENTER SUPPLIES	55.36
			047710		KEYS	131.46
			04905		SHOP SUPPLIES	7.48
			05258		SHOP SUPPLIES	16.13
			057083		TEEN CENTER SUPPLIES	12.93
			063940		TEEN CENTER SUPPLIES	16.16
			06490		BLDG 5 REMODEL	284.65
			065613		MEETING SUPPLIES	4.42
			06730000342493		EMS SUPPLIES	182.53
			0673000172767		FIRE ACADEMY	157.49
			070643		APA MEMBERSHIP	648.00
			08232019		VEHICLE REPAIR	140.00
			08232019		CLASS REGISTRATION	300.00
			082490		MEETING SUPPLIES	13.99

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
122685	10/16/2019	10001 US BANK	(Continued)			
			08282019		FIRE ACADEMY	253.41
			090619		TRAINING REGISTRATION	16.78
			090749		TEEN CENTER SUPPLIES	31.22
			09132019		FIRE STATION 5 OPEN HOUSE	100.00
			09182019		CPR CARDS	176.00
			096621		REPAIR/MAINT OF EQUIP	32.31
			098334		MEETING SUPPLIES	32.12
			1/A-49839		TENAJA FIRE	190.68
			10017		BLUEGRASS FESTIVAL	58.19
			10022019		PARKING FEE	10.00
			10077		MEETING SUPPLIES	11.57
			10213		MEETING SUPPLIES	8.35
			1085246		BLUEGRASS FESTIVAL	142.24
			108804		PUBLIC EDUCATION MATERIALS	559.24
			1091		RED BANK FIRE	26.34
			10955		MEETING SUPPLIES	11.57
			111-8473673-1779435		EQUIPMENT REPAIR PARTS	25.90
			112-4204660-2176205		STATION SUPPLIES	70.60
			112-8965704-9813804		VEHICLE REPAIR PART	32.01
			112-9328624-4525802		BLUEGRASS SUPPLIES	8.99
			113-0793744-6859429		STATION SUPPLIES	16.36
			1202662		OFFICE SUPPLIES	67.03
			121029		FEMA USAR TRAINING	42.50
			1214893		BLUEGRASS FESTIVAL	10.72
			131633		SPECIAL EVENT ICE	6.45
			1453026		OFFICE SUPPLIES	7.53
			148996		MEETING EXPENSES	160.55
			182012		WALKER FIRE	77.43
			190247		ACRYLIC PANELS	200.00
			19-1048		PRESSURE WASHER SUPPLIES	88.26
			1BZPMBM		IT SUPPLIES - FS#4	467.21
			200003912		OFFICE SUPPLIES	137.26
			200004922		CSMFO CONFERENCE	550.00
			20602		PAPER CUTTING	3.49
			207431		EQUIPMENT RENTAL	239.27
			207593		EQUIPMENT RENTAL	213.41

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
122685	10/16/2019	10001 US BANK	(Continued)			
			207594		EQUIPMENT RENTAL	213.41
			207971		MEETING REGISTRATION	95.00
			20902		FEMA USAR TRAINING	9.70
			2158		BLUEGRASS FESTIVAL	200.00
			236523		FEMA USAR TRAINING	12.80
			24211927		BUSINESS VISITATION PROGRAM	78.97
			244		TEEN CENTER SUPPLIES	25.27
			245799-00		RADIO REPAIR PART	88.82
			26001		BIG ROCK PARK REPAIRS	122.21
			26100		BIG ROCK PARK REPAIRS	37.22
			27088		GRAFFITI ABATEMENT	84.66
			2885281		BLUEGRASS FESTIVAL	16.64
			29176		BLUEGRASS FESTIVAL	46.73
			292491485017294030		OFFICE SUPPLIES	2.79
			298976		RED BANK FIRE	16.32
			300003199		MEMBERSHIP RENEWAL	130.00
			3180718		MEETING SUPPLIES	3.87
			3205885		MEETING SUPPLIES	8.10
			32MCS8QT		HOTEL FOR CSMFO CONFERENCE	285.48
			3-324635		SHOP TOOL	35.71
			3338		SENIOR PROGRAM SUPPLIES	36.67
			348069684		WALKER FIRE	75.00
			348069686		WALKER FIRE	47.88
			35196		BLUEGRASS FESTIVAL	37.49
			3580		FEMA USAR TRAINING	16.31
			374602593-001		PRINTING CHARGE	56.73
			374603999-001		OFFICE SUPPLIES	10.30
			37484		GRAFFITI ABATEMENT	33.88
			377604164-001		PLAN REVIEW FORMS	30.05
			3866		WOOD CUTTING	282.75
			3876616		IRRIGATION SUPPLIES	906.78
			390712		TENEJA FIRE	60.00
			39645		BLUEGRASS FESTIVAL	7.80
			40312729		FIRE ACADEMY	125.94
			40376414		STATION SUPPLIES	457.58
			40851		BLUEGRASS FESTIVAL	37.11

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
122685	10/16/2019	10001 US BANK	(Continued)			
			4225064		OFFICE SUPPLIES	12.40
			424632		TENNIS COURT LIGHTS	684.48
			453		MEETING SUPPLIES	167.75
			46345		MATERIALS & SUPPLIES	30.57
			4816201		GENERAL SPECIAL EVENTS	1,016.99
			482181		SENIOR PROGRAM SUPPLIES	10.42
			4892773		SUMMER CONCERTS & BLUEGRASS	200.00
			4941699		VEHICLE MAINTENANCE	180.00
			5152		TEEN CENTER SUPPLIES	13.88
			5510667		OFFICE SUPPLIES	6.45
			55145		SPARC BREAKFAST	74.93
			552700		STATION SUPPLIES	32.87
			595021		FEMA USAR TRAINING	6.99
			5977		TEEN CENTER SUPPLIES	27.47
			627628369		WALKER FIRE	84.58
			65092		GRAFFITI ABATEMENT	98.82
			65801		TREE PLANTING EVENT	29.07
			65878		BLUEGRASS FESTIVAL	53.37
			66525		BLUEGRASS FESTIVAL	51.50
			68177		CITY HALL MAINTENANCE	154.20
			68324		2019 - MSA CONF	1,575.00
			70-13		FEMA USAR TRAINING	29.02
			702685869		RED BANK FIRE	93.38
			702685872		RED BANK FIRE	46.96
			705026942		FUEL	46.22
			7064		WALKER FIRE	60.00
			71445		MATERIALS & SUPPLIES	114.46
			78144384		MEETING EXPENSES	14.31
			782796		TREE PLANTING	49.90
			802966		IRRIGATION SUPPLIES	30.81
			803982622		OFFICE SUPPLIES	808.09
			805300420		OFFICE SUPPLIES	678.79
			8302019		BLUEGRASS FESTIVAL	3.39
			83496		BLUEGRASS FESTIVAL	38.66
			839627		IRRIGATION SUPPLIES	175.56
			86183		CLEARLY FILTERED	151.55

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
122685	10/16/2019	10001 US BANK	(Continued)			
			873689		BLUEGRASS FESTIVAL	54.53
			9022019		BLUEGRASS FESTIVAL	35.00
			905		LEAGUE OF CA CITIES	725.00
			9070711		WALKER FIRE	64.65
			90788		EQUIPMENT SUPPLIES	173.30
			908134099521421972		OFFICE SUPPLIES	14.90
			908334451805519.7.2		OFFICE SUPPLIES	36.86
			9090885		FUEL	32.90
			90CNMYTWVDG1J		TREE PLANTING	67.50
			9124186		TENAJA FIRE	29.47
			921952		MEEETING SUPPLIES	28.71
			925860		SANTEE BLUEGRASS FESTIVAL	165.00
			93757248-001		IRRIGATION PANEL REPAIR	393.16
			9479		FEMA USAR TRAINING	12.25
			949389		IRRIGATION SUPPLIES	236.65
			949389-2		IRRIGATION SUPPLIES	60.21
			969530		EQUIPMENT RENTAL	-59.88
			969530-10		EQUIPMENT RENTAL	120.00
			97000490323		MEETING EXPENSE	14.31
			99767		REFERENCE MANUALS	261.00
			INV-116135		EQUIPMENT REPAIR PARTS	143.66
			S0031R1082696C0259		FEMA USAR TRAINING	13.54
			SA2815570		PROMOTIONAL SUPPLIES	162.11
			S072727		FITNESS EQUIPMENT	1,077.50
			W23438		PUBLIC EDUCATION MATERIALS	522.59
			X73777		SIGN TOOLS	49.95
					Total :	22,000.24

1 Vouchers for bank code : ubgen

Bank total : 22,000.24

1 Vouchers in this report

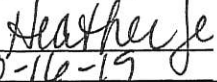
Total vouchers : 22,000.24

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: 10-10-19

Approved by: 

Date: 10-16-19

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
122686	10/16/2019	13046 A & D FIRE SPRINKLERS, INC	SDS1220899-1	52721	BACKFLOW REPAIRS	485.00
					Total :	485.00
122687	10/16/2019	10292 ALL STAR FIRE EQUIPMENT INC	218589	52719	SAFETY EQUIPMENT	2,296.53
					Total :	2,296.53
122688	10/16/2019	12083 ANIMAL PEST MANAGEMENT	582584	52722	PEST CONTROL SERVICES	45.00
			594829	52722	PEST CONTROL SERVICES	77.10
			594830	52722	PEST CONTROL SERVICES	123.36
					Total :	245.46
122689	10/16/2019	10189 ATTENTION GETTERS DESIGN INC	45917	52568	VEHICLE SUPPLIES	161.83
					Total :	161.83
122690	10/16/2019	10018 BENCHMARK LANDSCAPE SVCS INC	153716	52656	A3 LANDSCAPE SERVICES	9,850.50
			153717	52666	A2 LANDSCAPE SERVICES	12,575.00
					Total :	22,425.50
122691	10/16/2019	11513 BOND, ELLEN	11012019-263		MEADOWBROOK HARDSHIP PROC	50.99
					Total :	50.99
122692	10/16/2019	10021 BOUND TREE MEDICAL LLC	83357982	52673	EMS SUPPLIES	74.92
			83357983	52673	EMS SUPPLIES	55.69
			83359630	52673	EMS SUPPLIES	896.06
			83359631	52673	EMS SUPPLIES	666.84
			83361187	52673	EMS SUPPLIES	11.37
			83361188	52673	EMS SUPPLIES	1.03
			83362666	52673	EMS SUPPLIES	8.54
			83366148	52673	EMS SUPPLIES	572.88
			83366149	52673	EMS SUPPLIES	4.31
			83366150	52673	EMS SUPPLIES	684.44
			83366151	52673	EMS SUPPLIES	305.35
			83366152	52673	EMS SUPPLIES	4.31
					Total :	3,285.74
122693	10/16/2019	13130 BURNS, CHRIS	92115		HALLOWEEN SHOW	100.00

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
122693	10/16/2019	13130 13130 BURNS, CHRIS	(Continued)			Total : 100.00
122694	10/16/2019	11169 CALIFORNIA WATERS LLC	6654	52679	FOUNTAIN MAINT & REPAIRS	2,543.28
						Total : 2,543.28
122695	10/16/2019	10299 CARQUEST AUTO PARTS	11102-491502	52574	VEHICLE SUPPLIES	9.27
						Total : 9.27
122696	10/16/2019	11402 CARROLL, JUDI	11012019-96		MEADOWBROOK HARDSHIP PROC	51.11
						Total : 51.11
122697	10/16/2019	11448 CHEN RYAN ASSOCIATES INC	2019.1970	52503	ACTIVE TRANS STUDY	14,141.25
						Total : 14,141.25
122698	10/16/2019	10032 CINTAS CORPORATION #694	4030944319 4031474243	52773 52773	UNIFORM/PARTS CLEANER RNTL UNIFORM/PARTS CLEANER RNTL	64.65 79.65
						Total : 144.30
122699	10/16/2019	10050 HCFA	HCA0000286 HCA0000295		1ST QTR MEMBER ASSESSMENT 2ND QUARTER MEMBER ASSESSM	125,545.85 89,675.25
						Total : 215,221.10
122700	10/16/2019	11409 CLAYTON, SYLVIA	11012019-340		MEADOWBROOK HARDSHIP PROC	53.49
						Total : 53.49
122701	10/16/2019	10035 COMPETITIVE METALS INC	345084 345706	52690 52576	METAL SUPPLIES & SERVICES VEHICLE REPAIR PARTS	16.36 54.81
						Total : 71.17
122702	10/16/2019	12153 CORODATA RECORDS	RS4530567	52742	DOCUMENT RETRIEVAL & STORAG	594.15
						Total : 594.15
122703	10/16/2019	11862 CORODATA SHREDDING INC	DN1243145	52743	SECURE DESTRUCTION SERVICES	39.87
						Total : 39.87
122704	10/16/2019	10039 COUNTY MOTOR PARTS COMPANY INC	457118	52578	VEHICLE SUPPLIES	70.70
						Total : 70.70

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
122705	10/16/2019	10171 COUNTY OF SAN DIEGO AUDITOR &	09/2019 AGENCY REV 09/2019 DMV REVENUE 09/2019 PHOENIX REV		09/19 AGENCY PARK CITE REPT 09/19 DMV PARK CITE REPT 09/19 PHOENIX CITE REV REPT Total :	226.25 315.00 572.50 1,113.75
122706	10/16/2019	10358 COUNTY OF SAN DIEGO	20CTOFSAN03	52744	SHERIFF RADIOS Total :	4,503.00 4,503.00
122707	10/16/2019	10705 COUNTY OF SAN DIEGO TREASURER	HIRT-2020-016 UDC-2020-016		FY 19/20 HIRT MEMBERSHIP FEE FY 19/20 UDC MEMBERSHIP FEE Total :	51,934.00 1,727.00 53,661.00
122708	10/16/2019	10333 COX COMMUNICATIONS	038997401 094486701		10601 N MAGNOLIA AVE CITY HALL GROUP BILL Total :	105.11 2,942.03 3,047.14
122709	10/16/2019	10449 DAY WIRELESS SYSTEMS	242504-2	52583	SANTEE BLUEGRASS FESTIVAL Total :	190.72 190.72
122710	10/16/2019	12593 ELLISON WILSON ADVOCACY, LLC	2019-1010	52650	LEGISLATIVE ADVOCACY SERVICE Total :	1,500.00 1,500.00
122711	10/16/2019	10057 ESGIL CORPORATION	092019		SHARE OF FEES Total :	63,050.04 63,050.04
122712	10/16/2019	12271 FERNO WASHINGTON INC	852253	52590	EQUIPMENT REPAIR PARTS Total :	580.43 580.43
122713	10/16/2019	10009 FIRE ETC	134381	52591	EQUIPMENT MAINTENANCE Total :	669.87 669.87
122714	10/16/2019	12760 FOCUS PSYCHOLOGICAL	SANTEE2019-9	52710	COUNSELING SERVICES Total :	750.00 750.00
122715	10/16/2019	13490 HARKNESS, JENIFER	2003803.001		PARK RESERVATION REFUND Total :	49.00 49.00
122716	10/16/2019	11196 HD SUPPLY FACILITIES	2019 Q2		LOCATION AGRMNT PYMT 2019 Q2 Total :	395,051.00 395,051.00

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
122716	10/16/2019	11196	11196 HD SUPPLY FACILITIES		(Continued)	Total : 395,051.00
122717	10/16/2019	11196	HD SUPPLY FACILITIES	9176156145	52596 STATION SUPPLIES	327.51
						Total : 327.51
122718	10/16/2019	11512	HERNANDEZ, JEFF	09202019	FEMA USAR TRAINING	80.00
						Total : 80.00
122719	10/16/2019	10256	HOME DEPOT CREDIT SERVICES	0153726	52597 EQUIPMENT REPAIR PARTS	33.31
				9153737	52597 STATION SUPPLIES	55.51
						Total : 88.82
122720	10/16/2019	11724	ICF JONES & STOKES INC	0141196	50991 MSCP SUBAREA PLAN	26,735.00
						Total : 26,735.00
122721	10/16/2019	10759	INDUSTRIAL RUBBER SUPPLY INC	55746	52599 EQUIPMENT REPAIR PARTS	20.87
						Total : 20.87
122722	10/16/2019	13335	IRON WALL SECURITY, INC	2738	52600 SANTEE BLUEGRASS FESTIVAL	1,631.25
						Total : 1,631.25
122723	10/16/2019	10120	KEARNY PEARSON FORD	1528182	52601 VEHICLE REPAIR PART	3.47
						Total : 3.47
122724	10/16/2019	13082	MACLEOD WATTS INC	190927Sante	52291 OPEB ACTUARIAL VALUATION SVC	2,050.00
						Total : 2,050.00
122725	10/16/2019	13493	MD7, LLC	MR19004A	REFUNDABLE DEPOSIT	1,665.43
						Total : 1,665.43
122726	10/16/2019	10079	MEDICO PROFESSIONAL	20096109	52763 MEDICAL LINEN SERVICE	20.02
				20096111	52763 MEDICAL LINEN SERVICE	8.16
				20099826	52763 MEDICAL LINEN SERVICE	20.02
				20099828	52763 MEDICAL LINEN SERVICE	8.16
				20103513	52763 MEDICAL LINEN SERVICE	20.02
				20103515	52763 MEDICAL LINEN SERVICE	8.16
						Total : 84.54

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
122727	10/16/2019	10085 NATIONAL SAFETY COMPLIANCE INC	79382		DRUG/ALCOHOL TESTING	124.95
					Total :	124.95
122728	10/16/2019	13330 THE BURDETTE AGENCY INC	INV-4935	52528	BRANDING SERVICES	13,300.00
					Total :	13,300.00
122729	10/16/2019	10218 OFFICE DEPOT	378893958001		BUSINESS CARDS	18.91
					Total :	18.91
122730	10/16/2019	10308 O'REILLY AUTO PARTS	2968-300360	52611	VEHICLE SUPPLIES	49.55
					Total :	49.55
122731	10/16/2019	13056 PACIFIC SWEEPING	150522	52664	STREET SWEEPING SVCS	15,839.98
					Total :	15,839.98
122732	10/16/2019	10344 PADRE DAM MUNICIPAL WATER DIST	24200193 29700016 90000366		10307 MISSION GORGE RD CONSTRUCTION METER GROUP BILL	512.09 470.45 48,213.98
					Total :	49,196.52
122733	10/16/2019	11442 PATTERSON, LUANNE	11012019-225		MEADOWBROOK HARDSHIP PROC	49.31
					Total :	49.31
122734	10/16/2019	11888 PENSKE FORD	10266907 10268424 10268615 117990	52616 52616 52616 52616	VEHICLE REPAIR PARTS VEHICLE REPAIR PARTS VEHICLE REPAIR PART VEHICLE REPAIR	84.36 124.61 1.75 881.74
					Total :	1,092.46
122735	10/16/2019	12062 PURETEC INDUSTRIAL WATER	1749904	52727	DEIONIZED WATER SERVICE	34.73
					Total :	34.73
122736	10/16/2019	10095 RASA	5314	52677	MAP CHECK	315.00
					Total :	315.00
122737	10/16/2019	12256 ROE, DARLENE	11012019-318		MEADOWBROOK HARDSHIP PROC	51.83
					Total :	51.83

Bank code : ubgen


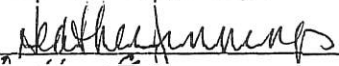
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
122738	10/16/2019	13061 SAN DIEGO HUMANE SOCIETY &	OCT-19	52750	ANIMAL CONTROL SERVICES	35,400.33
Total :						35,400.33
122739	10/16/2019	10212 SANTEE SCHOOL DISTRICT	8408	52622	BUS TRANSPORTATION	325.00
Total :						325.00
122740	10/16/2019	13171 SC COMMERCIAL, LLC	0713932-IN	52644	DELIVERED FUEL	385.23
			0714941-IN	52644	DELIVERED FUEL	679.26
			0715837-IN	52644	DELIVERED FUEL	397.86
			CL28282	52643	FLEET CARD FUELING	1,693.32
			CL28791	52643	FLEET CARD FUELING	2,579.84
Total :						5,735.51
122741	10/16/2019	10585 SHARP REES-STEALY MEDICAL	336688052		DMV EXAM	110.00
Total :						110.00
122742	10/16/2019	12694 SHARPE, DEBORAH A.	5	51896	FANITA RANCH PARKS PLANNING	3,710.00
Total :						3,710.00
122743	10/16/2019	13162 SOCAL PPE	2058	52668	TURNOUT MAINTENANCE	15.50
			2067	52668	TURNOUT REPAIR	35.50
Total :						51.00
122744	10/16/2019	10314 SOUTH COAST EMERGENCY VEHICLE	496119	52647	VEHICLE REPAIR PART	178.90
Total :						178.90
122745	10/16/2019	11403 ST. JOHN, LYNNE	11012019-78		MEADOWBROOK HARDSHIP PROC	51.21
Total :						51.21
122746	10/16/2019	10217 STAPLES ADVANTAGE	3425501087	52672	OFFICE SUPPLIES	130.77
			3425501088	52626	OFFICE SUPPLIES - CSD	325.66
			3426082713	52751	OFFICE SUPPLIES	16.44
Total :						472.87
122747	10/16/2019	10119 STEVEN SMITH LANDSCAPE INC	42298	52665	A1 LANDSCAPE SERVICES	855.00
			42299	52665	A1 LANDSCAPE SERVICES	2,600.00
			42300	52665	A1 LANDSCAPE SERVICES	840.00
			42389	52665	A1 LANDSCAPE SERVICES	34,774.13

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
122747	10/16/2019	10119	10119 STEVEN SMITH LANDSCAPE INC	(Continued)		Total : 39,069.13	
122748	10/16/2019	10925	THE CENTRE FOR ORGANIZATION	TCFOE2925	PUBLIC MANAGEMENT ACADEMY	4,498.00	
						Total : 4,498.00	
122749	10/16/2019	10515	THE SAN DIEGO UNION - TRIBUNE	010852747000	NOTICE OF PUBLIC HEARING	572.33	
						Total : 572.33	
122750	10/16/2019	12799	THE WRAPSHACK	12615	WELLNESS EXPO 2019 FOOD	523.50	
						Total : 523.50	
122751	10/16/2019	12480	UNITED SITE SERVICES	114-9189388	52648	PORTABLE TOILETS	206.33
						Total : 206.33	
122752	10/16/2019	10555	UNITIS CONTRACTOR SUPPLIES	165640	52705	STREET REPAIR SUPPLIES	108.20
						Total : 108.20	
122753	10/16/2019	12318	USA TOWING AND RECOVERY	11917	52796	TRAINING PROPS	800.00
						Total : 800.00	
122754	10/16/2019	11194	USAFACT INC	9100548		BACKGROUND CHECK	33.92
						Total : 33.92	
122755	10/16/2019	10136	WEST COAST ARBORISTS INC	150279	52663	URBAN FORESTRY MGMT SVCS	22,687.00
				150909-A	52663	URBAN FORESTRY	7,649.00
				151749	52663	URBAN FORESTRY	9,270.00
				151750	52663	URBAN FORESTRY MGMT SVCS	5,423.00
				152214	52663	URBAN FORESTRY MGMT SVCS	12,310.00
				152215	52663	URBAN FORESTRY MGMT SVCS	1,926.00
						Total : 59,265.00	
122756	10/16/2019	11151	WESTNET INC	26094	52434	ALERTING SYSTEMS FOR FIRE ST/	39,245.45
						Total : 39,245.45	
122757	10/16/2019	10537	WETMORES	63100626	52638	VEHICLE REPAIR PARTS	55.92
				63100823	52638	VEHICLE REPAIR PART	5.18
						Total : 61.10	

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
122758	10/16/2019	10331 HDS WHITE CAP CONST SUPPLY	10011293846		MATERIALS AND SUPPLIES	72.16
					Total :	72.16
122759	10/16/2019	10331 WHITE CAP CONSTRUCTION SUPPLY	10011269508 10011269508A	52769	SAFETY APPAREL MARKING WAND	21.21 39.92
					Total :	61.13
122760	10/16/2019	10318 ZOLL MEDICAL CORPORATION	2935858	52655	EMS SUPPLIES	238.50
					Total :	238.50
75 Vouchers for bank code : ubgen						Bank total : 1,089,706.39
75 Vouchers in this report						Total vouchers : 1,089,706.39

Prepared by: 
Date: 10-16-19
Approved by: 
Date: 10-16-19

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
122761	10/24/2019	13198 3-D ENTERPRISES, INC	10 10R	52409	MAST PARK IMPROVEMENTS RETENTION	447,492.41 -22,374.62 Total : 425,117.79
122762	10/24/2019	11445 AMERICAN MESSAGING	L1072898TJ		FD PAGER SERVICE	168.94 Total : 168.94
122763	10/24/2019	10020 BEST BEST & KRIEGER LLP	LEGAL SVCS SEP 2019		LEGAL SVCS SEP 2019	99,666.37 Total : 99,666.37
122764	10/24/2019	10299 CARQUEST AUTO PARTS	11102-491802 11102-491821 11102-491844	52574 52574 52574	VEHICLE REPAIR PART VEHICLE REPAIR PART VEHICLE REPAIR PART	42.53 114.93 72.63 Total : 230.09
122765	10/24/2019	10333 COX COMMUNICATIONS	052335901		8950 COTTONWOOD AVE	176.73 Total : 176.73
122766	10/24/2019	10046 D MAX ENGINEERING INC	5199	52745	WATER QUALITY MONITORING -	3,950.00 Total : 3,950.00
122767	10/24/2019	10308 O'REILLY AUTO PARTS	2968-301208	52611	VEHICLE REPAIR PART	4.46 Total : 4.46
122768	10/24/2019	10344 PADRE DAM MUNICIPAL WATER DIST	90000367		GROUP BILL	24,178.44 Total : 24,178.44
122769	10/24/2019	10090 PARKHOUSE TIRE INC	3010302166	52718	TIRES	3,310.30 Total : 3,310.30
122770	10/24/2019	10101 PROFESSIONAL MEDICAL SUPPLY	B007597 B007598	52617 52617	OXYGEN CYLINDERS & REFILLS OXYGEN CYLINDERS & REFILLS	86.80 55.80 Total : 142.60
122771	10/24/2019	10097 ROMAINE ELECTRIC CORPORATION	12-047572	52654	SHOP EQUIPMENT	179.01 Total : 179.01

Bank code : ubgen


Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
122772	10/24/2019	10585 SHARP REES-STEALY MEDICAL	336506579		MEDICAL SERVICES	73.00
			336637832		MEDICAL SERVICES	1,267.00
			336721548		MEDICAL SERVICES	491.00
			336782022		PREPLACEMENT PHYSICAL	341.00
			336782023		PREPLACEMENT PHYSICAL	37.00
			336782024		PREPLACEMENT PHYSICAL	55.00
			336782025		PREPLACEMENT PHYSICAL	30.00
			336782026		PREPLACEMENT PHYSICAL	54.00
			336782660		PREPLACEMENT PHYSICAL	37.00
			336782661		PREPLACEMENT PHYSICAL	55.00
			336782663		PREPLACEMENT PHYSICAL	54.00
			336782664		PREPLACEMENT PHYSICAL	341.00
			336794442		MEDICAL SERVICES	73.00
			336815465		PREPLACEMENT PHYSICAL	30.00
Total :						2,938.00
122773	10/24/2019	10217 STAPLES ADVANTAGE	3426746629	52730	OFFICE SUPPLIES	140.13
			3426746630	52730	OFFICE SUPPLIES	15.07
Total :						155.20
122774	10/24/2019	13496 DAGGY, CARMEN	Ref000059982		CORRECTED LICENSE TYPE -	41.00
Total :						41.00
122775	10/24/2019	10317 WM HEALTHCARE SOLUTIONS INC	0458766-2793-1	52639	BIOMEDICAL WASTE DISPOSAL	93.47
			0458767-2793-9	52639	BIOMEDICAL WASTE DISPOSAL	93.47
Total :						186.94

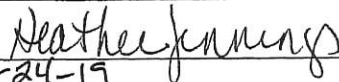
15 Vouchers for bank code : ubgen

Bank total : 560,445.87

15 Vouchers in this report

Total vouchers : 560,445.87

Prepared by: 
Date: 10/24/19


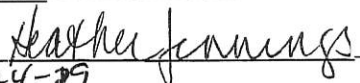
Approved by: 
Date: 10-24-19

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
122776	10/24/2019	12724 AMERICAN FIDELITY ASSURANCE	D075688		VOLUNTARY LIFE INS-AM FIDELITY	4,296.84
					Total :	4,296.84
122777	10/24/2019	12722 FIDELITY SECURITY LIFE	164056932		EYEMED - VOLUNTARY VISION	5.93
					Total :	5.93
122778	10/24/2019	12722 FIDELITY SECURITY LIFE	164058395		EYEMED - VOLUNTARY VISION	809.41
					Total :	809.41
122779	10/24/2019	10844 FRANCHISE TAX BOARD	PPE 10/16/19		WITHHOLDING ORDER	25.00
					Total :	25.00
122780	10/24/2019	10508 LIFE INSURANCE COMPANY OF	October 2019		LTD/LIFE INSURANCE	2,733.83
					Total :	2,733.83
122781	10/24/2019	10784 NATIONAL UNION FIRE INSURANCE	October 2019		VOLUNTARY AD&D	84.45
					Total :	84.45
122782	10/24/2019	10335 SAN DIEGO FIREFIGHTERS FEDERAL	October 2019		LONG TERM DISABILITY-SFFA	1,386.50
					Total :	1,386.50
122783	10/24/2019	10424 SANTEE FIREFIGHTERS	PPE 10/16/19		DUES/PEC/BENEVOLENT/BC EXP	2,742.53
					Total :	2,742.53
122784	10/24/2019	12892 SELMAN & COMPANY	October 2019		ID THEFT PROTECTION	210.00
					Total :	210.00
122785	10/24/2019	10776 STATE OF CALIFORNIA	PPE 10/16/19		WITHHOLDING ORDER	308.30
					Total :	308.30
122786	10/24/2019	10001 US BANK	PPE 10/16/19		PARS RETIREMENT	1,293.80
					Total :	1,293.80
122787	10/24/2019	10959 VANTAGE TRANSFER AGENT/457	PPE 10/16/19		ICMA - 457	27,728.98
					Total :	27,728.98
122788	10/24/2019	10782 VANTAGEPOINT TRNSFR AGT/801801	PPE 10/16/19		RETIREMENT HSA	3,934.81


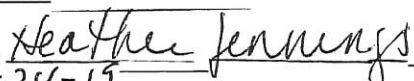
Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
122788	10/24/2019	10782	10782 VANTAGEPOINT TRNSFR AGT/80180 (Continued)			Total : 3,934.81
13 Vouchers for bank code : ubgen						Bank total : 45,560.38
13 Vouchers in this report						Total vouchers : 45,560.38

Prepared by:  _____
Date: 10/24/19 _____
Approved by:  _____
Date: 10-24-19 _____

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
10194	10/29/2019	10353 PERS	10 19 4		RETIREMENT PAYMENT	111,363.61	
						Total :	111,363.61
32780	10/28/2019	10955 DEPARTMENT OF THE TREASURY	PPE 10/16/19		FED WITHHOLD & MEDICARE	76,731.24	
						Total :	76,731.24
32787	10/28/2019	10956 FRANCHISE TAX BOARD	PPE 10/16/19		CA STATE TAX WITHHELD	26,146.45	
						Total :	26,146.45
3 Vouchers for bank code : ubgen						Bank total :	214,241.30
3 Vouchers in this report						Total vouchers :	214,241.30

Prepared by: 
Date: 10/24/19
Approved by: 
Date: 10-24-19

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
122789	10/31/2019	12951 BERRY, BONNIE F.	November 1, 2019		RETIREE HEALTH PAYMENT	91.00
					Total :	91.00
122790	10/31/2019	13501 BERTS OFFICE TRAILERS	M-8273		PERMIT FEE REFUND	104.00
					Total :	104.00
122791	10/31/2019	12506 BEST, MARLENE	101419		EMPLOYEE REIMBURSEMENT	156.65
					Total :	156.65
122792	10/31/2019	10021 BOUND TREE MEDICAL LLC	83370653	52673	EMS SUPPLIES	162.75
			83370654	52673	EMS SUPPLIES	152.58
			83370655	52673	EMS SUPPLIES	50.86
			83370656	52673	EMS SUPPLIES	29.00
			83373788	52673	EMS SUPPLIES	71.65
			83373789	52673	EMS SUPPLIES	336.16
			83373790	52673	EMS SUPPLIES	40.10
			83375326	52673	EMS SUPPLIES	659.03
			83375327	52673	EMS SUPPLIES	356.15
					Total :	1,858.28
122793	10/31/2019	10098 BURNER, RONALD	093019-1	52731	ATHLETIC FIELD COORDINATION	2,083.34
					Total :	2,083.34
122794	10/31/2019	11399 CABLE, PIPE, & LEAK DETECTION	10694	52798	LEAK DETECTION	376.50
					Total :	376.50
122795	10/31/2019	10478 CALIFORNIA DEPARTMENT OF	JUL - SEPT 2019		SALES/USE TAX JUL - SEPT 2019	664.00
					Total :	664.00
122796	10/31/2019	11055 CALIFORNIA SIGNS AND MARKETING	22136	52723	FACILITY SIGNAGE	21.55
					Total :	21.55
122797	10/31/2019	10299 CARQUEST AUTO PARTS	11102-492309	52574	VEHICLE REPAIR PARTS	215.55
			11102-492368	52574	VEHICLE REPAIR PARTS	137.12
			11102-492475	52574	VEHICLE REPAIR PART	34.67
					Total :	387.34

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
122798	10/31/2019	10032 CINTAS CORPORATION #694	4032017086	52773	UNIFORM/PARTS CLEANER RNTL	64.65
					Total :	64.65
122799	10/31/2019	10268 COOPER, JACKIE	November 1, 2019		RETIREE HEALTH PAYMENT	91.00
					Total :	91.00
122800	10/31/2019	10039 COUNTY MOTOR PARTS COMPANY INC	458117	52578	EQUIPMENT REPAIR PARTS	47.90
			458118	52578	EQUIPMENT REPAIR PART	28.02
					Total :	75.92
122801	10/31/2019	10358 COUNTY OF SAN DIEGO	20CTOFSASN03	52579	800 MHZ ACCESS (FIRE/PS)	1,624.50
					Total :	1,624.50
122802	10/31/2019	10333 COX COMMUNICATIONS	038997301		CITY HALL EOC	252.53
			063453006		9534 VIA ZAPADOR	200.08
			064114701		8115 ARLETTE ST	193.70
			066401501		10601 N MAGNOLIA AVE	34.67
			112256001		9130 CARLTON OAKS DR	89.49
					Total :	770.47
122803	10/31/2019	10595 CUTTER'S EDGE INDUSTRIES INC	100319-1	52581	EQUIPMENT REPAIR PARTS	43.60
					Total :	43.60
122804	10/31/2019	13360 DANBILLT	1297		VEHICLE EQUIPMENT	215.50
					Total :	215.50
122805	10/31/2019	12438 DIESEL PRINT CO, LLC	2088	52813	HOLIDAY LIGHTING CELEBRATION	25.40
					Total :	25.40
122806	10/31/2019	12483 DISCOUNT SIGNS AND BANNERS	5228	52586	IDENTIFICATION DECALS	59.48
					Total :	59.48
122807	10/31/2019	11295 DOKKEN ENGINEERING	35607	52440	CUYAMACA RIGHT TURN POCKET	3,345.50
					Total :	3,345.50
122808	10/31/2019	12970 DUDEK	20196980	52074	WALKER PRESERVE RESTORATIO	4,861.66
					Total :	4,861.66

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
122809	10/31/2019	10009 FIRE ETC	134773	52592	WEARING APPAREL	219.81
					Total :	219.81
122810	10/31/2019	13497 GEORGE, CARMEN	2003807.001		RECREATION FEE REFUND	84.00
					Total :	84.00
122811	10/31/2019	12495 GROSSMONT UNION	AR010448	52806	SCHOOL RESOURCE OFFICERS	47,428.75
					Total :	47,428.75
122812	10/31/2019	10256 HOME DEPOT CREDIT SERVICES	1153469	52597	STATION SUPPLIES	16.67
			164285	52597	STATION SUPPLIES	17.21
			3164416	52597	STATION SUPPLIES	5.04
					Total :	38.92
122813	10/31/2019	10759 INDUSTRIAL RUBBER SUPPLY INC	60277	52599	VEHICLE REPAIR	150.00
					Total :	150.00
122814	10/31/2019	11464 INSTITUTE OF TRANSPORTATION	ID 21662		ITE MEMBERSHIP	310.00
					Total :	310.00
122815	10/31/2019	12703 KB HOME COASTAL INC	GRD1250S		REFUNDABLE DEPOSIT	37,000.00
					Total :	37,000.00
122816	10/31/2019	10997 LAKESIDE FIRE PREVENTION	142	52646	SOFTWARE SUBSCRIPTION	548.00
					Total :	548.00
122817	10/31/2019	13363 LESAR DEVELOPMENT CONSULTANTS	ST - 4	52725	2020-24 CONSOLIDATED PLAN	4,509.75
					Total :	4,509.75
122818	10/31/2019	13500 LIN, JACK	EN19190S		REFUNDABLE DEPOSIT	1,500.00
					Total :	1,500.00
122819	10/31/2019	10174 LN CURTIS AND SONS	INV322867	52605	SAFETY EQUIPMENT	441.82
					Total :	441.82
122820	10/31/2019	13369 NATIONWIDE MEDICAL	I051337	52658	EMS SUPPLIES	293.80
					Total :	293.80

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
122821	10/31/2019	10451 NEOPOST USA INC	56829208	52817	POSTAGE METER RENTAL	161.63
					Total :	161.63
122822	10/31/2019	10241 CASEY PRICE	10-17-19		PETTY CASH REIMB - DDS	308.09
					Total :	308.09
122823	10/31/2019	13503 PRESIDIO CORNERSTONE	GRD1297A/GRD1311A		REFUNDABLE DEPOSIT	10,407.37
					Total :	10,407.37
122824	10/31/2019	11891 PRINTER REPAIR DEPOT	49881		EQUIPMENT REPAIR	89.00
					Total :	89.00
122825	10/31/2019	12062 PURETEC INDUSTRIAL WATER	1749902	52661	DEIONIZED WATER SERVICE	52.09
			1749903	52661	DEIONIZED WATER SERVICE	34.73
			1751603	52661	DEIONIZED WATER SERVICE	99.22
					Total :	186.04
122826	10/31/2019	10221 QUALITY CODE PUBLISHING LLC	2019-357	52784	MUNICIPAL CODE SERVICES	412.25
					Total :	412.25
122827	10/31/2019	12237 RAYON, KYLE	November 1, 2019		RETIREE HEALTH PAYMENT	91.00
					Total :	91.00
122828	10/31/2019	10097 ROMAINE ELECTRIC CORPORATION	12-047656	52654	VEHICLES SUPPLIES	179.97
					Total :	179.97
122829	10/31/2019	10606 S.D. COUNTY SHERIFF'S DEPT.	SHERIFF AUGUST 2019		LAW ENFORCEMENT AUGUST 2019	1,271,061.28
					Total :	1,271,061.28
122830	10/31/2019	10606 S.D. COUNTY SHERIFF'S DEPT.	SHERIFF JULY 2019		LAW ENFORCEMENT JULY 2019	1,268,563.07
					Total :	1,268,563.07
122831	10/31/2019	10407 SAN DIEGO GAS & ELECTRIC	0422 970 321 8		STREET LIGHTS	32,352.23
			2237 358 004 2		TRAFFIC SIGNALS	4,758.86
			3422 380 562 8		ROW / MEDIANS	224.08
			4394 020 550 9		LMD	4,602.48
			7990 068 577 7		PARKS	19,547.86
			8509 742 169 4		CITY HALL GROUP BILL	9,596.38

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
122831	10/31/2019	10407	10407 SAN DIEGO GAS & ELECTRIC		(Continued)	Total : 71,081.89	
122832	10/31/2019	11594	SAN DIEGO METROPOLITAN TRANSIT	1252020	RACEWALK	750.00	
					Total :	750.00	
122833	10/31/2019	13171	SC COMMERCIAL, LLC	0717671-IN 0718603-IN CL29508	52644 52644 52643	DELIVERED FUEL DELIVERED FUEL FLEET CARD FUELING	812.43 443.56 951.18
					Total :	2,207.17	
122834	10/31/2019	10837	SOUTHWEST TRAFFIC SIGNAL	80056 80068 80077	52759 52759 52759	TRAFFIC SIGNAL PM INSPECTIONS USA MARKOUTS TRAFFIC SIGNAL SERVICE CALLS	3,965.00 320.00 9,749.76
					Total :	14,034.76	
122835	10/31/2019	11341	SRM CONTRACTING & PAVING	3 (FINAL) 3R	52671	CITYWIDE SLURRY SEAL AND MAINT RETENTION	135,616.26 -6,780.81
					Total :	128,835.45	
122836	10/31/2019	10217	STAPLES ADVANTAGE	3426746628 3426824347 3426824349 3427364312 3427778263	52751 52672 52672 52751 52626	OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES CREDIT	84.41 69.80 18.96 9.15 -55.24
					Total :	127.08	
122837	10/31/2019	13064	TEMECULA CARRIAGE COMPANY LLC	240	52804	HOLIDAY LIGHTING CELEBRATION	1,150.00
					Total :	1,150.00	
122838	10/31/2019	10133	UNDERGROUND SERVICE ALERT	18dsbfe5385 920190683	52768 52768	DIG ALERT SERVICES - STATE FEE DIG ALERT SERVICES	96.33 178.30
					Total :	274.63	
122839	10/31/2019	10555	UNITIS CONTRACTOR SUPPLIES	166411	52705	STREET REPAIR MATERIALS	888.94
					Total :	888.94	
122840	10/31/2019	10642	USPS-HASLER	10252019		POSTAGE REIMBURSEMENT	2,399.58

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
122840	10/31/2019	10642 10642 USPS-HASLER	(Continued)			Total : 2,399.58
122841	10/31/2019	13498 VALENZUELA, ROLANDO	2003805.001		CANCELLED PARK RESERVATION	52.00
						Total : 52.00
122842	10/31/2019	10475 VERIZON WIRELESS	9839857522 9839857523		CELL PHONE SERVICE WIFI SERVICE	1,258.82 684.18
						Total : 1,943.00
122843	10/31/2019	13084 W.L. BUTLER CONSTRUCTION INC	CD19005S		REFUNDABLE DEPOSIT	34,139.40
						Total : 34,139.40
122844	10/31/2019	12930 WILLIAMS, ROCHELLE M.	November 1, 2019		RETIREE HEALTH PAYMENT	91.00
						Total : 91.00
122845	10/31/2019	12641 WITTORFF, VICKY DENISE	November 1, 2019		RETIREE HEALTH PAYMENT	31.00
						Total : 31.00
122846	10/31/2019	10232 XEROX CORPORATION	098387268	52640	COPY CHARGES & LEASE - CSD AI	126.51
						Total : 126.51
122847	10/31/2019	10318 ZOLL MEDICAL CORPORATION	2946800 2949804 2949872 2950992	52655 52764 52655 52655	EMS SUPPLIES EMS EQUIPMENT EMS SUPPLIES EMS SUPPLIES	145.46 13,610.28 383.86 107.68
						Total : 14,247.28

59 Vouchers for bank code : ubgen

Bank total : 2,933,284.58

59 Vouchers in this report

Total vouchers : 2,933,284.58

Prepared by: 

Date: 10-31-19

Approved by: 

Date: 10-31-19

City of Santee
COUNCIL AGENDA STATEMENT

Item 4

MEETING DATE November 13, 2019

AGENDA ITEM NO.

ITEM TITLE **APPROVAL OF THE EXPENDITURE OF \$71,644.84 FOR OCTOBER 2019 LEGAL SERVICES AND RELATED COSTS**

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

SUMMARY

Legal services invoices proposed for payment for the month of October 2019 total \$71,644.84 as follows:

1) General Retainer Services	\$	15,584.52
2) Labor & Employment		3,005.95
3) Litigation & Claims		729.31
4) Special Projects - General Fund		28,012.75
5) Third-Party Reimbursable Projects		<u>24,312.31</u>
Total	\$	<u>71,644.84</u>

FINANCIAL STATEMENT *tm*

	<u>AMOUNT</u>	<u>BALANCE</u>
General Fund:		
Adopted Budget	\$ 572,120.00	
Revised Budget	\$ 602,120.00	
Prior Expenditures	(206,266.28)	
Current Request	(47,332.53)	\$ 348,521.19
Other Funds (excluding applicant initiated items):		
Adopted Budget	\$ 26,400.00	
Revised Budget	\$ 26,400.00	
Prior Expenditures	(2,586.30)	
Current Request	-	\$ 23,813.70

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *msb*

Approve the expenditure of \$71,644.84 for October 2019 legal services and related costs.

ATTACHMENT (Listed Below)

Legal Services Billing Summary

LEGAL SERVICES BILLING SUMMARY
FY 2019-20

Category	Adopted Budget	Revised Budget	Spent Year to Date	Available Balance	Current Request Mo/Yr	Amount
General Fund:						
General / Retainer	\$ 186,120.00	\$ 186,120.00	\$ 47,536.84	\$ 138,583.16	Oct-19	\$ 15,584.52
Labor & Employment	60,000.00	60,000.00	15,815.32	44,184.68	Oct-19	3,005.95
Litigation & Claims	70,000.00	70,000.00	12,131.37	57,868.63	Oct-19	729.31
Special Projects	256,000.00	286,000.00	130,782.75	155,217.25	Oct-19	28,012.75
Total	\$ 572,120.00	\$ 602,120.00	\$ 206,266.28	\$ 395,853.72		\$ 47,332.53
Other City Funds:						
Special Projects	\$ 21,400.00	\$ 21,400.00	\$ 1,607.70	\$ 19,792.30		\$ -
MHFP Commission	5,000.00	5,000.00	978.60	4,021.40		-
Total	\$ 26,400.00	\$ 26,400.00	\$ 2,586.30	\$ 23,813.70		\$ -
Third-Party Reimbursable:						
Sky Ranch	n/a	n/a	\$ 421.00	n/a	Oct-19	\$ 30.00
Lantern Crest	n/a	n/a	3,748.80	n/a	Oct-19	360.00
Weston	n/a	n/a	9,387.93	n/a	Oct-19	1,323.04
MSCP - Subarea Plan	n/a	n/a	3,666.60	n/a	Oct-19	760.20
Home Fed Project	n/a	n/a	47,036.57	n/a	Oct-19	15,089.41
Prospect Estates II	n/a	n/a	932.00	n/a	Oct-19	2,924.86
River Village	n/a	n/a	512.00	n/a		-
Carribbean Way TM/DR Permit	n/a	n/a	60.00	n/a		-
Sharp Medical Office Building	n/a	n/a	210.00	n/a		-
Cornerstone/Wm. Lyon Homes	n/a	n/a	2,645.00	n/a	Oct-19	60.00
8711 Atlas View	n/a	n/a	463.40	n/a		-
Woodsprings Suites	n/a	n/a	4,844.81	n/a		-
Hillside Meadows Mitigation	n/a	n/a	18.92	n/a		-
Carlton Oaks Redevelopment	n/a	n/a	2,316.80	n/a	Oct-19	579.20
Graves Commercial Center	n/a	n/a	181.00	n/a	Oct-19	3,185.60
Total			\$ 76,444.83			\$ 24,312.31

LEGAL SERVICES BILLING SUMMARY
FY 2019-20

Total Previously Spent to Date FY 2019-20	
General Fund	\$ 206,266.28
Other City Funds	2,586.30
Applicant Deposits	<u>76,444.83</u>
Total	<u>\$ 285,297.41</u>

Total Proposed for Payment	
General Fund	\$ 47,332.53
Other City Funds	-
Applicant Deposits	<u>24,312.31</u>
Total	<u>\$ 71,644.84</u>

City of Santee
COUNCIL AGENDA STATEMENT

Item 5

MEETING DATE November 13, 2019

AGENDA ITEM NO.

ITEM TITLE **RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, ADOPTING AND APPROVING THE CITY OF SANTEE ADA AND TITLE VI NOTICES TO THE PUBLIC, GRIEVANCE PROCEDURES AND GRIEVANCE FORMS**

DIRECTOR/DEPARTMENT Erica Hardy, Director of Human Resources *EAH*

SUMMARY

The City of Santee is committed to maintaining a workplace and providing services, activities and programs that are free from discrimination on the basis of disability. On July 26, 1990, the Americans with Disabilities Act (ADA) was enacted into Public Law 101-336 and became effective on January 26, 1992. Title II of the ADA delineates the specific responsibilities required of state and local governments. State and local agencies are prohibited from denying or excluding services, programs, or activities from qualified persons with disabilities and are required to make their services, programs and activities readily available and usable by individuals with disabilities. Public agencies with 50 or more employees are required to adopt a grievance procedure for addressing complaints of discrimination against individuals with disabilities. Public agencies with 50 or more employees must also designate at least one employee to coordinate ADA compliance efforts. In addition, the City is required to provide notice to the public of the City's obligations under Title II of the ADA. The City has reviewed and updated its policies and procedures to ensure compliance with the ADA. Staff is now requesting Council to adopt and approve the City of Santee ADA Non-Discrimination and Grievance Policy, the ADA Notice and the ADA Grievance Form.

In addition, the City of Santee operates its programs and services in accordance with Title VI of the Civil Rights Act of 1964 and all related federal statutes, regulations and guidance (Title VI). Title VI prohibits discrimination in Federally assisted programs based on race, color, national origin. The City is required to designate a Title VI Coordinator, provide notice of its obligations under Title VI and to adopt a grievance procedure for addressing complaints of discrimination under Title VI. To ensure compliance with Title VI, Staff is now requesting Council to adopt and approve the City of Santee Title VI Notice to the Public, Title VI Grievance Procedure and Title VI Grievance Form.

FINANCIAL STATEMENT *m*

There is no financial impact to the City for adopting these documents.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *MAB*

Adopt the Resolution approving the City of Santee ADA and Title VI Notices to the Public, Grievance Procedures and Grievance Forms.

ATTACHMENTS

1. ADA Notice to the Public, Grievance Procedure, and Grievance Form
2. Title VI Notice to the Public, Grievance Procedure, and Grievance Form
3. Resolution



THE AMERICANS WITH DISABILITIES ACT - NOTICE -

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the City of Santee will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

Employment: The City of Santee does not discriminate based on disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under title I of the ADA.

Effective Communication: The City of Santee will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in City programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

Modifications to Policies and Procedures: The City of Santee will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities. For example, individuals with service animals are welcomed in City buildings and offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the City of Santee should contact the Department hosting the event, as soon as possible but no later than 48 hours before the scheduled event. If contact information for the program, service or activity is not available, you may contact the ADA Coordinator at ADAcoordinator@cityofsanteeca.gov or (619) 258-4100 x132.

The ADA does not require the City of Santee to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

Complaints that a program, service, or activity of the City of Santee is not accessible to persons with disabilities should be directed to the ADA Coordinator (Human Resources Director) for the City of Santee, at ADAcoordinator@cityofsanteeca.gov or 619-258-4100 x132. Those Complaints will be handled in accordance with the City's ADA Grievance Procedure.

The City of Santee will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.



Title II of the Americans with Disabilities Act Non-Discrimination Policy and Grievance Procedure

NON-DISCRIMINATION POLICY

The City of Santee is committed to ensuring that people with disabilities are able to take part in and benefit from, the variety of public programs, services, and activities offered by the City. The City of Santee continues to modify its facilities, programs, policies, or practices, as necessary to ensure such access is provided. It is the policy of the City of Santee to ensure compliance with the Americans with Disabilities Act (ADA), and to adhere to the intent of Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), and the comprehensive civil rights laws that prohibit discrimination based on disability. No otherwise qualified individual with a disability shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination because of a disability under any program or activity that is provided by the City of Santee.

REASONABLE ACCOMMODATION REQUEST

The City of Santee will make reasonable accommodations to ensure that individuals with disabilities are provided with an equal opportunity to participate in or benefit from its programs, services and activities, unless the accommodation would result in a fundamental alteration of its program, services or activities or result in an undue financial or administrative burden. Any individual who requires a reasonable accommodation to ensure equal opportunity to participate in or benefit from a City program, service or activity should contact the City's ADA Coordinator, identified below.

ADA GRIEVANCE PROCEDURE

Title II of the Americans with Disabilities Act requires that public entities adopt and publish grievance procedures to ensure the prompt and equitable resolution of grievances. The purpose of this ADA grievance procedure is to resolve as promptly as possible any problems, grievances, or conflicts related to the City's ADA compliance without the need for the grievant to resort to other remedies available under the law.

CONTENTS

1. Who may file a grievance?
2. When should a grievance be filed?
3. What should the grievance include?
4. What if I need assistance filling out my grievance?
5. What happens after I file my grievance?
6. When will I receive a response?
7. Should I be concerned that a City office or employee might retaliate against me if I complain?
8. What can I do if I am not satisfied with the initial investigation?
9. How long are complaints kept?

1. Who may file a grievance?

You or your authorized representative may file an ADA grievance if you believe that:

- The City is not in compliance with the physical access requirements of the Americans with Disabilities Act related to its public facilities, land, or right-of-ways, or
- You or a specific class of individuals have been denied access to participate in City programs, services, or activities on the basis of disability, or
- You or a specific class of individuals have been otherwise subjected to discrimination on the basis of disability by the City, or
- You requested a reasonable accommodation/modification and it was denied by City personnel;
- The City has otherwise violated the ADA.

2. When should a grievance be filed?

Before filing a grievance, you may seek informal resolution by contacting the City's Designated ADA Coordinator, who is the Director of Human Resources. If your informal concern is not resolved in a timely fashion, you may file a formal grievance under this procedure. You are encouraged to file your grievance as soon as possible, but within 60 business days.

3. What should the grievance include?

The grievance should be in writing and contain information about the grievance, submission date, name, address, telephone or cell phone number of grievant, location, date and description of the problem. A grievance form is available at the City for your convenience, but is not required to be used. Grievances should be submitted to the ADA Coordinator (the Human Resources Director), at:

City of Santee
Department of Human Resources & Risk Management
10601 Magnolia Avenue
Santee, CA 92071
ADAcoordinator@cityofsanteeca.gov

A form for submitting an ADA Grievance can be obtained from the Human Resources Department or on the City's website www.cityofsanteeca.gov.

4. What if I need assistance filling out my grievance?

An alternate means of filing grievances, such as personal interviews or audio recording of the grievance, will be made available for people with disabilities upon request.

5. What happens after I file my grievance?

After receiving your grievance, the ADA Coordinator will investigate within 20 business days. The investigation may include you and any other person(s) the investigator believes to have relevant knowledge concerning your grievance. The investigator will also consider any written evidence submitted.

After completing the investigation, the investigator will review the factual information gathered. The ADA Coordinator will then issue a written response.

6. When will I receive a response?

The ADA Coordinator will provide a response within 20 business days.

7. Should I be concerned that a city officer or employee might retaliate against me if I complain?

The City does not retaliate against you for filing a grievance and does not permit retaliation by its officers or employees. Please notify the ADA Coordinator of any retaliation.

8. What can I do if I am not satisfied with the initial investigation?

If you are not satisfied with the response you may submit an appeal within 15 business days of your receipt of the response to the City Manager, stating the reasons for the appeal. An alternate means of filing an appeal, such as personal interviews or audio recording of the appeal, will be made available for people with disabilities upon request.

Within 20 business days after receipt of the appeal, the City Manager, or his/her designee, will meet with the grievant to discuss a resolution. Within 20 business days after the meeting, the City Manager, or his/her designee, will respond with a final resolution.

You may file your appeal at the following address:

City of Santee
City Manager's Office
10601 Magnolia Avenue
Santee, CA 92071

If you are not satisfied with the results of the appeal, you may file a complaint with the appropriate agency or department of the State or Federal government. Contact the U.S. Department of Justice or the California Department of Justice Civil Rights Division for information about how to file a complaint with these agencies.

Using this grievance procedure is not a prerequisite to pursuing any of your other remedies. However, in the interest of a prompt resolution of the grievance, the City encourages you to use this procedure in addition to any other available alternatives you may choose.

9. How long are grievances kept?

All grievances received by the ADA Coordinator and appeals to the City Manager will be kept by the City of Santee for at least three (3) years.



**CITY OF SANTEE
AMERICANS WITH DISABILITIES ACT GRIEVANCE/COMPLAINT FORM**

Grievant/Complainant's Name: _____ Today's Date _____

Address:

Email Address: _____ Telephone/Cell Number: _____

IF AN AUTHORIZED REPRESENTATIVE IS FILING THE GRIEVANCE ON YOUR BEHALF, HIS/HER NAME, ADDRESS AND TELEPHONE NUMBER MUST ALSO BE INCLUDED.

Representative's Name: _____

Address: _____

Email Address: _____ Telephone/Cell Number: _____

Date(s) of Alleged Incident(s): _____ Time of Alleged Incident(s):

City employees or contractors involved (if known):

Location/Address of Alleged Incident: _____

Describe the basis for your complaint (denial of access to services, programs, or benefits, reasonable accommodation.) Attach additional pages if necessary.

Name and Contact Information of Witnesses, if applicable: _____

State requested remedy to your grievance: (attach additional pages if necessary)

Have you previously filed an ADA complaint with the City about this same issue? YES NO

Have you filed this grievance/complaint with any other Federal, State or local agency, or with any other Federal or State Court related to this same issue? If so, state where?

I affirm that the above is true to the best of my knowledge, information and belief.

Signature (Grievant or his/her authorized representative)

Date

Filing this grievance/complaint with the City of Santee does not prevent you from filing a complaint with other State or Federal Agencies.

Please print, complete and submit form to:

City of Santee
Attn: Erica Hardy
ADA Coordinator
10601 Magnolia Avenue
Santee, CA 92071
ADAcoordinator@cityofsanteeca.gov



TITLE VI NOTICE TO THE PUBLIC POLICY AGAINST DISCRIMINATION

The City of Santee operates its programs and services in accordance with Title VI of the Civil Rights Act of 1964 and all related federal statutes, regulations and guidance (Title VI). Title VI prohibits discrimination in Federally assisted programs based on race, color, national origin. In administering its Federally assisted programs, the City will not distinguish among individuals on the basis of race, color or national origin, either directly or indirectly, in the types, quantity, quality or timeliness of program services, aids or benefits that it provides or the manner in which it provides them. This prohibition applies to intentional discrimination as well as to procedures, criteria or methods of administration that appear neutral but have a discriminatory effect on individuals because of their race, color, or national origin. Policies and practices that have such an effect will be eliminated unless the City can show that they are necessary to achieve a legitimate nondiscriminatory objective. Even if there is such a reason, the City will determine if there are alternatives that would achieve the same objectives but that would exclude fewer protected persons. Persons with limited English proficiency will be afforded a meaningful opportunity to participate in programs that receive Federal funds. Policies and practices may not deny or have the effect of denying persons with limited English proficiency equal access to Federally-funded programs for which such persons qualify.

For more information on the City's Title VI compliance and the procedures to file a grievance, please contact the City's Title VI Coordinator at (619)258-4100 x132, or visit City's website at www.cityofsanteeca.gov. Grievances may be filed with the City within 180 days of the alleged discrimination or directly with the appropriate State or Federal agency providing financial assistance to the City.



TITLE VI GRIEVANCE/COMPLAINT PROCEDURES

As a recipient of federal funds, the City of Santee is required to comply with Title VI of the Civil Rights Act of 1964 and related regulations and guidance (Title VI) and ensure that services and benefits are provided on a nondiscriminatory basis. The City has established, pursuant to Title VI, the following Grievance/Complaint Procedure to be used by any person who alleges a complaint for violation of Title VI.

If you believe that you have been excluded from participation in, denied the benefits of or subjected to discrimination based on race, color, or national origin in the receipt of the City's services or related benefits, you may submit a written complaint with the City's Title VI Coordinator no later than 180 days from the date of the alleged incident to:

City of Santee
Department of Human Resources & Risk Management
10601 Magnolia Avenue
Santee, CA 92071
(619)258-4100 x132
ADACoordinator@cityofsanteeca.gov

Individuals are not required by federal regulations to use this Procedure, but may file complaints directly with the appropriate outside Federal or state agency which provides federal assistance to the City.

If a complaint is initially made by phone, it must be supplemented with a written complaint within 90 days after the alleged discriminatory event. Accommodation will be provided upon request to individuals unable to file a written complaint due to disability. Upon request, the City will make available language assistance for persons with limited English proficiency or other assistance as necessary for filing a complaint.

The Title VI Coordinator or designee will promptly investigate all complaints. Reasonable measures will be undertaken to preserve any information that is confidential. The Title VI Coordinator or designee will review every complaint, and when necessary, be assisted in the investigation by a neutral party. The investigator will attempt to speak with the complainant and the involved City Departments to gather all relevant facts.

The Title VI Coordinator will provide a written response which will explain the position of the City and offer options for substantive resolution of the grievance within 30 calendar days of submittal of the grievance, unless circumstances of the investigation require reasonable additional time to complete the process. If the response does not satisfactorily resolve the issue, the complainant or his/her designee may appeal the decision within 5 calendar days after receipt of the response to the City Manager or the City Manager's designee (collectively, "City Manager"). Within 15 calendar days after receipt of the appeal, the City Manager will respond, in writing, and, where appropriate, in a format accessible to the grievant, with a final resolution of the complaint.

Adopted: _____

Every effort will be made to obtain early resolution of complaints at the lowest level possible. All written complaints received by the Title VI Coordinator, appeals to the City Manager, and responses will be retained by the City for at least three years. Grievants/Complainants have the right to file grievances directly to the appropriate state or federal agency providing federal financial assistance to City. The investigation process and final response should take no longer than ninety (90) days. Receipt of additional relevant information and/or simultaneous filing of complaint with an external entity may expand the timing of the complaint resolution.

The Title VI Coordinator shall maintain a log of Title VI complaints received which shall include the date the complaint was filed, a summary of the allegations, the status of the complaint, and actions taken in response to the complaint.

Copies of each Title VI complaint, a summary of the response, and any additional correspondence will be provided to the appropriate Federal and state agencies when required.

If requested, documents describing the City's Title VI Policy and Grievance/Complaint Procedure can be translated into languages other than English.



**CITY OF SANTEE
TITLE VI GRIEVANCE/COMPLAINT FORM**

Grievant/Complainant's Name: _____ Today's Date _____

Address:

Email Address: _____ Telephone/Cell Number: _____

IF AN AUTHORIZED REPRESENTATIVE IS FILING THE GRIEVANCE ON YOUR BEHALF, HIS/HER NAME, ADDRESS AND TELEPHONE NUMBER MUST ALSO BE INCLUDED.

Representative's Name: _____

Address: _____

Email Address: _____ Telephone/Cell Number: _____

Date(s) of Alleged Incident(s): _____ Time of Alleged Incident(s): _____

City employees or contractors involved (if known):

Location/Address of Alleged Incident:

Describe the basis for your complaint (denial of access to services, programs, or benefits, reasonable accommodation; or language services, etc.) Attach additional pages if necessary.

Name and Contact Information of Witnesses, if applicable:

State requested remedy to your grievance: (attach additional pages if necessary)

Have you previously filed a Title VI complaint with the City about this same issue? YES NO

Have you filed this grievance/complaint with any other Federal, State or local agency, or with any other Federal or State Court related to this same incident? If so, state where?

I affirm that the above is true to the best of my knowledge, information and belief.

Signature (Grievant or his/her authorized representative)

Date

Filing this grievance/complaint with the City of Santee does not prevent you from filing a complaint with other State or Federal Agencies providing federal funding to the City

Please print, complete and submit form to:

City of Santee
Attn: Title VI Coordinator
10601 Magnolia Avenue
Santee, CA 92071
ADAcoordinator@cityofsanteeca.gov

RESOLUTION NO.

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE,
CALIFORNIA, APPROVING ADA AND TITLE VI POLICIES AND PROCEDURES**

WHEREAS, the City of Santee is committed to maintaining a workplace and providing services, activities and programs that are free from discrimination on the basis of disability; and

WHEREAS, under Title II of the Americans with Disabilities Act (ADA), State and local agencies are prohibited from denying or excluding from services, programs, or activities qualified persons with disabilities and are required to make their services, programs and activities readily available and usable by individuals with disabilities; and

WHEREAS, Title II of the ADA requires the City to provide notice of its ADA obligations, to adopt a grievance procedure and to designate an ADA Coordinator and the City has reviewed an updated policies and procedures to meet these obligations; and

WHEREAS, the City of Santee operates its programs and services in accordance with Title VI of the Civil Rights Act of 1964 and all related federal statutes, regulations and guidance (Title VI); and

WHEREAS, Title VI prohibits discrimination in Federally assisted programs based on race, color, or national origin; and

WHEREAS, under Title VI, the City is required to designate a Title VI Coordinator, provide notice of its obligations under Title VI and to adopt a grievance procedure for addressing complaints of discrimination under Title VI.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Santee, California does hereby approve and adopt the following policies and procedures:

ADA Notice to the Public, ADA Grievance Procedure, and ADA Grievance Form

Title VI Notice to the Public, Title VI Grievance Procedure, and Title VI Grievance Form.

ADOPTED by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 13th day of November, 2019, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

ANNETTE ORTIZ, CITY CLERK, MBA, CMC

City of Santee
COUNCIL AGENDA STATEMENT

Item 6

MEETING DATE November 13, 2019

AGENDA ITEM NO.

ITEM TITLE RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA ACCEPTING THE CITYWIDE SLURRY SEAL AND ROADWAY MAINTENANCE PROGRAM 2019 PROJECT (CIP 2019-02) AS COMPLETE

DIRECTOR/DEPARTMENT Melanie Kush, Development Services 

SUMMARY

This item requests City Council accept the Citywide Slurry Seal and Roadway Maintenance Program 2019 Project (CIP 2019-02) as complete. This project resurfaced a total of 25 streets as identified in the Pavement Management Report and Mast Blvd. from Carlton Hills Blvd. to Cuyamaca St. The project also resurfaced the parking lots at Big Rock Park and Woodglen Vista Park. The streets are identified on the attached street list, included in the Citywide Pavement Management Report, and as identified in the adopted Capital Improvement Program.

On June 26, 2019, City Council awarded the construction contract to SRM Construction and Paving for a total contract amount of \$1,096,317.40 and authorized change orders not to exceed \$109,631.00 for unforeseen items and additional work.

A Notice to Proceed was issued on July 29, 2019 and the work was completed on October 7, 2019. A total of six change orders were approved in the amount of \$60,670.81 for a final contract amount of \$1,156,988.21.

FINANCIAL STATEMENT 

Funding for this project was included in the adopted Capital Improvement Program budget as part of the Pavement Roadway Maintenance Citywide and Parking Lot Resurfacing projects. Funding for this project was provided by TransNet Local Street Improvements funds, SB1 funds and the General Fund.

Design and Bidding	\$ 18,740.14
Construction Contract	1,096,317.40
Construction Change Orders	60,670.81
Construction Engineering/Management	13,470.03
Project Closeout	3,000.00
Total Project Cost	<u>\$ 1,192,198.38</u>

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION 

Adopt the attached Resolution accepting the Citywide Slurry Seal and Roadway Maintenance Program 2019 Project (CIP 2019-02) as complete.

ATTACHMENTS

Resolution Street List Street Map

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA
ACCEPTING THE CITYWIDE SLURRY SEAL AND ROADWAY MAINTENANCE
PROGRAM 2019 PROJECT (CIP 2019-02) AS COMPLETE**

WHEREAS, the City Council awarded the construction contract for the Citywide Slurry Seal and Roadway Maintenance Program 2019 Project (CIP 2019-02) to SRM Construction and Paving on June 26, 2019 for \$1,096,317.40; and

WHEREAS, City Council authorized staff to approve construction change orders in a total amount not to exceed \$109,631.00; and

WHEREAS, six change orders were approved for the project in the amount of \$60,670.81; and

WHEREAS, the project was completed for a total contract amount of \$1,156,988.21; and

WHEREAS, SRM Construction and Paving has completed the project in accordance with the contract plans and specifications.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Santee, California, that the work for the construction of the Citywide Slurry Seal and Roadway Maintenance Program 2019 Project (CIP 2019-02) is accepted as complete on this date and the City Clerk is directed to record a Notice of Completion.

ADOPTED by the City Council of the City of Santee, California, at a Regular meeting thereof held this 13th day of November, 2019 by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

ANNETTE ORTIZ, MBA, CMC, CITY CLERK

Citywide Slurry Seal and Roadway Maintenance Program 2019, CIP 2019-02

Street List

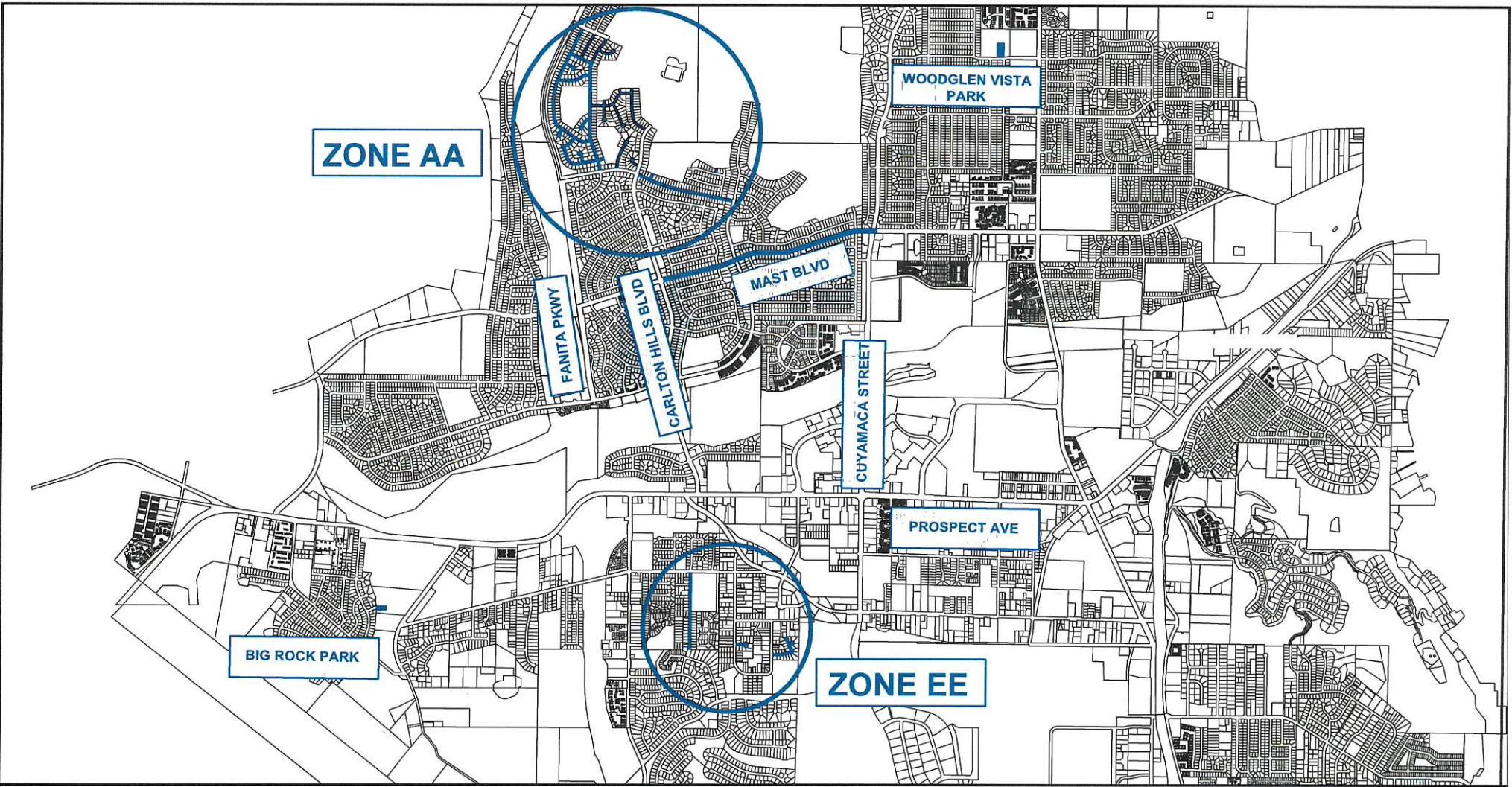
Zone AA

Cadwell Rd
Carlton Pl
Carrie Ellen Ct
Crossland Ct
Dalehurst Rd (East)
Fenway Rd
Knabe Ln
Lake Canyon Ct
Lake Canyon Rd
Lakeland Dr
Lapeer Ct
Las Lomas Dr
Marcella Ct
Mendeck Ave
Penmar Rd
Remuda Ct
Selby Ct
Settle Rd
Strathmore Dr
Walden Ct

Zone EE

Atlas View Ct
Corte de la Donna
Ellsworth Ln
Paseo de los Castillos

Mast Blvd



**Citywide Slurry Seal and Roadway Maintenance Program 2019
(CIP 2019-02)**



City of Santee
COUNCIL AGENDA STATEMENT

Item 7

MEETING DATE November 13, 2019

AGENDA ITEM NO.

ITEM TITLE PUBLIC HEARING FOR AN ORDINANCE RESCINDING CHAPTERS 11.02, 11.04, 11.06, 11.08, 11.10, 11.12, 11.14, 11.16, 11.18, 11.20, 11.22, AND 11.26 OF TITLE 11 OF THE SANTEE MUNICIPAL CODE ENTITLED "BUILDINGS AND CONSTRUCTION", IN THEIR ENTIRETY AND ADOPTING BY REFERENCE THE 2019 CALIFORNIA BUILDING STANDARDS CODE, INCLUDING THE 2019 CALIFORNIA ADMINISTRATIVE CODE, THE 2019 CALIFORNIA BUILDING CODE, THE 2019 CALIFORNIA RESIDENTIAL CODE, THE 2019 CALIFORNIA ELECTRICAL CODE, THE 2019 CALIFORNIA MECHANICAL CODE, THE 2019 CALIFORNIA PLUMBING CODE, THE 2019 CALIFORNIA ENERGY CODE, THE 2019 CALIFORNIA HISTORICAL BUILDING CODE, THE 2019 CALIFORNIA FIRE CODE, THE 2019 CALIFORNIA EXISTING BUILDING CODE, THE 2019 CALIFORNIA GREEN BUILDING STANDARDS CODE, AND THE CALIFORNIA REFERENCED STANDARDS CODE, TOGETHER WITH MODIFICATIONS, ADDITIONS, AND DELETIONS THERETO.

DIRECTOR/DEPARTMENT

Melanie Kush, Development Services
John Garlow, Fire Department

SJY FOR MK
OW for JG

SUMMARY

The purpose of this Draft Ordinance is to update the Santee Municipal Code to the current state-mandated building code editions, which include the Fire Code. The state building codes are generally updated every three years and adopted by the State of California Building Standards Commission. Local jurisdictions are subsequently required to adopt and implement the state-adopted codes as the minimum standard for construction. This Draft Ordinance was introduced at the October 23, 2019 City Council meeting and a public hearing was set for tonight's City Council meeting. During the October 23rd meeting, the possibility of increasing the fuel modification zone to 150 feet was raised for discussion. Staff was directed to return with information which will be referenced in the presentation. No change to the Ordinance specific to the fuel modification zone is reflected in the Ordinance presented for adoption.

ENVIRONMENTAL REVIEW

This Draft Ordinance is exempt from the provisions of the California Environmental Quality Act (CEQA) under Section 15308 (Class 8) because the project is an action being taken in compliance with state mandates where the process involves procedures for the protection of the environment which do not have the potential to cause significant environmental effects.

FINANCIAL STATEMENT

The cost of implementation is expected to have no fiscal impact to the City.

CITY ATTORNEY REVIEW

N/A

Completed

RECOMMENDATIONS

1. Conduct and close the Public Hearing; and
2. Find the Ordinance Categorically Exempt from the provisions of CEQA pursuant to Section 15308 of the CEQA Guidelines and authorize the filing of a Notice of Exemption; and
3. Adopt the attached Ordinance.

ATTACHMENTS

Ordinance

Staff Report

STAFF REPORT
CITY COUNCIL MEETING November 13, 2019

PUBLIC HEARING FOR AN ORDINANCE RESCINDING CHAPTERS 11.02, 11.04, 11.06, 11.08, 11.10, 11.12, 11.14, 11.16, 11.18, 11.20, 11.22, AND 11.26 OF TITLE 11 OF THE SANTEE MUNICIPAL CODE ENTITLED “BUILDINGS AND CONSTRUCTION”, IN THEIR ENTIRETY AND ADOPTING BY REFERENCE THE 2019 CALIFORNIA BUILDING STANDARDS CODE, INCLUDING THE 2019 CALIFORNIA ADMINISTRATIVE CODE, THE 2019 CALIFORNIA BUILDING CODE, THE 2019 CALIFORNIA RESIDENTIAL CODE, THE 2019 CALIFORNIA ELECTRICAL CODE, THE 2019 CALIFORNIA MECHANICAL CODE, THE 2019 CALIFORNIA PLUMBING CODE, THE 2019 CALIFORNIA ENERGY CODE, THE 2019 CALIFORNIA HISTORICAL BUILDING CODE, THE 2019 CALIFORNIA EXISTING BUILDING CODE, THE 2019 CALIFORNIA GREEN BUILDING STANDARDS CODE, THE 2019 CALIFORNIA FIRE CODE, AND THE CALIFORNIA REFERENCED STANDARDS CODE, TOGETHER WITH MODIFICATIONS, ADDITIONS, AND DELETIONS THERETO.

A. BACKGROUND

The California Building Standards Code is published every three years and amends the California Code of Regulations, Title 24. These codes are commonly referred to as the California Building Code (“Codes”) and include, but are not limited to, building, plumbing, mechanical, electrical, and energy standards. The California Building Standards Code includes the Fire Code.

California Health and Safety Code requires that each jurisdiction in the state adopt the most recent edition of the California Building Standards Code within 180 days of publication. If it is not adopted by a jurisdiction it has the force of law 180 days after publication. The 2016 version of the Codes, which are currently in effect, were adopted locally in December of 2016.

The 2019 Codes do not include substantial modifications from the 2016 Codes. Many of the modifications include clarifications to language and details, but will not have significant impacts to building design in Santee.

When adopting the California Building Standards Code a jurisdiction may establish more restrictive standards reasonably necessary based on climatic, geologic, or topographic conditions. The City of Santee has made modifications to previous versions of the Codes, and is proposing an identical set of modifications to the 2019 Codes. No new modifications are being proposed by the City as part of this Draft Ordinance.

The City incorporates the Codes by reference in Title 11 of the Municipal Code, titled “Buildings and Construction”.

This Draft Ordinance was introduced at the October 23, 2019, City Council meeting and set for a public hearing at tonight's meeting.

B. PUBLIC NOTICE:

Notice of tonight's public meeting was published twice in the East County Californian on Thursday, October 31, 2019, and Thursday, November 7, 2019, per statutory requirements. Notice of the first reading was mailed and emailed to the Building Industry Association (BIA) on October 15, 2019. A subsequent notice of the public hearing was also mailed and emailed to the BIA on October 30, 2019.

C. ENVIRONMENTAL REVIEW

The Draft Ordinance is exempt from the provisions of the California Environmental Quality Act under Section 15308 (Class 8) because the project is an action being taken in compliance with state mandates where the process involves procedures for the protection of the environment which do not have the potential to cause significant effects on the environment.

D. STAFF RECOMMENDATION

1. Conduct and close the Public Hearing; and
2. Find the Ordinance Categorically Exempt from the provisions of CEQA pursuant to Section 15308 of the CEQA Guidelines and authorize the filing of a Notice of Exemption; and
3. Adopt the attached Ordinance.

ATTACHMENT
Ordinance

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF SANTEE, CALIFORNIA, RESCINDING CHAPTERS 11.02, 11.04, 11.06, 11.08, 11.10, 11.12, 11.14, 11.16, 11.18, 11.20, 11.22, AND 11.26 OF TITLE 11 OF THE SANTEE MUNICIPAL CODE ENTITLED “BUILDING AND CONSTRUCTION”, IN THEIR ENTIRETY AND ADOPTING BY REFERENCE THE 2019 CALIFORNIA BUILDING STANDARDS CODE, INCLUDING THE 2019 CALIFORNIA ADMINISTRATIVE CODE, THE 2019 CALIFORNIA BUILDING CODE, THE 2019 CALIFORNIA RESIDENTIAL CODE, THE 2019 CALIFORNIA ELECTRICAL CODE, THE 2019 CALIFORNIA MECHANICAL CODE, THE 2019 CALIFORNIA PLUMBING CODE, THE 2019 CALIFORNIA ENERGY CODE, THE 2019 CALIFORNIA HISTORICAL BUILDING CODE, THE 2019 CALIFORNIA EXISTING BUILDING CODE, THE 2019 CALIFORNIA GREEN BUILDING STANDARDS CODE, THE 2019 CALIFORNIA FIRE CODE, AND THE CALIFORNIA REFERENCED STANDARDS CODE, TOGETHER WITH MODIFICATIONS, ADDITIONS, AND DELETIONS THERETO

WHEREAS, the City of Santee last adopted its building and fire codes in 2016; and California Health and Safety Code Section 17922 requires that a jurisdiction in the state adopt the most recent edition of the California Building Standards Code, which includes the California Fire Code; and

WHEREAS, Government Code Section 50022.2 et seq. and California Health & Safety Code Section 17922 empower the City to adopt by reference the California Building Standards Code, adopting certain uniform codes, including the California Fire Code, 2019 Edition, (which incorporates and amends the International Fire Code 2018 Edition) with certain appendices and amendments; and

WHEREAS, California Health & Safety Code Section 17958.5 provides, in pertinent part, that a City may make such changes or modifications to the provisions published in the California Building Standards Code and other regulations adopted pursuant to Section 17922 as it determines, pursuant to the provisions of Section 17958.7, are reasonably necessary because of local climatic, topographical, or geological conditions; and

WHEREAS, the City desires to adopt the California Fire Code, 2019 Edition, which is a part of the California Building Standards Code in Title 24 of the California Code of Regulations (“CFC”), with necessary amendments to assure the CFC is tailored to the particular safety needs of the City as required by its unique climatic, topographical and geological conditions; and

WHEREAS, prior to making modifications permitted under California Health & Safety Code Section 17958.5, the City Council is required to make express findings that such modifications or changes are needed in accordance with California Health & Safety Code Section 17958.7; and

WHEREAS, California Health and Safety Code Section 17958 requires that cities adopt building regulations that are substantially the same as those adopted by the California Building Standards Commission and contained in the California Building Standards Code; and

ORDINANCE NO. _____

WHEREAS, this amendment to the Santee Municipal Code has been determined to be exempt from review by the San Diego Regional Airport Authority as it would not affect Gillespie Field Airport operations nor result in land use incompatibilities with the Gillespie Field Airport Land Use Plan; and

WHEREAS, this project is exempt from the provisions of the California Environmental Quality Act pursuant to Section 15308 (Class 8) of the CEQA Guidelines because the project is an action being taken in compliance with state mandates where the process involves procedures for the protection of the environment which do not have the potential to cause significant effects on the environment; and

WHEREAS, on October 23, 2019, the City Council of the City of Santee held a duly advertised public meeting to introduce the Ordinance by title only and to set the Public Hearing on this proposed ordinance for November 13, 2019; and

WHEREAS, the City published notice of the aforementioned public meeting on October 10, 2019, and thereafter published notice of the Public Hearing pursuant to California Government Code Section 6066 on October 31, 2019 and November 7, 2019; and

WHEREAS, the City Council held a Public Hearing on November 13, 2019, at which time all interested persons had the opportunity to appear and be heard on the matter of adopting the 2019 California Building Standards Code, as amended herein; and

WHEREAS, any and all other legal prerequisites relating to the adoption of this Ordinance have occurred.

NOW, THEREFORE, the City Council of the City of Santee does ordain, as follows:

SECTION 1: Findings in support of local amendments. To the extent that the following changes and modifications to the 2019 California Building Standards Code are deemed more restrictive, thus requiring that findings be made pertaining to local conditions to justify such modifications, the City Council hereby finds and determines that the following changes and modifications are reasonably necessary due to local climatic, topographical, and geological conditions consisting of the following:

A. Climatic Conditions:

1. The City of Santee is located in a semi-arid Mediterranean type climate. It annually experiences extended periods of high temperatures with little or no precipitation. The winds prevail from the west with seasonal strong dry east winds that vary in duration and intensity. These winds can significantly enlarge wildland fires as well as cause abrupt and unpredictable changes in fire direction. Temperatures ranging between 75- and 100-degrees F are common throughout the year. Hot, dry foehn (Santa Ana) winds, which may reach speeds of 45 miles per hour or greater, are also common to the area. These climatic conditions cause extreme drying of vegetation and common building materials. Frequent periods of drought and low humidity add to the fire danger.

ORDINANCE NO. _____

2. The local climate alternates between extended periods of drought and brief flooding conditions. Flood conditions may affect the Santee Fire Department's ability to respond to a fire or emergency condition. Floods also disrupt utility services to buildings and facilities within the County.

3. Dry climatic conditions and winds can contribute to the rapid spread of fires. Fires spread very quickly and create a need for increased levels of fire protection. The added protection of fire sprinkler systems and other fire protection features will supplement normal Fire Department response by providing immediate protection for the building occupants and by containing and controlling the fire spread to the area of origin. Fire sprinkler systems will also reduce the use of water for firefighting by as much as 50 to 75 percent.

4. The water supply is limited making it necessary for fire apparatus to travel time-consuming distances to refill once their initial water supply has been utilized.

B. Topographical Conditions:

1. The City is situated in hilly, inland terrain. Approximately 50% of the area is classified as "wildland" for fire purposes, covered by native vegetation on steep and frequently inaccessible hillsides. The native ground cover is highly combustible grasses, dense brush and chaparral. Natural firebreaks in these areas are insignificant. Natural slopes of 15 percent or greater generally occur in the foothills of Santee. Several developments are currently planned for these hillsides and future development may potentially occur in such areas.

2. The topographical conditions combine to create a situation that places Fire Department response time to fire occurrences at risk and makes it necessary to provide automatic on-site fire-extinguishing systems and other protection measures, such as Class B roofing material to protect occupants and property.

3. The amount of traffic will continue to grow with regional population growth, creating an artificial obstructive topographical condition. The three major highways (Hwy. 67, Hwy. 125, and Hwy. 52) that traverse through the City support the transportation of hazardous materials. The eventual release or threatened release of hazardous materials along one of these highways is possible, given the volume transported daily. The City is also transected by a mass transit trolley line that begins in the City of San Diego and terminates in the City of Santee. The Trolley operates throughout the day and delays emergency vehicles on a daily basis. These conditions may negatively affect access and the Fire Department's ability to deliver service.

4. The potential for fire damage is great in the wildland area, as such, a fire can spread rapidly and difficult terrain and explosive vegetation can slow response time.

5. Rural roads include many narrow winding roadways, often with grades in excess of that necessary for optimal response time for large fire apparatus. An additional factor affecting response time is the distance between the two fire stations and the fire location.

C. Geological Conditions:

1. The City of Santee is situated near three major earthquake faults, each capable of generating quakes with a magnitude of up to 7.0. These faults are: the Elsinore Fault, approximately 20 miles northeast of Santee; the Rose Canyon Fault, which extends south from La Jolla Cove, through Rose Canyon and west into San Diego; and the Coronado Banks Fault, which extends from the north to south direction, just off the Southern California coastline. In as much as these faults are considered major California earthquake faults, subject to becoming active at any time, the City of Santee is particularly vulnerable to devastation requiring significant emergency response, should an earthquake of such magnitude occur.

2. According to the soil ratings devised by the National Earthquake Hazards Reduction Program (NEHRP), certain portions of the City (through the San Diego River bed) have soft soils that are subject to a risk of Liquefaction in the event of an earthquake.

3. Additionally, this same low-lying portion of the City is within a "High Risk Dam Inundation" area subject to severe flooding from the San Vicente and El Capitan Reservoirs in the event of a Dam failure. The potential effects include isolating the City from the north and south due to the potential of flood through the river bed. Additional potential situations inherent in an earthquake situation include: water main breaks, broken natural gas mains causing structure and other fires, possible leakage of hazardous materials, the need for rescues from collapsed structures, and the rendering of first aid and other medical attention to large numbers of people.

SECTION 2: Findings in compliance with the California Environmental Quality Act.

The City Council of the City of Santee finds that this project is exempt from the provisions of the California Environmental Quality Act pursuant to Section 15308 (Class 8) because the project is an action being taken in compliance with state mandates where the process involves procedures for the protection of the environment which do not have the potential to cause significant effects on the environment.

SECTION 3: Recitals. The City Council of the City of Santee hereby finds and declares that all of the recitals set forth above are correct and true and wishes to amend the Santee Municipal Code by rescinding and replacing various Chapters of Title 11 "Buildings and Construction", to include various sections of the Fire Code (Section 307.4.3 with subsections, Section 503.2.1, Section 503.2.3, Section 903.4.2, Section 5607 with subsections, Section 4903, and Section 4905.2 with subsections) as set forth in this ordinance.

SECTION 4: The City Council of the City of Santee hereby:

- A. Rescinds Chapters 11.02, 11.04, 11.06, 11.08, 11.10, 11.12, 11.14, 11.16, 11.18, 11.20, 11.22, and 11.26 of the Santee Municipal Code; and
- B. Adopts new Chapters 11.02, 11.04, 11.06, 11.08, 11.10, 11.12, 11.14, 11.16, 11.18, 11.20, 11.22, and 11.26 of the Santee Municipal Code to read as follows:

ORDINANCE NO. _____

Chapter 11.02

CALIFORNIA ADMINISTRATIVE CODE

Sections:

11.02.010 Adoption.

11.02.010 The California Administrative Code Chapter, 2019 edition, Chapter 11.02 is adopted by reference without change to the Buildings and Construction Code.

Chapter 11.04

CALIFORNIA BUILDING CODE

Sections:

11.04.010 Adoption.

11.04.020 Findings.

11.04.030 Deletions, revisions and additions.

11.04.040 Table 1505.1 Amended.

11.04.050 Appendices C, H and I adopted.

11.04.010 Adoption of the 2019 California Building Code, Part 2, Title 24 of the California Code of Regulations.

There is adopted and incorporated by reference herein as the City building code for the purpose of prescribing regulations in the City of Santee for the erection, construction, enlargement, alteration, repair, moving, removal, conversion, demolition, occupancy, equipment, use, height, area, and maintenance of buildings and structures, the 2019 California Building Code, Part 2, Title 24 of the California Code of Regulations, a portion of the California Building Standards Code, as defined in the California State Health and Safety Code, Section 18901 et seq. which is based on the International Building Code, 2018 Edition, including those Appendix Chapters shown as adopted by this Chapter. Except as otherwise provided by this Chapter and Chapter 11.02 of the City of Santee Municipal Code, all erection, construction, enlargement, alteration, repair, moving, removal, conversion, demolition, occupancy, equipment, use, height, area and maintenance of buildings and structures within the City of Santee shall be in conformance with the 2019 California Building Code published by the California Building Standards Commission.

11.04.020 Findings.

The City of Santee has many large, brush-covered hillsides. The City is subject to frequent Santa Ana conditions consisting of dry gusting winds, which create extreme fire dangers. The City Council specifically finds that these geographic and topographic conditions necessitate greater fire protection than that provided by the 2019 California Building Code. Therefore, this chapter alters the 2019 California Building Code, to require more fire-retardant roof coverings.

11.04.030 Deletions, revisions and additions to the 2019 California Building Code.

Deletions, revisions and additions to the 2019 California Building Code shall be as set forth in Sections 11.04.040 and as follows:

Section 104.7.1 of the California Building Code is added to read as follows:

Section 104.7.1 Permit History Survey. Upon receipt of a written request from the owner of a parcel of property for a Permit History Survey, and the payment of the fee specified in a resolution duly adopted by the City Council, the building official may review city records and provide a report listing those building, plumbing, electrical and mechanical permits that have been issued for a specific parcel of property.

Section 105.2 of the California Building Code is amended to read as follows:

Section 105.2 Exempt from permit is amended by adding the following subsections 14 through 17:

1. through 13. remain unchanged.
14. Satellite dish antenna, other than roof-mounted, in Office, Commercial, and Industrial zoning districts
15. Renewal of roof coverings on any buildings.
16. Attached open residential patio covers structures up to 120 square feet in projected roof area. These structures must be attached to an R-3 occupancy.
17. Fences not over 8 feet high, where permitted to be installed by City Zoning Code in commercial and industrial zones.
18. Installation of metal storage containers for use as temporary storage structures. This exception does not apply to any structure used as defined under 'habitable space' in section 202 of the California building Code. This exemption is intended to be applied only to prefabricated shipping and cargo containers commonly used in the shipping and trucking industries.
19. Repairs which involve only the replacement of component parts of existing work with similar materials only for the purpose of maintenance and which do not aggregate over \$750.00 in valuation and do not affect any electrical or mechanical installations. Repairs exempt from permit requirements shall not include any addition, change or modification in construction, exit facilities or permanent fixtures or equipment. Specifically exempt from permit requirements without limit to valuation are:
 - a. Painting
 - b. Installation of floor covering
 - c. Cabinet work
 - d. Outside paving not involving restriping of disabled access parking stalls.

Section 105.3.1.1 of the California Building Code is added to read as follows:

Section 105.3.1.1 Permits shall not be issued for construction on a site where the

ORDINANCE NO. _____

City engineer determines that a grading permit or public improvements are required until the City engineer or his/her representative notifies the building official in writing that grading or public improvements has been satisfactorily completed to allow building permits to be issued.

Permits shall not be issued if the City engineer determines that flooding or geologic conditions at the site may endanger the public safety or welfare.

Section 109 of the California Building Code shall be deleted and replaced with the following:

Section 109.1 FEES

Section 109.2 GENERAL. Fees shall be assessed as set forth in a resolution duly adopted by the City Council.

Section 109.3 PERMIT FEES. The fee for each permit shall be as set forth in a resolution duly adopted by the City Council.

The determination of value or valuation under any of the provisions of these codes shall be made by the building official. The value to be used in computing building permit and building plan review fees shall be the total value of all construction work for which the permit is issued as well as all finish work, painting roofing, electrical, plumbing, heating, air conditioning, elevators, fire-extinguishing systems and any other permanent equipment. The permit fees for those projects subject to State energy code compliance and /or State disabled access regulation compliance shall be as set forth in a resolution dully adopted by the City Council.

Section 109.4 PLAN REVIEW FEES. When submittal documents are required by section 107, a plan review fee shall be paid at the time of submitting the submittal documents for plan review. Said plan review fee shall be set forth in a resolution duly adopted by the City Council. The plan review fee for electrical, mechanical, and plumbing work shall be set forth in a resolution duly adopted by the City Council. The plan review fees for State energy code compliance and/or State disabled access regulation compliance shall be as set forth in a resolution duly adopted by the City Council. The plan review fees specified in this section are separate fees from the permit fees specified in Section 109.3 and are in addition to the permit fees.

When submittal documents are incomplete or changed so as to require additional plan review or when the project involves deferred submittal items as defined in Section 107.3.4.1, an additional plan review fee shall be charged at the rate set forth in a resolution duly adopted by City Council.

Section 109.5 EXPIRATION OF PLAN REVIEW. An application for which no permit is issued within 180 days following the date of application shall expire by limitation, and plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the building official. The building official may extend the time for action by the applicant for a period not to exceed 180 days

ORDINANCE NO. _____

on written request by the applicant showing that circumstances beyond the control of the applicant have prevented action from being taken. An application shall not be extended more than once. An application shall not be extended if this code or any other pertinent laws or ordinances have been amended subsequent to the date of application. In order to renew action on an application after expiration, the applicant shall resubmit plans and pay a new plan check fee.

Section 109.6 INVESTIGATION FEES: WORK WITHOUT A PERMIT.

Section 109.6.1 INVESTIGATION. Whenever any work for which a permit is required by this code has been commenced without first obtaining a permit, a special investigation shall be made before a permit may be issued for such work.

Section 109.6.2 FEE. An investigation fee, in addition to the permit fee, shall be equal to the amount of the permit fee required by this code. The minimum fee shall be the same as the same as the minimum permit fee set forth in a resolution duly adopted by the City Council. The payment of such investigation fee shall not exempt an applicant from compliance with all other provisions of either this code or the technical codes not from any penalty prescribed by law.

Section 109.7 FEE REFUNDS. The building official may authorize refunding of a fee paid hereunder which was erroneously paid or collected.

The building official may authorize refunding of not more than 80 percent of the permit fee paid when no work has been done under a permit issued in accordance with this code.

The building official may authorize refunding of not more than 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid has been withdrawn or cancelled before any examination has been expended.

The building official shall not authorize the refunding of any fee paid except upon written application filed by the original permittee not later than 180 days after the date of fee payment.

Section 109.8 PERMIT HISTORY SURVEY FEE. The fee for conducting a permit history survey for an existing structure or facility shall be as set forth in a resolution duly adopted by City Council.

Section 109.9 DEMOLITION PERMIT FEE. The fee for a permit to demolish a building shall be as set forth in a resolution duly adopted by the City Council.

Section 109.10 FEE EXCEPTIONS: the government of the United States of America, the State of California, local school districts proposing work exempt from building permits, the County of San Diego, and the City shall not be required to pay for filing an application for a building permit pursuant to this code unless City plan review and inspection services are requested. If so requested, the fee schedules adopted in a resolution by City Council shall apply.

Section 111 of the California Building Code is amended to read as follows:

Section 111.1 CERTIFICATE ISSUED. After final inspection where the building official has inspected the building or structure and has found no violations of the provisions of this code or other laws which are enforced by the building division, the building official shall indicate approval on the Inspection Record Card, and the signed Inspection Record Card shall serve as the Certificate of Occupancy.

Section 113.1 of the California Building Code is amended to read as follows:

Section 113.1 General. In order to hear and decide appeals or orders, decisions, or determinations made by the building Official relative to the application and interpretation of the technical codes, the City Council shall serve as the appeals board. The applicant may appeal the order, decision, or determination of the building official by filing with the City Clerk a written appeal within ten days after the date of the written decision.

Section 114.4 of the California Building Code shall be replaced as follows to read:

Section 114.4 Violations. Any person, firm or corporation violating any provision of this code or the technical codes shall be deemed guilty of a misdemeanor and upon conviction thereof, shall be fined an amount not to exceed five hundred dollars, or imprisoned for a period of not more than six months in the county jail, or both fine and imprisonment.

Section 114.5 of the California Building Code shall be added as follows to read:

Section 114.5 Public Nuisance. Any building or structure erected, constructed, enlarged, altered, repaired, moved, improved, removed, converted, or demolished, equipped, used, occupied, or maintained contrary to the provisions of this code shall be and the same is hereby declared to be unlawful and a public nuisance. The City Attorney shall, upon order of the City Council, commence necessary proceedings for the abatement, removal and/or enjoinder of any such public nuisance in the manner provided by law. Any failure, refusal or neglect to obtain a permit as required by Chapter one (1) of this code shall be prima facie evidence of the fact that the public nuisance has been committed in connection with the erection, construction, enlargement, alteration, repair, movement, improvement, removal, conversion or demolition, equipment, use, occupation, or maintenance of a building or structure erected, constructed, enlarged, altered, repaired, moved, improved, removed, converted or demolished, used, occupied, or maintained contrary to the provisions of this code or the technical codes.

Add the following to the end of the first paragraph of Section 1505.1 General:

Section 1505.1 The installation of wood shingle or shake roofing material for reroofing or repair which exceeds 25 percent of the projected roof area within any 12-month period shall be as required for new roof installations or a minimum of Class B Rating.

11.04.040 Table 1505.1 Amended.

Table 1505.1 of the 2019 California Building Code and the International Building Code, 2018 Edition, is amended to read as follows:

**TABLE 1505.1
MINIMUM ROOF COVERING CLASSIFICATION
FOR TYPE OF CONSTRUCTION**

IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
B	B	B	B	B	B	B	B	B

1104.050 Appendices C, H and I adopted.

Appendix C, H and I are adopted.

Chapter 11.06

CALIFORNIA RESIDENTIAL CODE

Section 11.06.010 Adoption

11.06.010 Adoption of the 2019 California Residential Code, Part 2.5, Title 24 of the California Code of Regulations.

There is adopted and incorporated by reference herein as the City residential code for the purpose of establishing provisions for the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, removal and demolition of detached one- and two-family dwellings and townhouses not more than three stories above grade the 2019 California Residential Code. Except as otherwise provided by this Chapter and Chapter 11.02 of the City of Santee Municipal Code, all construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, removal or demolition of detached one- and two-family dwellings and townhouses not more than three stories above grade within the City of Santee, shall be in conformance with the 2019 California Residential Code, published by the California Building Standards Commission.

Section R104.7.1 of the California Residential Code is added to read as follows:

Section R104.7.1 Permit History Survey. Upon receipt of a written request from the owner of a parcel of property for a Permit History Survey, and the payment of the fee specified in a resolution duly adopted by the City Council, the building official may review City records and provide a report listing those building, plumbing, electrical and mechanical permits that have been issued for a specific parcel of property.

Section R105.2 of the California Residential Code is amended to read as follows:

Section R105.2 Exempt from permit is amended by adding the following

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subsections 11 through 16:

1. through 10. remains unchanged.
11. Satellite dish antenna, other than roof-mounted, in Office, Commercial, and Industrial zoning districts
12. Renewal of roof coverings on any buildings.
13. Attached open residential patio covers structures up to 120 square feet in projected roof area. These structures must be attached to an R-3 occupancy.
14. Fences not over 8 feet high, where permitted to be installed by City Zoning Code in commercial and industrial zones.
15. Installation of metal storage containers for use as temporary storage structures. This exception does not apply to any structure used as defined under 'habitable space' in section R202 of the California Residential Code. This exemption is intended to be applied only to prefabricated shipping and cargo containers commonly used in the shipping and trucking industries.
16. Repairs which involve only the replacement of component parts of existing work with similar materials only for the purpose of maintenance and which do not aggregate over \$750.00 in valuation and do not affect any electrical or mechanical installations. Repairs exempt from permit requirements shall not include any addition, change or modification in construction, exit facilities or permanent fixtures or equipment. Specifically exempt from permit requirements without limit to valuation are:
 - a. Painting
 - b. Installation of floor covering
 - c. Cabinet work
 - d. Outside paving not involving restriping of disabled access parking stalls.

Section R105.3.1.1 of the California Residential Code is added to read as follows:

Section R105.3.1.1 Permits shall not be issued for construction on a site where the City engineer determines that a grading permit or public improvements are required until the City engineer or his/her representative notifies the building official in writing that grading or public improvements has been satisfactorily completed to allow building permits to be issued.

Permits shall not be issued if the City engineer determines that flooding or geologic conditions at the site may endanger the public safety or welfare.

Section R108 of the California Building Code shall be deleted and replaced with the following:

Section R108.1 FEES

Section R108.2 GENERAL. Fees shall be assessed as set forth in a resolution duly adopted by the City Council.

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Section R108.3 PERMIT FEES. The fee for each permit shall be as set forth in a resolution duly adopted by the City Council.

The determination of value or valuation under any of the provisions of these codes shall be made by the building official. The value to be used in computing building permit and building plan review fees shall be the total value of all construction work for which the permit is issued as well as all finish work, painting roofing, electrical, plumbing, heating, air conditioning, elevators, fire-extinguishing systems and any other permanent equipment. The permit fees for those projects subject to State energy code compliance and /or State disabled access regulation compliance shall be as set forth in a resolution dully adopted by the city council.

Section R108.4 PLAN REVIEW FEES. When submittal documents are required by section R106, a plan review fee shall be paid at the time of submitting the submittal documents for plan review. Said plan review fee shall be set forth in a resolution duly adopted by the City Council. The plan review fee for electrical, mechanical, and plumbing work shall be set forth in a resolution duly adopted by the City Council. The plan review fees for State energy code compliance and /or State disabled access regulation compliance shall be as set forth in a resolution duly adopted by the City Council. The plan review fees specified in this section are separate fees form the permit fees specified in Section R108.3 and are in addition to the permit fees.

When submittal documents are incomplete or changed so as to require additional plan review or when the project involves deferred submittal items as defined in California Building Code Section 107.3.4.1, an additional plan review fee shall be charged at the rate set forth in a resolution duly adopted by City Council.

Section R108.5 EXPIRATION OF PLAN REVIEW. An application for which no permit is issued within 180 days following the date of application shall expire by limitation, and plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the building official. The building official may extend the time for action by the applicant for a period not to exceed 180 days on written request by the applicant showing that circumstances beyond the control of the applicant have prevented action from being taken. An application shall not be extended more than once. An application shall not be extended if this code or any other pertinent laws or ordinances have been amended subsequent to the date of application. In order to renew action on an application after expiration, the applicant shall resubmit plans and pay a new plan check fee.

Section R108.6 INVESTIGATION FEES: WORK WITHOUT A PERMIT.

Section R108.6.1 INVESTIGATION. Whenever any work for which a permit is required by this code has been commenced without first obtaining a permit, a special investigation shall be made before a permit may be issued for such work.

Section R108.6.2 FEE. An investigation fee, in addition to the permit fee, shall be equal to the amount of the permit fee required by this code. The minimum fee shall be the same as the same as the minimum permit fee set forth in a resolution duly adopted by the City Council. The payment of such investigation fee shall not

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exempt an applicant from compliance with all other provisions of either this code or the technical codes not from any penalty prescribed by law.

Section R108.7 FEE REFUNDS. The building official may authorize refunding of a fee paid hereunder which was erroneously paid or collected.

The building official may authorize refunding of not more than 80 percent of the permit fee paid when no work has been done under a permit issued in accordance with this code.

The building official may authorize refunding of not more than 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid has been withdrawn or cancelled before any examination has been expended.

The building official shall not authorize the refunding of any fee paid except upon written application filed by the original permittee not later than 180 days after the date of fee payment.

Section R108.8 PERMIT HISTORY SURVEY FEE. The fee for conducting a permit history survey for an existing structure or facility shall be as set forth in a resolution duly adopted by City Council.

Section R108.9 DEMOLITION PERMIT FEE. The fee for a permit to demolish a building shall be as set forth in a resolution duly adopted by the City Council.

Section R108.10 FEE EXCEPTIONS: the government of the United States of America, the State of California, local school districts proposing work exempt from building permits, the County of San Diego, and the City shall not be required to pay for filing an application for a building permit pursuant to this code unless city plan review and inspection services are requested. If so requested, the fee schedules adopted in a resolution by City Council shall apply.

Section R110.1 of the California Building Code is amended to read as follows:

Section R110.1 CERTIFICATE ISSUED. After final inspection where the building official has inspected the building or structure and has found no violations of the provisions of this code or other laws which are enforced by the building division, the building official shall indicate approval on the Inspection Record Card, and the signed Inspection Record Card shall serve as the Certificate of Occupancy.

Section R112.1 of the California Residential Code is added to read as follows:

Section R112.1 General is amended to read as follows: In order to hear and decide appeals or orders, decisions, or determinations made by the building Official relative to the application and interpretation of the technical codes, the City Council shall serve as the appeals board. The applicant may appeal the order, decision, or determination of the building official by filing with the City Clerk a written appeal within ten days after the date of the written decision.

Section R113.4 of the California Residential Code shall be replaced as follows to read:

Section R113.4 Violations. Any person, firm or corporation violating any provision of this code or the technical codes shall be deemed guilty of a misdemeanor and upon conviction thereof, shall be fined an amount not to exceed five hundred dollars, or imprisoned for a period of not more than six months in the county jail, or both fine and imprisonment.

Section R113.5 of the California Residential Code shall be added as follows to read:

Section R113.5 Public Nuisance. Any building or structure erected, constructed, enlarged, altered, repaired, moved, improved, removed, converted, or demolished, equipped, used, occupied, or maintained contrary to the provisions of this code shall be and the same is hereby declared to be unlawful and a public nuisance. The City Attorney shall, upon order of the City Council, commence necessary proceedings for the abatement, removal and/or enjoinder of any such public nuisance in the manner provided by law. Any failure, refusal or neglect to obtain a permit as required by Chapter one (1) of this code shall be prima facie evidence of the fact that the public nuisance has been committed in connection with the erection, construction, enlargement, alteration, repair, movement, improvement, removal, conversion or demolition, equipment, use, occupation, or maintenance of a building or structure erected, constructed, enlarged, altered, repaired, moved, improved, removed, converted or demolished, used, occupied, or maintained contrary to the provisions of this code or the technical codes.

Section R902.1.3 of the California Residential Code is altered to read as follows:

Section R902.1.3 Roof Coverings in all other areas. Alter the class of roof coverings in R902.1.3 at the end of the paragraph from "Class C" to "Class B."

Chapter 11.08

CALIFORNIA ELECTRICAL CODE

Section 11.08.010 Adoption.

11.08.010 Adoption of the 2019 California Electrical Code, Part 3, Title 24 of the California Code of Regulations.

There is adopted and incorporated by reference herein as the city electrical code for the purpose of prescribing regulations in the City of Santee for the installation, alteration or repair of electrical systems and permit requirements and inspection thereof, the 2019 California Electrical Code, Part 3, Title 24 of the California Code of Regulations, a portion of the California Building Standards Code based on the National Electrical Code, 2017. Except as otherwise provided by this Chapter and Chapter 11.02 of the City of Santee Municipal Code, all installation, alteration or repair of electrical systems within the City of Santee shall be in conformance with 2019 California Electrical Code published by the California Building Standards Commission.

Chapter 11.10

CALIFORNIA MECHANICAL CODE

Sections 11.10.010 Adoption.

11.10.010 Adoption of the 2019 California Mechanical Code, Part 4, Title 24 of the California Code of Regulations.

There is adopted and incorporated by reference herein as the city mechanical code for the purpose of prescribing regulations in the City of Santee for the erection, installation, alteration, repair, relocation, replacement, addition to, use or maintenance of any heating, ventilating, cooling, refrigeration systems, incinerators or other miscellaneous heat-producing appliances, the 2019 California Mechanical Code, Part 4, Title 24 of the California Code of Regulations, a portion of the California Building Standards Code, as defined in the California Health and Safety Code, Section 18901 et seq. based on the Uniform Mechanical Code, 2018 Edition. Except as otherwise provided by this Chapter and Chapter 11.02 of the City of Santee Municipal Code, all erection, installation, alteration, repair, relocation, replacement, addition to, use or maintenance of any heating, ventilating, cooling, refrigeration systems, incinerators or other miscellaneous heat-producing appliances shall be in conformance with 2019 California Mechanical Code and any rules and regulations promulgated pursuant thereto, published by the California Building Standards Commission.

Chapter 11.12

CALIFORNIA PLUMBING CODE

Sections:

- 11.12.010 Adoption**
- 11.12.020 Deletions and Additions**
- 11.12.030 Appendices A, B, D, G and I Adopted**

11.12.010 Adoption of the 2019 California Plumbing Code, Part 5, Title 24 of the California Code of Regulations.

There is adopted and incorporated by reference herein as the City plumbing code for the purpose of prescribing regulations in the City of Santee for the construction, alteration, moving, demolition, repair and use of all plumbing, gas or drainage piping and systems or water heating or treating equipment in or on any building or structure or outdoors on any premises or property, the 2019 California Plumbing Code, Part 5, Title 24 of the California Code of Regulations, a portion of the California Building Standards Code, as defined in the California Health and Safety Code, Section 18901 et seq. based on the Uniform Plumbing Code 2018 Edition. Except as otherwise provided by this Chapter and Chapter 11.02 of the City of Santee Municipal Code, all construction, alteration, moving, demolition, repair and use of all plumbing, gas or drainage piping and systems or water heating or treating equipment within the City of Santee shall be in conformance with 2019 California Plumbing Code, published by the California Building Standards Commission.

11.12.020 Deletions and Additions to the 2019 California Plumbing Code and the Uniform Plumbing Code, 2018 Edition.

Deletions and additions to the 2019 California Plumbing Code, shall be as set forth in Sections 11.12.020 and 11.12.030

Section 104.1.1 of the California Plumbing Code is added as follows to read,

Section 104.1.1 SOLAR WATER HEATERS PRE-PLUMBING AND STORAGE TANK SPACE REQUIREMENT.

1. Any other provisions on this chapter to the contrary notwithstanding, no permit shall be issued by the administrative authority for a new residential building unless said building includes plumbing and adequate space for installation of a solar storage tank specifically designed to allow the later installation of a system which utilizes solar energy as the primary means of heating domestic potable water. No building permit shall be issued unless the plumbing required pursuant to this section is indicated in the building plans. Pre-plumbing and storage tank configuration shall be designed and installed to the satisfaction of the administrative authority. This section shall apply only to those new residential buildings for which a building permit was applied for after the effective date of the ordinance amending this section.
2. The administrative authority is hereby authorized to exempt those applications from the provisions of this section which the administrative authority determines do not have feasible solar access due to shading, building orientation, construction constraints, or configuration of the subdivision parcel.

Section 104.1.2 of the California Plumbing Code is added as follows to read,

Section 104.1.2 SWIMMING POOL HEATERS.

1. Any other provisions of this chapter to the contrary notwithstanding, no permit shall be issued for a new or replacement fossil swimming pool heater unless a solar system with a collector area a minimum of fifty percent of the surface area of the swimming pool being heated is also installed as the primary heat source for the swimming pool.
2. A fossil fuel swimming pool heater is defined as one which uses nonrenewable fuel including but not limited to natural gas, propane, diesel and electricity.
3. As used in this section a swimming pool means any confined body of water exceeding two feet in depth, greater than one hundred fifty square feet in surface area, and located either above or below the existing finished grade of the site, designed, used or intended to be used for swimming, bathing or therapeutic purposed.

EXCEPTION: A separate spa and a spa built in conjunction with a swimming pool may be heated by fossil fuels, provided the heating source cannot be used to heat the swimming pool.

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4. Other provisions of this section notwithstanding, the owner of a swimming pool may request of the administrative authority a waiver of all, or a portion, of the requirements contained in this section when topographic conditions, development, or existing trees on or surrounding the swimming pool or probable location of the solar collection system preclude effective use of the solar energy system due to shading; or the swimming pool is located in a permanent, enclosed structure.

5. An applicant dissatisfied with a decision of the administrative authority relating to modification or waiver under this section may appeal said decision to the City Council by filing a written appeal with the City Clerk within ten days of the issuance of the written decision. The decision of the City Council in the case of any such appeal shall be final.

11.12.030 Appendices A, B, D, G and I Adopted.

Appendix Chapters A, B, D, G and I of the 2019 California Plumbing Code, are adopted.

Chapter 11.14

CALIFORNIA ENERGY CODE

Sections:

11.14.010 Adoption.

11.14.010 Adoption of the 2019 California Energy Code, Part 6, Title 24 of the California Code of Regulations.

There is adopted and incorporated by reference herein as the City energy code for the purpose of prescribing regulations in the City of Santee for the conservation of energy the 2019 California Energy Code, Part 6, Title 24 of the California Code of Regulations, a portion of the California Building Standards Code, as defined in the California Health and Safety Code, Section 18901 et seq. and the California Energy Code, 2019 Edition. Except as otherwise provided by this Chapter and Chapter 11.02 of the City of Santee Municipal Code, all construction of buildings where energy will be utilized shall be in conformance with California Energy Code and any rules and regulations promulgated pursuant thereto, including the California Energy Code, 2019 Edition, published by the California Energy Commission.

Chapter 11.16

HISTORICAL BUILDING CODE

Sections 11.16.010 Adoption.

11.16.010 Adoption of the 2019 California Historical Building Code, Part 8, Title 24 of the California Code of Regulations.

The California Historic Building Code, 2019 edition, Chapter 11.16 is adopted by reference without change to Buildings and Construction Title 11.

Chapter 11.18

CALIFORNIA FIRE CODE

Sections:

11.18.010 Adoption.

11.18.020 Amendments made to the California Fire Code.

11.18.030 Special regulations

11.18.040 Appeals

11.18.050 New materials, process or permits

11.18.060. Penalties

11.18.010 Adoption of the 2019 California Fire Code, Part 9, Title 24 of the California Code of Regulations, which incorporates and amends the International Fire Code 2018 edition with certain local amendments.

There is adopted and incorporated by reference herein as the City Fire Code for the purpose of enhancing the design and construction of buildings through the use of building concepts having a reduced negative impact or positive environmental impact and encourage sustainable construction practices, the 2019 California Fire Code, Part 9, Title 24 California Code of Regulations, a portion of the California Building Standards Code and the 2018 International Code. Except as otherwise provided by this Chapter and Chapter 11.02 of the City of Santee Municipal Code, planning, design, operation, construction, use and occupancy of every newly constructed building or structure shall conform with the 2019 California Green Building Code, published by the California Building Standards Commission.

- (A) There is hereby adopted by the City Council of the City of Santee for the purpose of prescribing regulations governing conditions hazardous to life and property from fire or explosion, that certain Code known as the International Fire Code, including Appendix Chapters 4, B, BB, C, CC, E, F, G, H, I and J.
- (B) Published by the International Code Council, being particularly the 2018 Edition thereof and California Amendments thereto, as incorporated into California law under Title 24 of the California Code of Regulations, save and except such portions as are hereinafter deleted, modified or amended by Section 11.18.040 of this Ordinance.
- (C) No less than three copies of these codes and standards have been, and are now filed in the office of the City Fire Department with one copy on file in the office of the City Clerk per Government Code Section 50022.6, and the same are adopted and incorporated as fully as if set out at length in this Chapter. From the date on which this Chapter shall take effect, the provisions thereof shall be controlling within the boundaries of the City.

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11.18.020 Amendments made to the California Fire Code. The following Section repeals and replaces Section 11.18.040 of the Santee Municipal Code.

Section 11.18.020 The California Fire Code, 2019 Edition, is amended and changed in the following respects:

CHAPTER 3 AMENDED - GENERAL PRECAUTIONS AGAINST FIRE

Section 307.4.3 is hereby amended to read as follows:

307.4.3 Portable outdoor fireplaces. Portable outdoor fireplaces shall comply with all the following restrictions:

307.4.3.1 Portable outdoor fireplaces shall be used in accordance with the manufacturer's instructions. The use of washing machine tub fireplaces and other similar devices is prohibited within Santee City limits.

307.4.3.2 Portable outdoor fireplaces shall be constructed of steel or other approved non-combustible materials.

307.4.3.3 During operation, the portable outdoor fireplace shall be covered with a metal screen or welded or woven wire mesh spark arrestor with openings no larger than ¼ " to reduce airborne embers.

307.4.3.4 Portable outdoor fireplaces shall only be used on a non-combustible surface or bare ground, void of all vegetation.

307.4.3.5 Portable outdoor fireplaces shall be operated at least 15 feet away from all combustible materials or structures and shall not be used under eaves, patio covers or other shade structures.

307.4.3.6 Portable outdoor fireplaces shall be supervised at all times and extinguished when no longer being used.

307.4.3.7 A garden hose or 4A fire extinguisher shall be readily available at all times when the outdoor portable fireplace is in operation.

307.4.3.8 The burning of trash, rubbish or paper products is strictly prohibited.

307.4.3.9 The Fire Code Official or other Fire Department representative is authorized to order extinguishment at any time because of misuse, objectionable situation, hazardous weather, or any other safety concern.

CHAPTER 5 AMENDED - FIRE SERVICE FEATURES

Section 503.2.1 is hereby amended by replacing language to read as follows:

503.2.1 Dimensions (Fire Apparatus Access Roads). Fire apparatus access roads shall have an unobstructed width of not less than 26 feet and an unobstructed vertical clearance of not less than 13 feet 6 inches.

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EXCEPTION: A fire apparatus access road may be reduced to an unobstructed width of not less than 16 feet (or other approved width) when in the opinion of the Fire Chief the number of vehicles using the roadway will not limit or impair adequate emergency fire department access.

Section 503.2.3 is hereby amended to read as follows:

503.2.3 Surface. Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be provided with an approved paved surface. In new development, all underground utilities, hydrants, water mains, curbs, gutters and sidewalks must be installed and the drive surface shall be approved prior to combustibles being brought on site.

Section 503 is hereby amended by adding subsection 503.7 and 503.8 to read as follows:

503.7 Gates across fire apparatus access roads. All gates or other structures or devices which could obstruct fire access roadways or otherwise hinder emergency operations are prohibited unless they meet standards approved by the Fire Chief/Fire Code Official, and receive specific plan approval. Written plans shall be submitted for approval and approved prior to the installation of any gate or other similar obstruction. Gates shall be equipped with approved emergency locks or locking devices.

503.8 Automatic gates. All automatic gates across fire apparatus access roads shall be equipped with approved emergency key switches. Gates serving more than four residential dwellings or gates serving projects that, in the opinion of the Fire Chief/Fire Code Official, require a more rapid emergency response, shall also be equipped with an approved strobe activating sensor(s) to open the gate upon approach of emergency apparatus. All gates shall have a manual release device to open the gate upon power failure.

Section 505 is hereby amended by adding subsection 505.3 to read as follows:

505.3 Map/Directory. A lighted directory map meeting current Santee Fire Department standards may be installed at each driveway entrance or other approved location(s) to multiple unit residential projects 15 units or more and other occupancies when in the opinion of the Fire Chief the directory will enhance emergency response to the project.

CHAPTER 9 AMENDED – FIRE PROTECTION SYSTEMS

Section 903.2 is hereby amended adding subsections 903.2(a) and 903.2(b) to read as follows:

903.2(a) Automatic fire sprinkler system required. The installation of an approved automatic fire sprinkler system shall be required in all buildings,

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regardless of size or occupancy, and irrespective of any occupancy or area separation. Sprinklers shall also be required in all additions made to existing buildings equipped with automatic fire sprinkler system. "Fire walls" and "Area or Occupancy Separation Walls" regardless of construction rating shall not constitute separate buildings for purposes of determining fire sprinkler requirements. An approved fire sprinkler system shall be required in an existing non-sprinklered building when a change of occupancy classification occurs.

EXCEPTION: Kiosks, sheds, out-buildings, small temporary buildings and other small buildings may not need an automatic fire sprinkler system if in the opinion of the Fire Chief, the site, and the use, does not pose a significant hazard.

903.2(b) Automatic fire sprinkler system required additions. An approved automatic fire sprinkler system shall be installed in any existing non-sprinklered buildings where structural additions are made greater than 5,000 square feet or resulting in a 50% increase in the size of the building. In this situation the entire building is required to be equipped with an approved automatic fire sprinkler system.

EXCEPTION: Group R, Division 3 occupancies.

Section 903.4.2 is hereby amended by replacing language to read as follows:

903.4.2 Alarms. One or more exterior approved audio/visual device(s) shall be connected to every automatic sprinkler system in an approved location. Such sprinkler water-flow alarm devices shall be activated by water flow equivalent to the flow of a single sprinkler of the smallest orifice size installed in the system. Where a building fire alarm system is installed, actuation of the automatic sprinkler system shall actuate the building fire alarm system.

Section 905 is hereby amended by adding Subsection 905.3(a) to read as follows:

905.3(a) Required installations. A wet standpipe system shall be installed in all levels of any parking structures below or above grade.

CHAPTER 23 AMENDED - MOTOR FUEL-DISPENSING FACILITIES AND REPAIR GARAGES

Section 2306.2.3 is hereby amended by replacing language for exception 3 to read as follows:

2306.2.3 Above-ground tanks located outside, above grade, exception 3.

3. Tanks containing fuels shall not exceed 1,500 gallons of Class I liquids, 12,000 gallons of Class II liquids in individual capacity and 26,000 gallons in aggregate capacity. Installations with the maximum allowable capacity shall be separated from other installations by not less than 100 feet.

CHAPTER 49 AMENDED – REQUIREMENTS FOR WILDLAND-URBAN INTERFACE (WUI) AREAS

Section 4903 is hereby amended to read as follows:

4903 Fire Protection Plan. A Fire Protection Plan (FPP), approved by the Fire Chief, shall be required for all new development within declared Fire Hazard Severity Zones and/or Wildland-Urban Interface (WUI) areas.

The FPP shall include mitigation measures consistent with the unique problems resulting from the location, topography, geology, flammable vegetation, and climate of the proposed site.

The FPP shall address access, water supply, building ignition fire resistance, fire protection systems and equipment, defensible space and vegetation management.

Section 4905.2 is hereby amended to read as follows:

4905.2 Construction methods and requirements within established limits. Within the limits established by law, construction methods intended to mitigate wildfire exposure shall comply with the wildfire protection building construction requirements contained in the California Building Standards Code including the following:

1. California Building Code Chapter 7A,
2. California Residential Code Section R327,
3. California Reference Standards Code Chapter 12-7A
4. Santee Local Amendments
5. and applicable amendments

Section 4905.2 is hereby amended adding subsections 4905.2.1 through 4905.2.7

4905.2.1 Construction materials within Fire Hazard Severity Zones and/or Wildland Urban Interface areas. Prior to combustible materials being brought on site, utilities shall be in place, fire hydrants operational, an approved all-weather roadway must be in place, and the fuel modified defensible space must be established and approved by the fire code official.

Section 4907 is hereby amended adding subsections 4907.2, 4907.2.1, 4907.2.2 and 4907.2.3.

4907.2 Fuel Modified Defensible Space. All new developments, subdivisions or tracts that are planned in Fire Hazard Severity Zones and/or Wildland Urban Interface Areas shall have a minimum of 100 horizontal feet of "fuel modified" defensible space between structures and wildland areas. Depending on the percentage of slope and other wildland area characteristics, the Fuel Modified Defensible Space may be increased beyond 100 feet. Fuel Modified Defensible Space shall be comprised of two distinct brush management areas referred to as, "Zone One" and "Zone Two".

4907.2.1 Fuel Modified Defensible Space, Zone One. "Zone One" is the first 50 feet measured from the structure toward the wildland. This area is the least flammable, and consists of pavement, walkways, turf and permanently landscaped, irrigated and maintained ornamental planting. This vegetation should be kept in a well-irrigated condition and cleared of dead material. This area requires year-round maintenance. Fire resistive trees are allowed if placed or trimmed so that crowns are maintained more than 10 feet from the structure. Highly flammable trees such as, but not limited to conifers, eucalyptus, cypress, junipers and pepper trees are not allowed in WUI areas. This area shall be maintained by the property owner or applicable homeowners association(s).

4907.2.2 Fuel Modified Defensible Space, Zone Two. "Zone Two" is the second 50 feet of the 100 total feet of defensible space and is measured 50 feet from the structure to a total of 100 feet toward the wildland. Zone Two shall consist of low-growing, fire-resistant shrubs and ground covers. Average height of new plants for re-vegetation should be less than 24 inches. In this Zone, no more than 30% of the native, non-irrigated vegetation shall be retained. This area requires inspection and periodic maintenance. This area shall be maintained by the property owner or applicable homeowners association(s).

4907.2.3 Defensible space adjacent to roadways. An area of 50 feet from each side of fire apparatus access roads and driveways shall be improved to "Zone One" standards and maintained clear of all but fire-resistive vegetation. This area shall be maintained by the property owner or homeowners associations as with other defensible space areas. Defensible space adjacent to roadways may be increased to more than 50 feet on each side of a fire apparatus access road. This distance is to be determined by the approved Fire Protection Plan.

Chapter 49 is hereby amended adding section 4908 to read as follows:

4908 Special Fire Protection Requirements.

4908.1 Combustible fencing. Fencing within Fire Hazard Severity Zones and/or Wildland Urban Interface Areas shall consist of noncombustible or approved materials. The closest five (5) feet of fencing to any structure shall be approved noncombustible.

4908.2 Outdoor fireplaces, barbecues and grills. Outdoor fireplaces, barbecues and grills shall not be built, or installed in Fire Hazard Severity Zones and/or Wildland Urban Interface Areas without plan approval by the Fire Code Official. Portable outdoor fireplaces or other wood burning appliances shall be strictly prohibited within Fire Hazard Severity Zones and/or Wildland Urban Interface Areas.

4908.3 Spark arresters. Chimneys serving fireplaces, barbecues, incinerators or decorative heating appliances in which solid or liquid fuel are used, shall be provided with a spark arrester of woven or welded wire screening of 12-gauge

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standard wire having openings not exceeding ¼ inch.

4908.4 Storage of firewood and combustible materials. Firewood and combustible materials shall not be stored in unenclosed spaces beneath buildings or structures, or on decks, under eaves, canopies or other projections or overhangs and shall be stored at least 20 feet from structures and separated from the crown of trees by a minimum horizontal distance of 15 feet.

4908.5 Water supply. All water systems, specifically fire hydrants and storage tanks, must be approved by the Fire Department. Fire hydrants within Fire Hazard Severity Zones or Wildland Urban Interface Areas shall be spaced every 300 feet and shall have a fire flow of 2500 gallons per minute or a fire flow approved by the Fire Chief. Developments that require new or “stand alone” water storage facilities may also be required to provide secondary or back-up systems, such as independently powered pumps that will ensure adequate water supply for firefighting emergencies.

4908.6 Wildland access. To adequately deploy resources to protect structures threatened by wildfires, emergency access to wildland areas may be required. Access may include but is not limited to, gated vehicle access points and/or personnel corridors between homes or structures. The need, number, and location of wildland access points will be determined by the Fire Code Official.

CHAPTER 56 AMENDED - EXPLOSIVES AND FIREWORKS

Chapter 56 is hereby amended by adding section 5607 to read as follows:

5607 Blasting

5607.16 Scope. Section 5607 is intended to regulate blasting operations within the City of Santee.

5607.17 Grading permit required. Section 5609 shall apply to any project or construction operation where a grading permit is required. A grading permit must be approved and issued by the Engineering Department of the City of Santee prior to the issuance of a blasting permit issued by the Fire Department for blasting at construction sites.

5607.18 Definitions. For the purpose of this Division the following definitions shall apply:

Approved Blaster is a blaster who has been approved by the Fire Chief to conduct blasting operations in the City of Santee and who has been placed on the list of approved blasters.

Blaster is any person, corporation, contractor or other entity who uses, ignites, or sets off an explosive device or material.

ORDINANCE NO. _____

Inspector is any person who has been approved by the Fire Chief to conduct pre and post blast inspections in the City of Santee.

Blasting Operations shall mean the use of an explosive device or explosive materials to destroy, modify, obliterate, or remove any obstruction of any kind from a piece of property.

Minor Blasting is any blasting operation associated with trenching operations, digging holes for utility poles, and other single shot operations.

Major Blasting is any other type of blasting operation.

Permit for Blasting is a written document issued by the Santee Fire Department wherein the blaster is given permission to blast within the City of Santee under specific terms and conditions for the operation.

Certificate of Insurance is a written document issued by an insurance company authorized to do business in the State of California stating that the insurance company has issued a policy of liability insurance covering property damage and bodily injuries resulting from blasting operations occurring in the City of Santee.

Explosive Permit is a written document issued by the San Diego County Sheriff's Department pursuant to Section 12000, et seq. of the California Health and Safety Code wherein the Sheriff's Department allows blasting with explosives to be done by the permittee under the conditions specified therein.

5607.19 Permit to Blast: All blasting operations within the City of Santee are prohibited unless a permitted by the Santee Fire Department.

5607.20 Prerequisites. No Permit to Blast shall be granted or obtained unless the prerequisite conditions listed below are complied with and proof provided to the satisfaction of the Fire Department.

5607.21 Explosives permit. The blaster shall obtain an explosives permit from the San Diego County Sheriff's Department and a copy thereof shall be placed on file with the Santee Fire Department.

5607.22 Santee business license. The blaster shall obtain a business license from and issued by the Finance Department of the City of Santee and a copy thereof placed on file with the Santee Fire Department.

5607.23 Liability insurance. The property owner/developer or general contractor shall obtain liability insurance covering the blaster's activities in the minimum amount of \$2,000,000 for property damage and \$1,000,000 for bodily injury. The property owner/developer or general contractor shall file a copy of the Certificate of Insurance with the Santee Fire Department. The blaster shall have liability insurance, property insurance, and bodily injury insurance in the minimum amount of \$500,000 each. A copy of the Certificate of Insurance of the blaster shall also

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be filed with the Santee Fire Department by the property owner/developer or general contractor. The City of Santee shall be named as Co-Insured.

5607.24 Blaster's qualifications. The blaster's qualifications shall be reviewed by the Fire Chief. Approval and placement on the list of approved blasters shall be based upon a review of the blaster's qualifications, past safety record, and history of complaints of job performance. Failure on the part of the blaster to comply with the terms and conditions under which approval is granted may result in suspension from the list of approved blasters for a period not exceeding one year.

5607.25 Permit to Blast - repository and renewal.

5607.26 Permit to Blast filing. A copy of the Permit to Blast shall be kept on file with the Santee Fire Department at 10601 Magnolia Ave., Santee, California 92071. A copy of the Permit to Blast shall be retained by the general contractor or property owner/developer and by the blaster and shall be available at the job site for public or official inspection at all times during blasting operations.

5607.27 Permit to Blast cancellation. A Permit to Blast is required to be cancelled with the Fire Department when a blaster completes or discontinues, for thirty (30) days, blasting operations at a construction site.

5607.28 Permit to Blast - renewal. A Permit to Blast must be renewed with the Fire Department before any blasting operations are continued or resumed.

5607.29 Blasting operation procedures. After the Permit to Blast has been issued, the blaster shall comply with the following procedures.

5607.30 Notification of blasting operation. The contractor or property owner/developer shall give reasonable notice in writing at the time of issuance of building permit, grading permit or encroachment license to all residences or businesses within 600 feet of any potential blast location. The notice shall be in a form approved by the Fire Chief.

Any resident or business receiving such notice may request of the Fire Department that the blaster give a 12 hours advance notice of impending blast. The general contractor or property owner/developer shall obtain the advanced notification list of residents and businesses from the Fire Department, and shall make every reasonable effort to contact any and all parties requesting the second advanced notice.

5607.31 Inspections. Inspections of all structures within 300 feet of the blast site shall be made before blasting operations. The person(s) inspecting shall obtain the permission of the building owner prior to conducting the inspection. The inspections shall be performed by a qualified person(s) approved by the Fire Chief, and employed by the blaster or project contractor. The inspection shall be only for the purpose of determining the existence of any visible or reasonably recognizable pre-existing defects or damages in any structure. Waiver of such inspection shall

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be in writing by owner(s), and persons who have vested interest, control, custody, lease or rental responsibility of said property or their legally recognized agent. Post blast inspections shall be required upon receipt of a complaint of property damage by the person in charge of the property. Damage must be reported to the Fire Department within one year of the completion of blasting operations.

5607.32 Inspection report. Complete inspection reports identifying all findings or inspection waivers shall be signed by the inspector and property owners or owner's agent. Such inspection reports shall be retained by the inspecting agency, but shall be immediately available to the Fire Department and individuals directly involved in alleged damage complaints.

5607.33 Inspection waiver report. The inspector shall file with the Fire Department a summary report identifying address, occupant/owner's name, time and date of inspections, and any inspection waiver signed by property owner or owner's agent, with an explanation as to why an inspection of a specific structure was not made. This summary and waiver report shall be signed by the inspector.

5607.34 Blasting hours. Blasting shall only be permitted between the hours of 9:00 am and 4:00 pm during any weekday, Monday through Friday, unless special circumstances warrant another time of day and special approval is granted by the Fire Chief.

5607.35 Fire Department inspections. The blaster shall permit Fire Department personnel to inspect the blast site and blast materials or explosives at any reasonable time.

5607.36 Fire Department witness of blasting. If a Fire Department witness is desired by the general contractor, and or blaster, arrangements shall be made at least 12 hours prior to the blast. Confirmation shall be made to the Fire Department no less than one hour prior to the blast. The Fire Department may assign a Department member to be present and observe the blast at their discretion.

5607.37 Blast notification to Fire Department. The blasting companies are required to notify the Fire Department on the day of a tentative blasting operation, between the hours of 8:00 am and 8:30 am.

5607.38 Seismograph monitoring. All blasting operations shall be monitored by an approved seismograph located at the nearest constructed structure. All daily seismograph reports shall be forwarded to the Fire Department by the end of the blast week.

EXCEPTION: Public Utility Companies are not required to seismographically monitor minor blasting operations.

5607.39 Confiscation. Any explosives which are illegally manufactured, sold, given away, delivered, stored, used, possessed, or transported shall be subject to immediate seizure by the Fire Chief, issuing authority, or peace officer. When a

ORDINANCE NO. _____

permit has been revoked or has expired and is not immediately renewed, any explosive is subject to immediate seizure.

5607.40 Complaints regarding blasting operations. Post-blast inspections shall be required on all structures for which complaints, alleging blast damage, have been received. Such inspections shall be written within thirty (30) days of receipt of complaint.

5607.41 Fee for Permit to Blast. The blaster shall pay a fee for the Permit to Blast designated within the Fire Department Schedule of Fees. Unless otherwise designated within the approved Schedule of Fees, a Permit to Blast shall be site specific and a separate fee shall be charged to each Blast operation or for each Permit to Blast issued.

5607.42 Fire Department conditions. The Santee Fire Department may impose such additional conditions and procedures as it deems are reasonably necessary to protect the public health and safety based upon the peculiar and individual facts and circumstances of a particular blasting operation. The Fire Department shall provide the blaster with the additional conditions or procedures in writing and the blaster shall comply with those requirements until such time as the Fire Department is satisfied they are no longer required and cancels the additional requirements.

SECTION 11.18.030 Special Regulations. The following Section repeals and replaces Section 11.18.030 of the Santee Municipal Code.

Section 11.18.030

(A) **Establishment of geographic limits in which the storage of Class I and Class II liquids in above-ground tanks outside of buildings is prohibited.** The limits referred to in Section 5704.2.9.6.1 of the International Fire Code in which the storage of flammable or combustible liquids in above-ground tanks outside of buildings is prohibited are hereby established as the jurisdictional limits of the City.

The storage of Class I and Class II liquids in above ground tanks outside of buildings is prohibited in all residential zones within the City of Santee. The storage of Class I and Class II liquids in above ground tanks for motor vehicle fuel-dispensing may be allowed in commercial or industrial zones within the City, providing that applicable provisions of Chapter 23 and 57 are met, and if in the opinion of the Fire Chief, the site, and the use, does not pose a significant hazard.

(B) **Establishment of geographic limits in which the storage of Class I and Class II liquids in above-ground tanks is prohibited.** The limits referred to in Section 5706.2.4.4 of the International Fire Code in which the storage of flammable or combustible liquids in above-ground tanks is prohibited are hereby established as the jurisdictional limits of the City.

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The storage of Class I and Class II liquids in above ground tanks is prohibited in all residential zones within the City of Santee. The storage of Class I and Class II liquids in above ground tanks for motor vehicle fuel-dispensing may be allowed in commercial or industrial zones within the City, providing that applicable provisions of Chapter 23 and 57 are met, and if in the opinion of the Fire Chief, the site, and the use, does not pose a significant hazard.

(C) Establishment of geographic limits in which the storage of liquefied petroleum gases is restricted for the protection of heavily populated or congested areas. The limits referred to in Section 6104.2 of the International Fire Code, in which the storage of liquefied petroleum gas is restricted, are hereby established as the jurisdictional limits of the City.

The storage of liquefied petroleum gases are prohibited within residential zones within the City of Santee. The storage of liquefied petroleum gases are allowed within commercial or industrial zones within the City of Santee to a maximum quantity of 2,000-gallon water capacity, providing all applicable provisions of Chapter 61 are met, and in the opinion of the Fire Chief, the site, and the use, does not pose a significant hazard.

EXCEPTION: Liquefied Petroleum Gas may be allowed for residential use where no other gas service is provided and the quantity, location and use do not pose a significant problem.

(D) Establishment of limits of districts in which storage of explosives and blasting agents is prohibited. Limits in which storage of explosives and blasting agents is prohibited, are hereby established as the jurisdictional limits of the City.

Permanent storage of explosives and/or blasting agents shall be strictly prohibited within the City of Santee. Temporary storage may be allowed during set-up for excavation, demonstration, or other use, when proper permits have been obtained, all applicable provisions of Chapter 56 have been met, and when in the opinion of the Fire Chief, there are no significant hazards.

EXCEPTION: Small quantities of black powder and explosive materials may be stored and used when they are permitted by the applicable law enforcement agency and permitted by the Fire Department.

(E) Establishment of geographic limits in which the storage of flammable cryogenic fluids in stationary containers is prohibited. The limits referred to in Section 5806.2 of the International Fire Code, in which the storage of flammable cryogenic fluids in stationary containers is prohibited are hereby established as follows:

The storage of flammable cryogenic fluids is prohibited within the City of Santee.

ORDINANCE NO. _____

SECTION 11.18.040. Appeals. The following Section repeals and replaces Section 11.18.040 of the Santee Municipal Code.

Section 11.18.040 Whenever the Chief disapproves an application or refuses to grant a permit applied for, or when it is claimed that the provisions of the code do not apply, or that the true intent and meaning of the code have been misconstrued or wrongly interpreted, the applicant may appeal the decision of the Fire Chief to the City Council. A letter of appeal shall be submitted to the City Clerk within 30 days from the date of the decision being appealed. The appeal shall be heard by the City Council at the next available meeting.

SECTION 11.18.050. New Materials, Processes or Permits. The following Section repeals and replaces Section 11.18.070 of the Santee Municipal Code.

Section 11.18.050 The City Manager, the Fire Chief and the Fire Marshal shall act as a committee to determine and specify, after giving affected person an opportunity to be heard, any new materials, processes or occupancies for which permits are required in addition to those now enumerated in the *California Fire Code and International Fire Code*. The Fire Marshal shall post such list in a conspicuous place in the office of the City Clerk, at the bureau of fire prevention and distribute copies thereof to interested persons.

SECTION 11.18.060. Penalties. The following Section adds 11.18.060 of the Santee Municipal Code.

Section 11.18.060(A) Any person who violates any provision of this Ordinance or of the code or standards adopted by reference in this Ordinance, is guilty of a misdemeanor. The imposition of one penalty for any violation shall not excuse the violation or permit it to continue; and all such persons shall be required to correct or remedy such violations or defects within a reasonable time; and when not otherwise specified, each ten (10) days that prohibited conditions are maintained shall constitute a separate offense.

(B) The application of the above penalties shall not prevent the enforced removal of prohibited conditions.

Chapter 11.20

CALIFORNIA EXISTING BUILDING CODE

Sections:

11.20.010 Adoption.

11.20.010 Adoption of the 2019 California Existing Building Code, Part 10, Title 24 of the California Code of Regulations.

The California Existing Building Code, 2019 edition, is adopted by reference without change.

Chapter 11.22

CALIFORNIA GREEN BUILDING STANDARDS CODE

Sections:

11.22.010 Adoption.

11.22.010 Adoption of the 2019 California Green Building Code, Part 11, Title 24 of the California Code of Regulations.

There is adopted and incorporated by reference herein as the city green building code for the purpose of enhancing the design and construction of buildings through the use of building concepts having a reduced negative impact or positive environmental impact and encourage sustainable construction practices, the 2019 California Green Building Code, Part 11, Title 24 California Code of Regulations, a portion of the California Building Standards Code. Except as otherwise provided by this Chapter and Chapter 11.02 of the City of Santee Municipal Code, planning, design, operation, construction, use and occupancy of every newly constructed building or structure shall conform with the 2019 California Green Building Code, published by the California Building Standards Commission.

Chapter 11.26

REFERENCED STANDARDS CODE

Sections:

11.26.010 Adoption.

11.26.010 Adoption of the 2019 California Referenced Standards Code, Part 11, Title 24 of the California Code of Regulations.

The California Referenced Standards Code, 2019 edition, is adopted by reference without change.

SECTION 5: If any provision or clause of this Ordinance or the application thereof is held unconstitutional or otherwise invalid by a court of competent jurisdiction, such invalidity shall not affect other provisions, clauses, or applications of this Ordinance which can be implemented without the invalid provision, clause, or application, it being hereby expressly declared that this Ordinance, and each section, subsection, sentence, clause, and phrase hereof would have been prepared, proposed, approved, adopted and/ or ratified irrespective of the fact that any one or more sections, subsections, sentences, clauses, and/or phrases may be declared invalid or unconstitutional.

ORDINANCE NO. _____

SECTION 6: This Ordinance shall become effective thirty (30) days after its passage.

SECTION 7: The City Clerk is hereby directed to certify the adoption of this Ordinance and cause the same to be published as required by law.

INTRODUCED AND FIRST READ at a Regular Meeting of the City Council of the City of Santee held on the 23rd day of October 2019, and thereafter **ADOPTED** at a Regular Meeting of said City Council held on the 13th day of November 2019, by the following roll call vote:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

ANNETTE ORTIZ, MBA, CMC, CITY CLERK

City of Santee
COUNCIL AGENDA STATEMENT

Item 8

MEETING DATE

November 13, 2019

AGENDA ITEM NO.

ITEM TITLE CONTINUED PUBLIC HEARING TO CONSIDER CERTIFICATION OF A PROGRAM ENVIRONMENTAL IMPACT REPORT UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT; ADOPTION OF CEQA FINDINGS OF FACT, AND A MITIGATION MONITORING AND REPORTING PROGRAM; AND ADOPTION OF THE SUSTAINABLE SANTEE PLAN (CLIMATE ACTION PLAN) APPLICANT: CITY OF SANTEE

DIRECTOR/DEPARTMENT

Melanie Kush, Development Services *MK*

SUMMARY

On August 28, 2019 the City Council held a public hearing to consider adoption of a Sustainable Santee Plan: The City's Roadmap to Greenhouse Gas Reductions ("Sustainable Santee Plan", or "SSP") and associated environmental documentation. The SSP represents Santee's plan for reducing greenhouse gas ("GHG") emissions to conform to State GHG emission reduction targets. After receiving the staff report and public testimony, the City Council continued the public hearing to November 13, 2019. Public testimony focused on the importance of the SSP in light of global climate change, City participation in community choice aggregation and adoption of a plan that includes quantifiable GHG emission reductions for mandatory measures (August 28, 2019 minutes attached).

Staff has been working with the City's consultant (LSA), the Climate Action Campaign and Preserve Wild Santee to refine the introduction and reduction measures in the SSP. LSA is also preparing a technical appendix describing the basis for such reduction measures and a SSP consistency checklist for development proposals. While significant progress has been made on the revised SSP, LSA and staff need additional time to finalize the draft documents for City Council's consideration.

ENVIRONMENTAL REVIEW

Pursuant to the California Environmental Quality Act ("CEQA") and State CEQA Guidelines, a Final Program Environmental Impact Report ("PEIR") (State Clearinghouse No. 2017081030) has been prepared. The Draft PEIR was made available for a 45-day public review and comment period commencing on March 15, 2019 and ending on April 29, 2019. The Final Program EIR consists of revisions to the Draft EIR, responses to comments received on the Draft PEIR, and a Mitigation Monitoring and Reporting Program. Any revisions to the SSP would be reflected in a revised EIR.

FINANCIAL STATEMENT *m*

The cost of City implementation requirements has not been determined, and may include the establishment of a new position to administer the programs pursuant to the SSP.

CITY ATTORNEY REVIEW

N/A

Completed

RECOMMENDATION *MSB*

Open the Public Hearing and receive public testimony; and Continue the Public Hearing to December 11, 2019.

ATTACHMENT

August 28, 2019 Minutes on the SSP

Autopulse Automated CPR Board in an amount not to exceed \$49,721.09, from Zoll Medical Corporation per National Purchasing Partners contract pricing. (Finance - McDermott)

- (8) Adoption of a Resolution authorizing portal to portal compensation and overtime pay in accordance with state and federal laws for fire department employees operating under the California Fire Assistance Agreement. (Fire – Garlow) **(Reso 083-2019)**
- (9) Adoption of a Resolution approving three classification changes and amending the salary schedule. (Human Resources – Bishop) **(Reso 084-2019)**

ACTION: Council Member McNelis moved approval of the Consent Calendar with the exception of Item 5.

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.

Item Pulled from Consent Calendar:

- (5) Second Reading and Adoption of an Ordinance amending Title 12 (“Subdivisions”) and Title 13 (“Zoning Ordinance”) of the City of Santee Municipal Code to waive City Development Impact Fees for Accessory Dwelling Units for a five (5) year trial period and approving an exemption from the California Environmental Quality Act (CEQA) in accordance with Sections 15303 and 15601(b)(3) of the CEQA Guidelines and Section 21080.17 of the Public Resources Code (Case File: ZOA 2019-1). (City Clerk – Ortiz) **(ORD 568)**

PUBLIC SPEAKER:

- John Smith

ACTION: Council Member McNelis 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.

PUBLIC HEARING:

- (10) Public Hearing to consider certification of a Program Environmental Impact Report under the California Environmental Quality Act (CEQA); adoption of CEQA Findings of Fact, and a Mitigation Monitoring and Reporting Program; and adoption of the Sustainable Santee Plan (Climate Action Plan). Applicant: City of Santee. (Development Services – Kush)

The Public Hearing opened at 7:11 p.m. The Development Services Director introduced the item and the Principal Planner presented the staff report and responded to Council questions.

PUBLIC SPEAKERS:

- Michelle Perchez
- Sophie Wolfram, Climate Action Campaign
- Christina Perry
- Joe Britton, San Diego Gas and Electric
- Frank Landis, California Native Plant Society
- Van Collinsworth, Preserve Wild Santee
- Evelyn Andrade-Heymsfield
- Justin Schlaefli
- Janet McLees
- Kevin Brewster
- Jeff O'Connor, HomeFed Corporation

Following Council discussion, Mayor Minto recommended the Public Hearing be continued.

ACTION: Vice Mayor Houlahan moved approval of continuing the Public Hearing to November 13, 2019.

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

The Public Hearing was continued at 8:42 p.m.

CONTINUED BUSINESS:

- (11) **Community Choice Aggregation Workshop. (City Manager/Finance – Best/McDermott)**

The Assistant to the City Manager introduced the item and Ryan Baron, Best, Best, and Krieger, provided a presentation and responded to Council questions.

PUBLIC SPEAKERS:

- Cody Hooven, City of San Diego
- Jason Haber, City of Carlsbad
- Joe Britton, San Diego Gas and Electric
- Dan Bickford
- Matthew Vasilakis
- Van Collinsworth, Preserve Wild Santee
- Evelyn Andrade-Heymsfield
- Kevin Brewster

City of Santee
COUNCIL AGENDA STATEMENT

Item 9

MEETING DATE November 13, 2019

AGENDA ITEM NO.

ITEM TITLE RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, AMENDING THE EMPLOYMENT AGREEMENT OF THE CITY MANAGER

DIRECTOR/DEPARTMENT Erica Hardy, Director of Human Resources *EAH*

SUMMARY

On February 18, 2016, the City of Santee entered into an employment agreement with Marlene Best to serve as the City Manager effective March 28, 2016, which has been amended twice. On October 9 and 23, 2019, a public employee performance evaluation for City Manager Best was conducted by the City Council in accordance with California Government Code Section 54957. As a result of this evaluation, the City Council provided direction to staff to draft an amendment to City Manager Best's Employment Agreement to include an annual \$20,000 employer contribution to her deferred compensation account under the City's Deferred Compensation Plan effective January 2, 2020 and to bring that amendment to Council for consideration.

Approval of the Resolution will approve the Third Amendment to the Employment Agreement with Ms. Best.

fr
FINANCIAL STATEMENT

An appropriation from the General Fund reserve balance the amount of \$9,650 will be required as a result of the amended employment agreement which will be included in the FY 2019-20 mid-year budget adjustments that will be brought forward to the City Council in the first quarter of 2020.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *MAB*

Adopt the attached Resolution, approving the Third Amendment and direct staff to take any necessary administrative actions to facilitate the deposit of the contribution.

ATTACHMENTS

1. Resolution
2. Third Amendment to Employment Agreement

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA,
AMENDING THE EMPLOYMENT AGREEMENT OF THE CITY MANAGER**

WHEREAS, on February 18, 2016 the City of Santee entered into an employment agreement with Marlene Best to serve as the new City Manager effective March 28, 2016; and

WHEREAS, as the result of a performance evaluation on October 9 and 23, 2019, the City Council desires to amend the Employment Agreement of City Manager Marlene Best, to provide an annual employer contribution of \$20,000 into the City's Deferred Compensation Plan, effective January 2, 2020, as reflected in Exhibit "A"; and

WHEREAS, the City has drafted a Third Amendment incorporating that benefit, while leaving all of the other terms of the Employment Agreement, as amended, in effect.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Santee, California, does hereby find, determine and declare that the Third Amendment to the Employment Agreement of the City Manager provided in Exhibit "A" is approved effective January 2, 2020;

ADOPTED by the City Council of the City of Santee, California, at a regular meeting thereof held this 13th day of November, 2019, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN MINTO, MAYOR

ATTEST:

ANNETTE ORTIZ, CITY CLERK, MBA, CMC

Attachment: Exhibit A – Third Amendment to Employment Agreement



THIRD AMENDMENT TO EMPLOYMENT AGREEMENT

This Third Amendment to Employment Agreement ("Third Amendment") is made and entered into as of the ____ day of November 2019, by and between the City of Santee, a municipal corporation ("City") and Marlene D. Best ("Employee").

RECITALS

1. On or about February 18, 2016, City and Employee entered into an Employment Agreement whereby the City employed Employee as its City Manager, effective March 28, 2016 ("Employment Agreement").
2. On or about September 7, 2017, City and Employee amended the Employment Agreement to increase Employee's annual base salary and car allowance ("First Amendment").
3. On or about March 1, 2019, City and Employee amended the Employment Agreement to remove the fixed term of employment in the Agreement ("Second Amendment").
4. On October 9 and 23, 2019, the City Council conducted Employee's performance evaluation, and determined that it would leave all terms of the Employee's Agreement, as amended, the same, except for the addition of a contribution to the City's Deferred Compensation Plan.
5. It is the desire of the City Council to amend the Employment Agreement to continue to employ the services of Employee as its City Manager with the additional deferred compensation provided below.

NOW, THEREFORE, IN CONSIDERATION OF PERFORMANCE BY THE PARTIES OF THE COVENANTS AND CONDITIONS HEREIN CONTAINED, THE PARTIES AGREE TO AMEND THE EMPLOYMENT AGREEMENT AS FOLLOWS:

6. The Parties hereby amend Paragraph 3 Salary and Benefits of the Employment Agreement to add the following benefit:

Beginning January 2, 2020, Employee shall receive a yearly employer contribution of \$20,000 from the City, deposited into the City sponsored Deferred Compensation Plan, consistent with the limits, policies and conditions established by the ICMA plan (or other similar plan that may be in place in the future) and Federal Tax Laws. Said contribution shall be made in the amount of \$20,000 on January 2, 2020. Thereafter, effective January 1, 2021 said contribution shall be made each year in 26 equal installments of \$769.23 on each regularly scheduled pay date.

7. Except as amended in this Third Amendment and the First and Second Amendments, the terms and conditions of the Employment Agreement remain the same.

IN WITNESS WHEREOF, City and Employee have signed and executed this Third Amendment as of the ___ day of November 2019.

CITY OF SANTEE

By: _____
John W. Minto, Mayor

EMPLOYEE

By: _____
Marlene D. Best, City Manager

APPROVED AS TO FORM:

By: _____
Shawn Hagerty, City Attorney

City of Santee
COUNCIL AGENDA STATEMENT

Item 10

MEETING DATE

November 13, 2019

AGENDA ITEM NO.

ITEM TITLE

**SECOND WORKSHOP REGARDING LEGISLATIVE POLICY RELATED TO
GENERAL COUNCIL MEETING PROCEDURES**

DIRECTOR/DEPARTMENT

Annette Ortiz, City Clerk *AS*
Shawn Hagerty, City Attorney

SUMMARY

The City Council recently approved its first comprehensive review of the Municipal Code. As an outgrowth of that effort, we recommend reviewing the City's policies and procedures to ensure that they are aligned with the updated Code. To that end, we recommend that the Council review the numerous Legislative Policy Memoranda ("LPMs"), which set forth the legislative policies of the City. Many of these policies were adopted in the 1980's and have not been substantially updated since that time.

At the October 23, 2019 Council meeting, we presented for Council's review and direction a revised LPM that combined the content of several LPMs related to general Council governance, and requested direction from Council regarding certain policy issues. Council provided direction on certain provisions and requested that the draft LPM be brought back for further review. Council also requested that the City Clerk provide information regarding the governance practices of other cities. The requested information regarding practices adopted by other cities is summarized in the attached chart. Also attached are sample Council policies from the cities of San Clemente, San Juan Capistrano, and Avalon.

The revised draft Policy (we suggest replacing the term "Legislative Policy Memorandum," with the term "Policy," as the latter term is more commonly used by cities) uses an updated format, includes new policy points on which we seek Council direction, and in some cases, provides alternate or optional language for the Council to consider. The updated Policy also includes the procedure for election of the Vice Mayor, which is currently set forth in Resolution No. 201-85 as amended by Resolution No. 070-05. It is our recommendation to include the Vice Mayor election procedure in the Policy, since that process falls within the category of general Council governance.

At this time, the draft Policy is presented for review and Council direction. Any revisions or additions requested by Council will be incorporated into a final Policy to be presented for adoption at the December 11, 2019 Council meeting.

ENVIRONMENTAL REVIEW

The City's consideration of the draft policy is not a project subject to environmental review under the California Environmental Quality Act because it would not result in any direct or reasonably foreseeable indirect physical change to the environment under Title 14 of the California Code of Regulations, section 15378.

FINANCIAL STATEMENT

m None.

CITY ATTORNEY REVIEW

N/A Completed

RECOMMENDATION

MAB
Review draft policy and provide direction to City staff.

ATTACHMENTS

- Draft Policy 2019-1
- Chart Summarizing Other Cities' Practices
- LPMs 1981-1, 1981-2, 1981-3, 1982-1, 1983-3, 1986-1, 1986-2, and 1995-1.
- Resolution Nos. 201-85 and 070-05.
- Sample policies from San Clemente, San Juan Capistrano and Avalon

CITY COUNCIL POLICY

Number: Policy 2019-1

Date: December 11, 2019

Initiated By: Annette Ortiz, City Clerk
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Reviewed by City Council: October 23, 2019 and November 13, 2019

Approved by City Council: December 11, 2019

SUBJECT: City Council Meeting and Operating Procedures

SUPERSEDES:

Legislative Policy Memorandums 1981-1, 1981-2, 1981-3, 1982-1, 1983-3, 1986-1, 1986-2, and 1995-1, and Resolutions No. 201-85 and 070-05.

PURPOSE:

To establish policies for City Council meetings and operations, including parliamentary procedures, due process, disclosure of conflict of interest, election of the Vice Mayor, roles of Mayor and Vice Mayor, agenda procedures, public participation at meetings, and the preparation of minutes.

ORGANIZATIONS AFFECTED:

City Council
City Commissions and Committees*

*Note: Except as otherwise noted throughout this Policy, this Policy shall also apply to the City's Commissions and Committees. In applying this Policy to City Commissions and Committees, the term "Council" shall be interpreted to mean the name of the City Commission or Committee, the term "Mayor" shall be interpreted to mean "Chairperson", the term "Vice Mayor" shall be interpreted to mean "Vice Chair", the term "Manager" shall be interpreted to mean "Director", and the term "City Clerk" shall be interpreted to mean the staff member responsible for providing support to the Commission/Committee.

REFERENCES:

The Ralph M. Brown Act (Gov. Code § 54950, et seq.)

POLICY:

1. Meetings Generally

- 1.1 Regular Meetings (Gov. Code § 54954). Except as modified by resolution of the City Council, Regular Meetings of the City Council will be held at 7:00 p.m. in the City Council Chambers, located at 10601 Magnolia Avenue, Santee, California, on the second and fourth Wednesday of each month, except for the months of November and December. There will be one Regular Meeting held on the second Wednesday in November and one Regular Meeting held on the second Wednesday in December. Council may, by resolution, cancel any scheduled Regular Meeting.

OPTIONAL LANGUAGE ESTABLISHING A COUNCIL CURFEW: *At 11:00 p.m. at each meeting, the City Council will determine which of the remaining agenda items can be considered and acted upon at that meeting and will continue all other agenda items to a future meeting.*

POLICY POINT: Consider whether to change the start time of Regular Meetings. The start times of other cities' Regular Meetings are included in the attached chart for comparison.

- 1.2 Adjourned Meetings (Gov. Code § 54955). The City Council may adjourn any Regular, Adjourned Regular, Special or Adjourned Special Meeting to a time and place specified in the order of adjournment as permitted by law. Less than a quorum may so adjourn from time to time. If all members are absent from any regular or adjourned regular meeting, the City Clerk may declare the meeting adjourned to a stated time and place and shall cause a written notice of the adjournment to be given in the same manner as provided in Government Code section 54956 for Special Meetings, unless such notice is waived as provided for Special Meetings. When a Regular or Adjourned Regular Meeting is adjourned, the resulting Adjourned Regular Meeting is a Regular Meeting for all purposes. When an order of adjournment of any meeting fails to state the hour at which the Adjourned Meeting is to be held, it shall be held at the hour specified for Regular Meetings.
- 1.3 Special Meetings (Gov. Code § 54956). A Special Meeting may be called at any time by the Mayor, the Vice Mayor (only when acting as the presiding officer of the Council) or by a majority of the City Council, by delivering written notice to each Council Member and to each local newspaper of general circulation and radio or television station requesting notice in writing and posting a notice on the City's web site. **[OPTIONAL ADDITIONAL LANGUAGE:** *The City Council may, by resolution, delegate to the City Manager or City Clerk the authority to call Special Meetings.]* The notice shall be delivered personally or by any other means and shall

be received at least 24 hours before the time of the meeting as specified in the notice. The call and notice shall specify the time and place of the Special Meeting and the business to be transacted or discussed, and shall be posted at least 24 hours prior to the special meeting in a location that is freely accessible to members of the public. The City Council shall consider only the business listed on the notice. The written notice may be dispensed with as to any Council Member who at or prior to the time the meeting convenes files with the City Clerk a written waiver of notice. The written notice may also be dispensed with as to any member who is actually present at the meeting at the time it convenes.

1.3.1 The City Council shall not call a Special Meeting regarding the salaries, salary schedules, or compensation paid in the form of fringe benefits, of a City executive.¹ However, the City Council may call a Special Meeting to discuss the City's budget.

1.4 Emergency Meetings (Gov. Code § 54956.5). In the case of an emergency situation, as defined below, involving matters upon which prompt action is necessary due to the disruption or threatened disruption of public facilities, the City Council may hold an emergency meeting without complying with either the 24-hour notice requirement or the 24-hour posting requirement of Government Code section 54956 or both of the notice and posting requirements.

1.4.1 Each local newspaper of general circulation and radio or television station that has requested notice of Special Meetings pursuant to Government Code section 54956 shall be notified by the Mayor, or the Mayor's designee, one hour prior to the emergency meeting, or, in the case of a dire emergency, as defined below, at or near the time that the Mayor or the Mayor's designee notifies the Council Members of the emergency meeting. This notice shall be given by telephone and all telephone numbers provided in the most recent request of a newspaper or station for notification of special meetings shall be exhausted. In the event that telephone services are not functioning, the notice requirements of this section shall be deemed waived, and the City Council or the City Council's designee, shall notify those newspapers, radio stations, or television stations of the fact of the holding of the Emergency

¹ A "City executive" is any person employed by the City who is not subject to the Meyers-Milias-Brown Act (Chapter 10 (commencing with Section 3500)), Chapter 5 (commencing with Section 45100) of Part 25 of Division 3 of Title 2 of the Education Code, or Chapter 4 (commencing with Section 88000) of Part 51 of Division 7 of Title 3 of the Education Code, and who meets any of the following requirements:

- (1) The person is the chief executive officer, a deputy chief executive officer, or an assistant chief executive officer of the City.
- (2) The person is the head of a department of the City.
- (3) The person's position within the City is held by an employment contract between the City and that person. (See Gov. Code § 3511.1.)

Meeting, the purpose of the meeting, and any action taken at the meeting as soon after the meeting as possible.

- 1.4.2 During an Emergency Meeting, the City Council may meet in closed session pursuant to Government Code section 54957 if agreed to by a two-thirds vote of the Council Members present, or, if less than two-thirds of the Members are present, by a unanimous vote of the Members present.
- 1.4.3 All Special Meeting requirements, as prescribed in Government Code section 54956 shall be applicable to an Emergency Meeting, with the exception of the 24-hour notice requirement.
- 1.4.4 The minutes of the Emergency Meeting, a list of persons who the Mayor or the Mayor's designee notified or attempted to notify, a copy of the rollcall vote, and any actions taken at the meeting shall be posted for a minimum of 10 days in a public place as soon after the meeting as possible.
- 1.4.5 For the purposes of this section, "emergency situation" means either of the following:
 - 1.4.5.1 An emergency, which shall be defined as a work stoppage, crippling activity, or other activity that severely impairs public health, safety, or both, as determined by a majority of the City Council.
 - 1.4.5.2 A dire emergency, which shall be defined as a crippling disaster, mass destruction, terrorist act, or threatened terrorist activity that poses peril so immediate and significant that requiring the City Council to provide one-hour notice before holding an Emergency Meeting may endanger the public health, safety, or both, as determined by a majority of the City Council.

2. Closed Sessions

- 2.1 The City Council may hold closed sessions during duly-noticed Council meetings on issues authorized by State law. A description of the item to be addressed in closed session will be included in the meeting agenda, in accordance with the Brown Act.
- 2.2 A City Commission or Committee may hold closed sessions during duly-noticed meetings of its body on issues authorized by State law, the City Council, and the City Attorney.

- 2.3 All proper closed session information, verbal or written, is confidential, and no member of the City Council, employee of the City, or any person present during a closed session shall disclose to any other person the content or substance of discussion or action which took place during the session, except as expressly authorized in the Brown Act.
- 2.4 Closed sessions shall be limited to members of the City Council, City Manager, City Attorney and/or City legal counsel, as well as staff members and experts designated by the City Manager or City Attorney to attend portions of closed sessions relating to specific issues, as permitted by law.
- 2.5 To the extent possible, the public will be notified prior to the time that the City Council recesses to closed session as to whether or not a public announcement of action is anticipated following the closed session.
- 2.6 Where potential plaintiffs and defendants have manifested or communicated their awareness of facts and circumstances and a legal theory connecting those facts and circumstances to potential litigation involving the City, those facts and circumstances, together with (i) the identity of potential parties or (ii) related documentation, shall be disclosed prior to a closed session to discuss anticipated litigation, in accordance with Government Code section 54956.9.

3. Meeting Procedures and Due Process

- 3.1 At all meetings of the City Council, a majority of the Council members shall constitute a quorum for the transaction of business. In the event less than a quorum of the City Council is present, the City Clerk shall adjourn the meeting (which may include adjourning to an Adjourned Regular Meeting), post a Notice of Adjournment, and prepare minutes that reflect that the meeting was adjourned due to lack of a quorum.
- 3.2 The Mayor, or in the Mayor's absence the Vice Mayor, shall take the chair at the hour appointed for the meeting and shall immediately call the City Council to order. Upon the arrival of the Mayor, the Vice Mayor shall immediately relinquish the chair at the conclusion of the business presently before the City Council.
- 3.3 Before the City Council shall proceed with the business before it, the City Clerk shall enter into the minutes the names of those Council Members present. The later arrival, or the excused absence, of any absentee shall also be entered into the minutes.
- 3.4 If a Council Member knows that he or she will be absent from an upcoming City Council meeting, he or she must contact the City Clerk prior to the meeting and state the reason for his or her inability to attend

the meeting. The City Clerk will inform the Mayor of the request for an excused absence prior to the meeting, and the Mayor will rule whether the absence is excused or unexcused. If the Mayor is to be absent, the Vice Mayor shall rule on whether the Mayor's absence is excused or unexcused. Examples of an excused absence may be an absence due to illness, maternity/paternity leave, religious observance, family emergency, business conflicts, or jury duty. When calling the roll for the meeting, the City Clerk will indicate whether a Council Member's absence was ruled excused or unexcused, and the City Clerk will make an appropriate notation in the minutes.

- 3.5 If a Council Member is absent from a City Council meeting during roll call and did not report this absence to the City Clerk, the City Clerk will note in the minutes that the absence is unexcused. After the meeting, but before the next meeting, the absent Council Member may contact the City Clerk and state the reason for his or her absence. The City Clerk will inform the Mayor of the absent Council Member's request and the Mayor will rule whether the absence is excused or unexcused. If the Mayor determines that the absence is excused, the minutes will be amended to reflect the excused absence. If the Mayor was absent, he or she may contact the City Clerk and state the reason for his or her absence at the meeting. The City Clerk will inform the Vice Mayor of the Mayor's request and the Vice Mayor will rule whether the absence is excused or unexcused. If the Vice Mayor determines that the absence is excused, the minutes will be amended to reflect the excused absence. If the absent Council Member does not contact the City Clerk regarding the absence before the next City Council meeting, the absence will remain on the record as unexcused.
- 3.6 If a City Council Member is absent without permission from all regular City Council meetings for 60 days consecutively from the last Regular Meeting he or she attended, his or her office becomes vacant and shall be filled as any other vacancy. (Gov. Code § 36513.)

POLICY POINT: Sections 3.4-3.6 are recommended to be added to address excused and unexcused absences.

- 3.7 During the course of the meeting, should the Mayor note a City Council quorum is lacking, the Mayor shall call this fact to the attention of the City Clerk. The Mayor shall issue a quorum call. If a quorum has not been restored within two minutes of a quorum call, the Mayor may declare a recess for a reasonable period of time in order to reestablish a quorum or the meeting shall be adjourned.
- 3.8 The City does not follow Robert's Rules of Order for parliamentary procedure, preferring to allow more flexibility in processing meeting matters. To provide a basic structure to the meetings, however, the

following definitions apply to motions which may be made by a Council Member during a City Council meeting.

- 3.8.1 “Amend” means to change a motion only if the maker of the motion agrees.
- 3.8.2 “Call for the Question” means to immediately end debate and vote on the issue; requires a vote of the majority of Council Members present. The Council first votes on the motion for Call for the Question (to end debate) and if the motion is approved, debate is immediately closed and the Council must then vote on the issue.
- 3.8.3 “Division of the Motion” (sometimes called splitting the motion) means to divide a motion into two or more propositions. A motion may be split whenever the motion contains two or more parts, each of which may stand alone as a complete proposition, if the other(s) is(are) removed. Each separate question must be a proper one for the Council to act upon, even if the other(s) is(are) not adopted. A Council Member wishing to make this motion says, for example, “I call for a separate vote on Resolution No. 2.” If this motion is approved by a majority of the Council, the issue for which a separate vote was called must be taken up and voted on separately at any time before the vote is taken on the other proposition(s).
- 3.8.4 “Note and File” means to have the City Clerk’s office record and file the matter. This direction is most often given when staff provides an update on a project or an item that does not require official action.
- 3.8.5 “Point of Information” means to request information.
- 3.8.6 “Point of Order” means to protest a breach of rules or conduct.
- 3.8.7 “Point of Personal Privilege” means a concern about inability to hear, noise, or a problem, where integrity, character, or motives are questioned, or where the welfare of the Council is concerned.
- 3.8.8 “Pulling an item off the Consent Calendar of the Agenda” means to remove an item from the group considered routine or noncontroversial for separate action. Any items pulled from the Consent Calendar shall be heard immediately following Council’s action on the Consent Calendar.
- 3.8.9 “Table the item” means to temporarily suspend consideration of an issue as specified.
- 3.8.10 “Trail the item” means to deal with the item later as specified.

3.8.11 “Withdrawal of Motion” means the motion is withdrawn by the mover. Until the Mayor has stated the question for a vote by the Council, the mover may withdraw the motion at any time without the consent of the Council or the Council Member who seconded the motion. If the Mayor has already stated the question, the maker of the motion must request the Council’s permission to withdraw or modify the motion. In such a case, the Mayor will ask if there is any objection to the withdrawal of the motion, and if there is none, the motion is withdrawn. If there is an objection, the Mayor may put the question of withdrawal up for a vote by the Council, in which case the motion requires a majority vote for approval. Unless the Mayor specifies to the contrary, a withdrawn motion is not recorded in the meeting minutes.

POLICY POINT: Consider whether these terms and definitions are still relevant to Council Meeting procedure and should be retained in this Policy.

- 3.9 The City Council also adheres to the following general procedural rules:
- 3.9.1 Motions must be seconded in order to proceed to a vote.
 - 3.9.2 Substitute motions are prohibited.
 - 3.9.3 Amendments to motions are prohibited without the approval of the maker of the motion.
 - 3.9.4 A rule change must be announced by the Mayor or requested by a Council Member before the item is heard. No rule change is allowed until after an item is heard and vote is taken on the item.
 - 3.9.5 All rule changes must come before Council for approval. No unilateral rulemaking shall occur.
 - 3.10 Ex parte communications are communications received outside of Council meetings or hearings. When the Council acts in a legislative role (for example, to adopt general plan or zoning amendments or to adopt ordinances), Council Members are permitted to draw upon nearly all observations and considerations they receive inside and outside the Council meeting. On the other hand, when acting in a quasi-adjudicatory role (hearing permits, revocations, and similar non-legislative decisions), the Council, as fact-finder, should limit its consideration of facts to those presented at the hearing, where all sides have the opportunity to hear and rebut testimony given by all participants. To this end, Council Members should avoid receiving or gathering information that might otherwise influence its consideration of the written record and any

other testimony it hears through the formal hearing process, or at least disclose their receipt of that information.

POLICY POINT: Section 3.10 is recommended to be added to address ex parte disclosures. Consider whether to formally require Council Members to disclose any ex parte communications.

OPTIONAL LANGUAGE TO REQUIRE DISCLOSURE: *Each Council Member who receives any ex parte communication from an applicant or from any person interested in pending matter before the City Council must disclose the ex parte communication when the Council considers the matter that is the subject of the ex parte communication. Disclosure should be made at the commencement of the item and must be made no later than the opening of public comment on the pending matter that is the subject of the ex parte communication. Disclosure of the ex parte communication shall be made as part of the official record of the matter that is the subject of the ex parte communication by identifying the date and the person from whom the ex parte communication was made and briefly describing the substance of the ex parte communication.*

- 3.11 A member of the City Council or prospective member of the City Council may, in the course of seeking elective office, be asked to state positions on general issues that may eventually come before the Council at a later date. This policy shall in no way impair that Council Member's right to consider the issue and vote as he or she determines is appropriate and consistent with due process.

POLICY POINT: Section 3.11 is recommended to be added to address the effect of a Council Member's stated position on a subsequent vote regarding the same issue.

4. Conflicts of Interest and Disqualification.

- 4.1 The Political Reform Act (Gov. Code § 81000 et seq.), prohibits a public official from using his or her official position to influence a governmental decision in which he or she has a financial interest. Government Code Section 1090 prohibits the City Council from entering into a contract in which a Council Member is financially interested, unless an exception applies.
- 4.2 When the Mayor or a Council Member has a financial interest in a City Council decision or contract, that individual is disqualified from voting on the matter, unless an exception applies. The interested individual shall openly state that he or she is abstaining because of a disqualifying financial or other conflict of interest. The Mayor or any Council Member

who is disqualified due to a financial interest shall publicly identify the financial interest in detail sufficient to be understood by the public except that disclosure of the exact street address of a residence is not required. A Council Member who is disqualified by a conflict of interest in any matter shall not remain in the room during the discussion and vote on such matter unless the matter has been placed on the consent agenda. In that case, the Council Member must identify the conflict and abstain from voting on the consent calendar, but may remain in the room while the consent calendar is voted upon. (2 Cal. Code Regs. § 18707(a)(3)(A).)

5. Election of Vice Mayor

- 5.1 The Vice Mayor is elected by the City Council for a one year term. The Vice Mayor is elected in December at the Regular Meeting or the meeting at which the declaration of the election results for a general municipal election is made, whichever occurs first. (See Gov. Code § 36801.) To be eligible for election as Vice Mayor, a Council Member must have served at least one year of his or her current term on the Council. In addition, a Council Member is eligible for election as Vice Mayor only if he or she has not already served as Vice Mayor during his or her current term. The eligible Council member who has the greatest number of votes at the last election in which he or she was a candidate shall be elected as Vice Mayor. If no Council Member is eligible for election as Vice Mayor, the eligibility requirements shall be waived for that year.

[ALTERNATE ELECTION PROCESS OPTION 1 – DISTRICT ROTATION]

5.1 The Vice Mayor is elected by the City Council for a one year term. The Vice Mayor is elected in December at the Regular Meeting or the meeting at which the declaration of the election results for a general municipal election is made, whichever occurs first. (See Gov. Code § 36801.) To be eligible for election as Vice Mayor, a Council Member must have served at least one year of his or her current term on the Council. The office of Vice Mayor shall annually rotate by Council District to the next eligible Council Member. The Vice Mayor position shall be filled in accordance with the following rotation,² beginning in 2019:

2019	District 3
2020	District 1

² This rotational arrangement provides time for the Council Members who will be elected in November 2020 (in Districts 3 and 4) to satisfy the one-year service requirement, and ensures that neither the current Vice Mayor (District 4) nor the immediate past Vice Mayor (District 1) are elected in 2019.

2021	District 2
2022	District 3
2023	District 4
2024	District 1
2025	District 2
2026	District 3
2027	District 4

[ALTERNATE ELECTION PROCESS OPTION 2 – SENIORITY]

5.1 The Vice Mayor is elected by the City Council for a one year term. The Vice Mayor is elected in December at the Regular Meeting or the meeting at which the declaration of the election results for a general municipal election is made, whichever occurs first. (See Gov. Code § 36801.) To be eligible for election as Vice Mayor, a Council Member must have served at least one year of his or her current term on the Council. In addition, a Council Member is eligible for election as Vice Mayor only if he or she has not already served as Vice Mayor during his or her current term. The office of Vice Mayor shall annually rotate to the eligible Council Member who is the most senior. Seniority is determined by the most recent date the Council Member began his or her term in office. In the event that two or more Council Members began their terms on the same date, the Council shall use random selection to determine seniority.

POLICY POINT: Currently, the election of the Vice Mayor is governed by Resolution 201-85 (which established the election process), as amended by Resolution 070-05 (which specified that the Vice Mayor is elected in December, rather than in November or December). We suggest moving the procedure for electing the Vice Mayor to this Policy, since it is related to general City Council governance. Set forth above is the current procedure as well as two alternative election methods which may be more appropriate given the City's recent transition to by-district elections. If the Council decides to move the Vice Mayor election procedure into this Policy, this Policy would rescind and replace Resolutions 201-85 and 070-05.

Consider revising the election process to reflect the City's recent transition to by-district elections. If changes are desired, consider whether the new election process should be implemented for the 2019 Vice Mayor election,³ or implemented for the 2020 Vice Mayor election.

³If the Council desires to make changes to the procedure for electing the Vice Mayor before the 2019 Vice Mayor election, this Policy must be adopted before the Vice Mayor

6. Roles of Mayor and Vice Mayor

- 6.1 The Mayor shall act as the primary spokesperson and official representative of the City Council, unless such responsibility is delegated by the Mayor, or otherwise assigned by a majority of the City Council.
- 6.2 The Mayor shall preside at all Regular, Adjourned Regular, Special and Emergency Meetings of the City Council, including joint meetings with commissions and committees and closed sessions.
- 6.3 The Mayor shall execute all official City documents, warrants and correspondence approved by the City Council.
- 6.4 The Mayor is authorized to issue proclamations, commendations and certificates of recognition, which may be presented at Council meetings under Presentations. The total time allotted to Presentations should, if possible, be limited to 15 minutes per meeting. *(This section does not apply to Commissions or Committees.)*
- 6.5 Nothing in this section is intended to suggest that the office of Mayor possesses formal powers or authority in excess of other members of the City Council; rather, the person serving as Mayor is to be recognized as the chairperson of the Council.
- 6.6 Vice Mayor shall serve and perform the functions of the Mayor in the absence of the Mayor. If both the Mayor and Vice Mayor are absent from a City Council meeting, the Council Members present shall select a Council Member from those Members present to perform the functions of Mayor at that particular meeting.

7. City Council Correspondence

- 7.1 The City Manager, or his/her designee, is authorized to open and examine all mail or other written communications addressed to the City Council as a body, but shall not open correspondence addressed to an individual Council Member without their express authorization.
- 7.2 The City Manager may take action, or direct that action be taken, on issues or requests that do not require Council action. The City Manager shall inform Council when actions are taken on matters of significance or that are likely to be of interest to the City Council.

is elected. Both of these actions may be taken at the December 11, 2019 Regular Meeting, with the Council first adopting this Policy and then electing the Vice Mayor.

8. City Council Meeting Agendas

- 8.1 The City Manager shall be responsible for determining items to appear on City Council meeting agendas.
- 8.2 The standard template for City Council agendas shall be established by Council by majority vote.

ALTERNATE LANGUAGE:

8.2 Unless modified by Council by majority vote, the order of business for regular meetings of the City Council shall be as follows:

*Roll Call
Legislative Invocation
Pledge of Allegiance
Presentations
Consent Calendar
Public Hearings
Continued Business
New Business
Non-Agenda Public Comment
City Council Reports
City Manager Reports
City Attorney Reports
Closed Session (if any)
Adjournment*

POLICY POINT: Consider including the actual order of business in this Policy, as shown in the alternate language above. Also consider whether to move the position of Non-Agenda Public Comment. Some cities conduct Non-Agenda Public Comment at the beginning or near the beginning of the meeting, while other cities conduct Non-Agenda Public Comment at the very end of the meeting (see attached chart comparing city practices).

- 8.3 The City Manager shall have the authority to reorganize the template **ALTERNATE LANGUAGE: order of business** on a case-by-case basis if he or she believes that a variation in the normal order of business is appropriate.
- 8.4 Council Members may agendize items to enable them to “report out” on matters relating to their own activities, including activities pertinent to their Council-appointed positions on regional commissions, committees and boards, provided the report is informational only. If Council action is being sought, the process defined in 8.5 of this Policy shall be followed.

- 8.5 A Member of the City Council may propose to the City Manager that an item be agendaized for future Council discussion, consideration, and/or action. Council Member agenda items must be submitted to the City Manager's office no later than the Monday proceeding the Wednesday on which staff assembles agenda packets for the subsequent Wednesday City Council meeting. **OPTIONAL LANGUAGE ESTABLISHING A LIMIT ON SUBMISSION OF AGENDA ITEMS:** *A Council Member may submit an agenda item for inclusion in the agenda only if he or she has not submitted an agenda item related to the same subject matter in the preceding six months. The City Manager shall determine whether two agenda items submitted or proposed to be submitted by the same Council Member relate to the same subject matter.*

OPTIONAL (OR ALTERNATE) LANGUAGE ALLOWING COUNCIL MEMBERS TO SUBMIT AGENDA ITEMS BY MAJORITY VOTE:

8.5 A Member of the City Council may propose at a Council meeting that an item be agendaized for future Council discussion, consideration, and/or action. If the proposal is supported by a majority vote of Council members present, subject to notice and hearing requirements, it shall be agendaized for a future meeting and noticed as required by law.

POLICY POINT: If the preferred method is to have Council Members submit agenda items to the City Manager (rather than by majority vote at a Council meeting), consider whether it is practical to have the items submitted to the City Manager on the Monday before the Wednesday that staff items are due for inclusion in the agenda, or whether a different schedule should be adopted. If the Council also authorizes Council Members to submit agenda items by majority vote of the Council, Section 8.1 above would be revised to read as follows: *"With the exception of items added to a City Council agenda pursuant to Section 8.5 of this Policy, the City Manager shall be responsible for determining items to appear on City Council meeting agendas."*

- 8.6 Notwithstanding Section 8.5, a proposal to reconsider any action taken by the City Council may be raised only at the same meeting or the next regularly scheduled meeting of the City Council after the action is taken and may be raised only by one of the Council Members who voted with the prevailing side.
- 8.7 The City Clerk shall be responsible for the assembly of Council meeting agendas and shall cause copies to be posted on the City Hall bulletin board(s) and City website. Whenever feasible, Regular and Adjourned Regular Meeting agendas shall be posted at least five (5) calendar days prior to meetings, but in no event less than the posting time requirements as set forth in State law. In the case of Special Meetings, agendas shall

be posted as soon as practical, but in no event less than the posting time requirements as set forth in State law.

- 8.8 Consent Calendar items shall be comprised of items that are expected to be noncontroversial. Unless an item is removed from the Consent Calendar by a member of the Council, staff, or the public for separate discussion and action, the Consent Calendar may be acted upon by one motion.
- 8.9 The City Council may waive the reading in full of all Resolutions and Ordinances. The reading of Resolution titles shall be optional.
- 8.10 The City Clerk or Mayor shall announce an agenda item before discussion on that item commences.

9. Items Not on the Agenda

- 9.1 With narrow and limited exceptions, the City Council may not take any action or engage in discussion of an item not on the posted agenda. Council Members may only:
 - 9.1.1 Briefly respond to statements/questions from the public,
 - 9.1.2 Ask a question for clarification,
 - 9.1.3 Make a brief announcement,
 - 9.1.4 Make a brief report on his or her activities,
 - 9.1.5 Provide a reference to staff or other sources for factual information,
 - 9.1.6 Request staff report back at a later meeting, or
 - 9.1.7 Direct staff to place the matter on a future agenda.(Gov. Code § 54954.2(a)(3).)
- 9.2 The City Council may take action on items of business not appearing on the posted agenda when one of the following conditions exists:
 - 9.2.1 A majority of the Council determines there is an “emergency situation” as defined in State law for emergency meetings;
 - 9.2.2 Two-thirds of the Council Members present (or all members if less than two-thirds are present) determine there is a need for immediate action and the need to take action came to the attention of the City after the agenda was posted; or

9.2.3 The item appeared on the agenda of, and was continued from, a meeting held not more than five days earlier.

(Gov. Code § 54954.2(b).)

10. Public Participation at City Council Meetings

- 10.1 Each person desiring to address the Council is requested to submit to the City Clerk a speaker form. After being called upon by the City Clerk, the speaker may proceed to the podium. The speaker may state for the record his/her name and city of residence, but shall not be required to do so.
- 10.2 Members of the public may speak for three (3) minutes. Members of the public may not assign their speaker time to another person except when part of an organized group as set forth in Section 10.4. The time that a speaker devotes to responding to Council inquiries shall not be deducted from their allotted speaker time. To provide for an orderly meeting, the Mayor may reduce this three (3) minute time period.
- 10.3 If, in the judgment of the Mayor, an individual speaker is in the process of making a salient point and his or her time runs out, the Mayor may extend the time no more than two (2) minutes for the person to complete his or her testimony.
- 10.4 Multiple speakers wishing to address a single item may, before the item is heard, designate a spokesperson and yield time to that individual provided that a single spokesperson shall be accorded no more than (15) minutes (plus an up to 2-minute extension by the Mayor if applicable) of time to complete his or her testimony. Individuals wishing to designate a single spokesperson to whom they wish to yield time must be present at the meeting, must indicate on the speaker slip that they desire to yield their time, and must include the name of their designated spokesperson on the speaker slip.
- 10.5 Project applicants and appellants (including members of an applicant's or appellant's project presentation team, when applicable) may speak for a combined total of twenty (20) minutes on the agenda item(s) for which they are the applicants or appellants.
- 10.6 The purpose of addressing the City Council is to communicate formally with the City Council regarding matters that relate to City Council business or citizen concerns within the subject matter jurisdiction of the City Council. Persons addressing the City Council on an agenda item shall confine their remarks to the matter under consideration by the City Council. Speakers may be asked to clarify how their comments relate to

the matter at hand. Speakers may address the entire Council or individual Council Members, and, if allowed by the Mayor or chair, City staff.

- 10.7 Once recognized, members of the public shall not be interrupted when speaking unless to be called to order by the Mayor to: (i) curtail extraordinary repetition, (ii) curtail speech that is irrelevant to the City Council's subject matter jurisdiction, (iii) explain how his or her speech relates to the City's subject matter jurisdiction, or (iv) address some other point of order. If a speaker is interrupted to be called to order, the speaker shall cease speaking until the question of order is determined, and if in order, he or she shall be permitted to proceed, with additional time allotted for the time taken to determine the question of order.
- 10.8 Members of the public may address Council concerning matters within the jurisdiction of the City of Santee, but not separately listed on the agenda, during the Non-Agenda Public Comment portion of the agenda. Each speaker shall be allotted three (3) minutes to complete his or her testimony.
- 10.9 Members of the public shall not engage in conduct that disrupts, disturbs, or otherwise impedes the orderly conduct of the City Council meeting. Any person who so disrupts the meeting is subject to removal from the meeting.
 - 10.9.1 Prior to removing anyone from a City meeting, the Mayor (or other designated chair) shall: (i) notify the person that he or she is in violation of Section 10.9 of this Policy, (ii) specify the specific behavior giving rise to that conclusion; (iii) explain all grounds for the belief that the person's conduct is in violation of law/policy and why such conduct subjects the person to expulsion; and (iv) notify the person that if the conduct continues he or she will be removed. The person receiving such notification shall be asked if he or she understands the conclusion but shall not be required to accept it.

POLICY POINT: Section 10.9 is recommended to be added to address disruptive members of the public.

11. Staff Reports and Presentations

- 11.1 Staff shall compose Staff Reports in a clear and concise manner. Staff shall strive to write reports in a manner that can be easily understood by persons that do not have training in the report's subject matter.
- 11.2 Staff presentations at Council meetings are to be condensed to the briefest extent possible, while still providing a basic overview of the issue under consideration. Staff is encouraged to refrain from reiterating issues previously addressed in the Staff Report. However, Staff engaged in such

communications shall not use these opportunities to communicate with the members of the City Council the comments or position of any other member of the City Council on City Council business.

- 11.3 To expedite Council meetings, Council Members are encouraged to contact the City Manager prior to Council meetings to obtain answers to questions and to obtain clarifications as needed.

12. City Council Meeting Minutes

- 12.1 All meetings of the City Council shall be audio-recorded or video-recorded. Meeting minutes will be prepared and made available on the City's website.
- 12.2 The City Clerk shall have exclusive responsibility for the preparation of the minutes.
- 12.3 The minutes of City Council meetings shall be submitted to Council for approval/modification at a City Council meeting. Modifications to the City Council minutes may be made by the Council by a majority vote.
- 12.4 Minutes shall be prepared in brief concise form, in what are commonly referred to as "action minutes." Action minutes memorialize what was *done* at a meeting, as opposed to what was *said* at a meeting. **OPTIONAL LANGUAGE TO INCLUDE IN THE MINUTES A RECORD OF PUBLIC COMMENTS:** *An exception to this guideline is that a brief summarization of comments provided to Council by the public are to be included in the minutes.* Additionally, the identity of Council Members who make motions, second motions, and cast votes on motions are to be included in the minutes.
POLICY POINT: Consider whether to include in the minutes a brief summary of comments provided to Council by the public (as indicated in the optional language above).
- 12.5 Unless the reading of the minutes of a City Council meeting is ordered by a majority of the Council, such minutes may be approved without reading if the City Clerk has previously furnished each Council Member with a copy thereof.
- 12.6 The approved minutes shall be executed by the Mayor and City Clerk upon approval by the City Council and shall constitute the official record of the City Council meeting.
- 12.7 The City Clerk shall enter the original executed minutes into the official records of the City as a permanent document.

CITY:	Meeting Start Time:	Speaker Slip	Non-Agenda Public Comment location:	Time Limit for Council Comments:	Request Speakers to Disclose Whether Residents:
Chula Vista	5:00 PM	See attached	Right after Consent Calendar	No	Yes but not required.
Del Mar	4:30 PM	No response to this question	First item on the Agenda	No response to this question	Required to give address
El Cajon	3:00 PM Regular Session (Many complaints received about the early meeting time)	See attached	Beginning right after Consent	No	No
La Mesa	Closed Session 6:00 PM Regular Session	See attached	Beginning right after Presentations	No	No
Alameda	7:00 PM	See attached	Before Consent Calendar; limited to a total of 15 minutes for public comment, if more people want to speak they continue after Council meeting.	No	No, you cannot ask speakers to provide their name or residency
Aliso Viejo	7:00 PM	See attached	Before Consent Calendar	No	No
Atwater	5:00 PM Closed Session 6:00 PM Regular Session	See attached	End of meeting	No	Yes but not required
Belmont	7:00 PM	See attached	Beginning of Agenda and another opportunity at the end of the Agenda	No	No
Calabasas	7:00 PM	See attached	Before Consent Calendar	No	Mayor will request speakers to disclose City
Calistoga	6:00 PM	See attached	Third on the Agenda, after Pledge of Allegiance	No	Public is asked to please share their name and address if they choose

CITY:	Meeting Start Time:	Speaker Slip	Non-Agenda Public Comment location:	Time Limit for Council Comments:	Request Speakers to Disclose Whether Residents:
Chino Hills	5:00 PM Closed Session 7:00:00 PM Regular Session	See attached	In beginning after presentations	No	No
Costa Mesa	4:00 PM Closed Session 6:00 PM Regular Session	Sample not provided	Beginning after Presentations	4 minutes on general Council comments - Unlimited on Agenda Items	No
Fort Bragg	6:00 PM	See attached	Second on the Agenda	No	No
Galt	6:00 PM	See attached	Beginning	No	No
Hughson	7:00 PM	See attached	Beginning of meeting	No	No
Irwindale	6:30 PM	Does not use Speaker Slips	Beginning of meeting	No	Mayor will request speakers to disclose Name and City
Kingsburg	6:00 PM	Does not use Speaker Slips	First on the Agenda	No	Yes
Live Oak	6:00 PM	See attached	Beginning of Agenda	No	No
Lodi	5:00 to 6:45 PM Closed Session (depending on estimated length) 7:00 PM Regular Session	See attached	Right after Consent Calendar	No	No
Los Banos	7:00 PM	Does not use Speaker Slips	Beginning of meeting	No	Speakers asked to disclose their name and city of residency
Los Gatos	7:00 PM	See attached	Beginning after Consent Calendar	No	No
Mammoth Lakes	6:00 PM	Does not use Speaker Slips	Right after the Pledge of Allegiance	No	No

CITY:	Meeting Start Time:	Speaker Slip	Non-Agenda Public Comment location:	Time Limit for Council Comments:	Request Speakers to Disclose Whether Residents:
Manteca	7:00 PM	See attached	Before Consent, beginning of meeting	No	No
Millbrae	7:00 PM	See attached	Prior to Consent Calendar	No	No
Montclair	7:00 PM	See attached	Beginning of Agenda	No	No
Monte Sereno	7:00 PM	See attached	Beginning after Presentations	No	No
Monterey	4:00 PM Regular Session 5:30 PM Recess 7:00 PM Reconvene for Evening Session	See attached	Beginning of meeting	No	Speaker cards not used, nor do they require speakers to disclose their residency. The speakers line up near the podium when the Mayor invites public to comment
Ojai	7:00 PM	See attached	Stop the meeting to hear Non-Agenda public comment at 7:30 PM	No	No
Pacific Grove	5:00 PM Closed Session 6:00 PM Regular Session	See attached	First part of the meeting	No	No
Palo Alto	6:00 PM	See attached	First on the Agenda	No	No
Pismo Beach	5:30 PM	See attached	Before any Action Items	No	No
Pleasanton	7:00 PM	See attached	After Closed Session	No	No
Rio Dell	6:30 PM	None provided	Right after Pledge of Allegiance	No	No
San Carlos	7:00 PM	See attached	Beginning of Agenda	No	No
San Dimas	7:00 PM	Sign-in sheet	3 minutes at the start of meeting and 5 minutes at the end	No	Yes
San Juan Bautista	6:00 PM	See attached	2nd item on the Agenda	No	Yes but not required.

CITY:	Meeting Start Time:	Speaker Slip	Non-Agenda Public Comment location:	Time Limit for Council Comments:	Request Speakers to Disclose Whether Residents:
San Rafael	7:00 PM	See attached	Before Consent Calendar	No	No
Santa Cruz	Varies depending on the size of the agenda. It is determined the week prior at the review meeting.	Does not use Speaker Slips	Always around 7:00 p.m.	No	No
Santa Monica	5:30 PM Closed Session 6:30 PM Regular Session	See attached	End of meeting	No	No
Saratoga	Closed Session first 7:00 PM Regular Session	See attached	Beginning of agenda	Limit only during Council Communication - end of meeting - 2 minute limit	No
South Lake Tahoe	Alternating: 9:00 AM and 5:30 PM	See attached	Beginning of Agenda	5 minute limit	No
Stanton	6:30 PM	See attached	End of meeting - after New Business and before Council Reports	No	No
Sunnyvale	5:00 PM or 6:00 PM Closed Session 7:00 PM Regular Meetings	See attached	Before Consent Calendar	No	No
Thousand Oaks	6:00 PM	See attached	First item on the Agenda	No	Yes
Torrance	5:30 PM Closed Session 7:00 PM Regular Session	See attached	Two opportunities, one at beginning of Agenda and one at the end	No	No

CITY:	Meeting Start Time:	Speaker Slip	Non-Agenda Public Comment location:	Time Limit for Council Comments:	Request Speakers to Disclose Whether Residents:
Tracy	7:00 PM	Does not use Speaker Slips	Two opportunities, one at beginning of Agenda and one at the end	No	No
Truckee	6:00 PM	See attached	Beginning of meeting	No	No
Upland	6:00 PM Closed Session 7:00 PM Regular Session	See attached	End of meeting	Council comments are limited to 3 minutes only during Council Reports	No
Westlake Village	Closed Session first 6:30 PM Regular Session	See attached	Beginning of Agenda	No	No
Woodland	6:00 PM	See attached	Right after Pledge of Allegiance	No	No

Reminder that the Brown Act and Government Code Section 54953.3 specifically state that a member of the public shall not be required to provide their information - they can be anonymous if they choose.

City of Santee
COUNCIL AGENDA STATEMENT

Item 11

MEETING DATE November 13, 2019

AGENDA ITEM NO.

ITEM TITLE **AUTHORIZE THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT FOR CONCESSION SERVICES AT MAST PARK WITH QUALITY COAST INCORPORATED PER RFP 19/20-40017**

DIRECTOR/DEPARTMENT Bill Maertz, Community Services *wmm*

SUMMARY On September 30, 2019, the City issued a Request for Proposal (RFP 19/20-40017) for Concession Services at Mast Park. The City of Santee solicited proposals from qualified individuals, community organizations and private businesses that have an interest in providing concession services at a concession building located at Mast Park, 9125 Carlton Hills Blvd. Proposals were due on October 24, 2019. A mandatory pre-proposal meeting was conducted on October 15, 2019. One proposal was received, which was submitted by Quality Coast Inc. ("Contractor"). City staff has negotiated with Contractor and both parties have agreed to the terms of the agreement. Some of the terms include:

- The initial term of the Agreement shall be from the execution of the Agreement through June 30, 2021 (initial period) with the option, at the City's discretion, to extend the Agreement an additional five years.
- The City will provide a shell building with electricity but no sanitary sewer connection.
- Contractor will supply all staff and equipment necessary to operate the concession, including any refrigeration or food preparation appliances. (By comparison, the concession building at Town Center Community Park was furnished by the City with water, sewer, electricity and appliances)
- Contractor will pay to the City 5% of gross sales during the initial year. An increase of 1% of gross sales will occur after the end of the initial period and continue for the duration of the Agreement (total: 6%)
- Contractor will obtain any required permits/licenses, including those required for food handling.
- Contractor will provide the general cleaning and up-keep of dining area adjacent to the concession building during business hours
- Contractor shall maintain agreed upon business hours. Director will notify the Contractor a minimum of 48 hours in advance of special events
- Contractor shall not make changes in, alterations or additions to, or remove any portion of the building, facility, etc. belonging to the City without first obtaining written approval of the Director
- Contractor will submit background checks for all site employees prior to assignment.

FINANCIAL STATEMENT The City anticipates no out of pocket costs as the City will be receiving revenue from concession sales.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *MSB*
Authorize the City Manager to execute a Professional Services Agreement for Concession Services at Mast Park with Quality Coast, Inc.

ATTACHMENTS (Listed Below)
None

City of Santee
COUNCIL AGENDA STATEMENT

Item 12

MEETING DATE November 13, 2019

AGENDA ITEM NO.

ITEM TITLE **APPEAL OF A DECISION OF THE DIRECTOR OF DEVELOPMENT SERVICES GRANTING SIGN PERMIT ZAS2019-14 AND VARIANCE V2019-2 FOR THE LANTERN CREST CONGREGATE CARE FACILITY DIGITAL SIGN LOCATED AT 300 LANTERN CREST WAY IN THE NEIGHBORHOOD COMMERCIAL/MEDIUM HIGH DENSITY RESIDENTIAL (NC/R-14) ZONE. (APN 384-142-36). APPLICANT: MICHAEL GRANT**

DIRECTOR/DEPARTMENT Melanie Kush, Development Services

Sqf FOR MK

SUMMARY On October 25, 2019, the Director of Development Services conditionally approved Sign Permit ZAS2019-14 and Variance V2019-2. An appeal of the Director's Decision was received on October 29, 2019 within the appeal period as outlined in Santee Municipal Code Section 13.04.070.

Per the appeal request, a notice of this item was electronically delivered to all parties who have spoken at previous City Council meetings as well as those who have separately contacted City staff about the Variance request associated with a Sign Permit application.

ENVIRONMENTAL REVIEW Per findings in the Director's Decision, the project is Categorically Exempt from the provisions of the California Environmental Quality Act pursuant to Section 15311 "Accessory Structures" of the CEQA Guidelines because it involves the construction of a freestanding sign that is accessory to an existing congregate care facility, the Santee Senior Retirement Community.

FINANCIAL STATEMENT A fee in the amount of \$873.00 was received from the applicant to cover application processing costs.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATIONS *MDB*
Affirm, reverse wholly, or reverse partly the Decision of the Director of Development Services Granting Sign Permit ZAS2019-14 and Variance V2019-2.

ATTACHMENTS

- Appeal (Exhibit A)
- Director's Decision – Granting Sign Permit ZAS2019-14 and Variance V2019-2 (Exhibit B)
- Public Comments Received (Exhibit C)

From: Stephen Houlahan
Sent: Tuesday, October 29, 2019 7:47 AM
To: Rowena Parravano <RParravano@CityofSanteeCa.gov>
Cc: Marlene Best <mbest@CityofSanteeCa.gov>
Subject: Re: Director's Decision - Executive Summary & Attachments - Granting Sign Permit (ZAS2019-14) and Variance (V2019-2)

Rowena,

Please accept this email correspondence as my official "***Appeal***" of Director of Development Services Melanie Kush's decision to grant Sign Permit (ZAS2019-14) and Variance (V2019-2) for the Lantern Crest Congregate Facility digital sign.

Please have this issue placed on the Santee City Council Meeting Agenda on November 13th, 2019 or December 11th, 2019.

Please send notice of this issue being addressed by the Santee City Council to all parties who have spoken at previous Santee City Council Meetings and those who have submitted letters regarding the impacts this digital sign will have on the surrounding community.

Respectfully,

Stephen Houlahan RN, MSN, MBA
Vice Mayor, City of Santee

MAYOR
John W. Minto



CITY OF SANTEE

CITY COUNCIL
Ronn Hall
Stephen Houlahan
Laura Koval
Rob McNelis

Development Contractor, Inc.
8520 Railroad Avenue
Santee, CA 92071

Application Number: ZAS2019-14/V2019-2
Name of Applicant: Development Contractor, Inc.
Location of Property: 300 Lantern Crest Way (private driveway)
A.P.N.: 384-142-36
Application For: Sign Permit and Variance to Increase allowable height of a freestanding sign to thirteen (13) feet, six (6) inches
General Plan Designation: NC/R-14 (Neighborhood Commercial/Medium High Density Residential)
Zoning: NC/R-14 (Neighborhood Commercial/Medium High Density Residential)

ACTION OF THE DIRECTOR OF THE DEPARTMENT OF DEVELOPMENT SERVICES GRANTING SIGN PERMIT ZAS2019-14 AND VARIANCE V2019-2 AS REVISED BY CONDITIONS, AND FINDING A CEQA EXEMPTION PURSUANT TO SECTION 15311 OF THE CEQA GUIDELINES IN ACCORDANCE WITH THE ATTACHED "DECISION OF THE DIRECTOR OF DEVELOPMENT SERVICES"

This Decision of the Director of Development Services is made this day, October 25, 2019. To allow adequate time for any aggrieved person to appeal this decision, the Santee Municipal Code (§13.04.070) requires that a written appeal of the decision must be filed with the City Clerk within ten (10) calendar days of this decision date. The appeal must be accompanied by a fee of \$349 made payable to the City of Santee; however, no fee is required for appeal by a City Council Member or other City officer or City body. Filing an appeal will stay this decision until the City Council holds a hearing on the appeal application. If no appeal is filed, then the decision becomes final at the close of business on November 4, 2019.

Melanie Kush, AICP
Director of Development Services

Date: October 25, 2019

cc: City Council

EXHIBIT B - DIRECTOR'S DECISION

CITY OF SANTEE
10601 Magnolia Avenue
Santee, CA 92071
(619) 258-4100

**DECISION OF THE DIRECTOR OF THE DEPARTMENT OF DEVELOPMENT
SERVICES GRANTING SIGN PERMIT ZAS2019-14 AND VARIANCE V2019-2 AT 300
LANTERN CREST WAY (A PRIVATE DRIVEWAY) AND FINDING A CEQA
EXEMPTION PURSUANT TO SECTION 15311 OF THE CEQA GUIDELINES**

WHEREAS, on June 26, 2018 the City Council adopted Ordinance 566 which included provisions for digital display boards found in the City of Santee Municipal Code (SMC) Chapter 13.32, titled "Signs", subsection 13.32.050(B), for signs permitted in residential zones; and

WHEREAS, the subject property is undergoing phased development of a congregate care facility, defined in SMC Section 13.04.140, as a residential development licensed by the state Department of Social Services which is comprehensively planned, designed and managed, to include facilities and common space that maximize the residents' potential for independent living. The facility may be occupied by the elderly or handicapped persons or households defined in Health and Safety Code sections 50067 and 50072 or successor statute. Services that are provided or made available shall relate to the medical, nutritional, social, recreational, housekeeping and personal needs of the residents and shall be provided or made available at a level necessary to assist the residents to function independently. "Direct services" means medical care, meals, housekeeping services, transportation services and planned recreational and social activities which shall be provided to the residents directly by the management of the congregate house. "Support services" are social services, daycare services and in-home services which the management of the congregate housing shall assist the residents in obtaining, at the residents' request; and

WHEREAS, one freestanding sign at a major entry to a project site may be allowed, with a maximum sign face area of 48 square feet, and a maximum height of 6 feet, as stipulated in SMC Table 13.32.050(B); and

WHEREAS, the height of sign is defined in SMC 13.32.020 as the greatest vertical distance measured from the existing grade at the point the sign supports intersect the ground and any accompanying architectural features of the sign; and

WHEREAS, the SMC allows for an electronic message display sign described to mean a sign that uses digital display to present variable message displays by projecting an electronically controlled pattern and which can be programmed to periodically change the message display, subject to operational standards stated in SMC 13.32.050.C.4, a through g; and

WHEREAS, on July 13, 2019 the applicant submitted a request for a Sign Permit for an electronic message display, hereinafter referred to as "sign", with dimensions 10 feet 11 inches wide by 5 feet 8 inches tall (61.9 square feet) that would be placed behind a decorative block wall along Graves Avenue to face the street; and

WHEREAS, it was determined that a Variance from the maximum permitted height of 6 feet for a freestanding residential sign would be required, as provided in SMC Section 13.06.040, "Variances" in order for the sign to be visible above the 10-foot high wall along Graves Avenue; and

WHEREAS, on August 27, 2019, a duly noticed and published administrative public hearing was held on the requested sign variance and public testimony was received from two speakers, per the attached Minutes of the hearing; and

WHEREAS, prior to the Decision of the Director of Development Services, additional email correspondence was received from residents in the vicinity of the project site.

NOW THEREFORE, the Decision of the Director of Development Services finds as follows:

Section 1: Sign Permit ZAS2019-14 and Variance V2019-2, as conditioned, are Categorically Exempt from the provisions of the California Environmental Quality Act, pursuant to Article 19, Section 15311 (Class 11 Exemption), because it involves the construction of a freestanding sign that is accessory to an existing congregate care facility, the Santee Senior Retirement Community.

Section 2: Sign Permit ZAS2019-14 for the sign shall not exceed 48 square feet in sign face, shall be architecturally compatible with the facility, and shall operate in compliance with the provisions of SMC 13.32.050.C.4, a through g. As conditioned, the sign would be consistent with the objectives and basis of Chapter 13.32, "Signs."

Section 3: The findings in accordance with Section 13.06.040 of the Santee Municipal Code for Variance V2019-2 allowing an increase in the allowable height of a freestanding sign from six (6) feet to 13 feet six (6) inches are made as follows:

- A. That strict or literal interpretation and enforcement of the specified regulations would result in practical difficulty or unnecessary physical hardship inconsistent with the objectives of the General Plan and intent of this code.**

Facts of support:

The sign will be located on a property with frontage on a Collector Road with Two-Way Left Turn lanes (Graves Avenue). The site entry where the freestanding sign will be located functions as the main entry point for the congregate care facility, with more than 300 units in multiple buildings over 13 acres at build-out. The sign will be placed and oriented to be visible from Graves Avenue where the primary entrance to the facility is located. The block wall along the Graves Avenue frontage is integral to the graded and landscaped condition of the subject property. The height of the wall, roughly 10 feet at the sign location, presents a practical difficulty in the strict interpretation of the code because strict adherence to a maximum sign height of 6 feet would obscure the sign from the street.

- B. That there are exceptional or extraordinary circumstances or conditions applicable to the property involved or to the intended use of the property that do not apply generally to other properties in the same zoning district.**

Facts of support:

The congregate care facility has an exceptional circumstance in that the site supports multiple buildings over 13 acres with varying topography and retaining walls. The site is uniquely positioned at the eastern terminus of Prospect Avenue, and access is dictated by a signalized intersection. The message board, no larger than 48 square feet (as conditioned), could be used for wayfinding/directions to other buildings within the "campus" and promotion of special events offered or hosted on the premises.

- C. That the strict or literal interpretation and enforcement of the specified regulations would deprive the applicant of privileges enjoyed by the owners of other properties in the same zoning district.**

Facts of support: The height variance is necessary to allow the sign to be visible above the existing 10-foot high wall constructed along Graves Avenue.

- D. That the granting of the variance will not constitute a grant of special privilege inconsistent with the limitations on other properties classified in the same district, and will not be detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity.**

Facts of support: Due to the location of the existing site walls, drive aisles and parking behind the wall structures, the proposed sign location is not a grant of special privilege. The Decision approving the sign includes a condition that it be redesigned with a smaller sign face, and that it be architecturally framed and supported as an integral feature of the development. The sign structure will be behind the existing block wall sited on private property with adequate separation from the public right-of-way. The height increase would not result in a sign that is out of character and scale with the 5-story building backdrop. As conditioned, the Variance will not be detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity.

Section 3: The Sign Permit (ZAS2019-14) and Variance V2019-2 are approved, as amended, and subject to compliance with the following requirements:

A. Prior to Sign Permit Issuance:

1. Architecturally designed sign plans shall be reviewed and approved by the Director of Development Services prior to building permit issuance. Exposed posts or pole supports shall not be allowed. The maximum height of the sign

shall be no higher than 13 feet 6 inches, inclusive of architectural elements.

2. The applicant shall include a luminance report prepared by a lighting or electrical engineer for the sign, with specific reference to the site location.
3. The sign face shall not exceed a maximum area of sign as 48 square feet pursuant to Table 13.32.050(A) of the Santee Municipal Code ("SMC").
4. The sign plans shall indicate that the copy of the electronically displayed messages may change no more frequently than once every eight (8) seconds. The transition from one message to another should be instantaneous as perceived by the human eye, pursuant to Section 13.32.050.C.4(c) of the SMC.
5. The sign plans shall indicate that the displays on an EMC sign must contain static messages only and must not have movement or the appearance of optical illusion or movement, of any part of the sign structure, design, or pictorial segment of the sign, including the movement or appearance of movement of any illumination, or the flashing, scintillating, or varying of light intensity, pursuant to 13.32.050.C.4(e) of the SMC.
6. The subject site is located Airport Influence Area 1 of Gillespie Field. Prior to issuance of a building permit, the sign shall be reviewed and approved by the Federal Aviation Administration and Airport Land Use Commission, pursuant to Section 13.32.050.C.4(f) of the SMC.
7. Between dusk and dawn the illuminance of the EMC sign shall not exceed 0.3 foot-candles more than ambient lighting conditions as outlined in Section 13.32.050.C.4(g)(i) of the SMC.
8. The sign plans shall indicate that the luminance of the EMC sign shall be measured with a luminance meter set to measure foot-candles accurate to at least two decimals. Luminance shall be measured with the EMC sign off, and again with the EMC sign displaying a white image for a full color capable EMC sign, or a solid message for a single-color EMC sign. All measurements shall be taken perpendicular to the face of the EMC sign at a distance as determined by the area of the sign, pursuant to Section 13.32.050.C.4(g)(ii) of the SMC.
9. The sign plans shall indicate that the EMC sign shall be equipped with a sensor or other device that automatically determines ambient illumination and is programmed to automatically dim according to ambient light conditions or can be adjusted to comply with the illumination requirements of this section, pursuant to Section 13.32.050.C.4(g)(iv).

10. The applicant shall submit for building and sign permits in conformance with the above conditions prior to installation of the sign.

B. Prior to final permit inspection

1. A Notice of Restrictions shall be recorded by the City of Santee disclosing the conditions of approval of Sign Permit ZAS2019-14 and Variance V2019-2 to future property owners. The form and content of said document shall include the operational requirements of the subject sign.

Section 4: The Decision of the Director of Development Services becomes final on the eleventh day following the date on this Sign Permit and Variance approval unless prior to that date you or a protestant files a written appeal in accordance with the Santee Municipal Code provisions. Filing of an appeal will stay the decision of the Director until a hearing on the appeal is held and action is taken by the City Council.

Section 5: The terms and conditions of Sign Permit ZAS2019-14 and Variance V2019-2 shall be binding upon the permittee and all persons, firms, and corporations having an interest in the property subject to this permit and the heirs, executors, administrators, successors, and assigns of each of them, including municipal corporations, public agencies and districts.

Section 6: Sign Permit ZAS2019-14 and Variance V2019-2 expire on October 25, 2022 at 5:00 p.m. unless substantial construction of the proposed sign pursuant to this permit has taken place. If such construction has not taken place within the three-year period, said permit may be extended pursuant to a request for extension received 60 days prior to the original expiration date.

Section 7: Pursuant to Government Code Section 66020, the 90-day approval period in which the applicant may protest the imposition of any fees, dedications, reservations, or exaction imposed pursuant to this approval, shall begin on October 25, 2019.

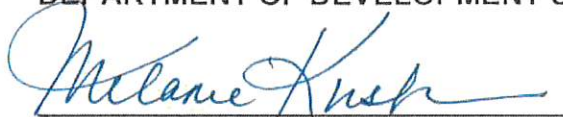
Section 8: The applicant shall defend, indemnify and hold harmless the City of Santee and its officers, employees and agents from any claim, action or proceeding against the City and/or its officers, employees or agents to attack, set aside, void or annul the approval of the City of Santee concerning approval of Sign Permit ZAS2019-14 and Variance V2019-2 or any action relating to or arising out of its approval.

Section 9: The City of Santee Municipal Code, Chapter 1.08, provides for the issuance of Administrative citations for Municipal Code violations. Should non-compliance with said terms and conditions of this Minor Revision or any violation of the Municipal Code that includes the City's Storm Water Ordinance, the City has the right to issue administrative citations containing an assessment of civil fines for each violation and collect administrative fines for violations.

Section 10: The City of Santee hereby notifies the applicant that State Law (SB1535) authorizes the County Clerk to collect a documentary handling fee for the processing of CEQA documents. In order to comply with State Law, the applicant shall remit to the City

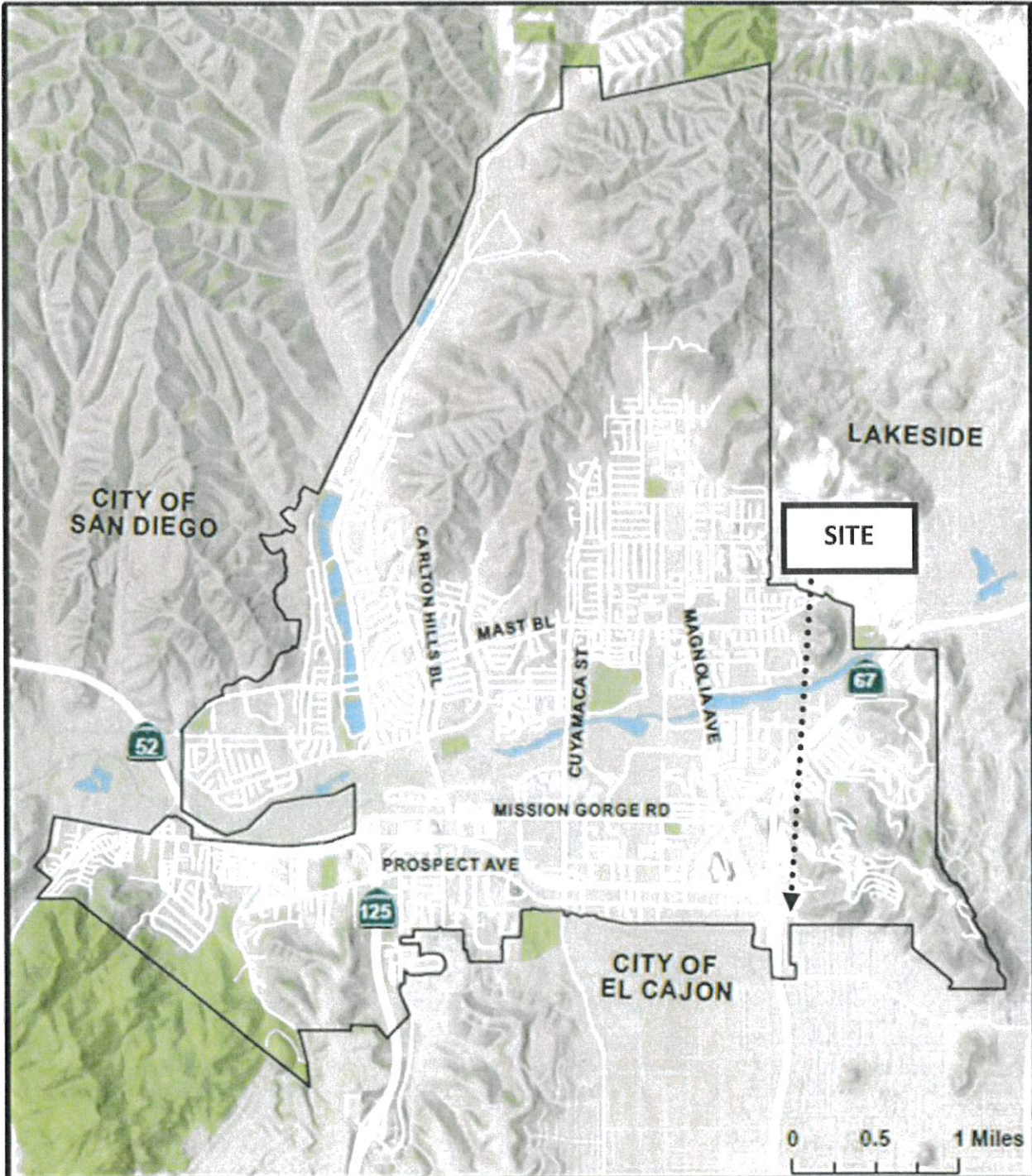
of Santee Department of Development Services, within two (2) working days of the effective date of this approval (the "effective date" being the end of the appeal period, if applicable), a certified check payable to the County of San Diego in the amount of \$50.00. The City of Santee shall file the Notice of Exemption with the County Clerk upon receipt of the certified check. Failure to remit the required fee in full within the time specified above will result in a delay of the start of the thirty (35) day statute of limitations on court challenges to the approval under CEQA.

DEPARTMENT OF DEVELOPMENT SERVICES

A handwritten signature in blue ink, reading "Melanie Kush", written over a horizontal line.

Melanie Kush, AICP
Director of Development Services

- Exhibits: A. Citywide Location Map
B. Aerial Vicinity Map
C. Project Plans



The City of Santee
 Department of Development Services



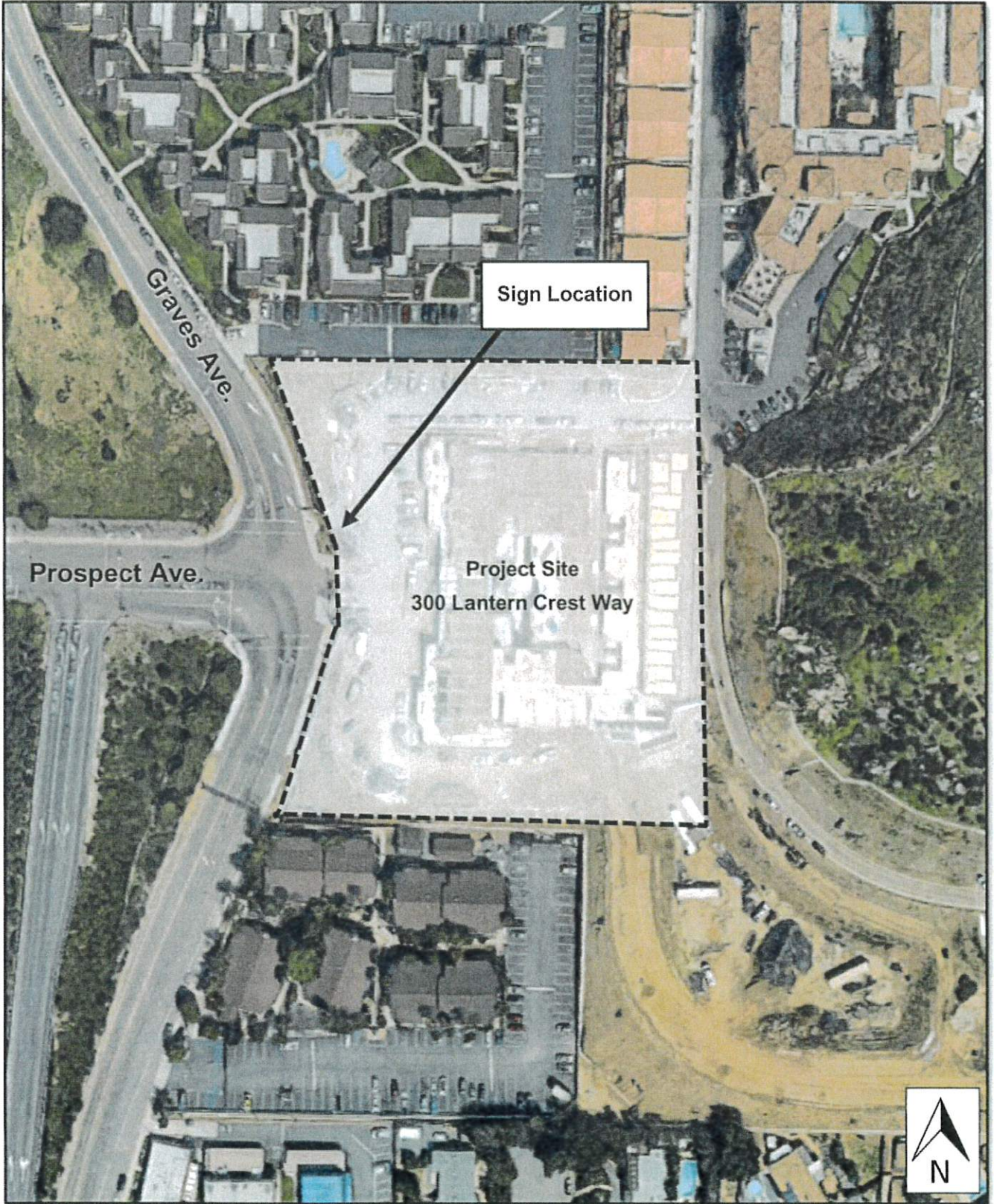
10601 Magnolia Ave
 Santee, CA 92071
 (619) 258-4100

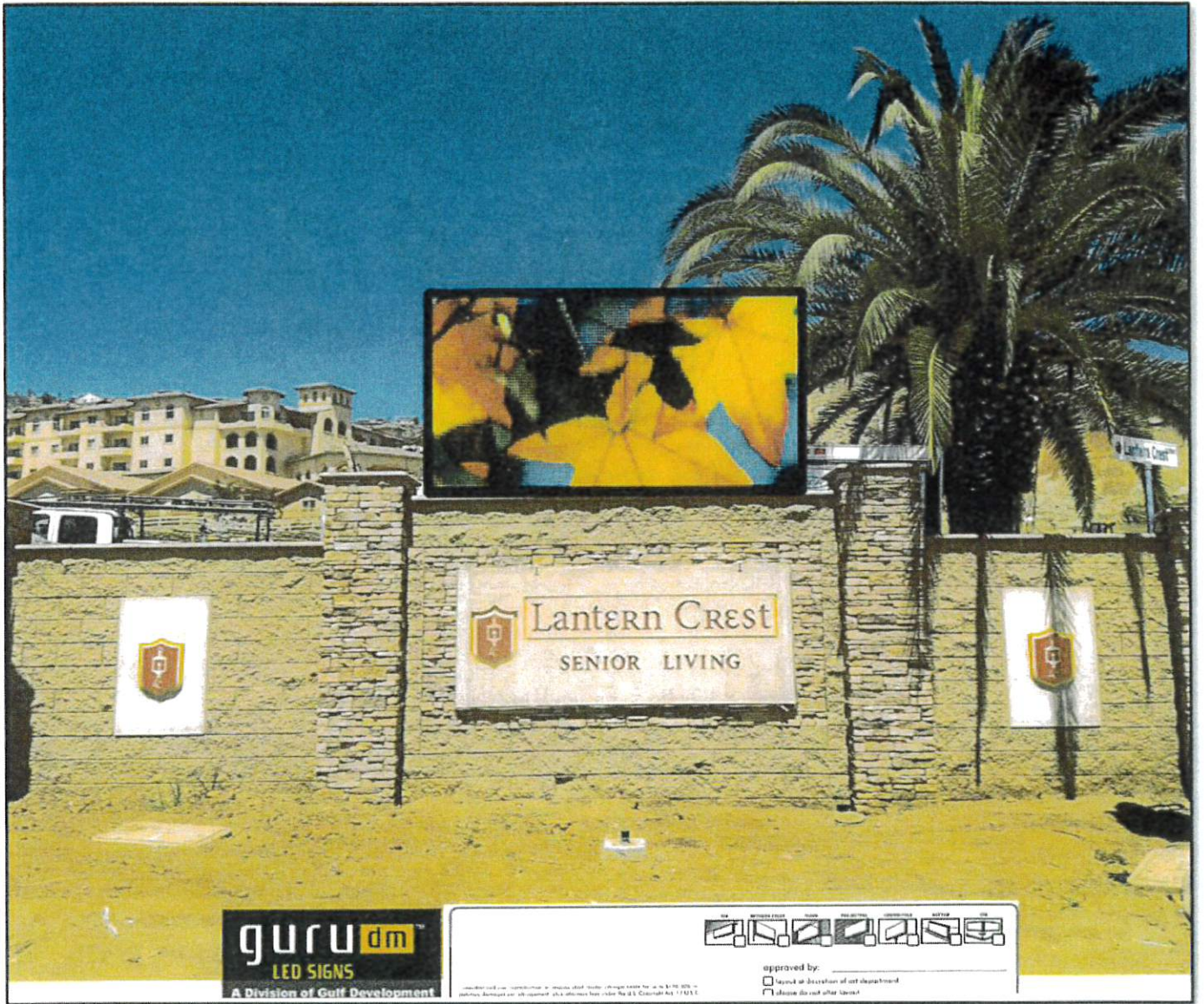
Location Map

V2019-2
 300 Lantern Crest Way

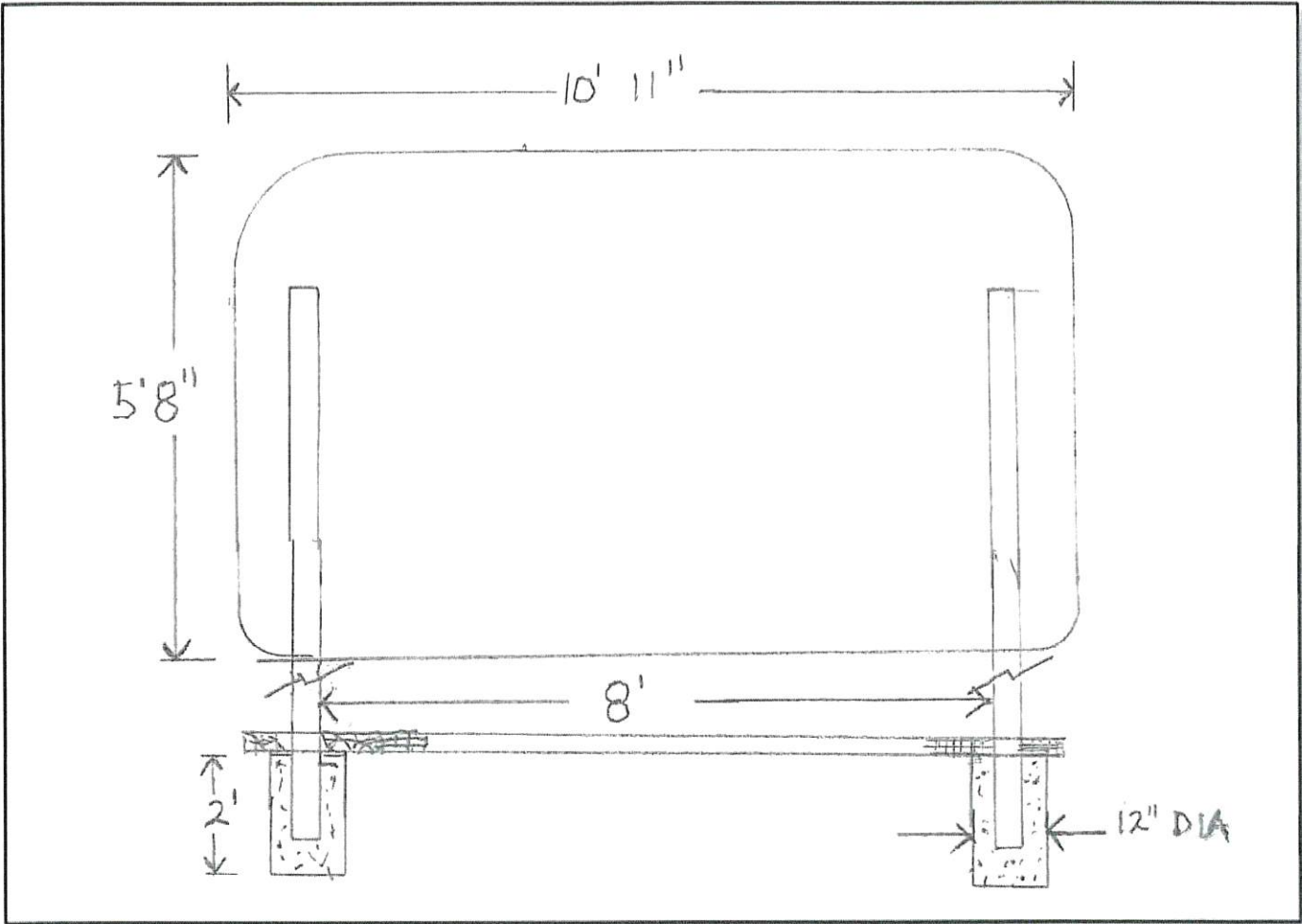
N

Exhibit A





View from Graves Avenue



Sign Elevation

From: James Cassidy

Sent: Monday, September 23, 2019 10:33 PM

To: Clerk Info <Clerk@CityofSanteeCa.gov>; John Minto <JMinto@CityofSanteeCa.gov>; Stephen Houlahan <shoulahan@CityofSanteeCa.gov>; Rob McNelis <RMcNelis@CityofSanteeCa.gov>; Laura Koval <LKoval@CityofSanteeCa.gov>; Ronn Hall <RonnHall@CityofSanteeCa.gov>

Subject: Lantern Crest Digital Sign Variance?

To Whom It May Concern:

This email is to notify the City and the applicant of our opposition to the proposed digital sign. The proposed sign is out of place and does not integrate well with the existing community character or represent our vision for what the future of our neighborhood or Santee should look like. The Lantern Crest facilities are already imposing and beyond the scale of any nearby buildings. Adding a digital sign would degrade the aesthetic value of the surrounding hills and views further.

We have questions related to the process, review, determinations, and findings. We wish to add inputs to the project record. At present time, we are only asking how determinations were made. If there can be an opportunity to speak with the applicant or city on the record to come to an amicable solution we are in favor of setting up a meeting. In the event the questions are not fully addressed we will progressively seek solutions beginning with elevation of the issue to City leadership.

Aside from the aesthetic characteristics, dynamic signs are visually very different than a stationary monument. Light emissions, glare, and variable content all have visual consequences. There are potential safety concerns placing a dynamic display adjacent to an already problematic intersection with nearly failing level of service during peak periods. More distractions may lead to further exacerbate congestion.

- What analysis was conducted?
- Did the applicant provide any technical studies containing analysis related to impacts to adjacent residences or roadways?

A variance is an inappropriate permit mechanism when what is being proposed was not included in the analysis of the use permit. A use permit modification would facilitate a complete analysis and CEQA process.

- What are the findings for the variance?
- How does this not constitute a grant of special privileges inconsistent with the limitations upon other properties in the vicinity?
- What is the precedent for this locally?
- Is this sign consistent with the sign ordinance?

The reading of Title 14 California Code of Regulations Chapter 3 Guidelines for Implementation of the California Environmental Quality Act 15311 Accessory Structures is misguided and disingenuous. Utilizing such an exemption without clearly building a project record to support its use is risky for the City and sets a bad precedent. Class 11 consists of construction, or placement of minor structures accessory to (appurtenant to) existing commercial, industrial, or institutional facilities, including but not limited to: (a) On-premise signs.

1. Without seeing the proposed location for the sign, the public can make no determination regarding placement;
2. The exemption is clearly for existing facilities but the building and site are currently under construction;

3. A proposed freestanding, electronic messaging sign that reaches a height of 13 feet 6 inches is likely not a minor structure (no additional dimension details provided)

A new sign design not previously included in the project description is a significant change from what was previously analyzed and publicly disclosed. There may be sight distance issues for stakeholders beyond 300' due to the location, size and dynamic lighting characteristics of such a sign in close proximity to a major freeways and an airport. Please provide any notice that was sent to CALTRANS or the County of San Diego Public Works and/or Airport.

While I understand that you do not have Planning Commission, your code appears to read as this item should have been seen before a planning commission per 13.06.040 Variances (D) and noticed in accordance with 13.04.100 Public hearings and notifications. Please provide the list of notices to all properties within 300'.

- Shouldn't this be processed as a modification to the Use Permit for the Lantern Crest facilities?
- Please provide a copy of the project staff report and findings?

We look forward to next steps and follow-up with whoever is willing to listen to our concerns and take steps to address our questions above. We request that the city keep a full and complete project record of all internal and external correspondence as such information is not deliberate, confidential, or subject to privilege. Please contact us as soon as possible to arrange further dialog.

Thank you,

James Cassidy

From: Courtney Barrett
Sent: Monday, September 23, 2019 9:13:09 PM
To: Tom Romstad
Subject: Digital Sign at Lantern Crest

To Whom It May Concern:

This email is to notify the City and the applicant of our opposition to the proposed digital sign. The proposed sign is out of place and does not integrate well with the existing community character or represent our vision for what the future of our neighborhood or Santee should look like. The Lantern Crest facilities are already imposing and beyond the scale of any nearby buildings. Adding a digital sign would degrade the aesthetic value of the surrounding hills and views further.

We have questions related to the process, review, determinations, and findings. We wish to add inputs to the project record. At present time, we are only asking how determinations were made. If there can be an opportunity to speak with the applicant or city on the record to come to an amicable solution we are in favor of setting up a meeting. In the event the questions are not fully addressed we will progressively seek solutions beginning with elevation of the issue to City leadership.

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- What analysis was conducted?
- Did the applicant provide any technical studies containing analysis related to impacts to adjacent residences or roadways?

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- What are the findings for the variance?
- How does this not constitute a grant of special privileges inconsistent with the limitations upon other properties in the vicinity?
- What is the precedent for this locally?
- Is this sign consistent with the sign ordinance?

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2. The exemption is clearly for existing facilities but the building and site are currently under construction;
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Thank you,

Courtney

From: Nicole Boghossian

Sent: Tuesday, September 24, 2019 5:17 PM

To: Ronn Hall <RonnHall@CityofSanteeCa.gov>; Clerk Info <Clerk@CityofSanteeCa.gov>; John Minto <JMinto@CityofSanteeCa.gov>; Stephen Houlahan <shoulahan@CityofSanteeCa.gov>; Rob McNelis <RMcNelis@CityofSanteeCa.gov>; Laura Koval <LKoval@CityofSanteeCa.gov>

Subject: Opposition to Proposed Marquee at Lantern Crest Senior Living

Dear Council Members and Those Whom It May Concern:

This email is to notify the City and the applicant of our opposition to the proposed digital sign. The proposed sign is out of place and does not integrate well with the existing community character or represent our vision for what the future of our neighborhood or Santee should look like. The Lantern Crest facilities are already imposing and beyond the scale of any nearby buildings. Adding a digital sign would degrade the aesthetic value of the surrounding hills and views further.

We have questions related to the process, review, determinations, and findings. We wish to add inputs to the project record. At present time, we are only asking how determinations were made. If there can be an opportunity to speak with the applicant or city on the record to come to an amicable solution we are in favor of setting up a meeting. In the event the questions are not fully addressed we will progressively seek solutions beginning with elevation of the issue to City leadership.

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- What analysis was conducted?
- Did the applicant provide any technical studies containing analysis related to impacts to adjacent residences or roadways?

A variance is an inappropriate permit mechanism when what is being proposed was not included in the analysis of the use permit. A use permit modification would facilitate a complete analysis and CEQA process.

- What are the findings for the variance?
- How does this not constitute a grant of special privileges inconsistent with the limitations upon other properties in the vicinity?
- What is the precedent for this locally?
- Is this sign consistent with the sign ordinance?

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1. Without seeing the proposed location for the sign, the public can make no determination regarding placement;
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A new sign design not previously included in the project description is a significant change from what was previously analyzed and publicly disclosed. There may be sight distance issues for stakeholders beyond 300' due to the location, size and dynamic lighting characteristics of such a sign in close proximity to a major freeways and an airport. Please provide any notice that was sent to CALTRANS or the County of San Diego Public Works and/or Airport.

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- Shouldn't this be processed as a modification to the Use Permit for the Lantern Crest facilities?
- Please provide a copy of the project staff report and findings?

We look forward to next steps and follow-up with whoever is willing to listen to our concerns and take steps to address our questions above. We request that the city keep a full and complete project record of all internal and external correspondence as such information is not deliberate, confidential, or subject to privilege. Please contact us as soon as possible to arrange further dialog.

Thank you for your attention and understanding of this matter and the consideration of the implications to the homeowners and residents this will impact.

Best,

Nicole Boghossian

From: Chris Craft
Sent: Friday, September 27, 2019 9:36 AM
To: Tom Romstad <TRomstad@CityofSanteeCa.gov>
Subject: Lantern Crest signage

To Whom It May Concern:

This email is to notify the City and the applicant of our opposition to the proposed digital sign. The proposed sign is out of place and does not integrate well with the existing community character or represent our vision for what the future of our neighborhood or Santee should look like. The Lantern Crest facilities are already imposing and beyond the scale of any nearby buildings. Adding a digital sign would degrade the aesthetic value of the surrounding hills and views further.

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- Please provide a copy of the project staff report and findings?

We look forward to next steps and follow-up with whoever is willing to listen to our concerns and take steps to address our questions above. We request that the city keep a full and complete project record of all internal and external correspondence as such information is not deliberate, confidential, or subject to privilege.

Chris Craft

From: Suzanne LeValley
Sent: Monday, September 30, 2019 3:15 PM
To: Tom Romstad <TRomstad@CityofSanteeCa.gov>
Subject: Digital Sign at Lantern Crest

To Whom It May Concern:

I want to express my opposition to the proposed digital sign to the City of Santee and the applicant, Lantern Crest. The proposed sign would be out of place and does not integrate well with the existing community character or represent our vision for what our neighborhood should look like. This is a residential community, not retail. A digital sign would add imposing light/glare and distraction to the already busy intersection. It will degrade our community and potentially create a safety issue. Lastly it will degrade the aesthetic value of the surrounding hills and views.

Please explain the review process for this request. Will there be a community meeting to obtain feedback? If so please provide the date, time and location. I and many neighbors in the Sky Ranch community have questions and comments for the Santee City Council and those overseeing the Development Services. We would like to learn about the details of the proposed sign and we would like the opportunity to voice our concerns.

Thank you,

Suzanne LeValley