

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

CITY COUNCIL

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



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

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

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**Wednesday, February 12, 2020  
6:30 PM**

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

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**Regular City Council Meeting – 6:30 p.m.**

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

**LEGISLATIVE INVOCATION:** Todd Tolson – Riverview Community Church

**PLEDGE OF ALLEGIANCE**

**PROCLAMATION:** Santee Christian Church – 60<sup>th</sup> Anniversary

**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.**
- (2) Approval of Meeting Minutes of the Santee City Council for the January 22, 2020, Regular Meeting and the January 28, 2020, Special Meeting. (City Clerk – Ortiz)**
- (3) Approval of Payment of Demands as presented. (Finance – McDermott)**

- (4) **Approval of an amendment to the agreement with Prizm Janitorial Services, Inc. for Custodial Services (Parks) in an amount not to exceed \$29,139.93. (Community Services – Maertz)**
- (5) **Resolution authorizing the submittal of a Grant Application to the Federal INFRA (Infrastructure for Rebuilding America) Grant Program for State Route 52 (SR 52) Improvements. (Development Services – Kush)**

**NON-AGENDA PUBLIC COMMENT (15 minutes):**

*Persons 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. This first Non-Agenda Public Comment period is limited to a total of 15 minutes. Additional Non-Agenda Public Comment is received prior to Council Reports.*

**PUBLIC HEARING:**

- (6) **Public Hearing to assess community development needs to solicit proposals for Program Year 2020 Community Development Block Grant (CDBG) and Home Program Funding consistent with the Consolidated Plan. (Development Services – Kush)**

Recommendation:

Open the Public Hearing, receive public testimony and continue the Public Hearing to February 26, 2020.

- (7) **Public Hearing for Tentative Map (TM2016-4) and Development Review Permit (DR2016-5) for an 8-Unit Residential Condominium Subdivision addressed as 8842 Olive Lane in the R-14 (Medium High Density Residential) Zone and finding the Project Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15332. Applicant: B.L. Talwar. (Development Services – Kush)**

Recommendation:

1. Conduct and close the Public Hearing; and
2. Adopt the Resolution approving Tentative Map TM2016-4 and finding the project exempt from CEQA; and
3. Adopt the Resolution approving Development Review Permit DR2016-5 and finding the project exempt from CEQA.

**NEW BUSINESS:**

- (8) Resolution awarding the construction contract for the Citywide Crack Sealing Program 2020 Project (CIP 2020-06) and determining a categorical exemption pursuant to Section 15301(c) of the California Environmental Quality Act. (Development Services – Kush)**

Recommendation:

Adopt the Resolution, awarding the contract for the Citywide Crack Sealing Program 2020 project to American Asphalt South, Inc. for a total amount of \$124,253.00, authorizing the City Manager to execute the contract, authorizing the Director of Development Services to approve change orders in an amount not to exceed \$12,425.30 and authorizing the transfer of Gas Tax RMRA funds in the amount of \$144,066.83 from the Pavement Repair and Rehabilitation Citywide project.

- (9) Resolution authorizing the City Manager to execute a Letter of Intent to accept relinquishment of property from Caltrans for the SR-67/Woodside Avenue Roundabout CIP 2015-07 Project and waiving the 90-Day notice required per Section 73 of the California Streets and Highways Code. (Development Services – Kush)**

Recommendation:

Adopt the Resolution authorizing the City Manager to execute a Letter of Intent to accept relinquishment of property from Caltrans and waiving the statutory 90-day notice as required per Section 73 of the California Streets and Highways Code.

- (10) Fanita Ranch Workshop IV – Fire Protection and Public Safety. (Fire/Development Services – Garlow/Kush)**

Recommendation:

Receive report and PowerPoint presentation.

**NON-AGENDA PUBLIC COMMENT (Continued):**

*All public comment not presented within the first Non-Agenda Public Comment period above will be heard at this time.*

**CITY COUNCIL REPORTS:**

**CITY MANAGER REPORTS:**

**CITY ATTORNEY REPORTS:**

**CLOSED SESSION:**

**(11) 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

**(12) CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

(Gov. Code section 54956.8)

Property: Parcel 3 of Parcel Map 20177 located north of Town Center Parkway between Cuyamaca Street and Riverview Parkway (Theater Parcel).

City Negotiator: City Manager.

Negotiating Party: Studio Movie Grill.

Under negotiation: Price and terms of payment.

**ADJOURNMENT:**



Feb	06	SPARC	Civic Center Building 8A
Feb	10	Community Oriented Policing Committee	Council Chamber
Feb	12	Council Meeting	Council Chamber
Feb	26	Council Meeting	Council Chamber
Mar	05	SPARC	Civic Center Building 8A
Mar	09	Community Oriented Policing Committee	Council Chamber
Mar	11	Council Meeting	Council Chamber
Mar	19	SMHFPC	Council Chamber
Mar	25	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](http://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.***

AFFIDAVIT OF POSTING AGENDA

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

I, Annette Ortiz, City Clerk of the City of Santee, hereby declare, under penalty of perjury, that a copy of this Agenda was posted in accordance with the Brown Act and Santee Resolution 61-2003 on February 7, 2020, at 4:00 p.m.

  
 \_\_\_\_\_  
 Signature

02/07/2020  
 \_\_\_\_\_  
 Date

City of Santee  
**COUNCIL AGENDA STATEMENT**

Proclamation

**MEETING DATE** February 12, 2020

**AGENDA ITEM NO.**

**ITEM TITLE** SANTEE CHRISTIAN CHURCH – 60<sup>TH</sup> ANNIVERSARY

**DIRECTOR/DEPARTMENT**

John W. Minto, Mayor

*A. Sr JWM*

**SUMMARY**

On Friday, February 21, 2020, Santee Christian Church will celebrate their 60-year Anniversary.

Since 1960, Santee Christian Church has hosted events for both members and the general community. The church has held countless weddings, funerals, and baby dedications as well as community festivals, craft fairs, game nights, clothing drives, and charitable outreach; supporting local disaster victims, local disabled, and the elderly.

James D. Johnson, Webmaster, Education and Evangelism minister will attend the meeting to accept the proclamation on behalf of Santee Christian Church.

**ENVIROMENTAL REVIEW** N/A

**FINANCIAL STATEMENT** N/A

**CITY ATTORNEY REVIEW**  N/A  Completed

**RECOMMENDATION** Present proclamation.

**ATTACHMENTS**

Proclamation.



# City of Santee, California Proclamation

**WHEREAS**, Santee Christian Church was established on February 21, 1960, providing the community a place of worship for the past 60 years; and

**WHEREAS**, since 1960, Santee Christian Church has hosted numerous events for both members and the general community. They have held countless weddings, funerals, and baby dedications. The church has hosted community festivals, craft fairs, game nights, clothing drives, and charitable outreach; supporting local disaster victims, local disabled, and the elderly; and

**WHEREAS** Santee Christian Church holds community dinners such as the Valentine Banquet, musical events, and seasonal celebrations; and

**WHEREAS**, Santee Christian Church has worked as the distribution point of food to underserved people in the community; and

**WHEREAS**, Santee Christian Church holds services in the Stanford Court Elder Care Center, providing comfort and companionship for many who can't travel.

**NOW, THEREFORE**, I, John W. Minto, Mayor of the City of Santee, on behalf of the City Council, do hereby proclaim Friday, February 21, 2020 as

## **“SANTEE CHRISTIAN CHURCH DAY”**

in the City of Santee in honor of 60 wonderful years of devotion and support of the Santee community.



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

\_\_\_\_\_  
Mayor John W. Minto




**City of Santee**  
**COUNCIL AGENDA STATEMENT**

**Item 1**

**MEETING DATE**      February 12, 2020

**AGENDA ITEM NO.**

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

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

**SUMMARY**

This item 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** February 12, 2020

**AGENDA ITEM NO.**

**ITEM TITLE** APPROVAL OF MEETING MINUTES OF THE SANTEE CITY COUNCIL FOR THE JANUARY 22, 2020, REGULAR MEETING AND THE JANUARY 28, 2020, SPECIAL MEETING.

**DIRECTOR/DEPARTMENT** Annette Ortiz, 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**

Regular Meeting Minutes

- January 22, 2020

Special Meeting Minutes

- January 28, 2020



**Minutes  
Santee City Council  
Council Chamber – Building 2  
10601 Magnolia Avenue  
Santee, California  
January 22, 2020**

**DRAFT**

This Regular Meeting of the Santee City Council was called to order by Vice Mayor Laura Koval at 6:30 p.m.

**ROLL CALL:** Present: Vice Mayor Laura Koval and Council Members Ronn Hall, Stephen Houlahan and Rob McNelis – 4. Absent: Mayor John W. Minto – 1.

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

**PLEDGE OF ALLEGIANCE** was led by Gene Chubb, RCP Block & Brick.

**PRESENTATION:** Gene Chubb, Senior Vice President, RCP Block & Brick presented a book of the company's history to the Santee Historical Society.

Council Member Hall presented a Certificate of Recognition to Gene Chubb, Senior Vice President, RCP Block & Brick.

**INVOCATION** was given by Imam Taha Hassane – Islamic Center of San Diego.

**CONSENT CALENDAR:**

Council Member Hall registered an abstention on Item 5.

- (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 October 23, 2019, Regular Meeting. (City Clerk – Ortiz)**
- (3) **Approval of Payment of Demands as presented. (Finance – McDermott)**
- (4) **Approval of the expenditure of \$71,628.23 for December 2019 Legal Services and Related Costs. (Finance – McDermott)**
- (5) **Adoption of a Resolution accepting the Citywide CMP Lining and Rehabilitation Program (CIP 2017-20) as complete. (Development Services – Kush)**

- (6) **Ratification of emergency repairs and approving the Second Amendment to the contract with Global Power Group, Inc., for Generator Maintenance and Repairs. (Community Services – Maertz)**

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

Council Member Houlahan seconded the motion, which carried by the following vote: Ayes: Vice Mayor Koval and Council Members Hall, Houlahan and McNelis – 4. Absent: Mayor Minto – 1.

Council Member Hall abstained from Item 5.

**NON-AGENDA PUBLIC COMMENT: (15 minutes)**

- (A) John Hossick, Santee Mobilehome Owners Action Committee (SMOAC), expressed concerns about plumbing and water issues in Greenbrier Gardens Mobile Estates.
- (B) Suzanne Till, stated she is against the proposed development at the Carlton Oaks Golf Course and is concerned about traffic and safety; she also expressed support for the City's Geographical Information System (GIS).
- (C) Joe Weil, stated that he is a new resident of Santee and sees a lot of opportunity; he also expressed support for the Fanita Ranch project.

**NEW BUSINESS:**

- (7) **Presentation on the City's Geographical Information System (GIS) and Council approval prior to public launch of the system. (City Manager – Best)**

The Assistant to the City Manager introduced the item and the Information Technology (IT) Manager and IT Analyst provided a PowerPoint presentation and responded to Council questions.

Council Member Houlahan urged staff to move forward with the technology and make it available to the public and staff.

The City Manager stated that the plans are to move forward quickly with the project; she also made reference to the smart device that will be used by staff to access the City's GIS.

Vice Mayor Koval inquired about how the data is transferred to a GIS map; she also inquired whether staff has contacted Padre Dam Municipal Water District to obtain their data and collaborate with the City; she questioned the process for

dispatching and whether code enforcement will be able to see the history of the work flow.

Council Member McNelis commended staff on their presentation and for allowing the community the ability to bring forward faster and more accurate information.

**(8) Informational presentation on the City's Storm Water Annual Report and Program Update. (Development Services – Kush)**

The Director of Development Services introduced the item and the Storm Water Program Manager provided a PowerPoint presentation and responded to Council questions.

**PUBLIC SPEAKERS ITEM 8:**

- Michelle Perchez inquired whether pet waste has ever been identified as a significance source of bacteria in the water.

Council Member Houlahan commended staff on their presentation; he also stated that Storm Water programs are state mandated; he also spoke about the work the San Diego River Conservancy is doing throughout the county to improve the storm water flow, which helps to prevent contamination in the environment and into Santee.

Vice Mayor Koval inquired whether the rainy season had any impact on the storm water testing.

**NON-AGENDA PUBLIC COMMENT: (Continued)**

No speakers

**CITY COUNCIL REPORTS:**

Vice Mayor Koval reported that the East County Economic Development Council is looking for stories by anybody impacted by the Assembly Bill 5 (AB5); she also expressed support for the current undefeated San Diego State University (SDSU) Aztecs Men's Basketball team.

**CITY MANAGER REPORTS:**

The City Manager encouraged everyone to support the Santee Celebrates America Relay, Opening Ceremonies, Racewalk Olympic Trials, and Santee Sunset 5K; she stated that these are the first events to kick off the City of Santee's 40<sup>th</sup> Birthday.

**CITY ATTORNEY REPORTS:** None

**CLOSED SESSION:**

Council Members recessed at 7:56 p.m. and convened in Closed Session at 8:00 p.m.



- (9) **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
- (10) **CONFERENCE WITH LEGAL COUNSEL – Anticipated Litigation**  
(Government Code Section 54956.9(d)(4))  
Initiation of litigation (one case)

Council Members reconvened in Open Session at 8:10 p. m. with all members present, except Mayor Minto who was absent. Vice Mayor Koval reported that no reportable action was taken for Item 9, and no reportable action was taken for Item 10.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 8:10 p.m.

Prepared by:

\_\_\_\_\_  
Rosi Acosta, Office Assistant

Date Approved:

\_\_\_\_\_  
Annette Ortiz, CMC, City Clerk

**Minutes  
Santee City Council  
Council Chamber – Building 2  
10601 Magnolia Avenue  
Santee, California  
January 28, 2020**

**DRAFT**

**1. CALL TO ORDER**

This Special Meeting of the Santee City Council was called to order by Mayor John W. Minto at 4:01 p.m.

**ROLL CALL:** Present: Mayor John W. Minto, Council Members Ronn Hall, Stephen Houlahan and Rob McNelis – 5. Absent: Vice Mayor Laura Koval – 1.

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

**2. PUBLIC COMMENT**

(A) Janet Garvin

(B) Dean Velasco

**3. REVENUE WORKSHOP**

The City Manager introduced the item and the Finance Director presented the staff report and responded to Council questions.

Mayor Minto stated that economic development is key for the future to help create business opportunity. He also expressed concerns with the State creating a mandated reserve balance for Cities and taking extra reserves.

Council Member McNelis expressed concerns with the unfunded liabilities related to pension costs. He suggested attracting more businesses that are not susceptible to online merchants. He also stated it is important to have reserves for important unforeseen issues. He encouraged looking for other revenue sources.

Council Member Houlahan expressed concerned with not finding new revenue sources with the rising expenditures the City will be facing in the future. He also stated the City needs to diversify its growth and to help create more business opportunity in the Prospect area for commercial growth. He urged staff to look at efficiencies and creating a Community Choice Aggregation. He stated he would like to know what certain operating expenditures are to assess opportunities for efficiency in in the future, while focusing on infill development instead of sprawl.

Council Member Hall stated that San Diego Metropolitan Transit System (MTS) and San Diego Association of Governments (SANDAG) are planning to propose sale tax measures for citizens to vote on, but does not agree with tax increases for Santee. He expressed interest in finding businesses like auto dealerships, hotels and theaters.

Draft

The City Manager provided some clarification on concerns brought up by Council.

**4. ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:04 p.m.

Prepared by:

\_\_\_\_\_  
James Jeffries, Administrative Secretary

Date Approved:

\_\_\_\_\_  
Annette Ortiz, CMC, City Clerk

**City of Santee**  
**COUNCIL AGENDA STATEMENT**

Item 3

**MEETING DATE** February 12, 2020

**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** *M&B*

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>
01/16/2020	Payroll	\$ 344,731.70
01/16/2020	Accounts Payable	182,705.40
01/16/2020	Accounts Payable	47,085.40
01/16/2020	Accounts Payable	16,237.83
01/17/2020	Accounts Payable	93,482.25
01/21/2020	Accounts Payable	20,911.20
01/22/2020	Accounts Payable	112,158.57
01/22/2020	Accounts Payable	403,552.46
01/23/2020	Accounts Payable	10,789.00
01/23/2020	Accounts Payable	3,507.00
01/28/2020	Accounts Payable	399,892.16
01/28/2020	Accounts Payable	1,656,717.31
01/28/2020	Accounts Payable	46,600.76
01/30/2020	Payroll	<u>370,666.80</u>
	TOTAL	<u><u>\$3,709,037.84</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



Voucher List  
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
123370	1/16/2020	13046 A & D FIRE SPRINKLERS, INC	SDS1220943-1	52765	ANNUAL BACKFLOW TESTING & RI	7,351.00
					<b>Total :</b>	<b>7,351.00</b>
123371	1/16/2020	10021 BOUND TREE MEDICAL LLC	83453126	52673	EMS SUPPLIES	41.94
					<b>Total :</b>	<b>41.94</b>
123372	1/16/2020	11169 CALIFORNIA WATERS LLC	6834	52679	FOUNTAIN MAINT & REPAIRS	2,543.28
			7049	52679	FOUNTAIN MAINT & REPAIRS	2,543.28
					<b>Total :</b>	<b>5,086.56</b>
123373	1/16/2020	11448 CHEN RYAN ASSOCIATES INC	2019.2087	52503	ACTIVE TRANS STUDY	14,830.21
			2019.2088	52503	ACTIVE TRANS STUDY	3,920.00
			2019.2136	52503	ACTIVE TRANS STUDY	8,621.25
					<b>Total :</b>	<b>27,371.46</b>
123374	1/16/2020	12860 COLANTUONO, HIGHSMITH &	39169		SDCOE CONSORTIUM	1.34
			40914		SDCOE CONSORTIUM	5.74
					<b>Total :</b>	<b>7.08</b>
123375	1/16/2020	10040 COUNTYWIDE MECHANICAL SYSTEMS	23055	52641	HVAC MAINT & REPAIRS	867.40
					<b>Total :</b>	<b>867.40</b>
123376	1/16/2020	10333 COX COMMUNICATIONS	038997301		CITY HALL EOC	250.77
			094486701		CITY HALL GROUP BILL	1,363.82
			094604602		CITY HALL GROUP BILL	918.79
					<b>Total :</b>	<b>2,533.38</b>
123377	1/16/2020	11450 CREATIVE METAL INDUSTRIES INC	12348	52840	MAST PARK PLAQUE	1,033.32
					<b>Total :</b>	<b>1,033.32</b>
123378	1/16/2020	11168 CTE INC CLARK TELECOM AND	2216	52756	DIG ALERT MARK-OUTS	1,268.88
			2243	52756	STREET LIGHT REPAIRS	678.83
					<b>Total :</b>	<b>1,947.71</b>
123379	1/16/2020	11295 DOKKEN ENGINEERING	35923	52440	CUYAMACA RIGHT TURN POCKET	10,950.00
			35935	52440	MAST PARK IMPROVEMENTS	13,340.00

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
123379	1/16/2020	11295 11295 DOKKEN ENGINEERING	(Continued)			Total : 24,290.00
123380	1/16/2020	12111 E POLY STAR INC	223824	52815	TRASH CAN LINERS	3,932.88
						Total : 3,932.88
123381	1/16/2020	13044 FIELDTURF USA, INC	662816	52870	SYNTHETIC TURF MAINTENANCE	5,742.74
						Total : 5,742.74
123382	1/16/2020	12800 GARDEN FRESH RESTAURANTS	91419		SANTEE BLUEGRASS FESTIVAL	150.00
						Total : 150.00
123383	1/16/2020	10065 GLOBAL POWER GROUP INC	64220	52791	ELECTRICAL REPAIRS	599.70
						Total : 599.70
123384	1/16/2020	10490 HARRIS & ASSOCIATES INC	43131	51326	FANITA RANCH EIR	24,687.53
						Total : 24,687.53
123385	1/16/2020	10246 HUDSON SAFETY T LITE RENTALS	71268	52696	PARK SIGNAGE	59.54
						Total : 59.54
123386	1/16/2020	11724 ICF JONES & STOKES INC	0143643	50991	MSCP SUBAREA PLAN	14,980.00
						Total : 14,980.00
123387	1/16/2020	10553 INTERNATIONAL INSTITUTE OF	ID#31372		MEMBERSHIP DUES	210.00
						Total : 210.00
123388	1/16/2020	10078 LUTHERAN SOCIAL SVCS OF SO CAL	LSS192020 Q1	52856	CDBG SUBRECIPIENT	935.00
						Total : 935.00
123389	1/16/2020	10079 MEDICO PROFESSIONAL	20144380	52763	MEDICAL LINEN SERVICE	20.02
			20144382	52763	MEDICAL LINEN SERVICE	8.16
						Total : 28.18
123390	1/16/2020	10344 PADRE DAM MUNICIPAL WATER DIST	29700016		CONSTRUCTION METER	260.44
						Total : 260.44
123391	1/16/2020	10161 PRIZM JANITORIAL SERVICES INC	17609	52660	CUSTODIAL SERVICES - OFFICES	600.00
			1924	52659	CUSTODIAL SERVICES - PARKS	1,680.76

Voucher List  
CITY OF SANTEE

Bank code : ubqen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
123391	1/16/2020	10161 PRIZM JANITORIAL SERVICES INC	(Continued)			
			1935	52659	CUSTODIAL SERVICES - PARKS	240.00
			2145	52660	CUSTODIAL SERVICES - OFFICES	3,419.67
			2195	52660	CUSTODIAL SERVICES - OFFICES	3,419.67
			2207	52659	CUSTODIAL SERVICES - PARKS	320.00
					<b>Total :</b>	<b>9,680.10</b>
123392	1/16/2020	12994 RINCON CONSULTANTS, INC	17566	52099	FANITA RANCH - PHASE II	3,525.00
					<b>Total :</b>	<b>3,525.00</b>
123393	1/16/2020	10097 ROMAINE ELECTRIC CORPORATION	12-048363	52654	VEHICLE REPAIR PARTS	205.59
					<b>Total :</b>	<b>205.59</b>
123394	1/16/2020	10212 SANTEE SCHOOL DISTRICT	2019-4	52622	TEEN CENTER TRANSPORTATION	449.60
					<b>Total :</b>	<b>449.60</b>
123395	1/16/2020	10768 SANTEE SCHOOL DISTRICT	8455	52675	JOINT USE FIELDS - RIO SECO	496.29
			8456	52675	JOINT USE FIELDS - RIO SECO	569.86
					<b>Total :</b>	<b>1,066.15</b>
123396	1/16/2020	13171 SC COMMERCIAL, LLC	0742575-IN	52644	DELIVERED FUEL	366.14
			0743403-IN	52644	DELIVERED FUEL	322.51
			CL35684	52643	FLEET CARD FUELING	1,613.46
					<b>Total :</b>	<b>2,302.11</b>
123397	1/16/2020	10217 STAPLES ADVANTAGE	3433619306	52662	OFFICE SUPPLIES	61.71
			3434187183	52703	OFFICE SUPPLIES - PSD	58.44
			3434187184	52662	OFFICE SUPPLIES	55.73
			3434380357	52751	OFFICE SUPPLIES	269.84
					<b>Total :</b>	<b>445.72</b>
123398	1/16/2020	10119 STEVEN SMITH LANDSCAPE INC	42647	52789	A3 LANDSCAPE SERVICES	135.00
			42777	52789	A3 LANDSCAPE SERVICES	135.00
			42778	52789	A3 LANDSCAPE SERVICES	90.00
			42779	52789	A3 LANDSCAPE SERVICES	270.00
			42894	52789	A3 LANDSCAPE SERVICES	11,256.23
			42925	52789	A3 LANDSCAPE SERVICES	180.00
			42926	52789	A3 LANDSCAPE SERVICES	180.00



Bank code : ubgen


Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
123398	1/16/2020	10119 STEVEN SMITH LANDSCAPE INC	(Continued)			
			42993	52789	A3 LANDSCAPE SERVICES	225.00
			42994	52789	A 3 LANDSCAPE SERVICES	135.00
			42996	52789	A3 LANDSCAPE SERVICES	90.00
			43006	52788	A2 LANDSCAPE SERVICES	360.00
			43007	52788	A 2 LANDSCAPE SERVICES	225.00
			43009	52788	A2 LANDSCAPE SERVICES	270.00
					<b>Total :</b>	<b>13,551.23</b>
123399	1/16/2020	10250 THE EAST COUNTY	00091136	52851	SUMMARY OF PUB ORD 571	283.50
					<b>Total :</b>	<b>283.50</b>
123400	1/16/2020	12480 UNITED SITE SERVICES	114-9623470	52648	PORTABLE TOILETS	30.00
					<b>Total :</b>	<b>30.00</b>
123401	1/16/2020	10136 WEST COAST ARBORISTS INC	152669	52663	URBAN FORESTRY MANAGEMENT	2,100.00
			153148	52663	URBAN FORESTRY MANAGEMENT	13,990.00
			153658	52663	URBAN FORESTRY MANAGEMENT	10,115.00
					<b>Total :</b>	<b>26,205.00</b>
123402	1/16/2020	10148 WESTAIR GASES & EQUIPMENT INC	10981922	52706	WELDING SUPPLIES	303.96
					<b>Total :</b>	<b>303.96</b>
123403	1/16/2020	13302 WESTERN DOOR	19154		DOOR REPAIR	892.00
					<b>Total :</b>	<b>892.00</b>
123404	1/16/2020	10318 ZOLL MEDICAL CORPORATION	2974310	52655	EMS SUPPLIES	81.82
			2984235	52655	EMS SUPPLIES	585.89
			2984975	52655	EMS SUPPLIES	121.22
			2985527	52655	EMS SUPPLIES	476.79
			2985749	52655	EMS SUPPLIES	383.86
					<b>Total :</b>	<b>1,649.58</b>
<b>35 Vouchers for bank code : ubgen</b>						<b>Bank total : 182,705.40</b>
<b>35 Vouchers in this report</b>						<b>Total vouchers : 182,705.40</b>

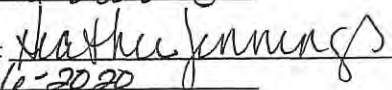
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Voucher List  
CITY OF SANTEE

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: 1-16-2020


Approved by:   
Date: 1-16-2020

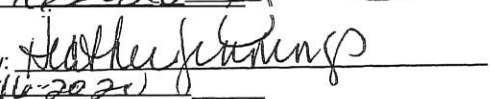
Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
123405	1/16/2020	12903 AMERICAN FIDELITY ASSURANCE CO	2057658 2059757		FLEXIBLE SPENDING ACCOUNT FLEXIBLE SPENDING ACCOUNT	2,845.78 2,928.22 <b>Total : 5,774.00</b>
123406	1/16/2020	12722 FIDELITY SECURITY LIFE	164169601		EYEMED - VOLUNTARY VISION	892.84 <b>Total : 892.84</b>
123407	1/16/2020	10844 FRANCHISE TAX BOARD	PPE 01/08/20		WITHHOLDING ORDER	25.00 <b>Total : 25.00</b>
123408	1/16/2020	10508 LIFE INSURANCE COMPANY OF	January 2020		LTD/LIFE INSURANCE	2,749.59 <b>Total : 2,749.59</b>
123409	1/16/2020	10784 NATIONAL UNION FIRE INSURANCE	January 2020		VOLUNTARY AD&D	91.80 <b>Total : 91.80</b>
123410	1/16/2020	10335 SAN DIEGO FIREFIGHTERS FEDERAL	January 2020		LONG TERM DISABILITY-SFFA	1,504.50 <b>Total : 1,504.50</b>
123411	1/16/2020	10424 SANTEE FIREFIGHTERS	PPE 01/08/20		DUES/PEC/BENEVOLENT/BC EXP	2,973.81 <b>Total : 2,973.81</b>
123412	1/16/2020	12892 SELMAN & COMPANY	January 2020		ID THEFT PROTECTION	190.00 <b>Total : 190.00</b>
123413	1/16/2020	10776 STATE OF CALIFORNIA	PPE 01/08/20		WITHHOLDING ORDER	308.30 <b>Total : 308.30</b>
123414	1/16/2020	10001 US BANK	PPE 01/08/20		PARS RETIREMENT	783.50 <b>Total : 783.50</b>
123415	1/16/2020	10959 VANTAGE TRANSFER AGENT/457	PPE 01/08/20		ICMA - 457	27,765.65 <b>Total : 27,765.65</b>
123416	1/16/2020	10782 VANTAGEPOINT TRNSFR AGT/801801	PPE 01/08/20		RETIREMENT HSA	4,026.41 <b>Total : 4,026.41</b>

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
12		Vouchers for bank code : ubgen			Bank total :	47,085.40
12		Vouchers in this report			Total vouchers :	47,085.40

Prepared by:   
Date: 1-16-2020

Approved by:   
Date: 1-16-2020

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
123418	1/16/2020	10001 US BANK	00028335		MEETING SUPPLIES	22.49
			002013		FLOOD CONTROL SUPPLIES	122.18
			009557		CLASS A HATS	157.06
			0156347		RETIREMENT BADGE	121.21
			01692BR4LOG000013308		VEHICLE INSPECTION	8.99
			02833		STORM DRAIN REPAIR	139.75
			02888		STOCK SUPPLIES	27.28
			033830		INTERVIEW PANEL REFRESHMENT	15.59
			058048		MEEETING SUPPLIES	37.74
			058158		SENIOR CRAFT SUPPLIES	69.07
			06036		CHAINSAW MAINTENANCE	11.83
			072719		TEEN CENTER SUPPLIES	14.26
			080385		CALFEST REGISTRATION	1,950.00
			085131		TEEN CENTER SUPPLIES	11.97
			086112		PARKING FEES	14.00
			096240		SPECIAL EVENT SUPPLIES	39.81
			10083		MEETING SUPPLIES	14.27
			1019447		RECOGNITION	87.57
			102635667		NOTARY FILING FEE	64.50
			10493		OPS CENTER SUPPLIES	71.09
			111-0190292-1201048		STATION SUPPLIES	7.64
			111-2671114-6697008		SAFETY EQUIPMENT	20.25
			112-3226589-9782656		OFFICE SUPPLIES	41.72
			112-3694649-3575420		OFFICE SUPPLIES	8.66
			112-5777941-0825016		OFFICE SUPPLIES	28.85
			112-9065145-8739406		OFFICE SUPPLIES	23.52
			113-0129159-80402		MAST PARK SUPPLIES	61.41
			1134982479601836		WELLNESS PROGRAM SUPPLIES	30.16
			11409404227209857		STATION SUPPLIES	88.24
			1144		GREETING CARD SUBSCRIPTION	19.99
			12092019		BLS CARDS	36.00
			12112019		PARMA SEMINAR	25.00
			121919		CPR CARDS	176.00
			1219217		VICE MAYOR PLAQUE	38.92
			1219290		ENGRAVING	51.64
			122227		SAFETY EQUIPMENT	56.63

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
123418	1/16/2020	10001 US BANK	(Continued)			
			14366275		CALPELRA CONFERENCE	829.71
			15928258		POSTAGE METER INK	136.17
			1640202553		SAFETY EQUIPMENT	133.61
			16556		HOLIDAY LIGHT INSTALL	228.75
			17045		GENERAL SUPPLIES	33.98
			17159		STATION SUPPLIES	55.20
			1897 1 57 6764		3RD GRADE POSTER CONTEST	32.54
			200003017		CAPPO CONF FEB 17-21, 2020	450.00
			20781		CITY HALL MAINTENANCE	12.02
			2147478102		CALPELRA CONFERENCE	30.00
			225929		MEETING REGISTRATION	95.00
			234095772		LEAGUE OF CA CITIES	179.89
			23859		EMPLOYEE SOCIAL	3.23
			251119EBF		MEMBERSHIP DUES	110.00
			2745-7920-4285-0857		W-4 TRAINING	164.00
			28116		GRAFFITI ABATEMENT	123.70
			2933		SENIOR PROGRAM PRESENTATION	200.00
			293311485008296826		STATION SUPPLIES	323.24
			300006164		CAPPO ANNUAL MEMBERSHIP	130.00
			3053		MARKETING SUPPLIES	161.58
			3101001		BLIND REMOTE REPLACEMENT	130.00
			31500		CLASS A UNIFORM	646.61
			33227		STORM CHANNEL SUPPLIES	245.54
			3374625		MEETING SUPPLIES	21.37
			38748		GRAFFITI ABATEMENT	48.81
			400		TEEN CENTER SUPPLIES	8.67
			403219740		VEHICLE SUPPLIES	100.19
			4064444410015		PRINTING CHARGE	5.03
			411761645-001		2019 AWARDS CEREMONY	111.61
			4220902		STATION SUPPLIES	15.06
			43614		SOCCER NET SUPPLIES	85.16
			44239		LUNCH - NUTRITION SEMINAR	145.00
			46561		CITY HALL MAINTENANCE	80.64
			4663		EMPLOYEE SOCIAL	65.25
			49177		MATERIALS & SUPPLIES	170.22
			49438		GRAFFITI REMOVAL	27.61

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
123418	1/16/2020	10001 US BANK	(Continued)			
			50605		TONER CARTRIDGE	107.74
			507		FD AWARDS CEREMONY	33.14
			5132		SENIOR PROGRAM SUPPLIES	52.72
			5226312		PROMOTIONAL BOOST	59.76
			541		SENIOR LUNCHEON	20.00
			5527		SENIOR PROGRAM SUPPLIES	44.99
			55419		ENCAMPMENT CLEAN UP	53.70
			5652250		OFFICE SUPPLIES (REFUND)	-32.72
			6036495		MEETING REGISTRATION	25.00
			6036799		REGISTRATION	25.00
			6171924-520579		OFFICE SUPPLIES	47.41
			617865		CALPELRA CONFERENCE	25.75
			6453866		POSTAGE METER INK	65.29
			650628		VEHICLE REPAIR	144.95
			6662		STORM DRAIN GRATES	45.26
			693111		VEHICLE INSPECTION	14.04
			73977		STOCK SUPPLIES V#172	102.27
			77545		SAFETY EQUIPMENT	170.55
			790012622		EMPLOYEE SOCIAL	20.00
			8022488		STATION SUPPLIES	43.94
			8185764		SMALL TOOLS (REFUND)	-158.30
			87084		SAND BAGS	878.81
			88170		YEAR END ACA TAX FORMS	100.66
			8886285		EQUIPMENT RENTAL	213.41
			901972500		CIP SUPPLIES	167.01
			911		GENERAL SPECIAL EVENTS	27.50
			91575		PAINT - CITY HALL MAINT	162.26
			9347		SENIOR LUNCHEON	60.00
			937		REGISTRATION	15.00
			9461		VEHICLE SUPPLIES	255.73
			97143		BLDG 5 REMODEL	15.03
			BBB7060303737		STATION SUPPLIES	46.88
			E39825		EMPLOYEE SOCIAL	1,764.29
			E39935		SENIOR LUNCHEON FOOD	2,400.00
			ECO85185-R		RETURNED POSTAGE INK	-65.29
			MSS-190317		MAST PARK SUPPLIES	151.50

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
123418	1/16/2020	10001 US BANK	(Continued) SDPEA0030276 SHU6397640		VEHICLE INSPECTION MICROPHONE COVERS	59.40 20.47
Total :						16,237.83
1 Vouchers for bank code : ubgen						Bank total : 16,237.83
1 Vouchers in this report						Total vouchers : 16,237.83

Prepared by: Mico  
Date: 1-16-2020

Approved by: Walter Jennings  
Date: 1-16-2020




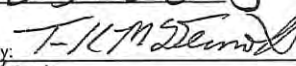
Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
56195	1/17/2020	10955 DEPARTMENT OF THE TREASURY	PPE 01/08/20		FED WITHHOLD & MEDICARE	70,496.26
					Total :	70,496.26
56196	1/17/2020	10956 FRANCHISE TAX BOARD	PPE 01/08/20		CA STATE TAX WITHHELD	22,985.99
					Total :	22,985.99
2 Vouchers for bank code : ubgen					Bank total :	93,482.25
2 Vouchers in this report					Total vouchers :	93,482.25

Prepared by: W. Miller  
Date: 1-17-2020  
Approved by: Debbie Jennings  
Date: 1-17-2020


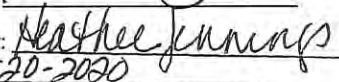
Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
712	1/21/2020	12774 LIABILITY CLAIMS ACCOUNT	12312019		LIABILITY CLAIMS	20,911.20
Total :						20,911.20
1 Vouchers for bank code : ubgen						Bank total : 20,911.20
1 Vouchers in this report						Total vouchers : 20,911.20

Prepared by:   
Date: 1-23-2020  
Approved by:   
Date: 1/23/20

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
1203	1/22/2020	10353 PERS	01 20 3		RETIREMENT PAYMENT	112,158.57
Total :						112,158.57
1 Vouchers for bank code : ubgen						Bank total : 112,158.57
1 Vouchers in this report						Total vouchers : 112,158.57

Prepared by:   
Date: 1-18-2020  
Approved by:   
Date: 1-20-2020

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
123419	1/22/2020	13456 AGRICULTURAL PEST CONTROL	519351	52790	PEST CONTROL SERVICES	595.00
					<b>Total :</b>	<b>595.00</b>
123420	1/22/2020	13543 MERCADO, ALENA	Ref000061779		DUPLICATE APPLICATION - REFUN	88.00
					<b>Total :</b>	<b>88.00</b>
123421	1/22/2020	10010 ALLIANT INSURANCE SERVICES INC	10/01/19-12/31/19		4TH QTR EVENT INS	1,185.00
					<b>Total :</b>	<b>1,185.00</b>
123422	1/22/2020	10262 AUSTIN, ROY	JAN-MAR 2020		RETIREE HEALTH INSURANCE	1,333.95
					<b>Total :</b>	<b>1,333.95</b>
123423	1/22/2020	10020 BEST BEST & KRIEGER LLP	LEGAL SVCS DEC 2019		LEGAL SVCS DEC 2019	71,628.23
					<b>Total :</b>	<b>71,628.23</b>
123424	1/22/2020	10021 BOUND TREE MEDICAL LLC	83445979	52673	EMS SUPPLIES	1,196.94
			83445980	52673	EMS SUPPLIES	56.30
			83445981	52673	EMS SUPPLIES	370.67
			83447644	52673	EMS SUPPLIES	994.20
			83447645	52673	EMS SUPPLIES	1,581.35
			83453127	52673	EMS SUPPLIES	699.90
			83456406	52673	EMS SUPPLIES	963.09
			83457979	52673	EMS SUPPLIES	32.54
			83457980	52673	EMS SUPPLIES	18.29
			83457981	52673	EMS SUPPLIES	606.30
			83459779	52673	EMS SUPPLIES	863.61
					<b>Total :</b>	<b>7,383.19</b>
123425	1/22/2020	10098 BURNER, RONALD	123119-1	52731	ATHLETIC FIELD COORDINATION	2,083.34
					<b>Total :</b>	<b>2,083.34</b>
123426	1/22/2020	10898 CALIFORNIA CHAMBER OF COMMERCE	11402166		2020 EMPLOYMENT POSTER	341.56
					<b>Total :</b>	<b>341.56</b>
123427	1/22/2020	10478 CALIFORNIA DEPARTMENT OF	OCT - DEC 2019		SALES/USE TAX OCT-DEC 2019	278.00
					<b>Total :</b>	<b>278.00</b>

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
123428	1/22/2020	11169 CALIFORNIA WATERS LLC	7205	52679	FOUNTAIN MAINT & REPAIRS	2,543.28
					<b>Total :</b>	<b>2,543.28</b>
123429	1/22/2020	10876 CANON SOLUTIONS AMERICA INC	4040082766	52669	SCANNER MAINTENANCE	87.98
			4040082767	52669	PLOTTER MAINT & USAGE	37.58
					<b>Total :</b>	<b>125.56</b>
123430	1/22/2020	10299 CARQUEST AUTO PARTS	11102-496235	52574	VEHICLE SUPPLIES	18.41
			11102-496371	52574	VEHICLE REPAIR PART	16.71
			11102-ID-487972	52574	VEHICLE SUPPLIES	20.31
					<b>Total :</b>	<b>55.43</b>
123431	1/22/2020	10031 CDW GOVERNMENT LLC	WGR3876	52860	SOFTWARE LISENCE	2,915.85
					<b>Total :</b>	<b>2,915.85</b>
123432	1/22/2020	12349 CHOICE LOCKSMITHING	120919BRP	52774	LOCKSMITH SERVICES	350.29
			122319HR	52774	LOCKSMITH SERVICES	144.95
					<b>Total :</b>	<b>495.24</b>
123433	1/22/2020	10032 CINTAS CORPORATION #694	4038864320	52773	UNIFORM/PARTS CLEANER RNTL	64.65
					<b>Total :</b>	<b>64.65</b>
123434	1/22/2020	12328 CINTAS CORP. #2	5015600778	52799	FIRST- AID KIT SERVICE	7.50
					<b>Total :</b>	<b>7.50</b>
123435	1/22/2020	12153 CORODATA RECORDS	RS4556037	52742	DOC RETRIEVAL & STORAGE	560.78
					<b>Total :</b>	<b>560.78</b>
123436	1/22/2020	11862 CORODATA SHREDDING INC	DN1253300	52743	SECURE DESTRUCTION SERVICES	39.87
					<b>Total :</b>	<b>39.87</b>
123437	1/22/2020	10358 COUNTY OF SAN DIEGO	20CTOFSAN06	52744	SHERIFF RCS CHARGES	4,503.00
			20CTOFSASN06	52579	800 MHZ ACCESS (FIRE/PS)	1,624.50
					<b>Total :</b>	<b>6,127.50</b>
123438	1/22/2020	10333 COX COMMUNICATIONS	052335901		8950 COTTONWOOD AVE	175.41
					<b>Total :</b>	<b>175.41</b>

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
123439	1/22/2020	10608 CRISIS HOUSE	451	52841	CDBG SUBRECIPIENT	560.27
					Total :	560.27
123440	1/22/2020	13131 CHAD AND BRENDA CURRY	Ref000051697		CORRECT LICENSE TYPE #12098	37.50
					Total :	37.50
123441	1/22/2020	10043 D & D SERVICES INC	103353	52652	DEAD ANIMAL REMOVAL	1,482.89
					Total :	1,482.89
123442	1/22/2020	11017 DIVISION OF THE STATE	AB1379 OCT-DEC 2019		AB1379 OCT-DEC 2019	384.00
					Total :	384.00
123443	1/22/2020	12593 ELLISON WILSON ADVOCACY, LLC	2020-01-09	52650	ADVOCACY SERVICES	1,500.00
					Total :	1,500.00
123444	1/22/2020	10057 ESGIL CORPORATION	122019		SHARE OF FEES	45,076.37
					Total :	45,076.37
123445	1/22/2020	10251 FEDERAL EXPRESS	6-866-93640 6-874-61465		SHIPPING CHARGES SHIPPING CHARGES	169.02 69.49
					Total :	238.51
123446	1/22/2020	12638 GEORGE HILLS COMPANY, INC.	INV1016950	52747	LIABILITY CLAIMS ADMINISTRATIO	1,488.18
					Total :	1,488.18
123447	1/22/2020	10065 GLOBAL POWER GROUP INC	65994	52791	ELECTRICAL REPAIRS	1,244.81
					Total :	1,244.81
123448	1/22/2020	12495 GROSSMONT UNION	AR010669	52806	SCHOOL RESOURCE OFFICERS	47,428.75
					Total :	47,428.75
123449	1/22/2020	12530 HARDY, ERICA	11222019		CALPELRA CONFERENCE 2019	46.25
					Total :	46.25
123450	1/22/2020	10246 HUDSON SAFETY T LITE RENTALS	00071460	52696	TRAFFIC SIGNS	184.03
					Total :	184.03
123451	1/22/2020	11807 IMPERIAL SPRINKLER SUPPLY	4005554-00	52843	HERBICIDE	3,367.19

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
123451	1/22/2020	11807 11807 IMPERIAL SPRINKLER SUPPLY	(Continued)			Total : 3,367.19
123452	1/22/2020	12409 HOTCHKISS, JEFF	REF000034430		LI REFUND CST #13305	11.00
						Total : 11.00
123453	1/22/2020	13550 WOOD, DARREL	Ref000061835		LICENSE TYPE REFUND	41.00
						Total : 41.00
123454	1/22/2020	10272 JENKINS, CARROLL	JAN-MAR 2020		RETIREE HEALTH INSURANCE	2,888.70
						Total : 2,888.70
123455	1/22/2020	13247 JOHNSON, DOUGLAS	JAN-MAR 2020		RETIREE HEALTH INSURANCE	406.50
						Total : 406.50
123456	1/22/2020	13345 KING, ERIC	12182019		TUITION REIMBURSEMENT	159.00
						Total : 159.00
123457	1/22/2020	11864 KIRKLAND PRINTING & MAILING	1489		CAFR COVER FY 18-19	26.94
						Total : 26.94
123458	1/22/2020	13363 LESAR DEVELOPMENT CONSULTANTS	ST - 7	52725	2020-24 CONSOLIDATED PLAN	747.20
						Total : 747.20
123459	1/22/2020	10558 MAERTZ, BILL	01/25/2020		CELL PHONE REIMBURSEMENT	72.79
						Total : 72.79
123460	1/22/2020	10538 MEALS ON WHEELS	12-19	52831	CDBG SUBRECIPIENT	1,250.00
						Total : 1,250.00
123461	1/22/2020	10079 MEDICO PROFESSIONAL	20148175 20148177	52763 52763	MEDICAL LINEN SERVICE MEDICAL LINEN SERVICE	20.02 8.16
						Total : 28.18
123462	1/22/2020	10083 MUNICIPAL EMERGENCY SERVICES	IN1411733	52865	STRUCTURE BOOTS	378.05
						Total : 378.05
123463	1/22/2020	13056 PACIFIC SWEEPING	151019	52664	STREET SWEEPING SVCS	15,839.98
						Total : 15,839.98

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
123464	1/22/2020	10344 PADRE DAM MUNICIPAL WATER DIST	90000366		GROUP BILL	16,307.62
<b>Total :</b>						<b>16,307.62</b>
123465	1/22/2020	10161 PRIZM JANITORIAL SERVICES INC	17478	52660	CUSTODIAL SERVICES - OFFICES	3,419.67
			17479	52659	CUSTODIAL SERVICES - PARKS	1,680.76
			17579	52660	CUSTODIAL SERVICES - OFFICES	3,419.67
			17580	52659	CUSTODIAL SERVICES - PARKS	1,680.76
			17606	52659	CUSTODIAL SERVICES - PARKS	275.00
			2170	52659	CUSTODIAL SERVICES - PARKS	1,680.76
			2219	52659	CUSTODIAL SERVICES - PARKS	1,680.76
			2262	52659	CUSTODIAL SERVICES - PARKS	320.00
			2263	52660	CUSTODIAL SERVICES	550.00
<b>Total :</b>						<b>14,707.38</b>
123466	1/22/2020	10101 PROFESSIONAL MEDICAL SUPPLY	B008670	52617	OXYGEN CYLINDERS & REFILLS	90.21
			B008671	52617	OXYGEN CYLINDERS & REFILLS	96.07
			B008672	52617	OXYGEN CYLINDERS & REFILLS	144.00
<b>Total :</b>						<b>330.28</b>
123467	1/22/2020	12062 PURETEC INDUSTRIAL WATER	1770674	52661	DEIONIZED WATER SERVICE	52.09
			1770675	52661	DEIONIZED WATER SERVICE	34.73
			1770676	52727	DEIONIZED WATER SERVICE	34.73
<b>Total :</b>						<b>121.55</b>
123468	1/22/2020	11715 PURPLE TENNIS NATION	20195		INSTRUCTOR PAYMENT	1,239.00
<b>Total :</b>						<b>1,239.00</b>
123469	1/22/2020	13455 ROTO-ROOTER	2966	52832	PLUMBING REPAIRS	861.49
			3089	52832	PLUMBING REPAIRS	310.00
<b>Total :</b>						<b>1,171.49</b>
123470	1/22/2020	13061 SAN DIEGO HUMANE SOCIETY &	JAN-20	52750	ANIMAL CONTROL SERVICES	35,400.33
<b>Total :</b>						<b>35,400.33</b>
123471	1/22/2020	13171 SC COMMERCIAL, LLC	0738103-IN	52644	DELIVERED FUEL	615.76
			0744147-IN	52644	DELIVERED FUEL	876.29
			0744897-IN	52644	DELIVERED FUEL	724.73
			CL35800	52643	FLEET CARD FUELING	1,226.63



Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
123471	1/22/2020	13171 SC COMMERCIAL, LLC	(Continued) CL36269	52643	FLEET CARD FUELING	205.53
					<b>Total :</b>	<b>3,648.94</b>
123472	1/22/2020	10110 SECTRAN SECURITY INC	20010453	52729	ARMORED CAR TRANSPORT SVC	129.16
					<b>Total :</b>	<b>129.16</b>
123473	1/22/2020	10585 SHARP REES-STEALY MEDICAL	339212922		TB TEST	147.00
					<b>Total :</b>	<b>147.00</b>
123474	1/22/2020	11056 STANDARD ELECTRONICS	S43608	52625	SECURITY SYSTEM	3,971.48
					<b>Total :</b>	<b>3,971.48</b>
123475	1/22/2020	10217 STAPLES ADVANTAGE	3434449017		OFFICE SUPPLIES	16.15
			3434980933	52703	OFFICE SUPPLIES - PSD	59.48
			3434980934	52662	OFFICE SUPPLIES	25.42
			3435089946	52703	OFFICE SUPPLIES - PSD	-14.63
					<b>Total :</b>	<b>86.42</b>
123476	1/22/2020	10838 STATE OF CA DEPT OF INDUST REL	OSIP 66830		WORK COMP ASSESSMENT	17,072.88
					<b>Total :</b>	<b>17,072.88</b>
123477	1/22/2020	10027 STATE OF CALIFORNIA	414547		FINGERPRINT COSTS	96.00
			420748		FINGERPRINT COSTS	64.00
					<b>Total :</b>	<b>160.00</b>
123478	1/22/2020	10119 STEVEN SMITH LANDSCAPE INC	42997	52665	A1 LANDSCAPE SERVICES	225.00
			43002	52665	A1 LANDSCAPE SERVICES	480.00
			43003	52665	A1 LANDSCAPE SERVICES	450.00
			43008	52788	A2 LANDSCAPE SERVICES	360.00
			43110	52665	A1 LANDSCAPE SERVICES	35,678.27
			43111	52788	A2 LANDSCAPE SERVICES	18,341.00
			43112	52789	A3 LANDSCAPE SERVICES	11,256.23
					<b>Total :</b>	<b>66,790.50</b>
123479	1/22/2020	13544 SUMMERS, PAMELA	12172019		CALPERS REIMBURSEMENT	717.77
					<b>Total :</b>	<b>717.77</b>

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
123480	1/22/2020	10572 SUNBELT RENTALS INC	96333954-0001	52833	EQUIPMENT RENTAL	715.53
			96670360-0001	52833	EQUIPMENT RENTAL	423.59
					<b>Total :</b>	<b>1,139.12</b>
123481	1/22/2020	10880 TERRYBERRY COMPANY LLC	G77871		SERVICE AWARD PINS	1,341.90
					<b>Total :</b>	<b>1,341.90</b>
123482	1/22/2020	10250 THE EAST COUNTY	00091456	52851	PUBLICATION OF RESO	497.00
			91067		PUBLIC NOTICE	238.00
					<b>Total :</b>	<b>735.00</b>
123483	1/22/2020	13549 BUSH, COLLEEN	Ref000061834		LI Refund Cst #22971	41.00
					<b>Total :</b>	<b>41.00</b>
123484	1/22/2020	13023 TRAFFICWARE, LLC	90042347	52845	SYNCHRO SOFTWARE UPGRADE	445.37
					<b>Total :</b>	<b>445.37</b>
123485	1/22/2020	10482 TRISTAR RISK MANAGEMENT	99037	52782	FY 19/20 CLAIMS SERVICES	7,197.25
					<b>Total :</b>	<b>7,197.25</b>
123486	1/22/2020	10133 UNDERGROUND SERVICE ALERT	122019674	52768	DIG ALERT SERVICES	110.65
			18dsbfe7212	52768	DIG ALERT SERVICES - STATE FEE	96.33
					<b>Total :</b>	<b>206.98</b>
123487	1/22/2020	10704 VIRTUAL GRAFFITI INC	892212	52862	BARRACUDA FIREWALL RENEWAL	5,569.00
					<b>Total :</b>	<b>5,569.00</b>
123488	1/22/2020	10537 WETMORES	63104786	52638	SHOP SUPPLIES	35.56
					<b>Total :</b>	<b>35.56</b>
123489	1/22/2020	10317 WM HEALTHCARE SOLUTIONS INC	0469233-2793-9	52639	BIOMEDICAL WASTE DISPOSAL	209.43
			0469234-2793-7	52639	BIOMEDICAL WASTE DISPOSAL	108.37
					<b>Total :</b>	<b>317.80</b>
123490	1/22/2020	10232 XEROX CORPORATION	098578487	52753	XEROX PSD OCT 2019	318.10
			098668650	52755	XEROX FS#5 OCT 2019	308.85
			098852489	52754	XEROX FS#4 NOV 2019	318.10
			099130990	52753	XEROX PSD DEC 2019	318.10

Bank code : ubgen

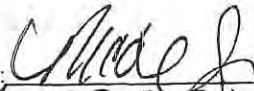
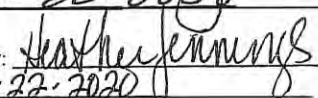
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
123490	1/22/2020	10232 XEROX CORPORATION	(Continued) 099130991 590443480	52754 52753	XEROX FS#4 DEC 2019 XEROX PSD LATE CHARGE 09/2019	318.10 25.00
Total :						1,606.25

72 Vouchers for bank code : ubgen

Bank total : 403,552.46

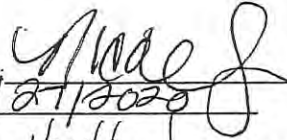
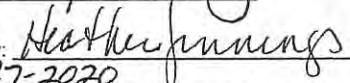
72 Vouchers in this report

Total vouchers : 403,552.46

Prepared by:   
Date: 1-22-2020  
Approved by:   
Date: 1-22-2020


Bank code : ubgen

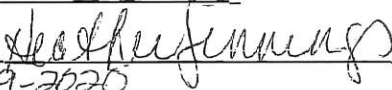
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714	1/23/2020	10482 TRISTAR RISK MANAGEMENT	109059		WORKERS' COMPENSATION	10,789.00	
						Total :	10,789.00
1 Vouchers for bank code : ubgen						Bank total :	10,789.00
1 Vouchers in this report						Total vouchers :	10,789.00

Prepared by:   
Date: 1/27/2020  
Approved by:   
Date: 1-27-2020

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
708	1/23/2020	10402 BANK OF NEW YORK MELLON	8900606738		CDBG SEC 108 LOAN PYMT	3,507.00
Total :						3,507.00
1 Vouchers for bank code : ubgen						Bank total : 3,507.00
1 Vouchers in this report						Total vouchers : 3,507.00

Prepared by:   
Date: 1-7-2020

Approved by:   
Date: 1-9-2020

Voucher List  
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
123491	1/28/2020	11445 AMERICAN MESSAGING	L1072898UA		FD PAGER SERVICE	329.98
					<b>Total :</b>	<b>329.98</b>
123492	1/28/2020	12951 BERRY, BONNIE F.	February 1, 2020		RETIREE HEALTH PAYMENT	91.00
					<b>Total :</b>	<b>91.00</b>
123493	1/28/2020	11513 BOND, ELLEN	02012020-263		MEADOWBROOK HARDSHIP PROC	58.05
					<b>Total :</b>	<b>58.05</b>
123494	1/28/2020	10021 BOUND TREE MEDICAL LLC	83464137	52673	EMS SUPPLIES	27.58
			83464138	52673	EMS SUPPLIES	824.17
			83464139	52673	EMS SUPPLIES	55.15
			83465774	52673	EMS SUPPLIES	653.92
					<b>Total :</b>	<b>1,560.82</b>
123495	1/28/2020	10024 BUSINESS PRINTING COMPANY INC	145923		BUSINESS CARDS	155.70
			145926		BUSINESS CARDS	155.70
					<b>Total :</b>	<b>311.40</b>
123496	1/28/2020	10299 CARQUEST AUTO PARTS	11102-492522	52574	CR, VEHICLE REPAIR PART	-67.17
			11102-497602	52574	VEHICLE REPAIR PART	24.92
			11102-497634	52574	VEHICLE REPAIR PART	76.35
					<b>Total :</b>	<b>34.10</b>
123497	1/28/2020	11402 CARROLL, JUDI	02012020-96		MEADOWBROOK HARDSHIP PROC	58.19
					<b>Total :</b>	<b>58.19</b>
123498	1/28/2020	10031 CDW GOVERNMENT LLC	WHC8963	52859	SOFTWARE MAINTENANCE	2,412.00
					<b>Total :</b>	<b>2,412.00</b>
123499	1/28/2020	11409 CLAYTON, SYLVIA	02012020-340		MEADOWBROOK HARDSHIP PROC	60.90
					<b>Total :</b>	<b>60.90</b>
123500	1/28/2020	10035 COMPETITIVE METALS INC	354955	52690	METAL SUPPLIES	58.67
					<b>Total :</b>	<b>58.67</b>
123501	1/28/2020	11002 CONTEMPORARY CYBERNETICS GROUP	803835	52869	SOFTWARE MAINTENANCE	1,554.00

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
123501	1/28/2020	11002	11002 CONTEMPORARY CYBERNETICS GR (Continued)			<b>Total : 1,554.00</b>	
123502	1/28/2020	10268	COOPER, JACKIE	February 1, 2020	RETIREE HEALTH PAYMENT	91.00	
						<b>Total : 91.00</b>	
123503	1/28/2020	10234	COUNTY OF SAN DIEGO	05871-2006-RI-2020	52724	GENERATOR PERMITS	446.00
						<b>Total : 446.00</b>	
123504	1/28/2020	10333	COX COMMUNICATIONS	063453006 064114701 066401501	9534 VIA ZAPADOR 8115 ARLETTE ST 10601 N MAGNOLIA AVE	199.08 193.05 34.67	
						<b>Total : 426.80</b>	
123505	1/28/2020	11208	DION & SONS INC	S110844	52653	VEHICLE SUPPLIES	502.92
						<b>Total : 502.92</b>	
123506	1/28/2020	10054	ELDERHELP OF SAN DIEGO	12312019	52855	CDBG SUBRECIPIENT	817.50
						<b>Total : 817.50</b>	
123507	1/28/2020	10856	E-W TRUCK & EQUIPMENT CO INC	62023 62024 62025 62026 62027 62028 62029 62030 62031 62032 62033 62034 62035 62036 62037 62038	52588 52588 52588 52588 52588 52588 52588 52588 52588 52588 52588 52588 52588 52588 52588 52588	VEHICLE OPACITY TESTING VEHICLE OPACITY TESTING VEHICLE OPACITY TESTING VEHICLE OPACITY TESTING VEHICLE OPACITY TESTING VEHICLE OPACITY TESTING VEHICLE OPACITY TESTING VEHICLE OPACITY TESTING VEHICLE OPACITY TESTING VEHICLE OPACITY TESTING VEHICLE OPACITY TESTING VEHICLE OPACITY TESTING VEHICLE OPACITY TESTING VEHICLE OPACITY TESTING VEHICLE OPACITY TESTING VEHICLE OPACITY TESTING	100.00 100.00 100.00 100.00 100.00 100.00 100.00 100.00 100.00 100.00 100.00 100.00 100.00 100.00 100.00 100.00
						<b>Total : 1,600.00</b>	
123508	1/28/2020	10196	FIRE PREVENTION SERVICES INC	01232020		WEED ABATEMENT	14,379.52

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
123508	1/28/2020	10196	10196 FIRE PREVENTION SERVICES INC (Continued)			<b>Total : 14,379.52</b>	
123509	1/28/2020	12760	FOCUS PSYCHOLOGICAL	SANTEE2019-12	52710	COUNSELING SERVICES	750.00
						<b>Total : 750.00</b>	
123510	1/28/2020	10065	GLOBAL POWER GROUP INC	65791	52645	GENERATOR REPAIRS	4,706.70
				65792	52645	GENERATOR MAINT & REPAIRS	4,471.20
				65844	52645	GENERATOR REPAIRS	2,741.97
				65845	52645	GENERATOR REPAIRS	2,330.36
				65978	52645	GENERATOR MAINT	863.49
				65979	52645	GENERATOR MAINT	807.99
				65980	52645	GENERATOR MAINT	792.94
				65981	52645	GENERATOR MAINT	835.71
						<b>Total : 17,550.36</b>	
123511	1/28/2020	10256	HOME DEPOT CREDIT SERVICES	#H0673-174495	52597	SHOP SUPPLIES	22.60
				2160090	52597	STATION SUPPLIES	11.83
				4154488	52597	STATION SUPPLIES	6.42
						<b>Total : 40.85</b>	
123512	1/28/2020	10301	HORSMAN AUTOMOTIVE	1604	52598	VEHICLE SMOG INSPECTION	49.95
				1607	52598	VEHICLE SMOG INSPECTION	49.95
				1614	52598	VEHICLE SMOG INSPECTION	49.95
				1660	52598	VEHICLE SMOG INSPECTION	44.95
				1667	52598	VEHICLE SMOG INSPECTION	44.95
				1673	52598	VEHICLE SMOG INSPECTION	44.95
				1867	52598	VEHICLE SMOG INSPECTION	49.95
						<b>Total : 334.65</b>	
123513	1/28/2020	13527	HOVATTER, RICHARD	21755		EMPLOYEE REIMBURSEMENT	132.53
						<b>Total : 132.53</b>	
123514	1/28/2020	10199	KEYSER MARSTON ASSOCIATES INC	0034224	52837	FANITA RANCH ANALYSIS REVIEW	2,658.75
						<b>Total : 2,658.75</b>	
123515	1/28/2020	10906	KRONOS INC	11549053	52864	ANNUAL SOFTWARE RENEWAL	3,580.33
						<b>Total : 3,580.33</b>	



Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
123516	1/28/2020	10997 LAKESIDE FIRE PREVENTION	148	52646	FIRST WATCH SOFTWARE	548.00
<b>Total :</b>						<b>548.00</b>
123517	1/28/2020	13001 LINDHAM, LAUREN	01/16/20		STORMWATER INSPECTION CLASSE	309.00
<b>Total :</b>						<b>309.00</b>
123518	1/28/2020	10174 LN CURTIS AND SONS	INV344103	52605	SAFETY APPAREL	434.30
<b>Total :</b>						<b>434.30</b>
123519	1/28/2020	13346 MAXEY, NICK	21105B		PRESCRIPTION SAFETY GLASSES	258.27
<b>Total :</b>						<b>258.27</b>
123520	1/28/2020	10079 MEDICO PROFESSIONAL	20151849 20151851	52763 52763	MEDICAL LINEN SERVICE MEDICAL LINEN SERVICE	20.02 8.16
<b>Total :</b>						<b>28.18</b>
123521	1/28/2020	10083 MUNICIPAL EMERGENCY SERVICES	IN1410542	52786	STRUCTURE BOOTS	364.05
<b>Total :</b>						<b>364.05</b>
123522	1/28/2020	13127 MYERS, CHRIS	254830		SAFETY BOOTS	64.64
<b>Total :</b>						<b>64.64</b>
123523	1/28/2020	10451 NEOPOST USA INC	57051834	52817	POSTAGE METER RENTAL	161.63
<b>Total :</b>						<b>161.63</b>
123524	1/28/2020	13330 THE BURDETTE AGENCY INC	INV-5072	52879	BRAND IMPLEMENTATION	6,000.00
<b>Total :</b>						<b>6,000.00</b>
123525	1/28/2020	13551 O'CONNOR, IAN	01172020		PARAMEDIC LICENSE RENEWAL	200.00
<b>Total :</b>						<b>200.00</b>
123526	1/28/2020	10344 PADRE DAM MUNICIPAL WATER DIST	23000004		CARLTON HILLS BLVD	200.36
<b>Total :</b>						<b>200.36</b>
123527	1/28/2020	11442 PATTERSON, LUANNE	02012020-225		MEADOWBROOK HARDSHIP PROG	56.14
<b>Total :</b>						<b>56.14</b>
123528	1/28/2020	10161 PRIZM JANITORIAL SERVICES INC	2218	52660	CUSTODIAL SERVICES - OFFICES	3,419.67

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
123528	1/28/2020	10161 10161 PRIZM JANITORIAL SERVICES INC	(Continued)			Total : 3,419.67
123529	1/28/2020	12237 RAYON, KYLE	February 1, 2020		RETIREE HEALTH PAYMENT	91.00
						Total : 91.00
123530	1/28/2020	12256 ROE, DARLENE	02012020-318		MEADOWBROOK HARDSHIP PROC	59.01
						Total : 59.01
123531	1/28/2020	10097 ROMAINE ELECTRIC CORPORATION	12-048449 OA122932	52654 52654	VEHICLE SUPPLIES CREDIT ON ACCOUNT	589.17 -179.01
						Total : 410.16
123532	1/28/2020	13171 SC COMMERCIAL, LLC	0745692-IN 0747025-IN	52644 52644	DELIVERED FUEL DELIVERED FUEL	455.43 720.51
						Total : 1,175.94
123533	1/28/2020	10468 SDCFCA - EMS SECTION	20192020		ANNUAL MEMBERSHIP DUES	50.00
						Total : 50.00
123534	1/28/2020	13206 SHARP BUSINESS SYSTEMS	9002507435	52713	SHARP MAINT/COPIES JAN 2020	932.79
						Total : 932.79
123535	1/28/2020	10585 SHARP REES-STEALY MEDICAL	339541292 339541293 339541294 339541295 339541296		PREPLACEMENT PHYSICAL PREPLACEMENT PHYSICAL PREPLACEMENT PHYSICAL PREPLACEMENT PHYSICAL PREPLACEMENT PHYSICAL	37.00 30.00 54.00 341.00 55.00
						Total : 517.00
123536	1/28/2020	12223 SITEONE LANDSCAPE SUPPLY LLC	96718266-001	52825	IRRIGATION SUPPLIES	1,149.35
						Total : 1,149.35
123537	1/28/2020	12223 SITEONE LANDSCAPE SUPPLY LLC	96742431-001	52825	IRRIGATION SUPPLIES	61.65
						Total : 61.65
123538	1/28/2020	11122 SOUTHWEST PIPELINE AND	927-7 927-7R	52225	CITYWIDE CMP LINING/REHAB RETENTION	335,329.53 -16,766.48

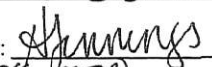
Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
123538	1/28/2020	11122 11122 SOUTHWEST PIPELINE AND	(Continued)			<b>Total : 318,563.05</b>
123539	1/28/2020	11403 ST. JOHN, LYNNE	02012020-78		MEADOWBROOK HARDSHIP PROG	58.30
						<b>Total : 58.30</b>
123540	1/28/2020	10217 STAPLES ADVANTAGE	3434025974 3435554370	52730	OFFICE SUPPLIES OFFICE SUPPLIES	97.03 348.29
						<b>Total : 445.32</b>
123541	1/28/2020	10119 STEVEN SMITH LANDSCAPE INC	42277 42278 42279	52665 52665 52665	A1 LANDSCAPE SERVICES A1 LANDSCAPE SERVICES A1 LANDSCAPE SERVICES	1,080.00 270.00 315.00
						<b>Total : 1,665.00</b>
123542	1/28/2020	10250 THE EAST COUNTY	00091695/91696	52851	AS-NEEDED PUBLICATIONS	518.00
						<b>Total : 518.00</b>
123543	1/28/2020	10257 TYLER TECHNOLOGIES INC	045-258484		SERVER UPGRADE	840.00
						<b>Total : 840.00</b>
123544	1/28/2020	10642 USPS-HASLER	1242020		POSTAGE REIMBURSEMENT	1,896.55
						<b>Total : 1,896.55</b>
123545	1/28/2020	10475 VERIZON WIRELESS	9846050198 9846050199		CELL PHONE SERVICE WIFI SERVICE	1,333.17 684.18
						<b>Total : 2,017.35</b>
123546	1/28/2020	10136 WEST COAST ARBORISTS INC	155749	52663	URBAN FORESTRY MANAGEMENT	7,000.00
						<b>Total : 7,000.00</b>
123547	1/28/2020	12930 WILLIAMS, ROCHELLE M.	February 1, 2020		RETIREE HEALTH PAYMENT	91.00
						<b>Total : 91.00</b>
123548	1/28/2020	12641 WITTORFF, VICKY DENISE	February 1, 2020		RETIREE HEALTH PAYMENT	31.00
						<b>Total : 31.00</b>
123549	1/28/2020	10232 XEROX CORPORATION	099173092 099211825	52755 52640	XEROX FS#5 DEC 2019 XEROX CSD ADMIN DEC 2019	308.85 126.28

Bank code : ubgen



Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
123549	1/28/2020	10232	10232 XEROX CORPORATION		(Continued)	Total : 435.13
59 Vouchers for bank code : ubgen						Bank total : 399,892.16
59 Vouchers in this report						Total vouchers : 399,892.16

Prepared by:   
Date: 1-28-2020

Approved by:   
Date: 1-28-2020


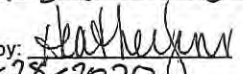
Bank code : ubgen

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>PO #</u>	<u>Description/Account</u>	<u>Amount</u>
702	1/28/2020	10401 US BANK TRUST	1531230		DEBT SVC TARB 2016A	1,460,367.31
					Total :	1,460,367.31
706	1/28/2020	10401 US BANK TRUST	1531231		DEBT SVC TARB 2016B	196,350.00
					Total :	196,350.00
2 Vouchers for bank code : ubgen						Bank total : 1,656,717.31
2 Vouchers in this report						Total vouchers : 1,656,717.31

Prepared by:   
Date: 1-9-2020  
Approved by:   
Date: 1-9-2020

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
123550	1/28/2020	12724 AMERICAN FIDELITY ASSURANCE	D111520		VOLUNTARY LIFE INS-AM FIDELITY	5,575.54	
					Total :	5,575.54	
123551	1/28/2020	12903 AMERICAN FIDELITY ASSURANCE CO	2060319		FLEXIBLE SPENDING ACCOUNT	2,928.22	
					Total :	2,928.22	
123552	1/28/2020	10844 FRANCHISE TAX BOARD	PPE 01/22/20		WITHHOLDING ORDER	25.00	
					Total :	25.00	
123553	1/28/2020	10424 SANTEE FIREFIGHTERS	PPE 01/22/20		DUES/PEC/BENEVOLENT	2,948.82	
					Total :	2,948.82	
123554	1/28/2020	10776 STATE OF CALIFORNIA	PPE 01/22/20		WITHHOLDING ORDER	308.30	
					Total :	308.30	
123555	1/28/2020	10001 US BANK	PPE 01/22/20		PARS RETIREMENT	1,419.16	
					Total :	1,419.16	
123556	1/28/2020	10959 VANTAGE TRANSFER AGENT/457	PPE 01/22/20		ICMA - 457	27,428.14	
					Total :	27,428.14	
123557	1/28/2020	10782 VANTAGEPOINT TRNSFR AGT/801801	PPE 01/22/20		RETIREMENT HSA	5,967.58	
					Total :	5,967.58	
8 Vouchers for bank code : ubgen						Bank total :	46,600.76
8 Vouchers in this report						Total vouchers :	46,600.76

Prepared by:   
 Date: 1-28-2020  
 Approved by:   
 Date: 1-28-2020



**City of Santee**  
**COUNCIL AGENDA STATEMENT**

**Item 4**

**MEETING DATE**      February 12, 2020

**AGENDA ITEM NO.**

**ITEM TITLE**    APPROVAL OF AN AMENDMENT TO THE AGREEMENT WITH PRIZM JANITORIAL SERVICES, INC. FOR CUSTODIAL SERVICES (PARKS)

**DIRECTOR/DEPARTMENT**      Bill Maertz, Community Services *WML*

**SUMMARY**

On May 9, 2018, the City Council authorized the award of a contract to Prizm Janitorial Services, Inc. for Custodial Services at City Parks ) ("Contract") in the amount of \$24,364.98 for fiscal year 2018-19, authorized the City Manager to approve three additional 12-month options to renew and authorized the City Manager to approve annual change orders up to ten percent of the then-current contract amount. The contract was subsequently renewed for fiscal year 2019-20.

This amendment will modify the Contract to reflect changes in the number and size of facilities at Mast Park, and will increase the Fiscal Year (FY) 2019-20 Contract amount by \$3,074.95. The amendment will also add Extra Work in the amount of \$1,700.00. In total, the amendment will increase the FY 2019-20 Contract amount by \$4,774.95 for a new Contract total of \$29,139.93

**FINANCIAL STATEMENT** *m*

Funding for this contract amendment will be provided by funds available in the FY 2019-20 adopted Community Services Department budget.

**CITY ATTORNEY REVIEW**       N/A       Completed

**RECOMMENDATION** *MJB*

Approve and authorize the City Manager to execute the First Amendment to the contract with Prizm Janitorial Services, Inc. for Custodial Services (Parks) for a not to exceed amount of \$29,139.93.

**ATTACHMENTS (Listed Below)**

None



**City of Santee**  
**COUNCIL AGENDA STATEMENT**

**Item 5**

**MEETING DATE** February 12, 2020

**AGENDA ITEM NO.**

**ITEM TITLE** RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA AUTHORIZING THE SUBMITTAL OF A GRANT APPLICATION TO THE FEDERAL INFRASTRUCTURE FOR REBUILDING AMERICA (INFRA) GRANT PROGRAM FOR STATE ROUTE 52 (SR 52) IMPROVEMENTS


**DIRECTOR/DEPARTMENT** Melanie Kush, Development Services 

**SUMMARY** This item requests City Council authorize the submittal of a grant application to the federal INFRA grant program for SR 52 improvements. INFRA advances a grant program established in the FAST Act of 2015 and utilizes updated criteria to evaluate projects to align them with national and regional economic vitality goals and to leverage additional non-federal funding. The program aims to increase the impact of projects by leveraging federal grant funding and incentivizing project sponsors to pursue innovative strategies, including public-private partnerships. The program promotes the incorporation of innovative technology that will improve our transportation system.


Improving SR 52 has been identified by City Council as a priority for Santee. Phase I of the improvements to SR 52 qualifies under the INFRA program, and this resolution would authorize staff to submit an application for Phase I improvements to SR 52. Phase I includes a 4.3-mile long westbound auxiliary/truck climbing lane from Mast Boulevard to Santo Road, relocating a 4.6-mile long Class I Bike Path from the north side of the freeway to the south side, adding an eastbound auxiliary lane from I-15 to Santo Road, restriping eastbound SR-52 from 2 lanes to 3 lanes from Mast Boulevard to just east of the San Diego River Bridge, and widening the westbound on-ramp from Mast Boulevard to two lanes.

The City submitted an INFRA grant application in 2019 for \$26 million, or 60% of the cost to construct Phase 1. The City was unsuccessful last year, but staff expects to be more competitive this year. The requested amount is lower, at \$9.5 million to reflect 20% of the total project cost, so additional local funds will need to be leveraged, as stated in the "Financial Statement".

**ENVIRONMENTAL REVIEW** This action is exempt from the requirements of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378. However, Phase 1 improvements would be subject to separate environmental review.

  
**FINANCIAL STATEMENT** The estimated cost of Phase 1 improvements is \$47.9 million. The grant application requests approximately \$9.5 million. SANDAG has programmed \$12 million in its current Regional Transportation Improvement Plan (RTIP), \$6 million of which would be provided by a private developer. An additional match of approximately \$26.4 million would be required and sought from other local and state sources.

**CITY ATTORNEY REVIEW**       N/A       Completed

**RECOMMENDATION**  Adopt the attached Resolution authorizing the submittal of an INFRA grant application by City staff for Phase I of SR 52 improvements.

**ATTACHMENT** Resolution

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA  
AUTHORIZING THE SUBMITTAL OF A GRANT APPLICATION TO THE  
FEDERAL INFRASTRUCTURE FOR REBUILDING AMERICA (INFRA) GRANT  
PROGRAM FOR STATE ROUTE 52 (SR 52) IMPROVEMENTS

**WHEREAS**, State Route 52 is a major east-west transportation corridor that connects residents in east San Diego County to employment centers in west and north county, as well as provides a key freight route for the region; and

**WHEREAS**, SR 52 experiences significant traffic congestion during peak hours affecting commuters and freight traffic alike; and

**WHEREAS**, heavy traffic congestion on SR 52 significantly impacts the quality of life of Santee residents as well as East County residents, and affects the economic vitality of the region; and

**WHEREAS**, improvements planned by SANDAG for the first phase of improvements to SR 52 would not happen until 2035, with the remaining improvements to be completed by 2050; and

**WHEREAS**, the City of Santee has helped stakeholders organize the Highway 52 Coalition to address the traffic issues on SR 52 and has been pursuing opportunities to partner with stakeholders to advance improvements to SR 52; and

**WHEREAS**, an effort is underway with the design work funded by a private developer for Phase I improvements to SR 52; and

**WHEREAS**, additional funds are needed to complete the Phase I improvements;  
and

**WHEREAS**, the federal INFRA grant program is currently accepting applications;  
and

**WHEREAS**, SR 52 Phase I improvements qualify for INFRA grant funds; and

**WHEREAS**, the total estimated cost of SR 52 Phase I improvements is a \$47.9 million; and

**RESOLUTION NO.**

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Santee, California, that City staff is authorized to submit a grant application to the federal INFRA grant program for Phase I of SR 52 improvements in the amount of \$9.5 million.

**ADOPTED** by the City Council of the City of Santee, California, at a Regular meeting thereof held this 12<sup>th</sup> day of February, 2020, by the following roll call vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

**APPROVED:**

\_\_\_\_\_  
**JOHN W. MINTO, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**ANNETTE ORTIZ, MBA, CMC, CITY CLERK**



**City of Santee**  
**COUNCIL AGENDA STATEMENT**

Item 6

**MEETING DATE** February 12, 2020

**AGENDA ITEM NO.**

**ITEM TITLE** A PUBLIC HEARING TO ASSESS COMMUNITY DEVELOPMENT NEEDS AND TO SOLICIT PROPOSALS FOR PROGRAM YEAR 2020 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND HOME PROGRAM FUNDING CONSISTENT WITH THE CONSOLIDATED PLAN

**DIRECTOR/DEPARTMENT** Melanie Kush, Development Services 

**SUMMARY**

**CDBG Program** - The federal Community Development Block Grant (CDBG) Program promotes viable urban communities by providing decent housing, a suitable living environment and expanded economic opportunities, principally for low and moderate income persons. There is uncertainty regarding the amount of CDBG funding that will be available to the City for Program Year (PY) 2020 (July 2020 through June 2021); however, the timeline for submission of an annual CDBG application requires the City to begin the process of prioritizing CDBG-funded activities in February. For planning purposes, it is estimated that the City's PY 2020 allocation will be \$264,796, which is the average of the allocations for the past three years. In addition, \$88,706 in program income and the carry forward of prior-year unexpended funds (including \$85,390 currently allocated to a debt service reserve account) would bring the estimated total amount available for allocation in PY 2020 to \$353,502.

A request for proposals was published on January 11, 2020, with applications due to the City by January 28, 2020. The City received eight Public Service applications for PY 2020 CDBG funding totaling \$65,000, in addition to the City's requests for program administration and Section 108 loan debt service, as detailed in the attached report and summary of applications.

**Home Program** – The HOME Program provides funding for housing acquisition/rehabilitation, construction, rental assistance and home ownership assistance. The City of Santee participates in HOME funding through a consortium including five other cities and the County of San Diego. The County administers HOME-funded programs on behalf of consortium members, including a first-time homebuyer down payment assistance loan program. In 2019, two loans for the purchase of homes in Santee were completed.

**ENVIRONMENTAL REVIEW**

This item is exempt from environmental review under the California Environmental Quality Act ("CEQA") by CEQA Guidelines section 15061(b)(3).

**FINANCIAL STATEMENT** 

No funding decisions will be made at this meeting. Allocations of CDBG funding will be determined during the second public hearing to be conducted on February 26, 2020.

**CITY ATTORNEY REVIEW**     N/A     Completed

**RECOMMENDATION** 

Open the public hearing, receive public testimony, and continue the public hearing to February 26, 2020.

**ATTACHMENTS**

Staff Report

Summary of Requests

Applications

## STAFF REPORT

### A PUBLIC HEARING TO ASSESS COMMUNITY DEVELOPMENT NEEDS AND TO SOLICIT PROPOSALS FOR PROGRAM YEAR 2020 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND HOME PROGRAM FUNDING CONSISTENT WITH THE CONSOLIDATED PLAN

CITY COUNCIL MEETING OF FEBRUARY 12, 2020

#### A. CDBG BACKGROUND

The Community Development Block Grant (CDBG) program is administered by the U.S. Department of Housing and Urban Development (HUD). Cities with over 50,000 in population ("Entitlement Cities") are provided the opportunity to apply for a direct allocation of CDBG funds. Entitlements are based on a formula that factors in population, the extent of poverty, housing overcrowding, and age of housing. Each city must develop a five-year Consolidated Plan and a one-year Action Plan which is updated each year and reflects input received from citizens.

#### B. CDBG PROGRAM GUIDELINES

CDBG activities proposed by the City must meet CDBG regulations regarding program objectives and eligibility criteria. Determination of project eligibility is a two-step process. Each program/project must meet one of three National Objectives of the CDBG program and it must also be consistent with program regulations as an appropriate activity.

The primary CDBG objective is the development of viable communities, including decent housing and a suitable living environment, and the expansion of economic opportunity, principally for persons of low and moderate income. Each activity must meet one of the following national objectives:

1. Benefit low and moderate income families.

At least 70 percent of the grantee's allocation must be spent for activities benefiting low and moderate income City residents. The three most common ways of meeting this objective are:

- a. Activities that benefit an area dominated by a low income population.
- b. Activities requiring income data for each applicant.
- c. Activities that benefit a limited clientele who are generally presumed to be principally low and moderate income. Categories of limited clientele allowed by HUD include abused children, battered spouses, elderly persons, handicapped persons, homeless persons, illiterate persons and migrant farm workers.

2. Aid in the prevention or elimination of slums or blight.

Activities considered to aid in the prevention or elimination of slums or blight



are activities within a delineated area which meets a definition of slum, blighted, deteriorated, or deteriorating under state or local law, or where there is a substantial number of deteriorating or dilapidated buildings and improvements are needed throughout the area.

3. Address community needs having a particular urgency.

This national objective is rarely used because it is extremely restrictive. The urgent condition must be recent and pose a serious and immediate threat to the health or welfare of the community. There can be no other source of financing available to meet the needs in this category.

**C. PUBLIC PARTICIPATION AND ALLOCATION PROCESS**

Public participation is an important part of the CDBG process. Two public hearings are required to meet the HUD requirements for citizen participation. In accordance with Code of Federal Regulations (CFR) Title 24, "Housing and Urban Development", Section 570.704, the City initiated the CDBG application process by publishing a Notice of Funding Availability for Program Year 2020 on January 11, 2020 in the San Diego Union-Tribune, as well as posting the Request for Proposals on the City's website. Applications were due on January 28, 2020.

Notice of the February 12, 2020 public hearing was published in the East County Californian on January 30, 2020. All applications which were received in accordance with the deadline were made available for public review and comment. In this way, citizens are afforded an opportunity to examine the contents of all applications received and to provide comments prior to City Council decision on the funding of qualified applications, in compliance with Code of Federal Regulations (CFR) Title 24.

**D. AVAILABLE CDBG FUNDS AND REQUESTS FOR FUNDING**

The CDBG allocation to the City of Santee for Program Year 2019 was \$261,744. As of February 4, 2020, HUD had not announced the amount that the City of Santee will be allocated for Program Year 2020. However, the schedule for preparation of annual Action Plans by the City of Santee and the County of San Diego requires that public input be solicited at this time and a tentative plan for funding activities in Program Year 2020 be approved and submitted to HUD no later than May 15<sup>th</sup>. Due to uncertainty regarding the budget for HUD programs, for planning purposes staff estimates that the City of Santee's Program Year 2020 allocation will be \$264,796, which is the average of the three prior Program Year allocations. In addition, \$88,706 in program income and prior-year unexpended funds (including \$85,390 currently allocated to a debt service reserve account) would bring the total estimated amount available for allocation in PY 2020 to \$353,502.

HUD regulations impose a 15% cap on the amount of CDBG funds which can be allocated to Public Service activities and a 20% cap on Administrative activities

(including program income but excluding prior year carry forwards).

**City Public Facility Project – Section 108 Loan**

In addition to the caps imposed by HUD on Administrative and Public Services expenditures, an advance of CDBG allocations to fund improvements to Buena Vista Avenue and Railroad Avenue reduces the amount of funding available for other activities. In October 2011, the City Council approved a Section 108 loan (a loan secured by future allocations of CDBG funding) in the amount of \$1.4 million. Debt service associated with the Section 108 loan to be funded in Program Year 2020 is \$143,584 and represents a senior claim on CDBG funding received by the City of Santee. The final debt service payment is scheduled to be made on August 1, 2021.

In response to potential future reductions in CDBG allocations, in Program Year 2017 the City established a Section 108 loan reserve that could assist in meeting payment requirements in the event future year allocations were insufficient to do so. In Program Year 2019, \$85,390 was set aside for this purpose. Given significant uncertainty regarding the future of the CDBG program and the lack of other funding options available for Program Year 2020, staff believes it would be prudent to maintain a debt service reserve balance. Based on the projection of available public facilities funding, after allocating \$143,584 in Program Year 2020 to debt service payments, a total of \$117,198 would remain available for allocation to other public facilities activities, including the funding of a debt service reserve. Additionally, any unspent debt service reserve funds could be used towards future Section 108 funded public facility activities.

ACTIVITY	CAP	AMOUNT AVAILABLE PER CAP	AMOUNT REQUESTED
Public Service Activities	15%	\$ 39,737	\$ 65,000
Administrative Activities	20%	\$ 52,983	\$ 52,983
Public Facilities	None	\$ 260,782	\$ 260,782
		<b>\$ 353,502</b>	<b>\$ 378,765</b>

Requested in excess of projected funding \$ 25,263

**E. HOME PROGRAM**

The Home Investment Partnerships (HOME) Program is a federal program administered by the U.S. Department of Housing and Urban Development (HUD). The intent of the HOME Program is to provide decent affordable housing to lower income households, expand the capacity of nonprofit housing providers, strengthen the ability of state and local governments to provide housing and leverage private-sector participation. Eligible HOME program uses include housing acquisition, housing rehabilitation, homebuyer assistance, housing construction and rental assistance.

Since 1997, the City has used HOME funds for the First Time Homebuyer Program (FTHB), providing down payment assistance via a deferred loan for low income first time homebuyers. One hundred three loans have been funded since the inception of the program.

The City of Santee participates in HOME funding through a consortium comprised of the County of San Diego and the Cities of Encinitas, Carlsbad, La Mesa, San Marcos and Vista to administer Federal HOME funds. The County of San Diego acts as the administrator of the consortium. Low income persons seeking down payment and closing cost assistance for the purchase of a home in Santee submit an application to the County of San Diego Department of Housing and Community Development for underwriting and loan origination. During Calendar Year 2019, two loans for the purchase of Santee homes were completed.

**F. RECOMMENDATION**

Open the public hearing, receive public testimony, and continue the public hearing to February 26, 2020.



**ATTACHMENT 2**

**SUMMARY OF REQUESTS**

<b>PUBLIC SERVICES</b>		<b>AMOUNT OF PY 2020 REQUEST</b>	<b>PROPOSED USE</b>	<b>PY 2018 ACCOMPLISHMENTS/ PY 2019 GRANT</b>
1	Cameron Family YMCA / Santee Aquatics Center	\$5,000	Subsidize swim, gymnastics and fitness classes	38 persons assisted/ PY 2019 Grant: \$1,870
2	Crisis House	\$7,000	Intervention services to prevent homelessness	153 persons assisted/ PY 2019 Grant: \$5,620
3	ElderHelp	\$5,000	Support home-bound seniors to maintain their independence.	46 persons assisted/ PY 2019 Grant: \$3,270
4	Caring Neighbors (Lutheran Social Services)	\$6,000	Provide minor home repairs to low income seniors and disabled Santee residents	106 projects/ PY 2019 Grant: \$3,740
5	Meals-on-Wheels	\$5,000	Delivery of 2 meals per day to homebound seniors	83 persons assisted/ PY 2019 Grant: \$4,680
6	Santee Food Bank	\$20,000	Emergency food assistance.	13,427 persons assisted/ PY 2019 Grant: \$14,050
7	Santee Santas	\$7,000	Provide assistance to Santee families in crisis through the Holiday Program and Emergency Fund.	216 households assisted/ PY 2019 Grant: \$6,000
8	Voices for Children	\$10,000	Provide Court Appointed Special Advocates (CASAs) to assist income qualified foster children	First-time City of Santee CDBG applicant.

**Total Requests:           \$ 65,000**

**Projected Cap Amount       \$ 39,737**

ATTACHMENT 2

**SUMMARY OF REQUESTS**

ADMINISTRATION		AMOUNT OF PY 2020 REQUEST	PROPOSED USE	PY 2018 ACCOMPLISHMENTS/ PY 2019 GRANT
1	CSA San Diego County	\$15,500	On behalf of the City of Santee, conduct fair-housing testing and counseling. Provide tenant/landlord mediation services	38 persons assisted with housing services/ PY 2019 Grant: \$15,500
2	City of Santee	\$ 37,483	Administration of CDBG Program and Subrecipient Agreements	Maintained compliance with program regulations.

**Total Requests:        \$ 52,983** (Projected cap amount)

PUBLIC FACILITIES		AMOUNT OF PY 2020 REQUEST	PROPOSED USE	PY 2018 ACCOMPLISHMENTS/ PY 2019 GRANT
1	City of Santee - Section 108 Loan Debt Service	\$ 143,584	Debt services for Buena Vista/ Railroad Avenue Neighborhood Road Improvements	Project complete.
2	City of Santee - Section 108 Loan Debt Service Reserve	\$ 117,238*	Provide for a reserve fund in the total amount of \$117,238 to cover debt service should future CDBG allocations fall below required amount.	PY 2019 Reserve: \$85,390

**Total Requests:        \$ 260,782** (Public Facilities)

**TOTAL:                    \$ 353,502**

\* Estimate of funding available after allocating maximum allowed amounts to Public Services and Administration.

**ATTACHMENT 3**  
**APPLICATIONS FOR FUNDING**

PUBLIC SERVICES

Cameron Family YMCA.....	1
Crisis House.....	5
ElderHelp of San Diego.....	11
Lutheran Social Services ("Caring Neighbors").....	16
Meals-On-Wheels Greater San Diego County.....	21
Santee Food Bank.....	26
Santee Santas Foundation Inc. ....	29
Voices for Children.....	32

ADMINISTRATION

CSA San Diego County.....	39
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**City of Santee**  
**Community Development Block Grant Program**  
**APPLICATION FOR FUNDING**  
**Program Year 2020**

**RECEIVED**

JAN 28 2020

Dept. of Development Services  
City of Santee

**GENERAL INFORMATION:** Date: 1/24/2020

Agency Name: Cameron Family YMCA  
Agency Address: 10123 Riverwalk Drive, Santee, CA 92071

Phone: 619-449-9622 Fax: 619-449-9624  
E-mail: schapelyoo@ymca.org

Project/Program Contact Person (Name and Title): Emily Burton, Area Development Manager  
Project/Program Location: Cameron Family YMCA

Phone: 619-449-9622 Fax: 619-449-9624  
E-mail: eburton@ymca.org

Type of Project (check one):

Public Service Activity	<input checked="" type="checkbox"/>
Public Improvement (Construction)	<input type="checkbox"/>
Acquisition of property	<input type="checkbox"/>
Other (describe)	

**FUNDING INFORMATION:**

Amount Requested from Santee: \$ 5,000

**Note: The Department of Housing and Urban Development's (HUD) recommended minimum funding level per CDBG funded activity of \$5,000.**

Total Project/Program Budget: \$ 22,953

\*Total based on the program financial assistance funds awarded to low income youth living in the 90271 zip code during FY2018-2019.

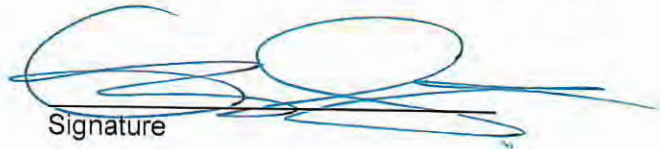
Source of Other Funds: A portion of the \$160,126 in private donations raised through Annual Campaign funds these youth programs. However, the Cameron YMCA awarded a total of \$273,697 in scholarship and subsidies last year, demonstrating that our need is growing rapidly and additional funding is necessary to enable all children to access these programs.

Applicant Certification:

To the best of my knowledge and belief, the information contained in this application is true and correct; the document has been duly authorized by the governing body of the applicant; and the applicant will comply with all assurances, federal, state and local laws and regulations if funding is approved.

Emily Burton, Area Development Manager  
Type or Print Your Name and Title

Signature



**City of Santee**  
**Community Development Block Grant Program**  
**APPLICATION FOR FUNDING**  
**Program Year 2020**

- A. Briefly describe the purpose of the project, the population to be served, the area to be benefited and estimated number of Santee residents who would benefit from the project.

In partnership with the City of Santee, the Cameron Family YMCA has been operating a full-service YMCA and City Aquatics center since 2003, located at 10123 Riverwalk Drive in Santee. This facility serves approximately 2,924 families every year, and through our scholarship program, the Cameron Family YMCA directly serves its target of low income and disadvantaged youth from Santee. The number of families served is growing rapidly as a result of the Cameron Family YMCA's June 2019 completion of a major renovation and capital project which modernized our YMCA and provided a much needed increase in internal square footage needed to serve the growing Santee community.

Each scholarship application, whether for membership or program participation, is assessed and granted based on eligibility.

This project will benefit low income and disadvantaged Santee youth and teens by subsidizing class and program fees up to (and in special cases more than) 50%, thereby providing low cost swim, sports, and gymnastics lessons throughout the year. We will target children who live in the qualifying low to moderate income census tracts through the schools located in the Santee area and will partially aid an expected 278 Santee children. Our programs are focused on prevention of drowning as well as skill development and essential social connections through physical education.

- B. Who will carry out the activities, the period over which the activities will be carried out, and the frequency with which the services will be delivered (be specific).

Gymnastics, aquatics, dance, and sports programs are supervised by accredited and experienced Program Directors possessing bachelor's degrees or equivalent experience. Staff are trained and supervised through their respective program area requirements and screened through YMCA of San Diego County. All staff are background checked and receive extensive training to identify signs of child abuse and are mandated reporters. Staff are also trained to implement the YMCA's values of caring, honesty, respect, and responsibility and help all children in their journey to develop those values as well. Cameron Family YMCA programs operate year-round and classes are held Monday-Saturday, 2-4 times a week. Based off last year's numbers, we expect to serve the following members of Santee's low income population: 40 children in life-saving swim lessons; 18 children in youth sports; 69 children in our

gymnastics facility; 8 children in dance; 38 children in summer camp, and many more. Based on current growth, we are on track to exceed these numbers.

- C. Describe how the project meets the CDBG Program National Objectives, the City of Santee Priorities, or is included under the Eligible Activities.

The YMCA provides youth and pre-teens with opportunities to engage in activities that they may not otherwise be able to afford. Through our work in the community, we know that participation in these activities is essential and we are committed that no child is turned away from programs due to an inability to pay. YMCA programs help build children's self-esteem, promote self-discipline, and teach skills they will use for the rest of their lives. Swim lessons, dance, sports, and gymnastics contribute to improved general health through strength, cardiovascular development, skill development, and weight management and have been shown to aid in decreasing youth and teen delinquency. YMCA youth and teen programs are designed to incorporate the character traits of caring, honesty, respect, and responsibility. With the current economic strains placed on our Santee families due to high costs of living throughout the county, requests for financial assistance have increased. In these difficult times, it is vital that the YMCA provide a place for children to come to participate in physical activities under the supervision of responsible and caring adults.

- D. Agency/Nonprofit Organization Information:

Outline the background of your agency/nonprofit organization, including the length of time your agency has been in operation, the date of incorporation, the type of corporation and the type of services provided. If the request for funding is submitted as part of a collaborative application, please provide information for each member of the collaborative. **If your organization has received CDBG funds from the City of Santee in the past, please note the number of years the organization has received CDBG funding.**

The YMCA of San Diego County is a 501(c)3 nonprofit organization incorporated in 1959. In 2003, the YMCA of San Diego County partnered with the City of Santee to build the Cameron Family YMCA and the City of Santee Aquatics Center, which is operated by the Cameron Family YMCA. Programs provided by the Cameron Family YMCA include a competitive gymnastics center, day camps, swim lessons and teams, inclusion programs for individuals with disabilities, senior fitness programs, sports, onsite child care, and more. Nobody is turned away from any of our programs due to an inability to pay. The Cameron Family YMCA provides financial assistance, subsidized programs, and scholarships through funds raised by members and community partners. The East County region of the YMCA of San Diego has received funding from the CDBG program beginning in the 1997-1998 fiscal year and continuing to the present for all but one year up to this date, totaling 20 years.

- E. Financial:

Describe your agency's fiscal management procedures including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. Describe how records are maintained to ensure the project benefits targeted groups.

As a branch of the YMCA of San Diego County, the Cameron Family YMCA practices generally accepted accounting methods, utilizing cost centers to ensure grant funds are used as required by the city and our public partners. Financial audits are performed annually by an independence accounting agency. A volunteer Finance Committee and the Cameron Family YMCA Board of Advisors, comprised of 17 volunteers, monitor the branch budget monthly. Internal financial audits are performed regularly. Financial need of children and youth are determined by applications and these records are reviewed and maintained by the branch. Delivered funding is recorded on the application and electronically. CDBG funds are provided to qualifying Santee residents.

**F. Personnel:**

Identify the staff administering/implementing this project and provide their experience in similar programs.

Stephanie Chapel-Yoo, Executive Director, and Linnea Campbell, Department Head, oversee the operation of programs at the Cameron Family YMCA. Stephanie and Linnea have extensive individual experience delivering quality program management throughout their YMCA careers. Emily Burton, Area Development Manager, oversees the implementation of grant funds toward the scholarship programs, ensuring that these funds are directed toward ensuring that eligible Santee children receive free or reduced gymnastics, swim, sports, and dance lessons. These YMCA staff have experience tracking grant funds and number of participants reached.

**G. Conflict of Interest:**

Please identify any member, officer, or employee of your organization who is an officer or employee of the City of Santee or a member of any of its boards, commissions, or committees or has any interest or holding which could be affected by any action taken in the execution of this application.

N/A



**City of Santee**  
**Community Development Block Grant Program**  
**APPLICATION FOR FUNDING**  
**Program Year 2020**

**GENERAL INFORMATION:** Date: 1/28/2020

**RECEIVED**

JAN 28 2020

Agency Name: Crisis House  
Agency Address: 1034 N. Magnolia Avenue, El Cajon, CA 92020

Dept. of Development Services  
City of Santee

Phone: (619) 444-3132 Fax: (619) 444-1422  
E-mail: mcase@crisishouse.org

Project/Program Contact Person (Name and Title): Andrea Garcia' Grants Manager  
Project/Program Location: 1034 N. Magnolia Avenue, El Cajon, CA 92020

Phone: (619) 444-3134 Fax: (619) 444-1422  
E-mail: andrea@crisishouse.org

Type of Project (check one):  
Public Service Activity   
Public Improvement (Construction)   
Acquisition of property   
Other (describe)

**FUNDING INFORMATION:**

Amount Requested from Santee: \$ 7,000

**Note: The Department of Housing and Urban Development's (HUD) recommended minimum funding level per CDBG funded activity of \$5,000.**


Total Project/Program Budget: \$ 430,000

Source of Other Funds: City of El Cajon; Homeless Emergency Aid Program (HEAP)

Applicant Certification:

To the best of my knowledge and belief, the information contained in this application is true and correct; the document has been duly authorized by the governing body of the applicant; and the applicant will comply with all assurances, federal, state and local laws and regulations if funding is approved.

Mary Case, Executive Director  
Type or Print Your Name and Title

  
Signature

**City of Santee**  
**Community Development Block Grant Program**  
**APPLICATION FOR FUNDING**  
**Program Year 2020**

- A.** Briefly describe the purpose of the project, the population to be served, the area to be benefited and estimated number of Santee residents who would benefit from the project.

Crisis House is recognized throughout the East County community as the essential provider of crucial services for families and individuals experiencing homelessness in the region. Our multi-service Resource Center is the hub for Emergency and Social Services in the Eastern region of San Diego County. As East County's Designated Entry and Homeless Assessment Site, our organization connects individuals to homeless services, such as case management, housing navigation, meals, showers, personnel hygiene kits, mail and phone services, day storage, and access and referrals to medical, behavioral health, and main stream social services.

The objective is to engage and connect the homeless to appropriate and crucial services. The target population consists of families and individuals at varying stages of homelessness ranging from chronic to episodic, many whom suffer from severe to moderate mental illness and/or addiction issues. Cohorts of youth, seniors, veterans and others with special needs experiencing homelessness are represented within the "target population". Since the target population is transient by nature, in Santee today and Lakeside or El Cajon tomorrow, Crisis House considers the issues of homelessness as a regional challenge, requiring collective effort and resources to ensure an effective impact for all of East County. In late Spring, Crisis House was awarded a \$300,000 Homeless Emergency Aid Program (HEAP) grant from the Regional Task Force on the Homeless (RTFH). The funding expands the work of the organization's El Cajon Housing Connection project funded in 2017 by the City of El Cajon to assist homeless families and individuals seeking permanent housing in East County. In addition, the City of El Cajon has funded a Housing Navigator position specializing in rental assistance funding for the homeless in the City of El Cajon. Emergency Services will continue to assist low to very low- income households with information and referral services for those in crisis, displaced, experiencing food insecurity, or facing financial or legal challenges. Crisis House provides services for over 5,000 people annually, of which approximately 163 are City of Santee residents at or below low/moderate income levels.

- B.** Who will carry out the activities, the period over which the activities will be carried out, and the frequency with which the services will be delivered (be specific).

The period of service delivery will be over twelve months starting July 1, 2020 through June 30, 2021. The Director of Programs is responsible for the project oversight and compliance of the proposed project. The Intake & Referral Specialist, along with other trained personnel, will be responsible for administering the VI-SPDAT, data collection



and entry, and connecting households to needed services. The coordination of these activities with El Cajon's Housing Connections and the ESG unincorporated areas of East County is the function of the Supervising Case Manager. Veterans are assisted by Supportive Services for Veteran Families (SSVF) through on-site Veterans Village of San Diego staff. Victims of Domestic Violence with children, who are fleeing an abusive relationship, are assisted by designated Crisis House domestic violence staff. Individuals with severe mental illness will be connected to County funded POFA (Project One For All) programs. The Homeless Emergency Aid Program (HEAP) grant from the Regional Task Force on the Homeless (RTFH) staffing includes, a Housing Navigator and 1.5 Outreach workers for mobile outreach providing supportive services for the East County area, including Santee. The frequency at which services will be delivered will vary based on service type, severity of need, and client's level of engagement. Individuals and families experiencing homelessness will be assessed using the VI-SPDAT once every six months with weekly contact or until housing is obtained. The provision of hot meals for homeless, with scheduled case management, will be accessible on a weekly basis pending client participation. Homeless Day Storage, mail services, and phone services are available Monday through Friday from 8:00 am until 5:00 pm. Households or individuals in crisis or faced with challenges may request help during operation hours. The level of engagement for this cohort is typically short-term, one to three meetings. Our Outreach Team serves breakfast to the homeless population in Santee on the 1st and 3rd Saturday of every month at the Santee United Methodist Church and the Carlton Hills Lutheran Church, respectively. Aside from breakfast outreach, our Team frequently visit the Lakeside and Santee riverbeds to provide additional homeless assistance. Every Wednesday the Crisis House Outreach Team partners with the Homeless Assistance Resource Team (HART), including nurses, law enforcement, and other outreach workers, to provide services including housing opportunities, food and water, hygiene products, and connections to referral services for homeless individuals in East County, San Diego. Crisis House has made approximately twenty contacts from outreach services in the Santee area.

- C.** Describe how the project meets the CDBG Program National Objectives, the City of Santee Priorities, or is included under the Eligible Activities.

The project meets the National Objective of benefiting a majority of low and moderate income (LMI) residents as defined as persons or households who earn at or below 80% of the Area Median Income (AMI). The Crisis House Emergency Services Project addresses the City of Santee Priorities, according to the City of Santee Consolidated Plan 2015-2019, by providing services for seniors, Special Needs populations, those experiencing homelessness, and individuals requiring prevention services.

- D.** Agency/Nonprofit Organization Information:

Outline the background of your agency/nonprofit organization, including the length of time your agency has been in operation, the date of incorporation, the type of corporation and the type of services provided. If the request for funding is submitted as part of a collaborative application, please provide information for

each member of the collaborative. **If your organization has received CDBG funds from the City of Santee in the past, please note the number of years the organization has received CDBG funding.**

Crisis House, a Public Benefit Corporation, was established as a social service agency in 1970, incorporated in 1987 and received 501 (c) (3) IRS Determination in 1988. Our Mission is to respond immediately to stop the cycle of domestic violence and homelessness and connect families and individuals to crucial resources that empower them to renew their lives. To achieve our mission, Crisis House offers comprehensive housing and social services for the region's survivors of domestic violence with children, Veteran families and emergency and social services, and housing targeting the homeless and extremely low-income populations. Our four-year strategic plan has 3 major goals; 1) Build a strong organization, 2) Support family and individual self-sufficiency, and 3) Be an essential community partner. In addition to the services already mentioned, families and individuals can receive medical care every Monday morning onsite from the Family Health Centers of San Diego's Mobile Medical Unit, apply for free or discounted California ID Cards, medical insurance, food stamps and S.D.G.& E reduced rates. The agency now administers four (4) Domestic Violence programs and two (2) homeless projects. Additionally, Crisis House hosts the annual Project Homeless Connect in East County, attended by over 48 providers and more than 200 homeless individuals who accessed 1,485 services in 4-hours. Crisis House, along with our community partners, helped 251 households with nearly 500 children with housing and crucial services. Crisis House has been a recipient of City of Santee CDBG funds for over fifteen (15) years.

**E. Financial:**

Describe your agency's fiscal management procedures including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. Describe how records are maintained to ensure the project benefits targeted groups.

Crisis House has policies, procedures and an automated accounting software system in place to insure proper designation, support, control, and accounting of all funds, property, expenses, revenues, and assets for each contract and grant received. Each contract, grant, or program is assigned a cost center numerical code. Expenditures are supported by a corresponding invoice or receipt and attached to a check request that is authorized by a program manager/supervisor. The check request is coded with the proper cost center numerical code. The expenditure is then entered into our Quick Books Premier for Nonprofits Version 2000 accounting software, an accounting package specifically designed for nonprofit agencies and utilized to properly track revenue and expenditures for multiple funds, contracts, grants and programs. Crisis House procedures and records conform to General Accepted Accounting Principles (GAAP) as well as 2 CFR 84.21(b)(2), 24 CFR 85.20 (b)(2), 24 CFR 583.330(c) and the OMB Super Circular. Crisis House undergoes an independent federal single audit by an outside CPA firm each year. As part of our annual audit, the CPA evaluates and reports on our policies, procedures, and internal controls. All expenditures are supported by

source records, which clearly identify the cost as allowable contract expenditure. Bank statements are reconciled monthly by an employee who is not able to authorize disbursements or sign checks and are approved by the Executive Director. All checks require two (2) signatures. All canceled and voided checks are retained. All revenues are receipted. Deposits are prepared and made by someone other than the person writing the receipts and receipt books are reconciled against the deposits.

Crisis House maintains the following records:

Cash Receipts Journal - For recording all cash receipts.

Cash Disbursements/Check Run Journal - For the recording of all cash disbursements.

General Journal - For recording transactions that are not normally recorded in the Cash Receipts and Cash Disbursements Journals.

General Ledger - This ledger maintains the various accounts. Posting is performed on an on-going basis as needed to the general ledger.

Payroll Records - Crisis House currently contracts with ADP payroll services to prepare all paychecks and to complete and file all appropriate payroll deposits, taxes, and reports. Employee time cards are approved by their immediate supervisor and submitted for payroll processing. All time sheets clearly show earned, used and remaining leave balances.

Bank Reconciliation - All bank accounts are reconciled monthly to the cash account in the General Ledger and include the signatures and dates of person preparing, reviewing, and approving.

Petty Cash Fund - A small petty cash fund is kept in a locked box in a lock file cabinet in a locked room.

Requests for reimbursements from petty cash must be signed by an authorized supervisor and must be accompanied by a receipt.

Supporting Documentation - Files that contain paid check requests, invoices, time and attendance records, canceled checks, bank statements and other supporting documentation are maintained. Paid check requests include information on check number, date paid, amount paid, and the initials of the person making the payment.

Quarterly Payroll Tax Returns - Copies of Federal and State Quarterly Tax Returns are kept on file at Crisis House.

Checks- Check request with supporting documentation must be completed for all checks. The Executive Director, Assistant Executive Director or an authorized supervisor must approve vouchers before a check can be written. All checks require two (2) signatures. Blank checks are not pre-signed and no checks can be written payable to "cash". Voided checks are marked "Void", the signature section mutilated, and kept in numerical sequence with the canceled checks after initialed by Executive Director. Stale Dated Checks – Checks issued by Crisis House that have not cleared the bank within six months will be voided and removed from our books. During the bank reconciliation and review process each month stale dated checks will be examined and adjusted as needed.

Mileage Claims - staff claiming mileage reimbursement prepare mileage claims. The claim is signed by the person requesting reimbursement and checked and authorized by program manager/supervisor. All claims show dates, places, miles and purpose for each.



**F. Personnel:**

Identify the staff administering/implementing this project and provide their experience in similar programs.

The Executive Director has a Master's degree in Social Work with a concentration in Social Services Administration. She supervises up to four Social Work Master Degree Candidate interns who provide 200-400 hours of direct client services each in the programs. She has over 37 years of experience working in the Non-Profit Sector as a Vice President of Programs for the largest multi-service homeless organization in San Diego and as Director of Housing for another international non-profit organization prior to coming to Crisis House. She is also a member of the San Diego County Continuum of Care Program Evaluation Advisory Committee. The Agency's Director of Programs has over 20 years of experience with homeless program administration and is responsible for oversight and operational compliance of all Crisis House programs and services. She has worked with HUD and City partners in program monitoring on the local, regional, and national levels. The Accounting Manager, has an AS degree in accounting and bookkeeping and additional coursework in managerial accounting. She has worked for Crisis House for over ten years and has been managing three HUD Transitional Housing grants, one with 2 subcontractors, County and State contracts and worked directly with our internal auditors for the past four years. The Counselor has a MA in Counseling Education and has over 28 years of experience managing Department of Housing and Urban Development funded programs, monitoring contract performance and compliance and the training and development of staff. The Supervising Case Manager holds a Master's Degree in Social Work and has six years of experience assessing clients and working with those who have alcohol and drug addictions and she is a certified domestic violence counselor. In addition to supervising bachelor and master's degree level interns, she is also the El Cajon Housing Connections Case Manager/Housing Navigator. The Intake and Referral Specialist has over 16 years of experience with Crisis House. She assesses and provides case management services based upon individual need and interest. She connects clients to all Crisis House services (including co-located services) and advocates on their behalf to access needed services in the community.

**G. Conflict of Interest:**

Please identify any member, officer, or employee of your organization who is an officer or employee of the City of Santee or a member of any of its boards, commissions, or committees or has any interest or holding which could be affected by any action taken in the execution of this application.

No member, officer, or employee of Crisis House is an officer or employee of the City of Santee or a member of any of its boards, commissions, or committees or has interest or holdings which could be affected by any action taken in execution of this application.

**City of Santee**  
**Community Development Block Grant Program**  
**APPLICATION FOR FUNDING**  
**Program Year 2020**

**RECEIVED**

JAN 17 2020

**GENERAL INFORMATION:** Date: 1/16/2020

Agency Name: ElderHelp of San Diego  
Agency Address: 3860 Calle Fortunada Suite 101, San Diego, CA 92123

Dept. of Development Services  
City of Santee

Phone: 619-284-9281 Fax: 619-284-0214  
E-mail: info@elderhelpofsandiego.org

Project/Program Contact Person (Name and Title): Anya Delacruz, Associate Executive Director  
Project/Program Location: Most of San Diego County with emphasis on Central and Eastern regions.

Phone: 858-380-4966 Fax: 619-284-0214  
E-mail: adelacruz@elderhelpofsandiego.org

Type of Project (check one):  
Public Service Activity   
Public Improvement (Construction)   
Acquisition of property   
Other (describe)

**FUNDING INFORMATION:**

Amount Requested from Santee: \$ 5,000

**Note: The Department of Housing and Urban Development's (HUD) recommended minimum funding level per CDBG funded activity of \$5,000.**

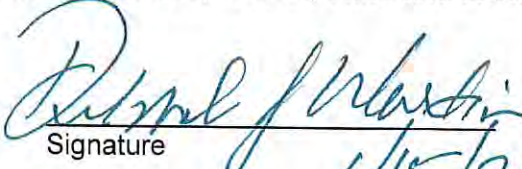
Total Project/Program Budget: \$ 1,309,824

Source of Other Funds: ElderHelp pursues a diversified funding strategy, which currently includes approximately 43% from grants, 24% from government contracts, 8% from corporate support, 17% from individuals, 6% from events, and 2% in client contributions.

Applicant Certification:

To the best of my knowledge and belief, the information contained in this application is true and correct; the document has been duly authorized by the governing body of the applicant; and the applicant will comply with all assurances, federal, state and local laws and regulations if funding is approved.

Deborah Martin, CEO/Executive Director  
Type or Print Your Name and Title

  
Signature  
1/15/2020

**City of Santee**  
**Community Development Block Grant Program**  
**APPLICATION FOR FUNDING**  
**Program Year 2020**

- A. Briefly describe the purpose of the project, the population to be served, the area to be benefited and estimated number of Santee residents who would benefit from the project.

ElderHelp provides personalized services and information that help seniors remain independent and live with dignity in their own homes.

Our service programs cover many senior needs:

•Care Coordination

We provide care management, assessment, and care planning while connecting older adults to vetted and trained volunteers who provide in-home assistance.

•Seniors A Go Go

We provide transportation services for medical and non-medical appointments to help seniors remain independent and connected to their communities.

•RUOK Check-In Calls

We provide daily check-in calls to ensure the safety and well-being of isolated seniors.

•Information & Referral

We provide resources and support for seniors, their loved ones, and other community members to find the help they need. If ElderHelp services are not a fit, we suggest other options available in San Diego County.

•Family Caregiver Support

We offer informative learning opportunities at local corporations to help support employed family caregivers, those who are working full and part time jobs while also caring for an aging loved one. We also provide self-paced family caregiver learning modules on our website.

•Senior Housing Services

A new program that expands the assistance available for seniors in need of affordable housing. The program offers HomeShare, our longstanding roommate matching service; housing navigation, providing short-term case management that focuses on solutions that help seniors overcome barriers accessing housing; and resident service coordination providing on-site activities and short-term case management to residents of low-income senior housing.

Our clientele are older adults, with an average age of 79, in predominantly Central and Eastern San Diego County. Most of our clients (96%) are either low income or very low income, and many in this underserved population are disabled, are at risk of falls, or have at least one chronic health condition. Although many local agencies deliver services to the LMI senior population, ElderHelp meets a unique need – keeping them healthy, safe and stable in their own homes and, just as important, providing relief to their inadequate pocketbooks by providing our assistive services at no cost.



ElderHelp currently has 13 clients residing in Santee who receive services on a regular basis. We estimate that costs to serve these seniors are \$250 a month, totaling \$39,000 a year in costs that are specific to Santee. The number of current Santee clients has increased over 40% in the past year. In addition, we provide information and referral to Santee residents. With this funding, we will serve a minimum of 60 Santee residents through our programs and services. As ElderHelp service delivery gains exposure and popularity, we expect the number to increase further over the next year and beyond.

- B.** Who will carry out the activities, the period over which the activities will be carried out, and the frequency with which the services will be delivered (be specific).

We have four ongoing programs that serve Santee that are administered on a daily basis throughout the year. 1) Through our Care Coordination program, experienced and degreed social workers provide high-level case management. Care Coordinators are adept at navigating barriers that older adults struggle with. These barriers include financial hardships, lack of resources, adjusting to aging, restrictions to mobility, poor health literacy, social isolation, depression and caregiver stress. Care Coordinators will work with clients to develop care plans and connect to services, including volunteer services. ElderHelp's Volunteer Services Manager oversees more than 330 trained volunteers who are paired with a client to deliver home and safety and maintenance services, grocery shopping, companionship, and financial advocacy. Volunteers work with clients in their own homes and are scheduled to visit them on average once a week to provide the services and supports needed for each client to remain living at home independently and safely. 2) Transportation, our most requested service, is managed by Transportation Coordinators, who see that up to 8 rides a month per senior are scheduled, almost entirely with vetted volunteer drivers. This critical program reduces the number of missed medical appointments and helps seniors stay proactive and connected. 3) Information & Referral is provided by front desk staff member and trained volunteers. Calls average 25-35 minutes as callers are dealing with complex issues related to benefits, housing, healthcare issues, and challenges related to coordination of care. The Information & Referral team provides resources and access to information to meet a variety of elder care needs. 4) RUOK Daily check-in calls are made by ElderHelp staff and trained volunteers who provide check-in calls to isolated seniors.

- C.** Describe how the project meets the CDBG Program National Objectives, the City of Santee Priorities, or is included under the Eligible Activities.

Our clients' income levels correspond to the CDBG Program National Objectives of serving low to moderate income persons. In fact, 96% of our clients are low or very low income. ElderHelp also meets the City of Santee priorities of assisting low to moderate income homeowners, since our mission is to assist seniors to remain living independently in their own homes. ElderHelp serves socially isolated senior members, aged 60 and older, predominantly living in LMI households, the combination of which makes it difficult for them to adequately meet critical daily needs.

- D.** Agency/Nonprofit Organization Information:

Outline the background of your agency/nonprofit organization, including the length of time your agency has been in operation, the date of incorporation, the type of corporation and the type of services provided. If the request for funding is submitted as part of a collaborative application, please provide information for each member of the collaborative. **If your organization has received CDBG funds from the City of Santee in the past, please note the number of years the organization has received CDBG funding.**

The agency was founded in 1973 and incorporated as a 501(c)(3) organization in 1974. ElderHelp has offered a comprehensive mix of services for seniors to help them remain independent in their own homes. Care Coordination (formerly Concierge Club), our umbrella program, has been part of the agency's mission for most of its existence and was formalized in 2008. Care Coordination services expand as new needs are identified. Seniors A Go Go, formalized in 2009, was a much-needed outgrowth of a need identified. HomeShare began in 1982, and remains a very attractive program with minor improvements and modifications. Nearly 235,000 seniors have found advice and support here, but most of all, the agency developed a reputation as the place for any senior, regardless of income, to turn for help. ElderHelp's reputation continues to this day. We have positioned ourselves at the forefront of the aging in place movement and consistently strive to build collaborations and raise awareness that advance this goal and provide solace for the low-income, aging population in San Diego. ElderHelp has received CDBG funding from the City of Santee every year since 2004. That adds up to 16 years of support, strong evidence of a successful partnership.

**E. Financial:**

Describe your agency's fiscal management procedures including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. Describe how records are maintained to ensure the project benefits targeted groups.

ElderHelp follows Board-approved accounting policies that are consistent with GAAP, using Quickbooks accounting software. The agency maintains an accounting procedures manual, which is updated as necessary and reviewed annually by an outside, independent auditor. Disbursement and payment procedures require that invoices and check requests be submitted/reviewed by the end user/spender, approved by a department manager and reviewed by the Executive Director. Checks are processed by the Accounting Specialist and signed by the Executive Director or the Associate Executive Director. Checks over \$5,000 require two signatures. Bank statements are reconciled monthly by the Accounting Specialist and approved by the Executive Director. Restricted revenues are accounted for separately. Expenses are tracked by budget line item, specific to each program or revenue stream to ensure that designated funds are spent appropriately. Each month, the Board of Directors is presented with a complete set of financial statements which includes a Statement of Income & Expense Current Month and Year to Date showing the budget to actual, a Statement of Financial Position and a Cash Flow report. All accounting is performed by

staff, and financial records are kept in the main office. While not a requirement, each year ElderHelp submits to an independent audit, which is presented to the Board by the auditor. The ultimate responsibility for financial oversight of CDBG expenditures will be Deborah Martin, CEO/Executive Director, and the Accounting Specialist, Lori Schmitz. In addition, we keep a spreadsheet to track Santee participation, including phone inquiries, and report client numbers to the City of Santee on a quarterly basis.

**F. Personnel:**

Identify the staff administering/implementing this project and provide their experience in similar programs.

Deborah Martin, CEO/Executive Director, has her Bachelor's Degree in Business Law. Prior to ElderHelp, Deborah spent over 24 years in the hospitality/tourism/event management industry. As ElderHelp's Chief Executive Officer, her role involves overseeing the operations of ElderHelp including financials, legal, program implementation and oversight, fundraising, technology, growth planning and long-range strategic planning. Anya Delacruz, Associate Executive Director, has over 16 years' experience working with seniors. She joined ElderHelp in 2008 and has played an integral role in developing the organization's programs. She has accountability for program performance and deliverables, as well as staff morale. In her role as strategic planner, she positions Care Coordination, and all programs, to meet future demands for long-term support services. The Care Coordination Manager, Claudia Gavin, oversees the daily operations of the Care Coordination and Seniors A Go Go programs. Claudia has been a professional social worker in San Diego since 2005, and has extensive experience with behavioral health issues. Claudia's native language is Spanish, which proves to be invaluable to predominantly Spanish-speaking clients.

**G. Conflict of Interest:**

Please identify any member, officer, or employee of your organization who is an officer or employee of the City of Santee or a member of any of its boards, commissions, or committees or has any interest or holding which could be affected by any action taken in the execution of this application.

There is no conflict of interest involved with ElderHelp and the execution of this application.

**City of Santee**  
**Community Development Block Grant Program**  
**APPLICATION FOR FUNDING**  
**Program Year 2020**

**RECEIVED**

JAN 28 2020

Dept. of Development Services  
City of Santee

**GENERAL INFORMATION:** Date: 1/20/2020

Agency Name: Lutheran Social Services of Southern California  
Agency Address: 435 W. Orange Show Lane Suite 104, San Bernardino, CA 92408

Phone: (714) 685-1800 Fax: (909) 366-3287  
E-mail: rforbes@lsssc.org; grantssandiego@lsssc.org

Project/Program Contact Person (Name and Title): Dorothy Petrich, Program Coordinator  
Project/Program Location: Santee Caring Neighbors, 9735 Halberns Blvd, Santee, CA 92071

Phone: 858-483-4007 ext. 1126 Fax: (909) 366-3287  
E-mail: dpetrich@lsssc.org

Type of Project (check one):  
Public Service Activity   
Public Improvement (Construction)   
Acquisition of property   
Other (describe)

**FUNDING INFORMATION:**

Amount Requested from Santee: \$ 6,000

**Note: The Department of Housing and Urban Development's (HUD) recommended minimum funding level per CDBG funded activity of \$5,000.**

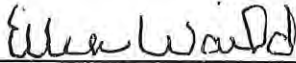
Total Project/Program Budget: \$ 35,438

Source of Other Funds: (1). Agency's general funds (2). LSSSC foundation (3). In-kind goods and services.

Applicant Certification:

To the best of my knowledge and belief, the information contained in this application is true and correct; the document has been duly authorized by the governing body of the applicant; and the applicant will comply with all assurances, federal, state and local laws and regulations if funding is approved.

Ellen Waald, Interim President/CEO  
Type or Print Your Name and Title

  
Signature



**City of Santee**  
**Community Development Block Grant Program**  
**APPLICATION FOR FUNDING**  
**Program Year 2020**

A. Briefly describe the purpose of the project, the population to be served, the area to be benefited and estimated number of Santee residents who would benefit from the project.

(1). Purpose: The Caring Neighbors (CN) program is part of a cadre of successful age-friendly initiatives being undertaken by Lutheran Social Services of Southern California (LSSSC) in San Diego to assist our aging population to remain in their own home as long as possible. This increases their life expectancy, study finds.

(2). Target Population and Target Area: CN engages and targets low-income adults with disabilities, and seniors in the City of Santee. (3). Program Activities: CN provides adults with disabilities and seniors with minor home repairs. The program creates a safe home environment for program participants by installing grab bars, smoke & carbon monoxide alarms and repairing ramps. One-on-one interviews to assess not only home repairs needed but other areas that the resident could use support. LSSSC also provides participants with referrals to community-based resources and services to maintain their health and enrich their lives. Some of these services include transportation; meals, food, socialization & companionship.

(4). Estimated Number of Clients to Be Served: CN will serve an estimated 40 eligible residents of the City of Santee.

B. Who will carry out the activities, the period over which the activities will be carried out, and the frequency with which the services will be delivered (be specific).

(1). Darlene Mees, Senior Director, will provide program oversight and monitoring; prepare billing and serve as program liaison. Dorthy Petrich, Program Coordinator will coordinate all program activities; conduct assessments and one-on-one interviews with participants, coordinate home repairs and manage volunteers, promote the program and serve as program liaison.

(2). Performance Period: The program activities will be performed during the period implemented from July 1, 2020, to June 30, 2021. Participants will receive services weekly. Home repairs will be performed weekly. Quarterly performance reports will be submitted with demographic data via submission of the Program Overview and the CDBG Eligibility Report to the Housing Program Administrator by the 15th day of the following month.

C. Describe how the project meets the CDBG Program National Objectives, the City of Santee Priorities, or is included under the Eligible Activities.



Aligning closely with the City of Santee and HUD GDBG objectives, CN benefits only low-income seniors and adults with disabilities who are residents of the City of Santee. The program utilizes community volunteers to perform repairs thereby achieving a sense of community connectedness, comradery and community building. By performing needed repairs and safety upgrades, the most vulnerable City of Santee residents can remain in their homes and maintain a good quality of life and living standards. Other outcomes include – increased quality of life, verifiable by improvement in their health status; improvement of their living standard - verifiable by home improvements and maintenance, and increased length of time seniors live independently.

**D. Agency/Nonprofit Organization Information:**

Outline the background of your agency/nonprofit organization, including the length of time your agency has been in operation, the date of incorporation, the type of corporation and the type of services provided. If the request for funding is submitted as part of a collaborative application, please provide information for each member of the collaborative. **If your organization has received CDBG funds from the City of Santee in the past, please note the number of years the organization has received CDBG funding.**

BACKGROUND: LSSSC began in December 1944 when a group of Lutheran congregations in San Diego came together to discuss how to better assist families in need. They began discussing how to form a Welfare Commission. Their vision expanded when they came together with another group of Lutheran congregations in Los Angeles having the very same conversation. LSSSC was officially incorporated in 1946 as a 501(c)(3) non-profit social service agency. LSSSC embraces those in crisis, with short-term and emergency services; equip individuals and families, with program resources to help them on their journey and empower people to break the cycle of poverty, live with dignity and become self-sufficient. LSSSC envisions that all people will have the opportunity to live and work in a community in safety, dignity, and hope. To accomplish its mission, LSSSC provides a cadre of basic needs and support services at 23 locations in all six counties of Southern California. Each year, LSSSC serves 25,000 families/individuals per year with: (1). Emergency Services/Basic Needs – Meals, grocery bags, emergency shelter, bedding, hygiene kits, bus passes, gas cards, clothing, shower facility, laundry facility, mailing capabilities and school supplies; and (2). A slew of self-sufficiency programs – case management, employment development, life skills training, entitlement enrollment, civic engagement support, disability support, education services, housing support, community development, transportation, linkage to the continuum of care and linkage to mainstream services. In addition, LSSSC affords a full spectrum of effective, high quality community-based social services to over 5,000 families/individuals each year in evidence-informed practices that include wrap-around Mental Health and Behavioral Services, Family Services, Disability Support Services, Senior Support, and Outreach. In San Diego County, over 200 seniors and adults with disabilities receive assistance with home chores, errands, meal preparation, transportation to doctor's and dentist's appointments and companionship from their peers through our Senior Companion Program. We operate two Department of Education programs; Talent Search which

serves over 500 first-generation, low-income high school students with academic counseling and college resources as well as assistance with financial aid and Upward Bound serving over 60 additional first-generation, low-income high school students by equipping them with the skills and motivation necessary to pursue and complete post-secondary education. In addition, over 500 unduplicated and 1,000 duplicated clients receive grocery assistance through Project Hand.

DURATION OF CDBG AWARD: LSSSC has been receiving CDBG funds from the City of Santee to operate the Caring Neighbors program since 2009.

**E. Financial:**

Describe your agency's fiscal management procedures including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. Describe how records are maintained to ensure the project benefits targeted groups.

LSSSC's internal financial department is managed by PlanAhead Consulting, who ensures that proper separation of duties and proper financial management and controls are in place. PlanAhead Consulting supervises the Accounting Supervisor and fiscal team. The Executive Vice President supervises the Human Resources Department. The organization operates in compliance with Generally Accepted Accounting Principles, which are nationally accepted standards and include the design, implementation, and maintenance of internal controls. The FUND E-Z financial management software is employed for managing all accounting operations. This accounting system software is compliant with 2 CFR 200. Executive leadership and other staff members are extremely competent in their respective scope of work that is clearly defined and they exhibit an unbridled commitment to responsible and accountable management and execution of governmental and non-governmental funded programs. LSSSC complies with the OMB Circular A-100 and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls and maintain necessary source documentation for all costs incurred. LSSSC administers its HUD/ESG/CDBG programs in adherence with OMB Circulars A-122 "Cost Principles for Non-profit Organizations" as applicable. This shall be applied to all costs incurred whether charged on a direct or indirect basis. LSSSC maintains documentation and record-keeping, including: (1). A full description of each activity undertaken (2). A record demonstrating that each activity that is undertaken, meets one of the National Objectives of the CDBG program. (3). Eligibility of activities and (4). Compliance with Fair Housing and Equal Opportunity components. This information is kept in the client's folders at the program site.

**F. Personnel:**

Identify the staff administering/implementing this project and provide their experience in similar programs.

(1). Dorthy Petrich, Program Coordinator: Dorthy has served as the Program Coordinator for Santee Caring Neighbors since November 2019. Dorthy Petrich has been serving as Senior Center Coordinator of our Cathy Hopper Clairemont Friendship

Senior Center since November 2018 where she works with seniors daily. Before her employment with LSSSC, she has gained over 15 years of experience working with non-profit organizations that provide services and programs for seniors and other individuals in need. (2). Darlene Mees, Senior Director: Darlene will provide program oversight and staff supervision and has over 21 years of experience in non-profit leadership and program management, including the managing of our Senior Center in San Diego since 2017. (3). Lourdes Ramirez, Director of Finance: Lourdes will provide fiscal oversight and perform all billing and fiscal reporting. She has 20 years of experience in accounting/payroll/billing.

**G. Conflict of Interest:**

Please identify any member, officer, or employee of your organization who is an officer or employee of the City of Santee or a member of any of its boards, commissions, or committees or has any interest or holding which could be affected by any action taken in the execution of this application.

None. LSSSC has no member, officer, nor employee who is an officer or employee of the City of Santee or a member of any of its boards, commissions, nor committees nor has any interest nor holding which could be affected by any action taken in the execution of this application.

City of Santee  
Community Development Block Grant Program  
APPLICATION FOR FUNDING  
Program Year 2020

RECEIVED

JAN 24 2020

**GENERAL INFORMATION:** Date: 1/24/2020

Dept. of Development Services  
City of Santee

Agency Name: Meals On Wheels Greater San Diego, Inc. dba: Meals on Wheels  
San Diego County  
Agency Address: 2254 San Diego Avenue, Ste. 200, San Diego, CA 92110

Phone: 619-278-4012 Fax: 619-260-6373  
E-mail: aduarte@meal-on-wheels.org

Project/Program Contact Person: Tim Ray, East County Service Center Manager  
Project/Program Location: El Cajon

Phone: 619-447-8782 Fax: 619-260-6373  
E-mail: tray@meals-on-wheels.org

Type of Project (check one):  
Public Service Activity   
Public Improvement (Construction)   
Acquisition of property   
Other (describe)

**FUNDING INFORMATION:**

Amount Requested from Santee: \$ 5,000

**Note: The Department of Housing and Urban Development's (HUD) recommended minimum funding level per CDBG funded activity of \$5,000.**

Total Project/Program Budget: \$ 82,034.82

Source of Other Funds: Foundation Funding: \$34,404.04 committed from Alliance Healthcare (partial funding from a \$60,000 general operating grant). Clients themselves also pay, on average, 40% of the actual delivered meal cost - depending on income levels (average is \$3.80 per meal for Santee - equating to an estimated \$33,994.80). Private donors will also contribute \$5,635.78 to this project through MOWSDC's robust charitable giving program. To ensure all programs are fundable from multiple sources, additional grant applications are planned for FY2020 along with robust corporate campaigns and fundraising events to meet any unexpected shortfall.

Applicant Certification:

To the best of my knowledge and belief, the information contained in this application is true and correct; the document has been duly authorized by the governing body of the applicant; and the applicant will comply with all assurances, federal, state and local laws and regulations if funding is approved.

Matt Topper, CFO  
Type or Print Your Name and Title

  
Signature



**City of Santee**  
**Community Development Block Grant Program**  
**APPLICATION FOR FUNDING**  
**Program Year 2020**

- A. Briefly describe the purpose of the project, the population to be served, the area to be benefited and estimated number of Santee residents who would benefit from the project.

Meals on Wheels San Diego County's (MOWSDC) mission is to support the independence and well-being of seniors. Many seniors experience chronic illnesses and disabilities making activities of daily living difficult. In many cases, seniors will become temporarily and/or permanently homebound. Becoming homebound prevents seniors from performing the most basic activities of daily living such as obtaining food, healthcare, support services, and engagement in social activities. MOWSDC is part of the community safety net serving older adults in the home with care services that include the delivery of up to two fresh meals a day accompanied by daily in-home social visits, safety checks, and care navigation support with referrals to other social service providers, if necessary.

Many seniors experience chronic illnesses and disabilities making activities of daily living difficult. In many cases, seniors will become temporarily and/or permanently homebound. Becoming homebound prevents seniors from performing the most basic activities of daily living such as obtaining food, healthcare, support services, and engagement in social activities. Home delivery of meals, with daily safety and wellness checks, enables seniors experiencing these difficulties to more successfully navigate these challenges, avoid negative health impacts and maintain their preferred residence.

MOWSDC serves all of San Diego County, including the 3,049 square miles of rural and unincorporated areas. Of all seniors served by MOWSDC, 87% are considered extremely low- to low- income according to the income guidelines by the Department of Housing and Urban Development (HUD) for all cities in San Diego County. MOWSDC subsidizes 60% of the costs for meals, delivery, and other services provided, regardless of a senior's ability to pay. Further subsidies are provided for seniors who are experiencing severe financial difficulties. For MOWSDC's Fiscal Year 2018-2019 (Oct 1, 2018 – Sept 30, 2019), MOWSDC served 3,051 unduplicated seniors throughout San Diego County with 427,173 meals, daily safety checks and social visits, including care navigator support and follow-up care, using 3,049 trained volunteers. In the last completed City of Santee CDBG program year (7/1/2018-6/30/2019), MOWSDC provided 13,517 meals to 83 city seniors.

The area to be served with this request is the entire City of Santee, including City of Santee's LMI Census Tracts. The service population includes older adults 62+ who are homebound and fall within the extremely low- to moderate-income bracket established by the Department of Housing and Urban Development (2019). Historically, the seniors served in the City of Santee by MOWSDC have the following characteristics: 37% are aged 85+ and 37% are between 75 and 84 years of age; 30% fall within the extremely low-income bracket (<30% of AMI); 60% fall in the very low-income bracket (30-80% of AMI) and 7% fall in the moderate-income bracket (80-120% of AMI); 42% are female head of household; 24% are veterans; 40% live alone and 20% have disabilities.

For the City of Santee Program Year 2019 (July 1, 2019 – June 30, 2020), MOWSDC is



contracted to serve 63 unduplicated homebound seniors. Per the Quarter 2 Report sent to the City of Santee on January 8, 2019, MOWSDC had already served 56 unduplicated homebound seniors putting MOWSDC at 88% of its goal – anticipating goal attainment for the program year. For the City of Santee's Program Year 2020 (July 1, 2019 – June 30, 2020) MOWSDC will again serve 63 unduplicated homebound seniors with the delivery of up to two meals a day accompanied by a safety check and in-home social visit. CDBG funding will provide for food and packaging costs of 2,222 (\$2.25 direct cost per meal) meals reducing the overall cost of each delivered meal. This will ensure a minimum subsidy of 60% from the total per-meal-delivered costs for every senior, and further subsidies will be offered to those who qualify.

- B. Who will carry out the activities, the period over which the activities will be carried out, and the frequency with which the services will be delivered (be specific).

The MOWSDC East County Service Center located at 131 Chambers Street in El Cajon services the City of Santee. The East County Service Center is managed by Ms. Janaira Quigley. (Please see details on her qualifications in Section F.) Daily meal deliveries are coordinated through a complex routing system to individual senior homes across the City of Santee using 400 volunteer delivery drivers coordinated by eight program staff. Fresh meals are produced for the program at the MOWSDC meal center and are packaged for delivery. Across the county, four service centers coordinate deliveries of hot and cold meal packages and beverages to 19 different drop-sites across the county. Volunteer drivers collect individualized meals at these drop sites and cover 111 weekday routes and 64 weekend routes to senior residences - ensuring between 1,000 and 1,800 daily, personal meal deliveries. The City of Santee's program is a component of the countywide services. The period in which the activities will be carried out will be during the City of Santee's CDBG Program Year 2020-2021 (July 1, 2020 to June 30, 2021). MOWSDC delivers meals and corresponding services to homebound seniors for everyday of the week (Sunday's meals delivered on Saturday). MOWSDC is the only meal delivery program that delivers on weekends and holidays.

- C. Describe how the project meets the CDBG Program National Objectives, the City of Santee Priorities, or is included under the Eligible Activities.

MOWSDC's project for the City of Santee meets CDBG Program National Objective 1 by providing services to seniors considered extremely low- to moderate-income. One-hundred percent of seniors served in the City of Santee fall qualify the HUD LMI income levels. Additionally, the services provided are considered a priority, as stated in the City of Santee's 2015-2019 Consolidated Plan, ensuring improved quality of life for seniors and other persons with special needs through supportive services. MOWSDC's program supports improved health and safety for seniors and veterans while they age in place. Additionally, because of the effective use of 400 volunteers in the program delivery, MOWSDC's program represents effective use of limited CDBG resources.

- D. Agency/Nonprofit Organization Information:

Outline the background of your agency/nonprofit organization, including the length of time your agency has been in operation, the date of incorporation, the type of corporation and the type of services provided. If the request for funding is submitted as part of a collaborative application, please provide information for each member of the collaborative. **If your organization has received CDBG funds from the City of Santee**

**in the past, please note the number of years the organization has received CDBG funding.**

MOWSDC was established in 1960 and incorporated as a 501(3)(c) in 1970. MOWSDC serves all of San Diego County, including the 3,049 square miles of rural and unincorporated areas. MOWSDC provides services to adults over the age of 60 who are homebound due to age, illness or disability. Care services include the delivery of up to two fresh meals a day, an in-home social visit, a safety check, and care navigation with referrals to other social service providers if necessary. All services are subsidized for all seniors at 60%, and further subsidies are provided to those who qualify. MOWSDC has been receiving CDBG funds from the City of Santee since 2009 (ten years).

**E. Financial:**

Describe your agency's fiscal management procedures including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. Describe how records are maintained to ensure the project benefits targeted groups.

MOWSDC has a fully staffed Finance Department and uses QuickBooks Premium for Nonprofits. Each grant is assigned a unique identifier making it possible to track grant expenditures. MOWSDC also has an Accounting Policies and Procedures Manual that is updated regularly. MOWSDC uses Quickbooks for general ledger, accounts payable and financial recordkeeping and reporting. The chart of accounts structure provides for adequate segregation and tracking of separate funding sources. All vendor invoices and other expenses are paid by check. Contributions and grants are recorded and managed in Raisers Edge. Program fee billing and tracking is managed through SERVtracker, our client service software. All clients are required to complete an intake interview with a MOWSDC Service Center employee. Information collected on the Intake Form is entered into the SERVtracker database. The intake form documents all demographic information including address, age, gender, ethnic background, income level and all other important information. The database is updated daily and reports are run on regular intervals to ensure data integrity. As a registered 501(c)(3) non-profit, MOWSDC financial statements are audited annually by an independent auditor and Form 990 is filed annually with the Internal Revenue Service as required. Internal financial reports are also produced monthly by the CFO, issued to the Board Finance Committee for review and presented quarterly to the full MOWSDC Board of Trustees.

**F. Personnel:**

Identify the staff administering/implementing this project and provide their experience in similar programs.

Mr. Ray, East County Manager, has extensive management experience in the senior care field and hospitality industry. Mr. Ray was the Administrator at Inn on the Boulevard Assisted Living for thirteen years. He holds a B.S. in Business Administration. Mr. Topper, CFO, has extensive non-profit experience including as Director of Finance and Administration for the Northern Arizona University Foundation, a \$43M privately funded endowment, Director of Finance and Controller for Ameri Tribes, and an accounting manager with the Hotel Group. Mr. Topper is a fully licensed CPA (AZ), and was a finalist for San Diego Business Journal CFO of the Year 2011. He holds a B.S. in Accountancy from Northern Arizona University.

**G. Conflict of Interest:**

Please identify any member, officer, or employee of your organization who is an officer or employee of the City of Santee or a member of any of its boards, commissions, or committees or has any interest or holding which could be affected by any action taken in the execution of this application.

MOWSDC has no member, officer, or employee who is an officer or employee of the City of Santee or a member of any of its boards, commissions, or committees and has no interest or holding that could be affected by this application.

**City of Santee**  
**Community Development Block Grant Program**  
**APPLICATION FOR FUNDING**  
**Program Year 2020**

**RECEIVED**

JAN 23 2020

Dept. of Development Services  
City of Santee

**GENERAL INFORMATION:** Date: 1/16/2020

Agency Name: The Santee Food Bank  
Agency Address: P.O. Box 712054 Santee CA 92072

Phone: 619-448-2096

Fax: [\[Click here to enter text\]](#)

E-mail: [info@thesanteefoodbank.org](mailto:info@thesanteefoodbank.org)

Project/Program Contact Person (Name and Title): Dennis Martins, President  
Project/Program Location: 9715 Halberns Blvd., Santee CA 92071

Phone: 619-248-3570

Fax: [\[Click here to enter text\]](#)

E-mail: [info@friendsgcc.org](mailto:info@friendsgcc.org)

Type of Project (check one):

Public Service Activity

Public Improvement (Construction)

Acquisition of property

Other (describe)

**FUNDING INFORMATION:**

Amount Requested from Santee: \$ \$20,000

**Note: The Department of Housing and Urban Development's (HUD) recommended minimum funding level per CDBG funded activity of \$5,000.**

Total Project/Program Budget: \$ \$50,601

Source of Other Funds: Grants, local churches, local businesses, community at large

Applicant Certification:

To the best of my knowledge and belief, the information contained in this application is true and correct; the document has been duly authorized by the governing body of the applicant; and the applicant will comply with all assurances, federal, state and local laws and regulations if funding is approved.

Dennis Martins, President

Type or Print Your Name and Title

  
Signature

**City of Santee**  
**Community Development Block Grant Program**  
**APPLICATION FOR FUNDING**  
**Program Year 2020**

- A.** Briefly describe the purpose of the project, the population to be served, the area to be benefited and estimated number of Santee residents who would benefit from the project.

The Santee Food Bank provides emergency food assistance to low to moderate income residents of Santee. We provide a minimum 2-day food pack to residents once per calendar month. During Program Year 2018-19 food was provided to 19,072 individuals resulting in an average of 1,589 individuals per month. Going forward, we do not expect any significant changes in the estimated number of Santee resident benefitting from this project.

- B.** Who will carry out the activities, the period over which the activities will be carried out, and the frequency with which the services will be delivered (be specific).

We have a very committed all volunteer staff who put in about 18,000 hours of their time and talents each year. Starting with our board of directors who put in numerous hours networking with the community, applying for grants, monitoring and overseeing the operation. Our volunteers work 7 days per week picking up fresh rescue donations from our local stores. Open on Wednesday and Friday as well as the 1st and 3rd Saturday of each month from 9-11am. Our volunteers arrive early to set up and then stay late to meet the demands. We recently agreed with the San Diego Food Bank to increase our Emergency Food Assistance Program from one distribution each month to two distributions each month and through this program, we estimate that we will be able to provide food packs to an additional average of 833 individuals each month. (Because this is a separate program these households are not included in paragraph A. However, it's important to note that in total we provide food to an estimated 2,424 individuals each month.)

- C.** Describe how the project meets the CDBG Program National Objectives, the City of Santee Priorities, or is included under the Eligible Activities.

The Santee Food Bank is a DBA under the auspices of the Santee Ministerial Council operating with a 501(c)3. Established in 1983 and incorporated in 1990 the council provides oversight to the Santee Food Bank. Our purpose is to help alleviate hunger in the community of Santee.

- D.** Agency/Nonprofit Organization Information:



each member of the collaborative. **If your organization has received CDBG funds from the City of Santee in the past, please note the number of years the organization has received CDBG funding.**

Established in 1983 and incorporated in 1990 as a non-profit 501(c)3 organization, the Santee Food Bank gathers and then distributes food to Santee residents of low to mid-level incomes. Our organization has been receiving CDBG funding since 2007 and with those funds we are able to pay our utility bills and purchase food.

**E. Financial:**

Describe your agency's fiscal management procedures including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. Describe how records are maintained to ensure the project benefits targeted groups.

There are no paid employees, so the operating expenses are minimal. Internal records are kept by our manager, treasurer and administrator. Intake sheets record the number and statistics of those served. We have employed a certified tax preparer and have an independent audit yearly of our financial records. Ongoing oversight is provided the Ministerial Council as well as the City of Santee.

**F. Personnel:**

Identify the staff administering/implementing this project and provide their experience in similar programs.

President, Pastor Dennis Martins, Friends Christian Church; Vice President, Marty Smothermon, retired cost analyst; Secretary, Julie Harper, Director of Public Affairs LDS Church; Treasurer, Donna Daum, retired actuary; Site Manager, Marty Smothermon.

**G. Conflict of Interest:**

Please identify any member, officer, or employee of your organization who is an officer or employee of the City of Santee or a member of any of its boards, commissions, or committees or has any interest or holding which could be affected by any action taken in the execution of this application.

There are no known conflicts between the Santee Food Bank and the City of Santee.

**City of Santee**  
**Community Development Block Grant Program**  
**APPLICATION FOR FUNDING**  
**Program Year 2020**

**RECEIVED**

**GENERAL INFORMATION:** Date: 1/16/2020

JAN 22 2020

Agency Name: **Santee Santos Foundation, Inc.**  
Agency Address: **P. O. Box 710033, Santee, CA 92072-0033**

Dept. of Development Services  
City of Santee

Phone: **619-258-5947** Fax: None  
E-mail: **santeesantas@gmail.com**

Project/Program Contact Person (Name and Title): Tonya V. Hendrix, President  
Project/Program Location: Varies from year to year. Organization relies on the donation of empty retail space for the month of November and/or December

Phone: **619-301-0745** Fax: None  
E-mail: **LadyTVH2019@gmail.com**

Type of Project (check one):

Public Service Activity	<input checked="" type="checkbox"/>
Public Improvement (Construction)	<input type="checkbox"/>
Acquisition of property	<input type="checkbox"/>
Other (describe)	

**FUNDING INFORMATION:**

Amount Requested from Santee: \$ 7,000

**Note:** The Department of Housing and Urban Development's (HUD) recommended minimum funding level per CDBG funded activity of \$5,000.

Total Project/Program Budget: \$ 38,600

Source of Other Funds: **Business and private donations, Grants (as available)**

Applicant Certification:

To the best of my knowledge and belief, the information contained in this application is true and correct; the document has been duly authorized by the governing body of the applicant; and the applicant will comply with all assurances, federal, state and local laws and regulations if funding is approved.

**Tonya V. Hendrix, President**  
Type or Print Your Name and Title

  
\_\_\_\_\_  
Signature

**City of Santee**  
**Community Development Block Grant Program**  
**APPLICATION FOR FUNDING**  
**Program Year 2020**

- A. Briefly describe the purpose of the project, the population to be served, the area to be benefited and estimated number of Santee residents who would benefit from the project.

**The purpose of the project is to provide holiday assistance in the form of food and children's gifts for families and seniors qualifying in the low to moderate income level.**

**Santee Santas provides each qualifying family with fresh and non-perishable foods for a complete holiday meal and to supplement their pantry for the two-week holiday break. The foods provided include potatoes, fruit, milk, butter, a turkey, potatoes, dressing, vegetables, cranberry sauce, pancake mix, soups, pasta and sauce, etc. In addition, all children receive wrapped holiday gifts, including age appropriate books and family games.**

**The holiday program benefits up to 300 families living within the Santee School District attendance boundaries and that fall within the eligibility criteria outlined by the U.S. Department of Housing and Urban Development (HUD). The 2019 program served 195 families, totaling 795 individuals which included 407 children and 49 seniors.**

**As part of the Senior Project gifts of clothing, poinsettias and stuffed animals were distributed to seniors residing alone in Santee mobile home parks, Stanford Court Nursing Home and Edgemoor Hospital**

**When funds are available and a need is identified, Santee Santas may provide food assistance to qualifying families during the spring holiday.**

- B. Who will carry out the activities, the period over which the activities will be carried out, and the frequency with which the services will be delivered (be specific).

**The activities of the program are managed by the Santee Santas Foundation Board of Directors and Committee Volunteers. Community volunteers, totaling 180 individuals collect, sort, box and distribute food and assist in selecting wrapping, boxing and distributing the toys, books, and games. The program activity begins in October with soliciting donations from businesses and individuals and donation box wrapping and distribution. Application Intake meetings are held in November. Food collection, sorting, boxing and distribution as well as toy collection, wrapping, boxing and distribution occur in December.**

**Delivery occurs prior to December 25 and is also carried out by community volunteers.**

- C. Describe how the project meets the CDBG Program National Objectives, the City of Santee Priorities, or is included under the Eligible Activities.

**The Santee Santas Holiday Program is eligible for consideration based on the National Objective to Benefit low- and moderate-income (LMI) persons, as well as the City of Santee priority to improving quality of life for seniors and other persons with special needs, including housing and associated supportive services**

- D. Agency/Nonprofit Organization Information:

Outline the background of your agency/nonprofit organization, including the length of time your agency has been in operation, the date of incorporation, the type of corporation and the type of services provided. If the request for funding is submitted as part of a collaborative application, please provide information for each member of the collaborative. **If your organization has received CDBG funds from the City of Santee in the past, please note the number of years the organization has received CDBG funding.**

**Santee Santas was founded in 1953 and incorporated on November 1, 1990 as "Santee Santas Foundation, Inc". Santee Santas is a charitable organization and is tax exempt under section 501 (C)(3) of the Internal Revenue Code as documented in the Department of Treasury letter of July 20, 1995. The tax identification number is 33-0199582. Santee Santas provides services to men, women and children of low- to moderate-income. All services are offered to any member of the Santee community who meets the eligibility guidelines for services requested. Santee Santas Foundation has been receiving CDBG funding since approximately 2009.**

**Santee Santas is organized and operated entirely by volunteers. There is no paid staff.**

- E. Financial:

Describe your agency's fiscal management procedures including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. Describe how records are maintained to ensure the project benefits targeted groups.

**The treasurer is a member of the Santee Santas Board of Directors. Standard accounting practices are followed using a fiscal year of April 1st to March 31st.**



Expenses must be approved in an annual budget or approved by a majority vote of the Santee Santas Board of Directors. All expenses are in support of the mission of the Santee Santas Foundation and are in accordance with the by-laws. Receipts are required and maintained for expenditures. The account is reconciled each month with the bank statement. A financial report is presented by the treasurer at each regular meeting of the Foundation.

**F. Personnel:**

Identify the staff administering/implementing this project and provide their experience in similar programs.

**Tonya V. Hendrix, President (March 2019)**  
Board member since 2012; Secretary 2012-2019; Toy Coordinator, Volunteer Coordinator, Assistant Toy Coordinator  
Santee School District Teacher (retired)

**Linda Vail, Treasurer (February 2016)**  
Board member since 2016; Communications, Assistant Toy Coordinator, Delivery Day Team  
Santee School District Administrative Secretary (retired)  
Santee School District Foundation Board Member (15 years)  
Santee School District Independent Citizens Oversight Committee Member

**Marie Gregory, Secretary (March 2019)**  
Board member since April 2005; Facilities Coordinator, Senior Outreach Coordinator, Assistant Food Coordinator, Deliver Day Team  
Small Business Owner  
Floral Designer, Educator and Judge  
AIFD (American Institute of Floral Design) Regional Board of Directors Member  
Future Farmers of America/AIFD Liaison

**Erich Bennett, Member (May 2019)**  
Board member since 2019  
San Diego Police Department

**Sharon Bullard, Member (March 2014)**  
Board member since 2014; Business Mailer Coordinator, Toy Coordinator, Delivery Day Team  
San Diego National Bank (now US Bank) Vice President (retired)  
Grossmont Cuyamaca College Foundation -Treasurer  
Mt Helix Park Foundation -Vice President of Development  
Citizens' Bond Oversight Committee Prop R and Prop V  
East County Chamber of Commerce- Vice President of Finance (former)  
East County YMCA Board Member



**Channing Dawson, Member (October 2018)**  
**Board member since 2018; Fire Department/Board Liaison, Delivery Day Team-**  
**Woodglen Vista**  
**City of Santee Fire Department**

**Jerelyn Lindsay, Member (April 2003)**  
**Board member since 2003; Schools Liaison, Facilities Coordinator, Food**  
**Coordinator, Delivery Day Team Coordinator**  
**Santee School District Administrator (retired)**  
**Relay for Life District Liaison**

**Diana Meza, Member (April 2010)**  
**Board member since 2010; School Collections Coordinator, Assistant Toy**  
**Coordinator, Delivery Day Team-Woodglen Vista Coordinator**  
**Santee School District Custodian**

**Kyle Whissel, Member (May 2019)**  
**Board member since 2019; Delivery Day Team-Woodglen Vista**  
**Business Owner Whissel Realty**

**G. Conflict of Interest:**

Please identify any member, officer, or employee of your organization who is an officer or employee of the City of Santee or a member of any of its boards, commissions, or committees or has any interest or holding which could be affected by any action taken in the execution of this application.

**Channing Dawson is a member of the City of Santee Fire Department**

City of Santee  
Community Development Block Grant Program  
APPLICATION FOR FUNDING  
Program Year 2020

RECEIVED

JAN 28 2020

Dept. of Development Services  
City of Santee

GENERAL INFORMATION:

Date: 1/28/2020

Agency Name: Voices for Children  
Agency

Address: 2851 Meadow Lark Drive, San Diego, CA 92123-2709

Phone: 858-569-2019

Fax: 858-569-7151

E-mail: voicesforchildren@speakupnow.org

Project/Program Contact Person (Name and Title): Christina Piranio, Director of Development

Project/Program Location: San Diego County

Phone: 858-598-2216

Fax: 858-569-7151

E-mail: christinap@speakupnow.org

Type of Project (check one):

Public Service Activity



Public Improvement (Construction)



Acquisition of property



Other (describe)

FUNDING INFORMATION:

Amount Requested from Santee: \$ 10,000

**Note: The Department of Housing and Urban Development's (HUD) recommended minimum funding level per CDBG funded activity of \$5,000.**

Total Project/Program Budget: \$ 3,760,400

Source of Other Funds: State/Local: We currently receive a Victims of Crime Act grant administered through the California Department of Emergency Services (CalOES). We anticipate that the Judicial Council of California will provide approximately \$70,000 in FY20-21. We will also seek city CDBG funding for FY20-21 from City of San Diego, Chula Vista, El Cajon and Escondido. We will aim to renew local grants from County Supervisors. During FY20-21, we plan to raise \$800,000 in government funds. Private: We are growing our partnerships with foundation and corporate partners and have received funding over multiple years from organizations including the In-N-Out Burger Foundation, the McCarthy Family Foundation, Pacific Life Foundation, the Rose Foundation, the David C. Copley Foundation, Sempra, and Qualcomm, among others. We plan to continue to steward these partnerships and seek out new opportunities in

order to reach our annual goal of securing \$975,000 in foundation grants and \$80,000 in corporate funding. Finally, our organization solicits financial support from individuals through mail campaigns and special events. These unrestricted gifts support our program expenses and complete our budget.

Applicant Certification:

To the best of my knowledge and belief, the information contained in this application is true and correct; the document has been duly authorized by the governing body of the applicant; and the applicant will comply with all assurances, federal, state and local laws and regulations if funding is approved.

Kelly Capen Douglas, President & CEO  
Type or Print Your Name and Title

  
Signature

**City of Santee  
Community Development Block Grant Program  
APPLICATION FOR FUNDING  
Program Year 2020**

- A. Briefly describe the purpose of the project, the population to be served, the area to be benefited and estimated number of Santee residents who would benefit from the project.

Voices for Children (VFC)'s CASA program transforms the lives of foster children by providing them with Court Appointed Special Advocates (CASAs). CASAs are volunteers who provide a single child or sibling group with comprehensive advocacy in court and in the community. An estimated 15-25 children who reside in the City of Santee will spend time in the foster care system during FY 2020-2021. VFC will assess the cases of each child, and provide CASA or staff advocacy to five (5) children living in the City of Santee who have the greatest needs. These five children will be the beneficiaries of this CDBG project.

Children served by VFC range in age from 0-20 years of age, and boys and girls are represented equally. According to the County of San Diego, 45% of children in foster care are Hispanic, 26% Caucasian, 11% African American, 4% Asian, 1% Native American, and 13% are of other ethnic origins. Foster youth are presumed to be low- and moderate-income (LMI) under HUD's definition. VFC staff complete a self-certification form for each program participant to document their LMI status.

- B. Who will carry out the activities, the period over which the activities will be carried out, and the frequency with which the services will be delivered (be specific).

The primary service that VFC provides to foster children is the assignment of a volunteer CASA who will advocate on their behalf. The quantity and duration of the services CASAs provide are different for each foster youth. CASAs commit to serving for 18 months, the average duration of a child's time in foster care, but CASAs assigned to children who enter long-term foster care can serve for much longer. CASAs spend 10-15 hours a month visiting their foster youth, gathering information about their case, and advocating on the child's behalf. The advocacy provided to each individual foster youth can look very different from child to child. Children in foster care are a diverse group in many ways. They range in age from 0-20, and they enter the foster care system for a variety of complex reasons. Some foster children will only spend a few months in the foster care system, while others will remain in the system until they age out on their 21st birthday. The disparate paths foster children's cases take make it difficult to measure the quantity of the services we provide since the advocacy provided by a CASA is tailored to address a child's individual experience and needs during their time in the foster care system. However, VFC's CASA program provides every participant with three things: 1) An individual and personal relationship with a CASA volunteer which is established through home visits and fun outings in the community; 2)

The CASA's presence and verbal advocacy at regularly scheduled court hearings, child welfare meetings, and school meetings; and 3) The submission of detailed court reports that include case updates and recommendations to the judge at all regularly scheduled court hearings. CASAs observe and gather information about a child's educational, physical and mental healthcare, and housing placement needs. For transitional-age youth (between the ages of 16-20), they also identify a child's unmet needs as they prepare to transition out of the foster care system and function as an independent adult in society. This can include financial literacy, a vocational or post-secondary educational plan, employment, and housing. CASAs also make observations about a child's safety as they visit with their biological family members and others in the community. Once a CASA identifies an unmet need, they relentlessly advocate for solutions in court, in school, and in the community. CASA advocacy typically happens in the following ways: 1) Educational Advocacy: CASAs attend school conferences, interface with educators, request educational assessments, and monitor a child's academic progress. 2) Mental and Physical Health Advocacy: CASAs ensure that foster children get consistent access to mental and physical healthcare services. They communicate with medical providers; track a child's health needs, medications, and referrals; and prevent health needs from being overlooked when children change placements or spend time in emergency shelters. 3) Placement Advocacy: CASAs advocate for children to be placed with their siblings whenever possible. CASAs advocate for caregivers to receive in-home services to address challenging behaviors. If a particular placement is not equipped to provide a child with the support they need, a CASA can advocate in court for a placement change. 4) Vocational Support/Financial Literacy: CASAs help youth explore career options, complete job applications, and prepare for interviews. CASAs assist youth in completing basic financial planning steps such as opening a bank account, creating a budget, and saving.

C. Describe how the project meets the CDBG Program National Objectives, the City of Santee Priorities, or is included under the Eligible Activities.

The CASA Program meets the needs of the CDBG program national objectives by providing direct service to low and moderate income clients. This year, approximately 25 City of Santee children, all of whom are low or moderate income, will spend time in foster care after suffering abuse, neglect, or abandonment. Foster youth face many challenges beyond the abuse that originally caused them to enter the foster care system. At a time when children need consistency the most, they encounter shifting foster and group home placements, school transfers, and educational setbacks. Foster children are more likely to have chronic health conditions, learning disabilities, and mental health challenges. They are at risk for numerous negative outcomes later in life. Studies by the Child Welfare League show that 25% of youth who age out of the foster care system between the ages of 18 and 21 will become homeless, 50% will be unemployed by age 24, 50% will never graduate from high school or obtain a GED, and fewer than 3% will earn a college degree. San Diego is ranked by the FBI as one of the top 13 highest sex trafficking regions in the nation. According to the California Social Work Education Center, 50-85% of children involved in human-trafficking have history with the child welfare system. Though the local foster care system is made up of many dedicated professionals, there are not enough resources to give children the individual



care and attention they need. Social workers manage the cases of up to 25 families, attorneys represent up to 150 children, and judges hear as many as 500 cases per year. Children encounter a revolving door of child welfare professionals and there can be gaps in the delivery of critical services. Ultimately, the system that was designed to bring safety and stability to foster children can cause them significant additional harm. Research from the Centers for Disease Control shows that having one secure and supportive relationship promotes healthy childhood development and adaptive responses to trauma. While child welfare professionals and caregivers may come and go, CASAs form personal and enduring relationships with foster youth and provide them with consistent advocacy and support. They ensure that the unmet educational, physical and mental health, and housing needs of foster youth are not overlooked by advocating in court, in schools, and in the community.

VFC supports the 2015-2019 consolidated plan priorities for the City of Santee by providing homeless services through our CASA Program. VFC's CASA volunteers that are matched with transition age youth (ages 16-20), spend significant time coaching their case child about housing options, personal finances, and employment. VFC considers this to be a form of homelessness prevention as there are few trusted adults in the life of a transition aged child in foster care. CASAs are trained in fair housing education and help a child in foster care understand their housing choices once they exit foster care.

D. Agency/Nonprofit Organization Information:

Outline the background of your agency/nonprofit organization, including the length of time your agency has been in operation, the date of incorporation, the type of corporation and the type of services provided. If the request for funding is submitted as part of a collaborative application, please provide information for each member of the collaborative. **If your organization has received CDBG funds from the City of Santee in the past, please note the number of years the organization has received CDBG funding.**

Voices for Children's mission is to transform the lives of abused, abandoned, or neglected children by providing them with trained volunteer Court Appointed Special Advocates (CASAs). VFC believes that every child deserves a safe and permanent home and, to that end, will seek to provide a trained CASA volunteer to every abused, abandoned, or neglected child who needs one, and advocate to improve the lives of children in the foster care system. VFC has been providing life-changing advocacy services to foster youth for 39 years. In 1980, VFC's founders began reviewing case files and identifying the unmet needs of San Diego foster youth for the first time. In 1982, VFC adopted the CASA volunteer model and began training community volunteers to serve as CASAs. Since then, VFC has provided services to children throughout San Diego County, including the City of Santee. VFC is the largest CASA program in California and the Western United States. VFC's CASA program fills a gap in the foster care system by ensuring that the needs of foster youth do not get lost in a complex and bureaucratic system. Unlike social workers and lawyers who are inundated with cases, CASAs are matched with a single child or sibling group. This allows CASAs to provide foster children with an unparalleled level of attention. CASAs get to know

their case child's situation, and advocate in court, at school, and in the community to ensure that each child receives the developmental, educational, physical, and mental health services they need. San Diego County Juvenile Court judges depend on CASAs' formal reports for detailed case information that helps them to make better-informed decisions on behalf of each child about their court-ordered services, placement, and permanent plan. CASAs provide foster youth with safety, stability, recovery, and the opportunity for a better life. VFC anticipates providing more than 1,700 foster children in San Diego County with a CASA volunteer during FY 20-21. VFC was incorporated and recognized as exempt under section 501(c)3 of the Internal Revenue Code in December of 1982. Although VFC has not been a previous recipient of City of Santee CDBG funding, we successfully stewarded a City of San Diego CDBG grant during FY18-19. The \$100,000 grant was intended to provide 50 new, unduplicated foster youth from the City of San Diego with the individual attention and advocacy of a CASA volunteer. VFC exceeded its goal and provided CASA volunteers to 71 grant-funded youth. VFC is currently implementing a \$250,000 City of San Diego CDBG grant in FY19-20, and we plan to provide 125 City of San Diego children with CASA advocacy with this funding. We are also implementing a \$10,000 City of Escondido CDBG grant.

**E. Financial:**

Describe your agency's fiscal management procedures including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. Describe how records are maintained to ensure the project benefits targeted groups.

VFC is subject to annual financial statement audit by an independent CPA firm. During the audit process, they review our policies concerning personnel, financial reporting, record-keeping, financial management, internal controls, accounting systems, and payment procedures. VFC also uses a financial accounting system called Finance Edge. Through Finance Edge, VFC expends grant dollars in support of the targeted group. Then, VFC invoices the grantor to ensure that funds were spent on the project beneficiaries. Additionally, client records are maintained in our program database, CASA Manager, where efforts and outcomes are tracked according to funding source. Through all of these fiscal and program management procedures, VFC is able to ensure that the project benefits the targeted group. Finally, our Board of Directors (29 members) has governance responsibilities to ensure that all policies and procedures are adhered to by staff.

**F. Personnel:**

Identify the staff administering/implementing this project and provide their experience in similar programs.

Stephen Moore, Chief Program Officer, will take responsibility for project management if awarded. He has been instrumental in the development of the CASA program team since he began with Voices for Children in 2008 as an Advocacy Supervisor. Over the last 11 years, Stephen has assumed various positions within Voices for Children with

increasing responsibility, and has a vast depth of institutional knowledge. Under his direction, the CASA program continues to discover new ways to fulfill our mission of changing the trajectory of the children's lives we serve. Additionally, Stephen was recently appointed to serve on the San Diego County Child and Family Strengthening Advisory Board, and is an important liaison between Voices for Children and the Court, dependency judges, and other service organizations we partner with. Finally, Stephen has taken the lead on all CDBG grant awards and has successfully stewarded each one to meet or exceed goals. Stephen has a bachelor's degree in Criminal Justice from San Diego State University.

**G. Conflict of Interest:**

Please identify any member, officer, or employee of your organization who is an officer or employee of the City of Santee or a member of any of its boards, commissions, or committees or has any interest or holding which could be affected by any action taken in the execution of this application.

Not applicable.

City of Santee  
Community Development Block Grant Program  
**APPLICATION FOR FUNDING**  
Program Year 2020

**GENERAL INFORMATION:** Date: 1/28/2020

Agency Name: CSA San Diego County  
Agency Address: 327 Van Houten Ave, El Cajon, CA 92020

Phone: 619-444-5700  
E-mail: estela@c4sa.org

Fax: 619-444-5705

Project/Program Contact Person (Name and Title): Estela De Los Rios, Executive Director  
Project/Program Location: 327 Van Houten Avenue, El Cajon CA 92020-5128

Phone: 619-277-5786  
E-mail: estela@c4sa.org

Fax: 619-444-5705

Type of Project (check one):

Public Service Activity	<input checked="" type="checkbox"/>
Public Improvement (Construction)	<input type="checkbox"/>
Acquisition of property	<input type="checkbox"/>
Other (describe)	

**FUNDING INFORMATION:**

Amount Requested from Santee: \$ 15,500

**Note:** The Department of Housing and Urban Development's (HUD) recommended minimum funding level per CDBG funded activity of \$5,000.

Total Project/Program Budget: \$ 18,500

Source of Other Funds: In-kind hours, volunteer hours and donations

Applicant Certification:

To the best of my knowledge and belief, the information contained in this application is true and correct; the document has been duly authorized by the governing body of the applicant; and the applicant will comply with all assurances, federal, state and local laws and regulations if funding is approved.

Estela De Los Rios, Executive Director  
Type or Print Your Name and Title

*Estela De Los Rios*  
Signature

**RECEIVED**

**JAN 27 2020**

Dept. of Development Services  
City of Santee



2.1

**City of Santee**  
**Community Development Block Grant Program**  
**APPLICATION FOR FUNDING**  
**Program Year 2020**

- A. Briefly describe the purpose of the project, the population to be served, the area to be benefited and estimated number of Santee residents who would benefit from the project.

CSA San Diego County is a HUD approved agency that aims to provide fair housing and tenant/landlord services to address housing discrimination and tenant-landlord conflicts for our San Diego communities. Our services have been primarily available to low and moderate-income residents. We anticipate serving up to 150 residents in Santee during FY 2020-2021 through direct phone contact, in-person mediation, distribution of bilingual Fair Housing handbooks, our website, and through participation in the Santee Collaborative.

CSA participates in the Santee Collaborative, East County Action Network, and the East County Senior Service Providers. Through these organizations and the Santee library, our staff distributes information in regards to housing so that our services are fully utilized. The services we provide are available in English, Spanish and Arabic.

#### Goals

Our primary program goal is to assist the City of Santee by helping provide discrimination-free housing where conflicts between tenants and landlords are addressed in a fair and satisfactory manner and where adequate planning occurs to address needs as they develop.

#### Objectives and Services

Our Program Objectives (numbered) and Services (bullets) below will meet these goals:

##### 1.) Eradicate discrimination in housing

- Provide consultation and respond to all fair housing and tenant/landlord calls from residents
- Provide advocacy for equal housing opportunities
- Assist victims of discrimination under state and federal law and process violations
- Make referrals when necessary to the Department of Fair Employment and Housing and/or HUD.
- Conduct Fair Housing Testing within the City of Santee when deemed necessary
- Assist in and be responsive to addressing the recommendations of the Analysis of Impediments to Fair Housing Choice
- Address the City of Santee's Housing Element and Consolidated Plan

##### 2.) Diminish tenant/landlord conflicts

- Provide conflict resolution counseling
- Offer mediation services where other interventions have been unsuccessful



3.) Increase the knowledge of tenants and landlords about rental housing rights and responsibilities as well as other issues

- Conduct education, outreach activities, training
- Provide resource information outside the area of fair housing
- Publish and disseminate a Handbook on Renting (English, Arabic, Spanish)
- Provide up-to-date fair housing information on our web site
- Develop other materials and programs as necessary

4.) Provide well documented and accessible services

- Provide quarterly and annual reports to the CDBG Administrator
- Provide data that is informative and useful
- Respond punctually to calls from tenants and landlords
- Respond punctually and effectively to programmatic or administrative requests from the CDBG Administrator or staff
- Provide web links to local and regional housing services and information

5.) Assist Santee in developing and maintaining regional resources and utilizing best practices

- Attend the Santee Collaborative and serve on its committees
- Participate in the San Diego Regional Alliance for Fair Housing (SDRAFFH)
- Develop and maintain relationships with other fair housing organizations that have the potential to increase the capacity of Santee to maintain housing that is free of discrimination and tenant/landlord conflict.

**B.** Who will carry out the activities, the period over which the activities will be carried out, and the frequency with which the services will be delivered (be specific).

Activities detailed in this proposal will be carried out by the multi-lingual CSA San Diego County counselors who are available by phone Monday-Friday between the hours of 8:00AM and 4:30PM. The counselors are responsible for receiving housing calls and providing assistance, information, and referrals that lead to a resolution of fair housing discrimination and tenant-landlord calls. All activities will be performed during the fiscal year July 1st, 2020 through June 30, 2021.

**C.** Describe how the project meets the CDBG Program National Objectives, the City of Santee Priorities, or is included under the Eligible Activities.

CSA San Diego County has provided high quality and reliable housing and human relations services in San Diego County for nearly 50 years. Our services aim to address both national and local CDBG objectives. • On the national level, our services provide a direct benefit to low and moderate-income persons to develop and sustain a reasonable urban community, including decent housing and suitable living environments through the prevention or elimination of slum and decay. • On the local level, we provide public services that promote affordable, habitable, discrimination-free, and equal opportunity housing which reduces homelessness and leads to improved quality of life for seniors and other persons with special needs.

**D.** Agency/Nonprofit Organization Information:

Outline the background of your agency/nonprofit organization, including the length of time your agency has been in operation, the date of incorporation, the type of corporation and the type of services provided. If the request for funding is submitted as part of a collaborative application, please provide information for each member of the collaborative. **If your organization has received CDBG funds from the City of Santee in the past, please note the number of years the organization has received CDBG funding.**

CSA San Diego County is a private, non-profit agency that was founded in 1969 under the name Heartland Human Relations and Fair Housing then incorporated in 1972. In 2010, our organization was renamed as CSA San Diego County and incorporated under that name. Our mission is "To promote positive attitudes and actions that ensure respect, acceptance and equal opportunity for all people." The agency works cooperatively with community groups, local government bodies, law enforcement, and state and federal fair housing enforcement agencies in a collaborative effort to advocate for and promote the concept of fair treatment, the provision of affordable and habitable housing and equal opportunity for all persons regardless of race, religion, color, ethnicity, age, sexual preference, marital status, familial status, disability or source of income. CSA has provided fair housing and human relations services to low and moderate-income households since the early 1970's. CSA has provided housing services to the City of Santee since 1993.

**E. Financial:**

Describe your agency's fiscal management procedures including financial reporting, record keeping, accounting systems, payment procedures, and audit requirements. Describe how records are maintained to ensure the project benefits targeted groups.

CSA's Board of Directors is legally and fiduciary responsible for the organization on a monthly basis. The Board President, Jose Preciado, supervises the Executive Director who is responsible for the finances of the organization on a day-to-day basis. In turn, the Executive Director supervises the agency's bookkeeper, Magdalena Peraza who maintains a QuickBooks accounting and payroll system. Invoices and fiscal documentation is provided to Santee monthly. All records are kept either as computer files or in a hard copy that is filed and stored on-site. Annual audits are not required per OMB Circular A-133

**F. Personnel:**

Identify the staff administering/implementing this project and provide their experience in similar programs.

The Executive Director, Estela De Los Rios, is solely responsible for directing and overseeing the daily operations of CSA San Diego County and its programs. She is responsible for the implementation of program services, outreach, and reporting.

George Ibarra, the Senior Housing Counselor supervises the agency's fair housing counselors and oversees accurate completion of contract deliverables. The management of the Executive Director and the Senior Housing Counselor assures that the quality of services performed adheres to all local, state, and federal regulations. The day-to-day fair housing and tenant-landlord services are performed by a multilingual staff with over 40 accumulated years of expertise in the area of housing.

**G. Conflict of Interest:**

Please identify any member, officer, or employee of your organization who is an officer or employee of the City of Santee or a member of any of its boards, commissions, or committees or has any interest or holding which could be affected by any action taken in the execution of this application.

No employee of CSA San Diego County is an officer or employee of the City of Santee. No member of any of its boards, commissions, or committees has any interest or holding which could be affected by any action in execution of this application.



**City of Santee**  
**COUNCIL AGENDA STATEMENT**

Item 7

**MEETING DATE** February 12, 2020

**AGENDA ITEM NO.**


**ITEM TITLE** PUBLIC HEARING FOR TENTATIVE MAP (TM2016-4) AND DEVELOPMENT REVIEW PERMIT (DR2016-5) FOR AN 8-UNIT RESIDENTIAL CONDOMINIUM SUBDIVISION ADDRESSED AS 8842 OLIVE LANE IN THE R-14 (MEDIUM HIGH DENSITY RESIDENTIAL) ZONE AND FINDING THE PROJECT CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT PURSUANT TO CEQA GUIDELINES SECTION 15332. APPLICANT: B.L. TALWAR

**DIRECTOR/DEPARTMENT** Melanie Kush, Development Services 

**SUMMARY** The project is a request for a Tentative Map (TM2016-4) and Development Review Permit (DR2016-5) for a proposed 8-unit multiple-family residential condominium project on a 0.5-acre vacant site located on the west side of Olive Lane, north of Via Zapador (APN 384-020-04). The site is surrounded by residential development. The proposed project would be developed at a density of 16 dwelling units per acre, consistent with the R-14 designation which allows densities ranging between 14 and 22 dwelling units per acre, and within Safety Zone 3 of the Gillespie Field Airport Land Use Compatibility Plan, which allows for a density of up to 16 dwelling units per acre. The project is consistent with the current General Plan Land Use Designation and Zoning Classification. The project site is identified in the Housing Element for development of multiple-family housing.

The development would consist of two, three-story buildings with four units each. The buildings would have a maximum height of 41 feet 3 inches. Each unit would include an at-grade two-car garage and living areas of approximately 2,000 square feet. Vehicular access would be provided with one internal driveway with direct access to Olive Lane. Eighteen parking spaces are required and 18 parking spaces would be provided. The street frontage and perimeter of the site would be landscaped with low water use plants, decomposed granite, and planted bio-swales.

**ENVIRONMENTAL REVIEW** The project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15332 pertaining to infill development projects on sites of five acres or less.

**FINANCIAL STATEMENT**  Staff costs for application processing are paid on an actual cost recovery basis. Development Impact Fees are estimated to total \$166,041.20.

**CITY ATTORNEY REVIEW**     N/A     Completed

**RECOMMENDATIONS** 

1. Conduct and close the Public Hearing; and
2. Adopt the attached resolution approving Tentative Map TM2016-4 and finding the project exempt from CEQA; and
3. Adopt the attached resolution approving Development Review Permit DR2016-5 and finding the project exempt from CEQA.

**ATTACHMENTS**

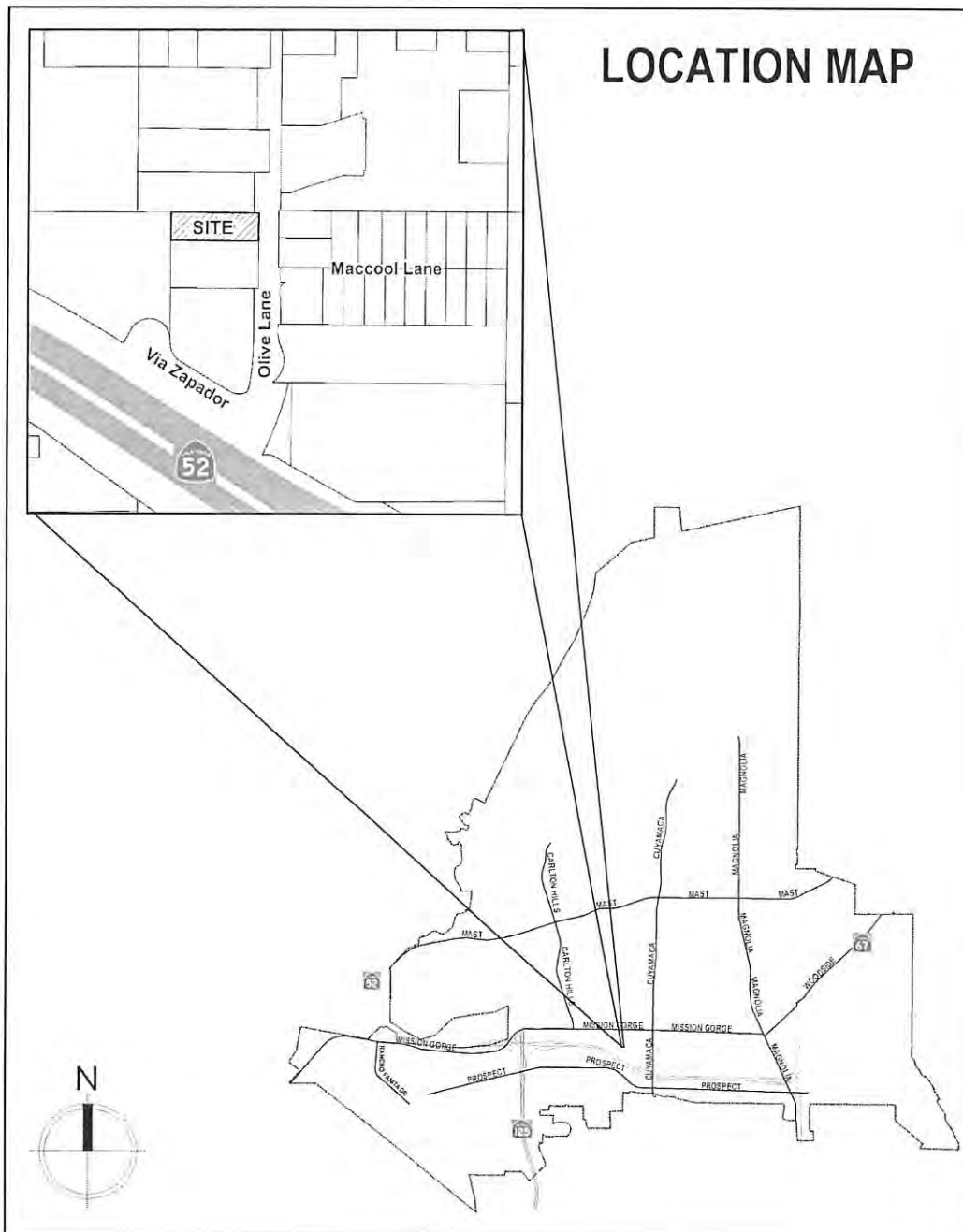
Staff Report  
Aerial Vicinity Map  
Project Plans  
Resolution for Tentative Map  
Resolution for Development Review Permit

## STAFF REPORT

**PUBLIC HEARING FOR TENTATIVE MAP (TM2016-4) AND DEVELOPMENT REVIEW PERMIT (DR2016-5) FOR AN 8-UNIT RESIDENTIAL CONDOMINIUM SUBDIVISION ADDRESSED AS 8842 OLIVE LANE IN THE R-14 (MEDIUM HIGH DENSITY RESIDENTIAL) ZONE AND FINDING THE PROJECT CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT PURSUANT TO CEQA GUIDELINES SECTION 15332. APPLICANT: B.L. TALWAR**

**CITY COUNCIL MEETING, FEBRUARY 12, 2020**

Notice of the Public Hearing was published in the East County Californian on January 30, 2020 and 38 adjacent owners or residents of property within 300 feet of the request and other interested parties were notified by U.S. mail on January 30, 2020.





**A. SITUATION AND FACTS**

1. Requested by ..... B.L. Talwar
2. Land Owner ..... B.L. Talwar
3. Type and Purpose of Request ..... Tentative Map and Development Review Permit for a multi-family residential condominium complex comprised of 8 dwelling units.
4. Location ..... 8842 Olive Lane
5. Site Area ..... 0.5 acres
6. Number of lots..... One (Proposed Condominium)
7. Hillside Overlay ..... No
8. Existing Zoning ..... R-14 (Medium High Density Residential)
9. Proposed Zoning..... R-14 (Medium High Density Residential)
10. Surrounding Zoning..... North: R-14 (Medium High Density Residential)  
South: R-14 (Medium High Density Residential)  
East: R-14 (Medium High Density Residential)  
West: IL (Light Industrial)
11. General Plan Designation ..... R-14 (Medium High Density Residential)
12. Proposed G.P. Designation ..... R-14 (Medium High Density Residential)
13. Existing Land Use ..... Vacant
14. Surrounding Land Use ..... North: Condominiums  
South: Apartments  
East: Single-family homes  
West: City of Santee Operations Center
15. Terrain ..... Relatively flat
16. Environmental Status..... The project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15332 pertaining to infill development projects on sites of five acres or less.
17. APN ..... 384-020-04
18. Within Airport Influence Area ..... Yes, the project is within Safety Zone 3 of Airport Influence Area 1 of the Gillespie Field Airport Land Use Compatibility Plan (ALUCP) and was determined to be a compatible project by the San Diego County Airport Land Use Commission on January 16, 2020.

## **B. BACKGROUND**

### **Existing Conditions:**

The project site consists of 0.5 acres of land located at 8842 Olive Lane. The site is currently vacant, but was developed with a single-family home that was razed in the late 1970's. The site is highly disturbed and was previously used as a staging area for the construction of an adjacent condominium project (Montivo).

The site is surrounded by residential development. The recently constructed Montivo Condominiums are located north of the project site and the Olive Lane Apartments (built in the 1970's) are located south of the project site. Single-family homes are located directly east of the site along Maccool Lane. West of the site is the City's Operations Center, which is accessed from Via Zapador.

The subject site has a natural slope with a gradual decline to the west. The site is approximately 340.8 feet above sea level at its southeast corner and 336.9 feet above sea level at its northwest corner. Surface runoff currently leaves the site through openings in the wall along the west property line and into a City-owned concrete ditch which eventually discharges into Forester Creek. A biological survey of the site prepared by Michael Jefferson (Blue Consulting Group) on July 18, 2016 determined that no sensitive species or habitats were observed in the study area. The vegetation communities within the assessment area include disturbed and developed land. Due to the highly disturbed nature of the habitat and property as a whole, as well as, the developed nature of the surrounding area, no special status wildlife species were detected or are expected to occur within the project area.

## **C. PROJECT DESCRIPTION**

### **Overview:**

The project is a request for a Tentative Map and Development Review Permit for an 8-unit condominium project on a 0.5-acre site, consisting of two buildings with associated parking, drive aisles, utility improvements, recreational areas, and landscaping. Each building would contain four condominium units.

The proposed buildings would consist of three stories and have a maximum height of 41 feet 3 inches. Each unit would include an at-grade two-car garage and living areas of about 2,000 square feet. All buildings would be constructed with a stucco finish and concrete tile roofing. Vehicular access would be provided from a new driveway along Olive Lane and internal circulation would be provided via an interior driveway. A five-foot wide sidewalk would be constructed along the project frontage on Olive Lane.

Common open space would be provided in the form of a half basketball court with a bench shaded by a wooden trellis structure. The common area and street frontages would be landscaped with low water use plants, decomposed granite, and planted bio-swales. Trees would be planted along Olive Lane and within the project site. The proposed landscaping consists of low maintenance and drought tolerant trees. Rain barrels would be incorporated into the landscaping to supplement the irrigation water supply for the

project.

The project would meet the requirements of the Sustainable Santee Plan by providing roof-top solar panels and dedicated 40A circuits to support plug-in Level 2 electric vehicle charging stations in each garage.

**Zoning Requirements:**

Development Standards: The site would be subject to the development standards of the R-14 zone, which are delineated in Section 13.10.040 of the Santee Municipal Code. The maximum allowable density in the R-14 zone is 22 units per acre. The project proposes a density of 16 dwelling units per acre. The maximum allowable height is 45 feet or three stories. This project proposes three stories and a maximum height of 41 feet 3 inches. There is a 60% lot coverage limitation in the R-14 zone and the development proposes 39% coverage. The setbacks in the R-14 zone are 10 feet along each property line and along the project's frontage along Olive Lane a 20-foot wide setback is required. The project would meet the minimum setback requirements.

On-Site Parking: Parking requirements for residential condominiums are established in Section 13.24.040 of the Santee Municipal Code and 18 on-site parking spaces are required for a project of this type and size. Dwelling units with two or more bedrooms must provide two parking spaces per unit. In addition, one guest parking space must be provided for every four dwelling units. The project would provide two parking spaces within a garage for each unit, one accessible guest parking space, and one standard guest parking space. To avoid the usage of the garages as storage spaces, a 15 foot by 15 foot utility room adjoining each garage would be provided, exceeding the requirement of 150 cubic feet of storage space per unit. Each garage would meet the minimum interior garage dimensions of 20 feet by 20 feet.

Private and Common Open Space: Approximately 300 square feet of private open space would be provided per unit as second and third story balconies, exceeding the minimum requirement of 100 square feet per unit. Approximately 1,300 square feet of common open space would be provided in the form of a half basketball court with a shaded bench area. The common open space was designed to allow the movement of emergency vehicles within the site. The site is proximate to Trolley Square and a trailhead to the Forester Creek pathway which offers additional recreational amenities.

**D. ANALYSIS**

**General Plan/Zoning Consistency:**

The project is consistent with the General Plan and Zoning Ordinance. The project would be developed at a density of 16 dwelling units per acre which is consistent with the R-14 General Plan land use designation/zoning classification allowing 14–22 dwelling units per gross acre. The project furthers Objective 5.0 of the Housing Element which encourages a wide range of housing by location, type of unit, and price. The project proposes a net gain of 8 residences that would be added to the City's housing stock. The Housing Element's Inventory of Residential Sites includes the subject site with an estimated yield of 8 dwelling units.

The use of the two-car garages for resident parking, as intended by the Municipal Code, is a key component of multiple-unit development. Therefore, the project has been conditioned to include language in the recorded Covenants, Conditions and Restrictions (CC&Rs) for the condominium development that requires residents of the development to make their required garage parking spaces available for parking of automobiles at all times, with provisions that grant the Homeowner's Association (HOA) the right to inspect private garages and ensure residents' compliance with this parking requirement. The condition would also require that guest parking spaces not be used as long-term parking by residents of the condominium development.

### **Airport Compatibility**

The project site is within Safety Zone 3 of the Gillespie Field Airport Land Use Compatibility Plan (ALUCP). As such, the project's density is limited to 16 dwelling units per gross acre, a standard with which the project complies. Projects within Safety Zone 3 require referral to the San Diego County Airport Land Use Commission for a determination of consistency with the ALUCP. On January 16, 2020 Airport Land Use Commission staff determined the project to be consistent with the ALUCP.

### **Compatibility with On-site and Adjacent Land Uses:**

The proposed multiple-family condominium project is compatible with the existing developments in the immediate vicinity, including the Montivo Condominiums adjoining the project site to the north and the Olive Lane Apartments, adjoining the project site to the south. These nearby residential communities exhibit densities ranging from 18 dwelling units per acre at the Montivo Condominiums to 25 dwelling units per acre at the Olive Lane Apartments.

The project proposes a 6-foot perimeter wall along the southerly property line. To ensure that these walls are compatible with, and do not adversely impact surrounding properties, the project has been conditioned to construct these walls with decorative block.

### **Traffic:**

According to the San Diego Association of Governments' Trip Generation Rates, a residential condominium land use is estimated to generate eight trips per unit. Therefore, the addition of 8 condominium units would generate 64 Average Daily Trips. An evaluation of the surrounding roadways and intersections show that existing roadways can accommodate this increase in traffic and would not be adversely impacted by the project.

### **Safe Routes to School:**

This project would be served by the Prospect Avenue School (PRIDE Academy) located at 9803 Prospect Avenue, approximately 0.5 miles from the subject site. The project would complete the sidewalk along the western side of Olive Lane to the benefit of all pedestrians and school-bound children in the area.

### **Drainage:**

The proposed project plans to tie in directly to the storm drain system through an existing inlet along Olive Lane. The storm drain was recently constructed by the adjoining Montivo



Condominium Project and connects to an existing City-owned concrete storm water ditch that flows into Forester Creek.

**Environmental Status:**

The project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15332 pertaining to infill development projects. CEQA Guidelines Section 15332 requires that infill development projects meet the following five criteria in order to qualify for the exemption:

1. The project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations. *Evaluation: The proposed project is consistent with the General Plan and Zoning Ordinance.*
2. The proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses. *Evaluation: The proposed project is on a 0.5-acre parcel of land and is surrounded by development.*
3. The project site has no value as habitat for endangered, rare or threatened species. *Evaluation: A reconnaissance biological survey of the project site, completed by Blue Consulting Group biologist Michael Jefferson on July 18, 2016 determined that the site is disturbed and no sensitive, threatened, or endangered plants or wildlife species were located on the site and that no sensitive habitat communities were located on or adjacent to the project site.*
4. Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality. *Evaluation: The small project size would not exceed any significance thresholds for traffic, noise, air quality or water quality in accordance with CEQA Guidelines.*
5. The site can be adequately served by all required utilities and public services. *Evaluation: The site has full municipal services and has obtained sewer and water availability declarations from Padre Dam Municipal Water District.*

**Impact Fees:**

The proposed development would trigger development impact fees as listed below:

Drainage . . . . .	\$ 16,536.00
Traffic . . . . .	\$ 19,040.00
Traffic Signal . . . . .	\$ 1,968.00
Park-in-Lieu . . . . .	\$ 59,416.00
Public Facilities . . . . .	\$ 48,816.00
RTCIP Fee . . . . .	\$ 20,265.20
<b>Total</b>	<b>\$ 166,041.20</b>



**E. STAFF RECOMMENDATION**

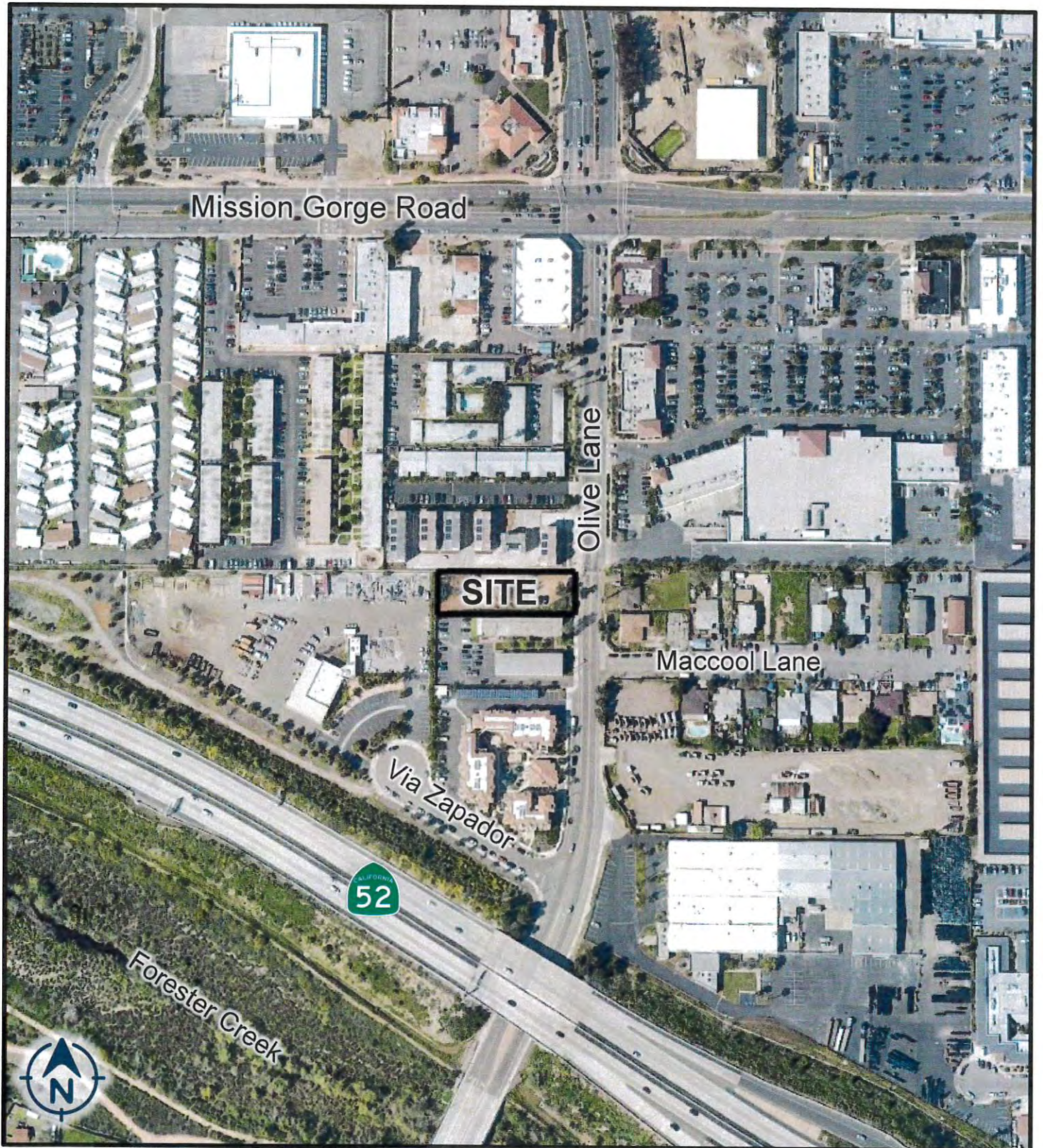
1. Conduct and close the Public Hearing; and
2. Adopt the attached resolution approving Tentative Map TM2016-4 and finding the project exempt from CEQA; and
3. Adopt the attached resolution approving Development Review Permit DR2016-5 and finding the project exempt from CEQA.

Attachments:

- A. Aerial Vicinity Map
- B. Project Plans
- C. Resolution for Tentative Map
- D. Resolution for Development Review Permit



ATTACHMENT A – AERIAL VICINITY MAP  
TOWNCENTER PALAZZO VILLAS TM2016-4/DR2016-5





# PROPOSED TOWNCENTER PALAZZO VILLAS, 8-UNIT CONDOMINIUM PROJECT 8842 OLIVE LANE SANTEE, CA 92071

**GENERAL NOTES**

1. THE GENERAL CONTRACTOR SHALL HAVE WORKMAN'S COMPENSATION FOR ALL PERSONS WORKING ON THE JOB.
2. THE GENERAL CONTRACTOR SHALL PROVIDE LIEN RELEASES FOR ALL LABOR AND MATERIALS PAID FOR PRIOR TO RECEIVING THE NEXT INSTALLATION PAYMENT.
3. ALL WORK SHALL CONFORM TO THE CODES, REGULATION AND STANDARDS OF THE GOVERNING CITY, COUNTY AND STATE AGENCIES.
4. ALL MATERIALS SHALL BE PREMIUM GRADE QUALITY THROUGHOUT. NO SUBSTITUTION OF SPECIFIED MATERIALS ALLOWED WITHOUT CONSENT FROM THE ARCHITECT.
5. INSTALLATION OF ELECTRIC, TELEPHONE AND CABLE TV TO HOUSE SHALL BE BY CONTRACTOR.
6. THE GENERAL CONTRACTOR SHALL REPAIR OR REPLACE ANY ITEM DAMAGED DURING THE COURSE OF CONSTRUCTION BY HIS EMPLOYEES OR SUBCONTRACTORS.
7. BUILDING ADDRESS SHALL BE PROVIDED ON THE BUILDING IN SUCH A POSITION AS TO BE PLAINLY VISIBLE AND LEGIBLE FROM THE STREET PER SECTION 902 OF THE UFG.
8. GENERAL CONTRACTOR SHALL HAVE THE ENTIRE HOUSE PROFESSIONALLY CLEANED, INCLUDING WINDOWS INSIDE AND OUTSIDE, PRIOR TO OWNER MOVING IN.
9. WHERE NO SPECIFIC DETAIL IS SHOWN, THE CONSTRUCTION SHALL BE SIMILAR TO THAT INDICATED OR NOTED FOR SIMILAR CONDITIONS, WHERE CONFLICTING MATERIALS AND CONDITIONS ARE CALLED OUT, ASSUME THE MORE EXPENSIVE CONDITION. NOTIFY THE OWNER AND ARCHITECT PRIOR TO WORK BEING STARTED.
10. CONTRACTOR SHALL OBTAIN WRITTEN APPROVAL FROM THE OWNER FOR ANY CHANGE ORDER PRIOR TO COMMENCING WITH THE WORK IN QUESTION. EXTRA WORK DONE WITHOUT AN APPROVED CHANGE ORDER IS NOT REBURSABLE.
11. DIAGRAMMATICAL DRAWINGS, DO NOT SCALE PRINTS. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS IN THE FIELD. THE CONTRACTOR SHALL NOTIFY THE ARCHITECT OF ANY DISCREPANCIES IN THE PLANS PRIOR TO PROCEEDING. DRAWINGS SHALL NOT BE SCALED. "NOT TO SCALE" INDICATED AS NOTED, AND THE LISTED DIMENSION SHALL GOVERN.
12. CONTRACTOR TO VERIFY WITH THE OWNER ALL MATERIALS AND FINISHES NOTED ON THESE PLANS PRIOR TO ORDERING, INCLUDING, BUT NOT LIMITED TO, WINDOWS, DOORS, PLUMBING FIXTURES, APPLIANCES, FLOOR FINISHES, MILL WORK ETC.

**SCOPE OF WORK**

PROPOSED CONSTRUCTION OF 8 UNITS, 3 STORY APARTMENT BUILDING WITH "NECESSARY" IMPROVEMENTS

**DRAWING INDEX**

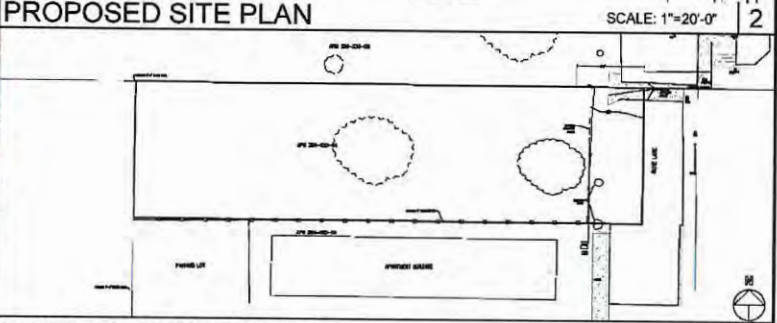
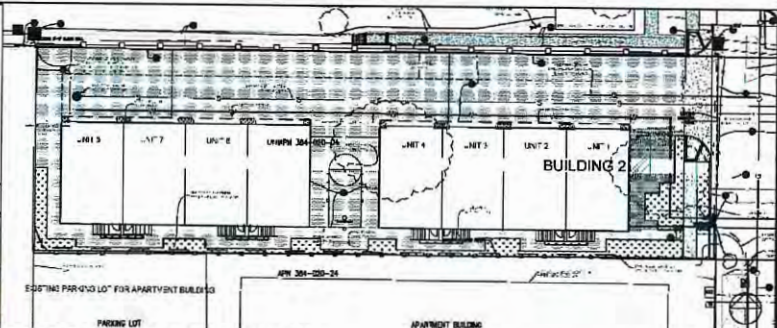
T-1 COVER PAGE  
T-1.1 ENLARGED SITE PLAN  
A-101 1/2"=1" PLAN VIEW: 1"=10'-0" (SEE 101)  
A-20 ELEVATIONS: 1/8"=1'-0" (SEE 101)  
A-201 FLOOR PLANS/ROOF PLAN: 1/8"=1'-0" (SEE 101)  
A-202 ELEVATIONS: 1/8"=1'-0" (SEE 101)



**SITE PHOTOGRAPHS**

**SITE KEYNOTES**

1. PROPOSED 2" DRAINAGE "C" IN 4" DRAIN WITH 8" PVC PIPE TO CURB/STREET.
2. PROPOSED 2" DRAINAGE "C" IN 4" DRAIN WITH 8" PVC PIPE TO CURB/STREET.
3. PROPOSED 2" DRAINAGE "C" IN 4" DRAIN WITH 8" PVC PIPE TO CURB/STREET.
4. PROPOSED CURB PER BORNO 5" - 2" WIDE FIRE LANE.
5. PROPOSED TWO 1" STORM DRAIN PIPES @ 2" DIA. HORIZONTAL 1/2" SLOPE (SEE 101) FOR CULVERT PER DATED 2-75A. SEE PROFILE AT RIGHT.
6. PROPOSED CURB INLET PER BORNO 3-225 TYPE B MODIFIED TO HAVE TYPE "F" OPENING ON EAST SIDE.
7. PROPOSED 2-25 CULVERT "C" MODIFIED TO FLOW IN THE OPENING IN THE CURB TO THE OUTLET WATER INTO THE TREE WELL.
8. PROPOSED 2" STORM DRAIN PIPES @ 2" DIA. HORIZONTAL 1/2" SLOPE (SEE 101) FOR CULVERT PER DATED 2-75A. SEE PROFILE AT RIGHT.
9. EXISTING SIDEWALK.
10. PROPOSED CLEANOUT PER BORNO 3-26 TYPE A.



**PROJECT SUMMARY**

**BUILDING CODE ANALYSIS**

OCCUPANCY (BUILDING USE): RESIDENTIAL (R-4) (1-1)

DEVELOPMENT BY: SHIV TALWAR, ARCHITECT AIA

CONSTRUCTION TYPE: TYPE V (WOOD FRAME)

NO. OF STORIES: 3 F. DOORS MAXIMUM ALLOWED: 3

REQUIRED EXITS: 1 (PER CBC CH. 10 - TABLE 1003)

APPLICABLE BUILDING CODES: 2019 CBC, 2019 IBC, 2019 IRC, 2019 FBC, 2019 ASCE 7-16, 2019 ASCE 8-16, 2019 ASCE 10-16, 2019 ASCE 11-16, 2019 ASCE 12-16, 2019 ASCE 13-16, 2019 ASCE 14-16, 2019 ASCE 15-16, 2019 ASCE 16-16, 2019 ASCE 17-16, 2019 ASCE 18-16, 2019 ASCE 19-16, 2019 ASCE 20-16, 2019 ASCE 21-16, 2019 ASCE 22-16, 2019 ASCE 23-16, 2019 ASCE 24-16, 2019 ASCE 25-16, 2019 ASCE 26-16, 2019 ASCE 27-16, 2019 ASCE 28-16, 2019 ASCE 29-16, 2019 ASCE 30-16

**DESIGN TEAM**

**ARCHITECT:**  
DESIGN CONCEPTS  
SHIV TALWAR, ARCHITECT AIA  
3940 RIVERSIDE DR. #M  
CHINO, CA 91710  
TEL: 909-591-3939  
designconcepts@yahoo.com

**OWNER:**  
SANTITAS PALAZZO VILLAS  
216 EAST AVENUE, A  
SAN GABRIEL, CA 91777  
CELL: 562-662-2171

**PARKING ANALYSIS:**

USE	NO. UNITS	PARKING REQUIREMENT	TOTAL PARKING REQUIRED
APARTMENT	8	1.5 SPACES / UNIT	12 SPACES
			2
			1
			1
			1

USE	NO. UNITS	PARKING REQUIREMENT	TOTAL PARKING REQUIRED
APARTMENT	8	1.5 SPACES / UNIT	12 SPACES
			2
			1
			1
			1

**PROPOSED RULING:** "A"  
PROPOSED RULING: "F"  
TOTAL RULING AREA (HABITABLE F)  
MINIMUM OF UNITS  
MAXIMUM ALLOWABLE DENSITY

**SITE PLAN GENERAL NOTES**

**ASSESSORS MAP**

**PLANNING DEPARTMENT NOTES**

1. CALIFORNIA COORDINATE SYSTEM 241-1772
2. SITE AREA: NET AREA 3.46 ACRES
3. GROSS AREA: 260 ACRES
4. MINIMUM LOT AREA: NONE
5. MINIMUM UNIT: 1000 SQ FT
6. UTILITIES:  
- GAS AND ELECTRIC  
- WATER  
- SANITATION
7. 800-KILOVOLT (DISTRICT) SANTEE SCHOOL DISTRICT AND GROSSMONT UNION HIGH SCHOOL DISTRICT
8. 100-YEAR FLOOD ZONE: NO BUILDING SITE SHOWN ON THIS MAP ARE
9. CURRENT USE OF PROPERTY: VACANT
10. PROPOSED USE: C-1 (COMMERCIAL)
11. ALL TREES TO BE REMOVED AND REPLANTED PER LANDSCAPE PLAN

**LEGEND**

- PROPOSED ADDITION
- CONCRETE
- PROPERTY LINE
- DRAINAGE TO CONNECT TO (E)
- ELECTRIC
- SEWER
- CENTER LINE

**LEGAL DESCRIPTION**

APN: 786-000-04

APPROXIMATE CORNER: 2001 AS DOC. #2001-00-5907

**ZONING ANALYSIS**

ZONING: R-4 (SINGLE-FAMILY RESIDENTIAL)

**FAR (FLOOR AREA RATIO): 0.8**

ALLOWABLE HEIGHT: 45'

PROPOSED HEIGHT: 41'-3" < 45'

TOTAL LOT AREA = 0.56 ACRE = 43,500 SQ. FT.

ALLOWABLE MULTI-FLOOR AREA = 43,500 SQ. FT. x 0.8 = 34,800 SQ. FT.

PERCENTAGE OF COVERAGE = 34,800 / 43,500 = 80%

FLOOR	AREA	FLOOR AREA	TOTAL FLOOR AREA
FIRST FLOOR	843 SF	843 SF	843 SF
2ND FLOOR	843 SF	843 SF	1,686 SF
3RD FLOOR	843 SF	843 SF	2,529 SF

2,529 SF (2) = 4,054 SF  
1,686 SF (2) = 3,365 SF  
BUILDING "A" TOTAL FLOOR AREA = 7,809 SF  
BUILDING "B" TOTAL FLOOR AREA = 7,809 SF

**PROPOSED RULING:** "A"  
PROPOSED RULING: "F"

FLOOR	AREA	FLOOR AREA	TOTAL FLOOR AREA
FIRST FLOOR	843 SF	843 SF	843 SF
2ND FLOOR	843 SF	843 SF	1,686 SF
3RD FLOOR	843 SF	843 SF	2,529 SF

2,529 SF (2) = 4,054 SF  
1,686 SF (2) = 3,365 SF  
BUILDING "A" TOTAL FLOOR AREA = 7,809 SF  
BUILDING "B" TOTAL FLOOR AREA = 7,809 SF

**DESIGN CONCEPTS**

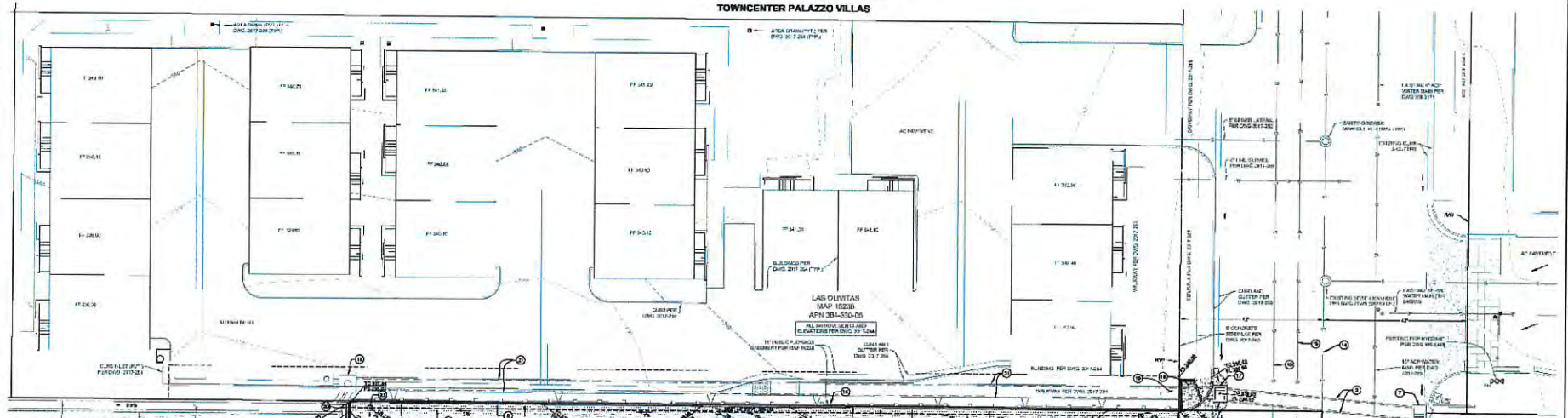
SHIV TALWAR, ARCHITECT AIA  
3940 RIVERSIDE DR. #M, CHINO, CA 91710  
TEL: 909-591-3939  
Email: designconcepts@yahoo.com

DATE: 1/12/20  
JOB NO: 2019-69  
JOB TITLE: TITLE SHEET & SITE PLAN  
JOB ADDRESS: 8842 OLIVE LANE, SANTEE, CA 92071

DATE: 1/12/20  
JOB NO: 2019-69  
JOB TITLE: TITLE SHEET & SITE PLAN  
JOB ADDRESS: 8842 OLIVE LANE, SANTEE, CA 92071



TENTATIVE MAP  
TOWNCENTER PALAZZO VILLAS



GENERAL SITE NOTES

- CALIFORNIA GOVERNMENT SYSTEMS 244-1775
- SEE PLAN 4
- EXISTING PROPOSED TOWN CENTER TRANSPORTATION IMPROVEMENT PROJECT
- NUMBER OF UNITS PROPOSED: 8
- UNITS: UNIT 1, UNIT 2, UNIT 3, UNIT 4, UNIT 5, UNIT 6, UNIT 7, UNIT 8
- NO NEW FLOOD ZONE: NO BUILDING SETBACKS ON THIS MAP ARE SUBJECT TO NEW FLOOD ZONING
- CLARIFY USE OF PROPERTY: RESIDENTIAL
- ALL UNITS "UNIT" AS SHOWN HEREIN ARE TO BE CONSIDERED AS RESIDENTIAL UNITS

LEGAL DESCRIPTION:

A PORTION OF TRACT 17 OF CONDENSED SUBDIVISION MAP 100 AS DESCRIBED IN 2002 RECORDS NUMBER 8, 2011 AS 2002 8 2002 8 1000

SITE ADDRESS

1000 PALAZZO VILLAS, SAN JOSE, CALIFORNIA

BOUNDARY NOTES:

RECORD BOUNDARY COINCIDENT WITH PLANNED PLACED DIVISIONS

CONDOMINIUM MAP STATEMENT:

THIS IS A MAP OF AN INTEREST IN A CONDOMINIUM PROJECT AS DEFINED IN SECTION 56100 OF THE CIVIL CODE OF CALIFORNIA

TOPOGRAPHY:

FIELD SURVEY PERFORMED BY POLAR ENGINEERING & SURVEYING, INC. ON 01/11/16

BENCHMARK:

DESCRIPTION: STATION 2011 - 2011 BENCHMARK MONUMENT

NOTED FOR 1000

NOTE BY REVISION FOR THIS SETTING ALL THE REVISIONS TO BE MADE PRIOR TO FINAL SUBMISSION

BASIS OF BEARINGS

THE BASIS OF BEARINGS FOR THIS PROJECT IS THE NORTH LINE OF 50' STREET AS ACCORDING TO THE SURVEY OF 1984

EARTHWORK

EXISTING CONCRETE FOUNDATION

EASEMENT NOTE

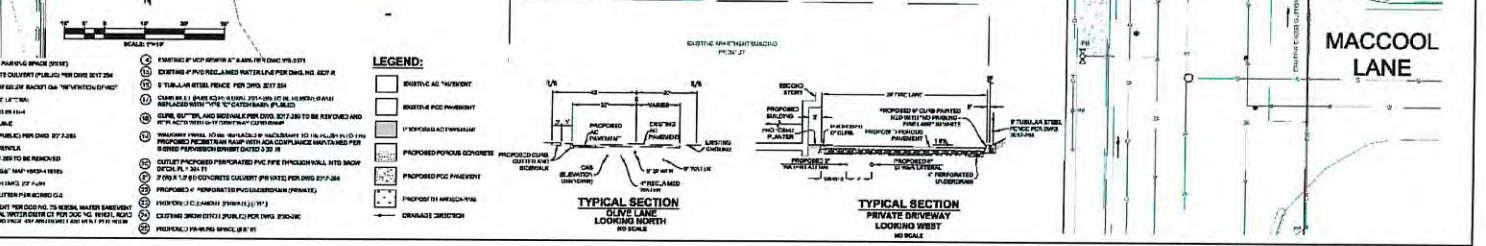
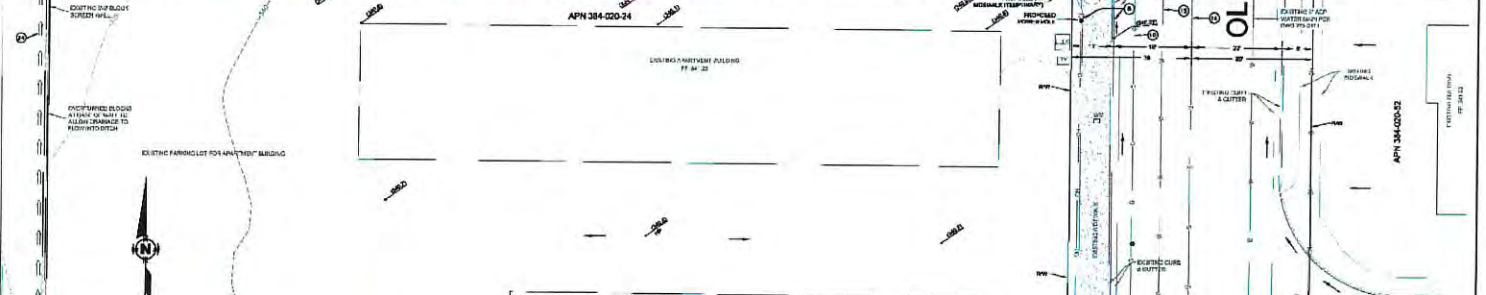
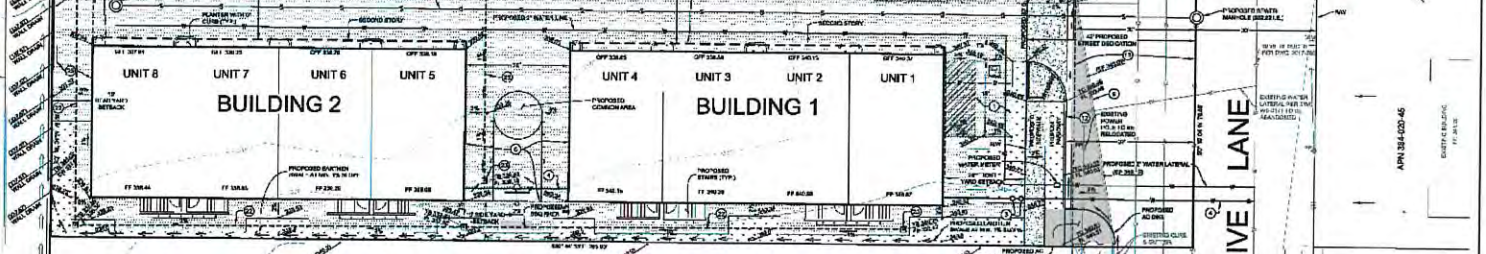
EXISTING EASEMENT FOR THE PROJECT IS THE EASEMENT FOR THE PROJECT AS SHOWN ON THE PLAN

OWNER:

Palazzo Villas, LLC

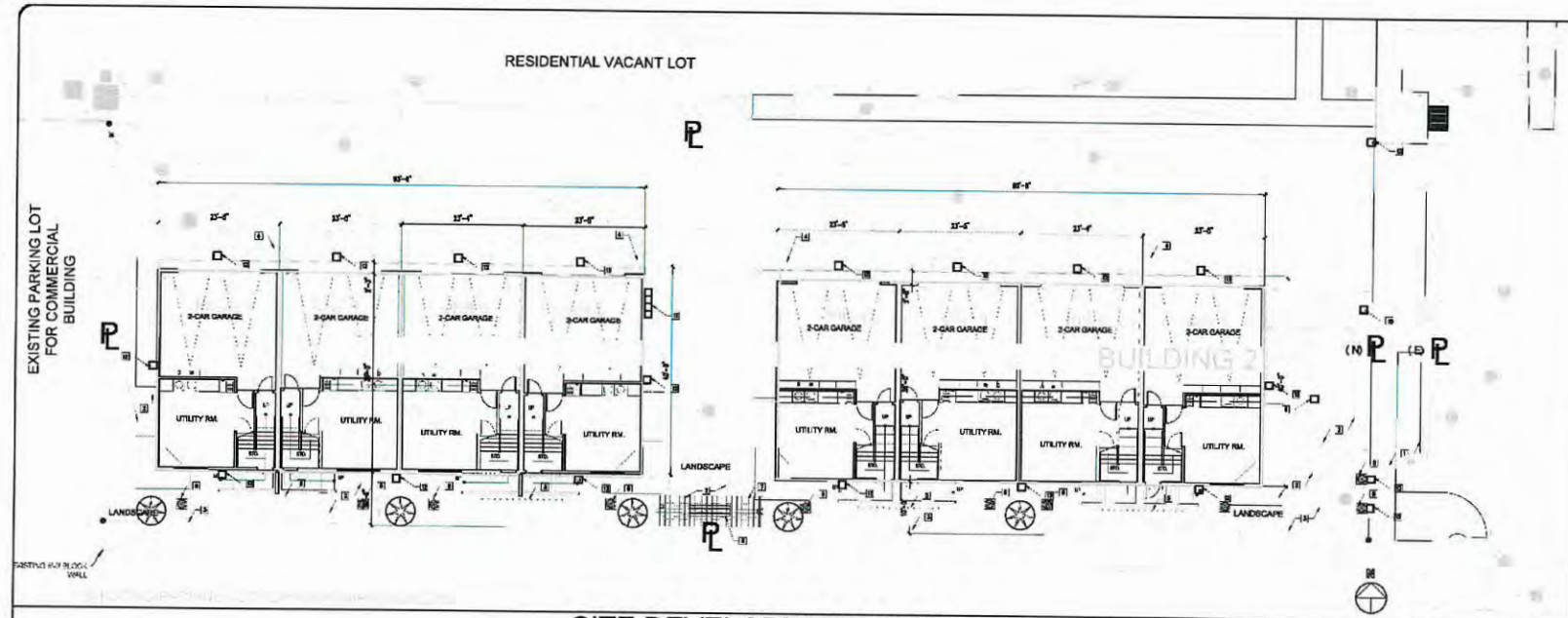
ENGINEER OF WORK:

W. W. Wells, Inc.



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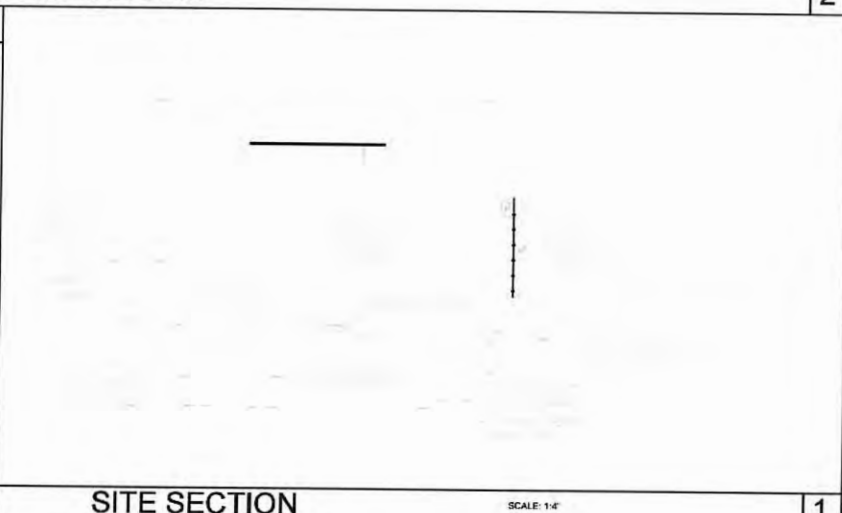




SITE DEVELOPMENT PLAN SCALE: 1:10'

SITE GENERAL NOTES:

- SITE & FIRST FLOOR PLAN KEY NOTES:
1. DEDICATED LAND
  2. CONCRETE PAVED PATHWAY
  3. LANDSCAPE & VEGETATION
  4. IN-GROUND PLANTER AT DRIVEWAY
  5. CLIMBER VINES ON TRELLIS STAIR WALLS
  6. LOW COLUMNS WITH POTTED PLANTS
  7. TIMBER SHADE TRELLIS
  8. BENCH SEATING
  9. ELECTRIC VEHICLE CHARGING STATION
  10. LETTER BOXES
  11. BICYCLE RACK
  12. EXTERNAL LIGHTING



SITE SECTION SCALE: 1:4'

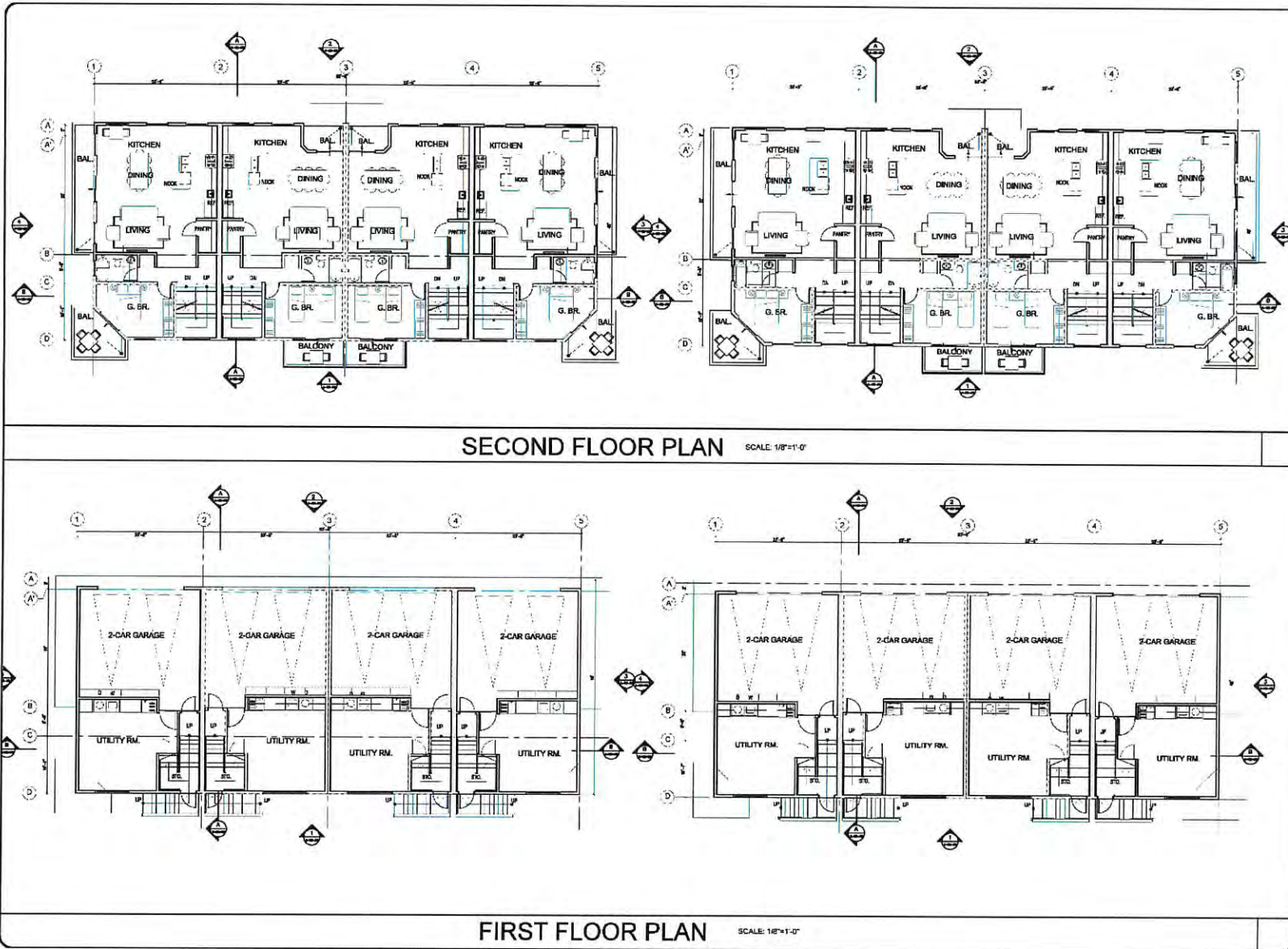
DESIGN CONCEPTS  
 SHIV TALWAR, ARCHITECT AIA  
 3340 RIVERSIDE DR. #M. CHINO, CA. 91710  
 TEL: 909-391-3939 Email: dsignconcepts@yahoo.com

REGISTERED ARCHITECT  
 STATE OF CALIFORNIA  
 No. 41264

NO. DATE ISSUED

DRAWING TITLE  
 ENLARGED SITE PLAN  
 JOB TITLE  
 PROPOSED TOWN VILLAGES FOR  
 SHIV TALWAR  
 1842 BLAKE LANE  
 SANTEE, CA 90707

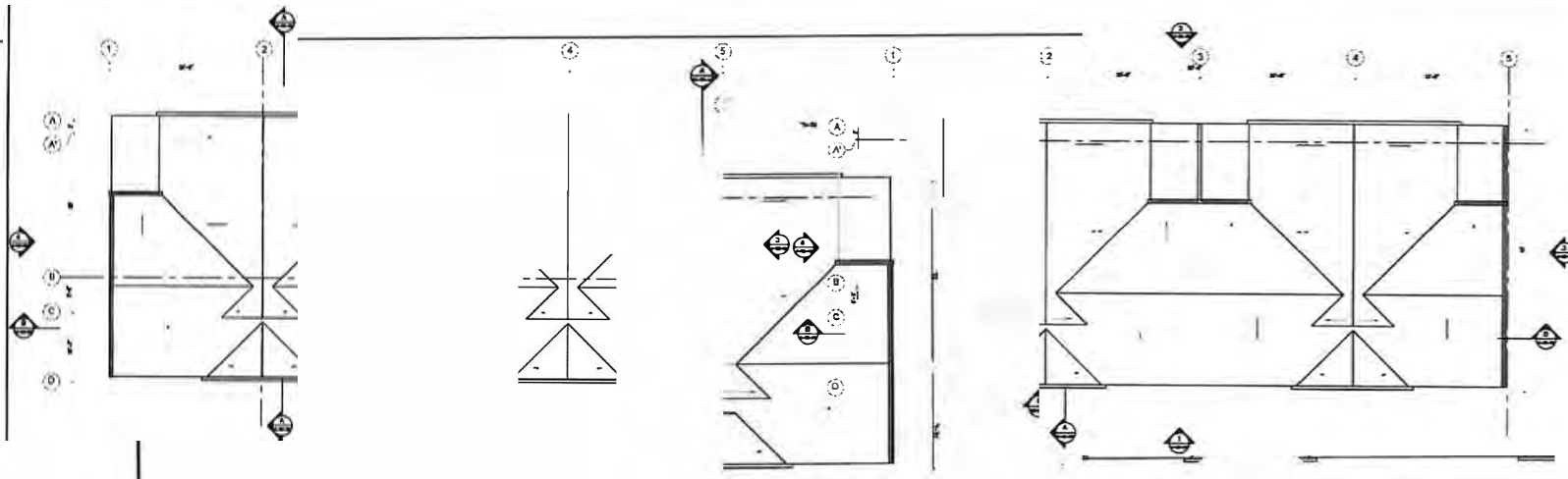
JOB NO. 2019-69  
 DWG. NO. T-1.1 REVISION NO.



DESIGN CONCEPTS ARCHITECTURE INC.  
 3340 RIVERSIDE DR. #M. CHINO, CA 91710  
 TEL: 909-591-3939 Email: designconcepts@yahoo.com

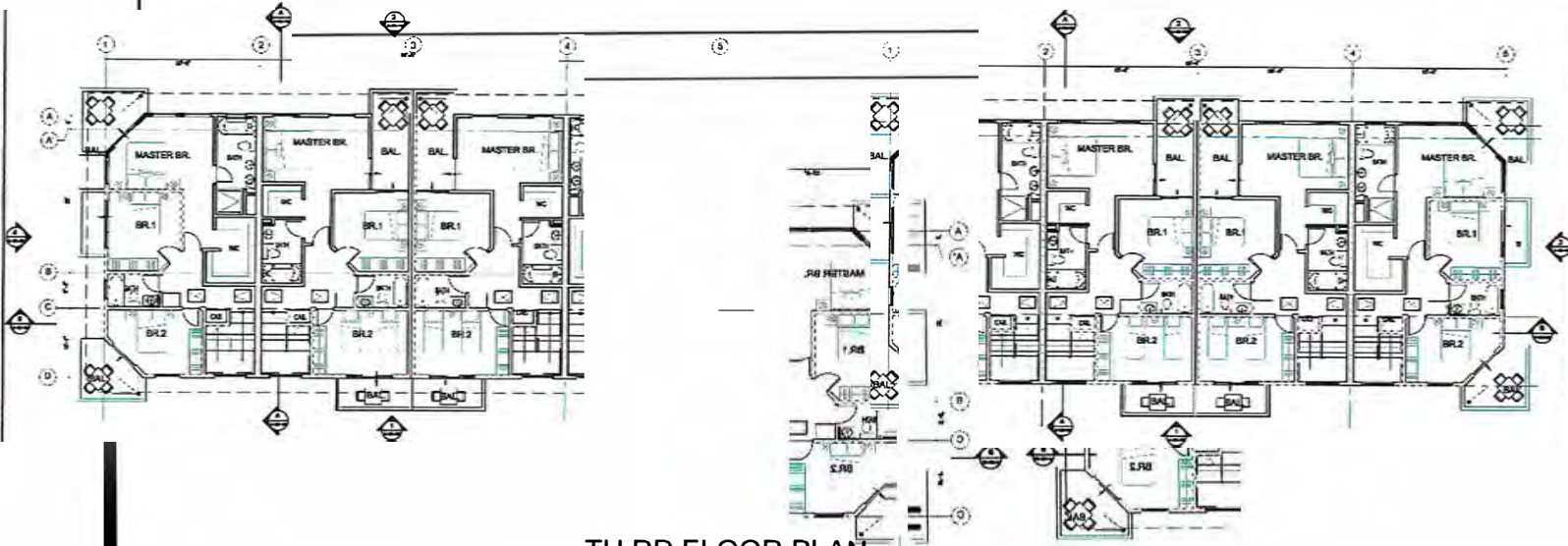
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 FIRST AND SECOND FLOOR PLAN  
 JOB TITLE  
 PROPOSED TOWN VILLAGES FOR  
 3340 RIVERSIDE DR. #M. CHINO, CA 91710  
 JOB NO. 2019-69  
 DWG. NO. A-1 REVISION NO. 0





ROOF PLAN

SCALE: 1/8"=1'-0"



TH RD FLOOR PLAN

SCALE: 1/8"=1'-0"

DESIGN CONCEPTS ARCHITECT AIA  
 3340 RIVERSIDE DR., #M. CHINO, CA 91710  
 TEL: 909-591-3939 Email: dsignconcepts@yahoo.com



DESIGN CONCEPTS  
 SHIV TALWAR, ARCHITECT AIA  
 3340 RIVERSIDE DR., #M. CHINO, CA 91710  
 TEL: 909-591-3939 Email: dsignconcepts@yahoo.com

NO.	DATE	ISSUED

DRAWING TITLE THIRD FLOOR & ROOF PLAN	JOB NO 2019-69
JOB TITLE PROPOSED TOWN VILLAS FOR MR. BOB TALWAR	REVISION NO 0
JOB ADDRESS MR. BOB TALWAR SANTOBE AVE SANTOBE, CA 92071	
DWG. NO. A-1.01	



NORTH ELEVATIONS SCALE: 1/8"=1'-0"

2



SOUTH ELEVATION SCALE: 1/8"=1'-0"

1

THESE DRAWINGS ARE THE PROPERTY OF DESIGN CONCEPTS ARCHITECT AIA. NO PART OF THESE DRAWINGS MAY BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT THE WRITTEN PERMISSION OF DESIGN CONCEPTS ARCHITECT AIA.

**DESIGN CONCEPTS**  
**SHIV TALWAR, ARCHITECT AIA**  
 3340 RIVERSIDE DR. #M, CHINO, CA 91710  
 TEL: 909-691-3939 Email: dsignconcepts@yahoo.com

DRAWING TITLE	PROPOSED ELEVATIONS
JOB NO.	2019-69
OWC. NO.	REVISION NO.
A-2.00	0

JOB TITLE: PROPOSED TOWN VILAS FOR SHIV TALWAR  
 5840 OLIVE LANE  
 SANTEE, CA 90071

NO. DATE (ISSUED)





DESIGN CONCEPTS ARCHITECTS  
 3340 RIVERSIDE DR., #M, CHINO, CA 91710  
 TEL: 909-591-3939 Email: dsignconcepts@yahoo.com

PROPOSED ARCHITECT  
 SHIV TALWAR, ARCHITECT AIA  
 3340 RIVERSIDE DR., #M, CHINO, CA 91710  
 TEL: 909-591-3939 Email: dsignconcepts@yahoo.com

NO.	DATE	ISSUED

DRAWING TITLE: PROPOSED ELEVATIONS  
 JOB TITLE: PROPOSED TOWN VILLAGES FOR SHIV TALWAR  
 JOB ADDRESS: 3340 RIVERSIDE DR., #M, CHINO, CA 91710  
 JOB NO.: 2019-69  
 DWG. NO.: A-2.01  
 REVISION NO.: 0

**RESOLUTION NO.**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA  
APPROVING TENTATIVE MAP (TM2016-4) FOR AN 8-UNIT RESIDENTIAL  
CONDOMINIUM SUBDIVISION ADDRESSED AS 8842 OLIVE LANE IN THE R-14  
(MEDIUM HIGH DENSITY RESIDENTIAL) ZONE AND FINDING THE PROJECT  
CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY  
ACT PURSUANT TO CEQA GUIDELINES SECTION 15332**

**APPLICANT: B.L. TALWAR  
APN: 384-020-04  
(RELATED PROJECT NUMBER DR2016-5)**

**WHEREAS**, on January 16, 2020, B.L. Talwar submitted a complete application for a Tentative Map TM2016-4 and a Development Review Permit DR2016-5 to develop an 8-unit multiple-unit residential condominium project, developed in two buildings on a 0.5-acre site located at 8842 Olive Lane in the City of Santee, County of San Diego, State of California, as legally described in Exhibit A; and

**WHEREAS**, the proposed project is exempt from the California Environmental Quality Act (CEQA) pursuant to Article 19, Section 15332, Class 32 of the CEQA Guidelines pertaining to infill developments; and

**WHEREAS**, the project is consistent with the applicable general plan designation and all applicable general plan policies, as well as, with the applicable zoning classification and regulations; and

**WHEREAS**, the proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses; and

**WHEREAS**, the project site was previously developed and has no value as habitat for endangered, rare or threatened species; and

**WHEREAS**, approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality; and

**WHEREAS**, the site can be adequately served by all required utilities and public services; and

**WHEREAS**, the development site is located within Safety Zone 3 of Airport Influence Area 1 of the Gillespie Field Airport Land Use Compatibility Plan (ALUCP) and was determined to be a compatible project by the San Diego County Airport Land Use Commission on January 16, 2020; and

**WHEREAS**, the subject development is located in an area identified as Site 14 in the adopted 2013 Housing Element (Table C-1) as having potential for additional housing capacity required to meet the State-mandated regional housing allocation numbers; and

## RESOLUTION NO.

**WHEREAS**, Map ID Number 14 in the adopted 2013 Housing Element anticipated a development consisting of approximately 8 dwelling units and the project proposes a gain of 8 residences to the City's housing stock; and

**WHEREAS**, the Director of Development Services scheduled Tentative Map TM2016-4 and Development Review Permit DR2016-5 for a public hearing on February 12, 2020; and

**WHEREAS**, on February 12, 2020 the City Council held a duly advertised public hearing on Tentative Map TM2016-4 and Development Review Permit DR2016-5; and

**WHEREAS**, the City Council considered the Staff Report, all recommendations by staff, public testimony, and all other relevant information contained in the administrative record regarding the project.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Santee, California, after considering the evidence presented at the public hearing, as follows:

**Section 1:** Tentative Map TM2016-4 will not result in a significant adverse impact upon the environment and is Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15332 of State CEQA Guidelines.

**Section 2:** The findings, in accordance with the State Subdivision Map Act (Government Code Section 66410 et. seq.) and Santee Municipal Code Section 12.06.050 for Tentative Map TM2016-4, are made as follows:

- A. The Tentative Map as conditioned is consistent with all Elements of the Santee General Plan because the site is planned and zoned R-14, Medium High Density Residential. This designation allows a residential density of 14 to 22 dwelling units per acre. The project proposes 16 units per acre, which falls within this density range. The proposed development is compatible with existing multiple-family development in the area, which ranges from 18 to 25 dwelling units an acre.
- B. The design and improvements required of the proposed development are consistent with all Elements of the Santee General Plan as well as City Ordinances because all necessary services and facilities are, or will be, available to serve this subdivision.
  1. On-site drainage improvements will be provided and drainage fees will be paid to account for the increase in surface water run-off; and
  2. Traffic Impact, Traffic Signal and Regional Transportation Congestion Improvement Program fees will be paid to mitigate the additional traffic resulting from this approval; and
  3. Park-In-Lieu fees toward the future construction of parks shall be provided to mitigate the impact on City parks; and
  4. Public Facilities fees will be paid to mitigate the additional impacts on public



## RESOLUTION NO.

facilities from this approval.

- C. The site is physically suitable for the type of development and the density proposed, in that the site is large enough to accommodate 8 attached, three-story dwelling units, common area amenities, guest parking, landscaping, and a private drive in conformance with the R-14 zone development standards. The project meets the density requirements of the R-14 zone of 14 to 22 dwelling units per acre with 16 dwelling units per acre proposed.
- D. The discharge of sewage waste from the subdivision into the Padre Dam Municipal Water District sewer system will not violate existing requirements prescribed by the California Regional Water Quality Control Board specified by Government Code Section 66474.6.
- E. The design of the Tentative Map is not likely to cause serious public health problems as City water service is available to the property and conditions of approval for the project require certification that the applicant reserve sewer capacity and make payment of fees to ensure adequate service to the new homes.
- F. The design of the Tentative Map or the proposed improvements are not likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat because the development site has been disturbed, it is generally surrounded by existing development, and it is not located within a Preserve Area of the City's draft Multiple Species Conservation Program Subarea Plan.
- G. The design of the Tentative Map or the type of improvements have been conditioned to not conflict with any easement by the public at large, for access through, or use of property with the proposed subdivision as defined under Government Code Section 66474. The project site has direct access to Olive Lane, a public street.
- H. The design of the subdivision has provided, to the extent feasible, for future passive or natural heating or cooling opportunities as defined under Section 66473.1 of the State Subdivision Map Act. The project would meet the requirements of the 2019 California Energy Code by providing roof-top solar panels and pre-wiring for vehicle charging stations in each unit's garage.
- I. The effects of the subdivision on the housing need for the San Diego region have been considered and balanced against the public service needs of the City of Santee residents and available fiscal and environmental resources. The subject development is located on an area identified as Site 14 in the adopted 2013 Housing Element (Table C-1) as having potential for additional housing capacity required to meet the State-mandated regional housing allocation numbers. The adopted 2013 Housing Element anticipated a development consisting of approximately 8 dwelling units at Site 14 and the project proposes a gain of 8 residences to the City's housing stock.



## RESOLUTION NO.

**Section 3:** Tentative Map TM2016-4 dated February 12, 2020 consisting of a one-lot subdivision of approximately 0.5 acres into 8 residential condominiums located at 8842 Olive Lane is hereby approved subject to the following conditions:

- A. The applicant shall obtain approval of Development Review Permit DR2016-5.
- B. Minor and Major Revisions to the Tentative Map shall be reviewed by the Department of Development Services – Engineering Division for substantial conformance and approved by the Director of Development Services, unless, in the Director's judgement, a Major Revision should be reviewed by City Council.
- C. Prior to approval of the Final Map, unless other timing is indicated, the subdivider shall complete the following, or have plans submitted and approved, agreements executed and securities posted:
  1. Following project approval the applicant shall schedule with the City Project Planner a post approval meeting to discuss the project conditions of approval, timing of design and construction and implementation of the project conditions. The meeting shall be scheduled within thirty days of project approval and prior to any plan submittals. The applicant should include their project design team including project architect, their design engineer and their landscape architect.
  2. The applicant shall include provisions in their design contract with their design consultants that following acceptance by the City, all construction drawings or technical reports accepted by the City, exclusive of architectural building plans, shall become the property of the City. Once accepted, these plans may be freely used, copied or distributed by the City to the public or other agencies as the City may deem appropriate. An acknowledgement of this requirement from the design consultant shall be included on all construction drawings at the time of plan submittal.
  3. To coordinate with the City Geographic Information System, horizontal and vertical control for all construction drawings, grading plans, landscape plans, street improvement plans, plot plans, etc., shall be obtained from ROS 11252. All plans, exclusive of the map and building plans, shall be prepared at an engineering scale of 1" = 20' unless otherwise approved by the project engineer.
  4. If plans are prepared in digital format using computer aided drafting (CAD), then in addition to providing hard copies of the plans the applicant shall submit a copy of the plans in a digital .DXF file format at the time of its approval or as requested by the Director of Development Services. The digital file shall be based on accurate coordinate geometry calculations. The digital file for the final map shall specifically include each of the following items in a separate layer:
    - a. Lot boundaries.
    - b. Lot numbers.

## RESOLUTION NO.

- c. Subdivision boundary.
  - d. Right-of-way.
  - e. Street centerlines, and
  - f. Approved street names.
5. Obtain the basis of bearings for the Final Map from ROS 11252 and install street survey monumentation (SDRSD M-10) in accordance with San Diego Regional Standards and County mapping standards. All other monumentation shall be in accordance with the Santee Municipal Code and shall be to the satisfaction of the Director of Development Services.
6. A Final Map shall be submitted to the Department of Development Services Engineering Division. The first and last submittal of the map shall be made by appointment only with the City project engineer administering the map review. Submittal requirements are listed below. Incomplete submittals will not be accepted for plan check.

The applicant shall include the following with the first submittal:

- a. Two sets of prints bound and stapled.
- b. Two copies of a current preliminary title report (dated within six months of submittal date).
- c. Two copies of all documents listed in the preliminary title report.
- d. Two copies of all reference maps used to prepare the final map.
- e. Two copies of closure calculations for the map.
- f. One copy of the Resolution of Approval approving the project.
- g. Map check fees in the amount of \$ 3,000.00.

The applicant shall include the following with the last submittal (signature submittal):

- a. Previous submittal check prints.
  - b. Two sets of prints bound and stapled.
  - c. Two copies of the map in Autocad format on separate disk, CD or DVD for incorporation into the City GIS data base.
  - d. Mylars of the map with all required signatures and notaries obtained including Padre Dam Municipal Water District if they are to sign the map.
  - e. Copies of certified return receipts for all signature omission letters.
  - f. Subdivision Map Guarantee.
7. Starting with the first plan check submittal, all plan sets including the Final Map shall be submitted concurrently to Padre Dam Municipal Water District for review and approval. The City does not coordinate the review process with Padre Dam, this is the responsibility of the design engineer and the landscape architect. Failure to properly coordinate this review may result in delay of issuance of permits required for construction. It is incumbent upon the applicant to oversee the plan

## RESOLUTION NO.

submittals of their design consultants.

8. Street Improvement Plans shall be submitted to the Department of Development Services Engineering Division and be completed and accepted prior to issuance of a building permit. Prior to the start of construction of any improvements, public or private, within the limits of the public right-of-way, the applicant shall have plans accepted, agreements executed, securities posted and an Encroachment Permit issued. All improvements shall be installed in accordance with City standards and at the applicant's cost unless otherwise indicated. The following improvements are conditioned as part of this development:
  - a. Provide public improvements on the west side of Olive Lane to include a paved width of 32-feet from centerline, concrete curb and gutter, street lights, drainage facilities, pedestrian facilities and landscaping.
  - b. Repair or replace failed or inadequate pavement to the centerline of the street and/or failed sidewalks on Olive Lane to the satisfaction of the Director of Development Services.
  - c. Construct a 30-foot driveway entrance on Olive Lane per City of Santee Standard Drawing PW-21, to the satisfaction of the Director of Development Services.
  - d. Provide transitions to the existing public improvements, including a concrete sidewalk to the private walkway located north of the project side, and the existing public sidewalk located south of the project site. Transitions shall be to the satisfaction of the Director of Development Services.
  - e. Street improvement plans shall be one hundred percent (100%) complete at the time of plan submittal, be prepared in accordance with City guidelines and the requirements set forth herein, and be ready for acceptance by the City. Partial or incomplete submittals will not be accepted for plan check. At the time of plan check submittal the applicant shall schedule an appointment with their designated City project engineer and the applicant's design engineer to review the plan submittal for completeness. The following shall be included as part of the improvement plan submittal package:
    - 1) Six sets of plans bound and stapled.
    - 2) Plan check fees.
    - 3) Preliminary cost estimate for the improvements.
    - 4) One copy of the Resolution of Approval approving the project.

Plan check and inspection fees shall be paid in accordance with the City Fee Schedule.

9. Precise Grading Plans may be submitted to the Department of Development

## RESOLUTION NO.

Services Engineering Division and accepted prior to map recordation. The following conditions shall apply to acceptance of the Grading Plans and issuance of a Grading Permit:

- a. Project improvement plans shall be completed to the satisfaction of the Director of Development Services and ready for approval prior to issuance of a grading permit. Plans shall be prepared at a scale of 1" = 20'.
- b. Project precise grading plans shall be completed and approved prior to issuance of any building permits or start of construction of the street improvements.
- c. Grading plans shall include a table calculating the total impermeable area of the proposed project site indicating less than 10,000 square feet to demonstrate compliance with a Standard Development Project in accordance with the City of Santee BMP design manual.
- d. Obtain a grading permit and complete grading in accordance with City standards prior to the issuance of any building permits.
- e. All recommended measures identified in the approved geotechnical and soil investigation shall be incorporated into the project design and construction.
- f. The grading plans shall be prepared at a scale of 1" = 20'. Plans shall include a note that requires immediate planting of all slopes within sixty days following installation of water mains to serve the project. Slope planting shall be fully established prior to occupancy of any unit.
- g. Excess soil generated from grading operations shall be hauled to a legal dumping site as approved by the Director of Development Services.
- h. Grading plans shall be one hundred percent complete at the time of plan check submittal, be prepared in accordance with City guidelines and be ready for acceptance by the City. At the time of plan submittal the applicant shall schedule an appointment with their designated City project engineer and the applicant's design engineer to review the plan submittal for completeness. The following shall be included as part of the grading plan submittal package:
  - 1) Six sets of plans bound and stapled (grading and landscape).
  - 2) Plan check fees.
  - 3) A completed grading permit application.
  - 4) A cost estimate for the cost of construction.
  - 5) Three copies of the Drainage Study specified here within.
  - 6) Two copies of an Operation & Maintenance (O&M) plan specified



## RESOLUTION NO.

here within.

- 7) Three copies of the Geotechnical Study specified here within.
- 8) Two copies of the Storm Water Pollution Prevention Plan specified here within.
- 9) Three copies of the Hydraulic Study and Hydraulic Analysis specified here within.
- 10) A copy of any letters of permission from any adjoining property owners if grading is proposed off-site. Letters shall be in a form acceptable to the City.
- 11) A letter of acknowledgement, signed and sealed, from each design consultant acknowledging City ownership of all construction drawings following City approval as specified here within.
- 12) One copy of the Resolution of Approval approving the project.

All grading shall be completed to the satisfaction of the Director of Development Services. Plan check and inspection fees shall be paid in accordance with the City Fee Schedule.

10. The applicant shall notify all contractors, subcontractors and material suppliers that the following work schedule restrictions apply to this project:
  - a. No site work, building construction, or related activities, including equipment mobilization will be permitted to start on the project prior to 7:00 am and all work for the day shall be completed by 7:00 pm.
  - b. No work is permitted on Sundays or City Holidays.
  - c. No deliveries, including equipment drop off and pick-up, shall be made to the project except between the hours of 8:00 am and 6:00 pm, Monday through Saturday, excluding City Holidays. Deliveries of emergency supplies or equipment necessary to secure the site or protect the public are excluded.
  - d. If the applicant fails or is unable to enforce compliance with their contractors, subcontractors and material suppliers regarding the specified work hours, a reduction of permissible work hours may be imposed by the Director of Development Services.

In addition to the above the applicant shall erect one or more signs stating the work hour restrictions. Signs shall be installed as may be required, in the vicinity of the project construction trailer if a job site trailer is used, or at such other locations as may be deemed appropriate by the Department of Development Services. The sign shall be a minimum of 24" x 36" and shall be weather proofed. The sign content shall be provided by the Department of Development Services.

11. Trench work when required within City streets shall be completed within two weeks

## RESOLUTION NO.

of the initial start date, including placement of the final trench patch. Trench plates or temporary pavement placement shall be installed at the end of each work day. Advance warning signs on lighted barricades notifying the public of trench plates and or uneven pavement shall be placed and maintained until permanent pavement repairs are made. The maximum length of time including weekends and holidays that trench plates may remain on the street is 72 hours after which temporary or permanent asphalt paving shall be placed.

12. Applicant consents to annexation of the property under development to the Santee Roadway Lighting District and agrees to waive any public notice and hearing of the transfer. Applicant shall pay the necessary annexation costs and upon installation of any street lights required for the development, pay the necessary street light energizing and temporary operating costs.
13. Provide three copies of a drainage study prepared by a registered Civil Engineer, with demonstrated expertise in drainage analysis and experience in fluvial geomorphology and water resources management. Storm drainage shall be designed to adequately convey storm water runoff without damage or flooding of surrounding properties or degradation of water quality.
  - a. The drainage study shall identify and calculate storm water runoff quantities expected from the site and upstream of the site and verify the adequacy of all on-site or off-site facilities necessary to discharge this runoff. The drainage system design shall be capable of collecting and conveying all surface water originating within the site, and surface water that may flow onto the site from upstream lands, and shall be in accordance with the latest adopted Master Drainage Plan, the requirements of the City of Santee Public Works Standards, including analysis of the 10-year, 50-year and 100-year frequency storms, and be based on full development of upstream areas.
  - b. The drainage study shall compute rainfall runoff characteristics from the project area including, at a minimum, peak flow rate, flow velocity, runoff volume, time of concentration, and retention volume. These characteristics shall be developed for the 10-year, 50-year and 100-year frequency six-hour storm during critical hydrologic conditions for soil and vegetative cover. Storm events shall be developed using isopluvial maps and in accordance with the San Diego County Hydrology Manual.
14. Provide two copies of an Operation & Maintenance (O&M) plan in accordance with the City of Santee BMP Design Manual. A Storm Water Facilities Maintenance Agreement accepting responsibility for all structural BMP maintenance, repair and replacement as outlined in said O&M plan binding on the land throughout the life of the project will be required prior to issuance of building permit.
15. A Storm Water Facilities Maintenance Agreement accepting responsibility for all

## RESOLUTION NO.

structural BMP maintenance, repair and replacement as outlined in said O&M plan binding on the land throughout the life of the project will be required prior to issuance of building permit.

16. Submit two copies of the project specific Storm Water Pollution Prevention Plan (SWPPP) to the City for review and approval. The Construction SWPPP should contain a site map(s) which shows the construction site perimeter, existing and proposed buildings, lots, roadways, storm water collection and discharge points, general topography both before and after construction, and drainage patterns across the project. The Construction SWPPP must list Best Management Practices (BMP's) the applicant will use to protect storm water runoff and the placement of those BMP's. Section XIV of the Construction General Permit describes the SWPPP requirements.
17. Provide three copies of geotechnical study prepared in accordance with the requirements of the Santee General Plan. The study will be subject to independent third-party review to be paid for by the applicant. The applicant shall place a cash deposit with the Department of Development Services in an amount satisfactory to the Director of Development Services to cover the cost of the review. All recommended measures identified in the approved study shall be incorporated into the project design. Copies of the Geotechnical/Seismic Hazard Study for the Safety Element of the Santee General Plan which details, in Table A-1, study criteria necessary to conform to the General Plan requirements, can be purchased from the Department of Development Services Engineering Division.
  - a. The geotechnical report shall analyze any proposed infiltration techniques (trenches, basins, dry wells, permeable pavements with underground reservoir for infiltration) for any potential adverse geotechnical concerns. Geotechnical conditions such as: slope stability, expansive soils, compressible soils, seepage, groundwater depth, and loss of foundation or pavement subgrade strength should be addressed, and mitigation measures provided.
18. The applicant shall make the following conveyances on the final map:
  - a. Dedicate right-of-way along Olive Lane adjacent to the site such that the ultimate right-of-way width to centerline is 42 feet.
19. Applicant shall place all new utilities required to serve the project underground. No overhead facilities or extension of overhead facilities is permitted.

In addition, the applicant shall underground any existing overhead facilities on-site and underground any overhead facilities adjacent to the project to the satisfaction of the Director of Development Services. Adjacent facilities are defined as existing overhead facilities in the abutting half street and may include extension of the undergrounding to either side of the project to the nearest existing utility pole.



## RESOLUTION NO.

20. Provide certification to the Director of Development Services that sewer and water can be provided to the site and that financial arrangements have been made to provide said services. If private sewer or water mains are allowed to serve the project, then a building permit for these facilities will be required and they shall be maintained by a homeowner's association.
21. Vehicle access on Mission Gorge Road, Cuyamaca Street, Olive Lane, Town Center Parkway, Carlton Hills Boulevard, Woodside Avenue, and Riverview Parkway shall be maintained at all times and all work shall be done at night unless otherwise approved by the City Engineer. When day work is permitted, work hours shall be from 8:30 am to 3:30 pm, including set up and break down of traffic control. No day work will be permitted during the holiday season, defined as beginning the Saturday before Thanksgiving Day and shall extend through New Year's Day, unless otherwise approved by the Director of Development Services.
22. The applicant shall comply with all applicable sections of the Municipal Code, Land Development Manual and Public Works Standards of the City of Santee.

**Section 4:** The terms and conditions of the Tentative Map approval shall be binding upon the permittee and all persons, firms and corporations having an interest in the property subject to this Tentative Map and the heirs, executors, administrators, successors and assigns of each of them, including municipal corporations, public agencies and districts.

**Section 5:** The approval of the Tentative Map TM2016-4 expires on February 12, 2023 at 5:00 p.m. The Final Map conforming to this conditionally approved Tentative Map TM2016-4 shall be filed with the City Council in time so that City Council may approve the Final Map before this approval expires unless a time extension for obtaining such approval of the Final Map is approved as provided by the Santee Subdivision Ordinance. The City Council expressly grants to the Director of Development Services the authority to extend the expiration date of this approval pursuant to the California Subdivision Map Act and Section 13.04.090.B of the Santee Municipal Code, when a request for an extension is filed 60 days prior to the original expiration date.

**Section 6:** 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 exactions imposed pursuant to this approval, shall begin on February 12, 2020.

**Section 7:** The applicant shall defend (with counsel of City's choice, subject to reasonable approval by the applicant) 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, or set aside, void, or annul the approval of the City of Santee concerning this Resolution or any action relating to or arising out of its approval, and further agrees to indemnify and hold harmless from all costs and expenses (including attorney's fees) associated with any such defense.



**RESOLUTION NO.**

**ADOPTED** by the City Council of the City of Santee, California, at a Regular Meeting held this 12th day of February 2020 by the following roll call vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

**APPROVED:**

\_\_\_\_\_  
**JOHN W. MINTO, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**ANNETTE ORTIZ, CMC, CITY CLERK**

Attachment: Exhibit A

## **EXHIBIT "A"**

### **Legal Description**

All that certain real property situated in the County of San Diego, State of California, described as follows:

The North 76.50 feet of all that portion of Tract "A" of Godbold's Subdivision, in the City of Santee, County of San Diego, State of California, according to Map thereof No. 2303, filed in the Office of the County Recorder of San Diego County, February 21, 1946, described as follows:

Beginning at a point on the North line of said Tract "A", distant thereon South 89°44'43" East 37.50 feet from the Southeast corner of Lot 5 of said Godbold's Subdivision; thence South 00° 15'17" West 400.00 feet to the beginning of a tangent curve concave to the Northwest having a radius of 50.00 feet; thence Southwesterly along the arc of said curve through a central angle of 90°00'00" a distance of 78.54 feet; thence tangent to said curve North 89°44'43" West 235.00 feet to the Southeast corner of land as described in deed to Leonard R. Oakley and Gladys L. Oakley, recorded February 14, 1947 in Book 2333 Page 312 of Official Records of San Diego County; thence along the East line of said Oakley's land North 00° 15'17" East 450.00 feet to the North line of said Tract "A"; thence along said North line South; 89°44'43" East 285.00 feet to the Point of Beginning.

**APN: 384-020-04**

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA  
APPROVING DEVELOPMENT REVIEW PERMIT (DR2016-5) FOR AN 8-UNIT  
RESIDENTIAL CONDOMINIUM SUBDIVISION ADDRESSED AS 8842 OLIVE LANE  
IN THE R-14 (MEDIUM HIGH DENSITY RESIDENTIAL) ZONE AND FINDING THE  
PROJECT CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL  
QUALITY ACT PURSUANT TO CEQA GUIDELINES SECTION 15332**

**APPLICANT: B.L. TALWAR  
APN: 384-020-04  
(RELATED PROJECT NUMBER TM2016-4)**

**WHEREAS**, on January 16, 2020, B.L. Talwar submitted a complete application for a Development Review Permit DR2016-5 and a Tentative Map TM2016-4 to develop an 8-unit multiple-unit residential condominium project, developed in two buildings, on a 0.5-acre site located at 8842 Olive Lane in the City of Santee; and

**WHEREAS**, the proposed project is exempt from the California Environmental Quality Act (CEQA) pursuant to Article 19, Section 15332, Class 32 of the CEQA Guidelines pertaining to infill developments; and

**WHEREAS**, the project is consistent with the applicable general plan designation and all applicable general plan policies as well as with the applicable zoning classification and regulations; and

**WHEREAS**, the proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses; and

**WHEREAS**, the project site was previously developed and has no value as habitat for endangered, rare or threatened species; and

**WHEREAS**, approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality; and

**WHEREAS**, the site can be adequately served by all required utilities and public services; and

**WHEREAS**, the development site is located within Safety Zone 3 of Airport Influence Area 1 of the Gillespie Field Airport Land Use Compatibility Plan (ALUCP) and was determined to be a compatible project by the San Diego County Airport Land Use Commission on January 16, 2020; and

**WHEREAS**, the subject development is located on an area identified as Site 14 in the adopted 2013 Housing Element (Table C-1) as having potential for additional housing capacity required to meet the State-mandated regional housing allocation numbers; and

**WHEREAS**, Map ID Number 14 in the adopted 2013 Housing Element anticipated a development consisting of approximately 8 dwelling units and the project proposes a gain of 8 residences to the City's housing stock; and

**RESOLUTION NO. \_\_\_\_\_**

**WHEREAS**, the Director of Development Services scheduled Tentative Map TM2016-4 and Development Review Permit DR2016-5 for a public hearing on February 12, 2020; and

**WHEREAS**, on February 12, 2020 the City Council held a duly advertised public hearing on Tentative Map TM2016-4 and Development Review Permit DR2016-5; and

**WHEREAS**, the City Council considered the Staff Report, all recommendations by staff, public testimony, and all other relevant information contained in the administrative record regarding the project.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Santee, California, after considering the evidence presented at the public hearing, as follows:

**SECTION 1:** Development Review Permit DR2016-5 is Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15332 of State CEQA Guidelines.

**SECTION 2:** The findings in accordance with Chapter 13.08 "Development Review" of the Santee Municipal Code for a Development Review Permit (Section 13.08.080) are made as follows:

- A. That the proposed project, as conditioned, meets the purpose and design criteria prescribed in the Zoning Ordinance and the Municipal Code because all development standards are met, including height, landscaping, guest parking, and building setbacks, the project design is consistent with the requirements of the Fire Code, and all proposed private improvements will meet the public works standards of the City. The project proposes 16 units per acre which is within the allowed density range of 14 to 22 dwelling units per acre within the R-14 zone. The proposed units would be consistent with the maximum height allowed in the R-14 zone, which is 45 feet or three stories. A total of 18 off-street parking spaces are provided. Private open space and common open space are provided as required. The proposed development is compatible with the existing multiple-family residential developments in the area.
  
- B. That the proposed development is consistent with the Santee General Plan in that attached residential units are permitted within the R-14 Medium High-Density Residential land use designation which is intended to locate multiple-unit residential projects in close proximity to major community facilities, business centers, and major streets. The project is consistent with the Objective 5.0 of the Housing Element which encourages a wide range of housing by location, type of unit, and price.

**SECTION 3:** The Development Review Permit DR2016-5 consisting of an 8-unit condominium subdivision located at 8842 Olive Lane is hereby approved subject to the following conditions:

- A. The applicant shall obtain approval of Tentative Map TM2016-4.



**RESOLUTION NO. \_\_\_\_\_**

**B. Prior to Building Permit Issuance:**

1. The submitted building plans shall be in substantial conformance with the approvals and conditions of approval for Tentative Map TM2016-4 and Development Review Permit DR2016-5, and as depicted in plans dated February 12, 2020.
2. Minor and Major Revisions to the Development Review Permit, such as changes to the building elevations, site design, and landscape design, shall be approved by the Director of Development Services, unless, in the Director's judgement, a Major Revision should be reviewed by City Council.
3. Privacy walls shall consist of enhanced concrete masonry units, such as split-face block or slumpstone. Said walls shall be of an earth-tone color and be articulated with pilasters, capstones, projecting courses or similar architectural features. The final design of the walls shall be approved by the Director of Development Services prior to construction.
4. Retaining walls shall be of a decorative block material. A wall height exceeding 10 feet that is necessary for fall protection and privacy shall take into account the use of different materials and textures that visually break up the wall mass. Approval of the final design of retaining walls and fencing shall be obtained from the Director of Development Services prior to installation/construction.
5. The garage for each dwelling unit shall be a minimum 20 feet by 20 feet unobstructed in accordance with Section 13.24.030(B)(1)(d) SMC.
6. Each dwelling unit shall be equipped with a water sub-meter, capable of being read without entry into the unit, in accordance with Section 537.1 of Article 5, Chapter 8, Division 1 of the California Water Code.
7. Each building shall be equipped with rain barrels to capture rainwater from the roof that can be used for landscape irrigation.
8. Each building shall be equipped with a rooftop photo-voltaic system.
9. The garage for each dwelling unit shall be equipped with a dedicated 40A circuit and receptacle to support a future, plug-in, AC Level 2 electric vehicle charging station.
10. Each detached condominium unit shall be designed with equal attention to all four elevations. Each elevation shall provide relief from large flat areas and provide a variety of textures, materials, and depth.
11. The applicant shall comply with all applicable requirements of the Municipal Code, Land Development Manual, and Public Works Standards of the City of Santee.

**RESOLUTION NO. \_\_\_\_\_**

12. The applicant shall submit for approval of the Director of Development Services all materials, notices, wordings, etc. for the purposes of public disclosure to homeowners of any and all present or anticipated future assessment districts.
13. Provide a Construction and Demolition debris deposit as required by Chapter 13.38 Santee Municipal Code.
14. Submit a final landscape plan for the site prepared in accordance with new State guidelines and the City of Santee Water Efficient Landscape Ordinance (Chapter 13.36 of the Santee Municipal Code). A bond for the full cost of the landscaping and irrigation shall be provided to the Department of Development Services.
15. A model home, model home complex, and/or construction office trailer are hereby approved subject to the issuance of a building permit and the requirements of Subsection 13.06.070(E)(2) and Subsection 13.06.070(E)(3) of the Santee Municipal Code.
16. All CC&R's shall be submitted to Department of Development Services for approval by the City Attorney and the Director of Development Services and recorded prior to occupancy of any unit to ensure consistency with City codes and applicable project permits and approved plans. A recorded copy shall be provided to Department of Development Services prior to the occupancy of the first residential unit. The provisions of the CC&R's shall include the following:
  - a. The permittee and all persons, firms or corporations, owning the property subject to this subdivision map, their heirs, administrators, executors, successors, and assigns shall operate, maintain and repair the landscape areas and onsite drainage improvements as shown on the Final Map, site plan, and landscape plan in accordance with the approved CC&Rs primarily for the benefit of the residents of the subject development and shall continue to operate, maintain and repair said areas until such time as the operation and maintenance of said areas is assured by some public agency, district, corporation or legal entity approved by the City Council.
  - b. The prohibition of garage usage for non-parking purposes.
  - c. The prohibition of on-street parking along interior driveways.
  - d. The requirement that each unit be provided with separate trash services, with individual recycling and waste collection receptacles, and that said receptacles are: maintained within garages at all times excepting collection days; sized appropriately to fit in the garages; and placed along driveways in an orderly manner on collection days such that traffic and emergency access are not impeded.
  - e. A condition that the CC&Rs may not be rescinded or amended without the prior written consent of the Director of Development Services.

RESOLUTION NO. \_\_\_\_\_

17. To ensure maintenance of public interest facilities the applicant shall be required to create a Homeowners Association to provide for the maintenance of these facilities.
18. Applicant shall obtain final map approval and record the final map. Once recorded, the applicant shall within thirty days of recordation, provide one mylar copy of the recorded map to the Department of Development Services Engineering Division together with three printed copies of the map for the City's permanent record. The prints and mylar shall be in accordance with City standards.
19. Following issuance of a grading permit the applicant shall complete rough grading in accordance with the approved grading plans and the recommendations of the project's geotechnical engineer. Following completion of the rough grading and prior to issuance of any building permits, provide three originals of a rough grading report, which shall include a compaction report prepared by the geotechnical engineer, and a certification by the project civil engineer that all property corners, slopes, retaining walls, drainage devices and building pads are in conformance with the approved grading plans.
20. The applicant shall pay all development impact fees in effect at the time of issuance of building permits. At present, the fees are estimated to be as follows:

a. Drainage . . . . .	\$ 16,536.00	or	\$ 2,067.00 / unit
b. Traffic . . . . .	\$ 19,040.00	or	\$ 2,380.00 / unit
c. Traffic Signal . . . . .	\$ 1,968.00	or	\$ 246.00 / unit
d. Park-in-Lieu . . . . .	\$ 59,416.00	or	\$ 7,427.00 / unit
e. Public Facilities. . . . .	\$ 48,816.00	or	\$ 6,102.00 / unit
f. RTCIP Fee . . . . .	\$ 20,265.20	or	\$ 2,533.15 / unit
21. Provide a minimum 26' wide, paved "fire lane" access roadway throughout the development. The fire lane width shall be measured curb to curb (or edge of pavement to edge of pavement) and shall extend vertically from grade to the highest point of any structures or obstacles constructed adjacent to the fire lane. No building elements, balconies, drains, projections, or any other object shall encroach into this clear space. The fire lane(s) shall be identified by painting curbs red with white-stenciled letters indicating "NO PARKING – FIRE LANE" every 30 feet along all portions of the fire lane. Red stripes with white stenciled letters shall be painted on the curb or asphalt in front of garages along fire lanes as well. Or, signs shall be installed on the edge of the curb indicating the same. Placement of the signs shall be every 75 feet (or other approved spacing), placed in between the curb stenciling. Exact placement shall be

**RESOLUTION NO. \_\_\_\_\_**

approved by the fire code official prior to installation.

22. A fire apparatus turnaround is required for the project. The turnaround proposed for the project is adequate to meet our requirements. Striping of the turnaround area to accommodate the basketball court and the fire turnaround shall be coordinated at time of construction.
23. Address numbers shall be placed near the roofline of the structures visible from the street or access roadway. Numbers shall be block style, 12" in height, black in color (or other approved color), in contrast with their background. Address numbers shall also be illuminated for nighttime visibility.
24. The buildings are required to be constructed with an approved residential automatic fire sprinkler systems installed by a licensed fire sprinkler contractor. Separate plans are required to be submitted to the Fire Department for approval prior to installation. The fire sprinkler systems are required to be monitored by an approved central station monitoring company. A Potter, "SASH-120" Horn/Strobe (or equivalent) in lieu of a bell, shall be located at an approved location on each building for indication of fire sprinkler activation.
25. Each building or address (equipped with an automatic fire sprinkler system) shall have a fire sprinkler riser enclosure accessible from the outside of the building or address. The exact size and location of the enclosure shall be approved by the Fire Department prior to construction. The enclosure shall contain the fire sprinkler riser for the building, pressure gauges for the system, applicable valves, sprinkler head box, and any required diagrams or documentation for the fire sprinkler system. The enclosure shall have exterior locking hardware and a Knox box shall be located at an approved location near the room for easy Fire Department access. The exterior side of the riser enclosure door shall have labeling or signage approved by the fire code official indicating "FIRE RISER INSIDE".
26. This device that supplies water to the automatic fire sprinkler system shall be placed in an approved location. The device shall be installed per San Diego County Regional Standard WF-05. The finished height of the Fire Department Connection (FDC) shall be no higher than 48" from grade. The entire device may be painted dark green or brown to blend in with adjacent landscaping. The Fire Department Connection (FDC) shall be painted red. The Fire Department Connection (FDC) once installed, shall be "pinned" in place for theft protection. The (RPDA) device shall be stenciled with 2" white numbers indicating the address served. The assembly shall be equipped with a chain and breakaway locks for security. Location of these devices shall be approved prior to installation. If the building is equipped with central station monitoring of the sprinkler system, the control valves on the device shall be monitored for tamper of the valves.
27. A Knox Box key safe for emergency access of Fire Department personnel is required for the building. Knox Boxes shall be installed at the front entrance,



**RESOLUTION NO. \_\_\_\_\_**

riser room and other required location(s). Knox Box applications may be obtained from the Fire Department. Approval of the number and exact mounting location shall be determined by the fire code official prior to installation.

28. Santee has adopted the use of Knox Fire Department Connection (FDC) Plugs for FDC hose connections to the automatic fire sprinkler systems. These plugs ensure that the FDC's will be clear of obstructions and allow for the proper Fire Department use of automatic fire sprinkler systems. Knox Plugs can be ordered online directly from the Knox Company at Knoxbox.com. Order FDC Plugs for use in the City of Santee. Order model #3043 (two per building if using Siamese connection). Contact Santee Fire Department if assistance is needed in ordering.
29. A Fire sprinkler monitoring system is required for the buildings to send a signal to a central station monitoring company upon waterflow activation of the fire sprinkler systems. Separate plans shall be submitted to the Fire Department for any fire alarm system(s) or devices for approval prior to installation. The fire sprinkler monitoring system shall be located in the "Fire Riser Room". Plans & documentations for this system shall include, manufacturer cut sheets for all fire alarm devices, California State Fire Marshal Listing sheets for all appropriate devices, plans showing locations of all devices, line diagram & point to point diagram of the alarm system and complete battery & voltage drop calculations for the system.
30. A minimum of one, 2A10BC fire extinguisher shall be located every 75' of travel distance, mounted in locked cabinets adjacent to the garages for the building. Exact extinguisher location to be determined by the fire code official prior to installation.

C. Prior to obtaining first occupancy the following actions shall be taken:

1. Prior to occupancy of the first dwelling unit, the applicant shall submit a copy of the recorded CC&Rs pursuant to the conditions imposed for Tentative Map TM2016-4 and Development Review DR2016-5.
2. Complete construction of all improvements shown on the approved plans to the satisfaction of the Director of Development Services.
3. Plant all new trees in and within 10 feet of the public right-of-way with root control barriers.
4. The engineer of record shall provide certification of the "as built" total impermeable area of the project site documenting less than 10,000 square feet has been created and verifying compliance as a Standard Development Project per the City of Santee BMP design manual.
5. Provide two print copies and a digital copy of the final approved Operation and Maintenance Plan.

**RESOLUTION NO. \_\_\_\_\_**

6. Submit a print and digital copy of the BMP Certification package. The BMP certification package includes but is not limited to: 'wet' signed and stamped certification form(s), all BMP related product receipts and materials delivery receipts, an inspection and installation log sheet, and photographs to document each stage of BMP installation.
  7. Prior to issuance of the final phase of occupancy, an executed contract must be in place with a qualified storm water service provider and a copy of the Operation and Maintenance Plan provided to the consultant and the HOA.
- D. The following conditions apply to the project approved under TM2016-4 and DR2016-5 and shall be memorialized by recording a "Notice of Restrictions" on the property. This notice shall be prepared to the satisfaction of the Director of Development Services:
1. The development's Covenants, Conditions, and Restrictions (CC&Rs) shall include, but are not limited to a discussion of the maintenance of the landscaping, lighting, common areas, private streets, and storm water facilities.
  2. Garages shall be maintained available for parking at all times.
  3. Visitor parking shall not be used as permanent parking by residents.
  4. Open space areas shall be maintained as such and shall not be converted (i.e. into parking areas).
  5. All required landscaping shall be adequately watered and maintained in a healthy and thriving condition, free from weeds, trash, and debris.
  6. All groundcover installed by the developer pursuant to an approved landscape plan shall provide 100 percent coverage within 9 months of planting or additional landscaping, to be approved by the Director, shall be required in order to meet this standard.
  7. All storm water best management practices (BMPs) outlined in the Storm Water Management Plan must be installed and operational to the satisfaction of the Director of Development Services. Failure to maintain a required BMP will subject property owners and/or the Homeowners Association to civil penalties.
  8. All light fixtures shall be designed and adjusted to reflect light downward, away from any road or street, and away from any adjoining premises, and shall otherwise conform to the requirements of Chapter 13.10.050 of the Santee Municipal Code.

**SECTION 4:** The terms and conditions of this Development Review Permit DR2016-5 shall be binding upon the permittee and all persons, firms and corporations having an interest in the property subject to this Development Review Permit DR2016-5 and the heirs, executors, administrators, successors and assigns of each of them, including

**RESOLUTION NO. \_\_\_\_\_**

municipal corporations, public agencies and districts.

**SECTION 5:** This Development Review Permit DR2016-5 expires on February 12, 2023 at 5:00 p.m. unless prior to that date a Final Map has been recorded pursuant to Tentative Map TM2016-4, or unless a time extension for obtaining such approval of the Final Map is approved as provided by the Santee Subdivision Ordinance. The City Council expressly grants to the Director of Development Services the authority to extend the expiration date of this approval pursuant to the California Subdivision Map Act and Section 12.08.090.B of the Santee Municipal Code, when a request for an extension is filed 60 days prior to the original expiration date.

**SECTION 6:** 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 February 12, 2020.

**SECTION 7:** 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 or set aside, void, or annul the approval of the City of Santee concerning this Resolution or any action relating to or arising out of its approval.

**SECTION 8:** The documents and materials that constitute the record of proceedings on which these findings have been based are located with the City Clerk at the City of Santee City Clerk's office at 10601 Magnolia Avenue, Building #3, Santee, CA 92071.

**ADOPTED** by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 12th day of February, 2020, by the following roll call vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

**APPROVED:**

\_\_\_\_\_  
**JOHN W. MINTO, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**ANNETTE ORTIZ, CMC, CITY CLERK**



**City of Santee**  
**COUNCIL AGENDA STATEMENT**

Item 8

**MEETING DATE**      February 12, 2020

**AGENDA ITEM NO.**

**ITEM TITLE**      RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, AWARDING THE CONSTRUCTION CONTRACT FOR THE CITYWIDE CRACK SEALING PROGRAM 2020 PROJECT (CIP 2020-06) AND DETERMINING A CATEGORICAL EXEMPTION PURSUANT TO SECTION 15301(c) OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

**DIRECTOR/DEPARTMENT**      Melanie Kush, Development Services 

**SUMMARY**

This item requires City Council to award the construction contract for the Citywide Crack Sealing Program 2020 Project (CIP 2020-06) to American Asphalt South, Inc. in the amount of \$124,253.00. This project will seal cracks in advance of the Citywide Pavement Repair and Rehabilitation Program and the Citywide Slurry Seal and Roadway Maintenance Program, which are scheduled for implementation this summer. The project neighborhoods are in various locations throughout the City (refer to the attached project map).

On January 30, 2020, the City Clerk publicly opened and examined six sealed bids. American Asphalt South, Inc. was found to be the lowest responsive and responsible bidder, with a bid amount of \$124,253.00.

Staff also requests authorization for the Director of Development Services to approve change orders in an amount not to exceed \$12,425.30 for unforeseen items and additional work.

**ENVIRONMENTAL REVIEW**

The project is categorically exempt from environmental review by Section 15301(c) of the Guidelines to the California Environmental Quality Act (CEQA). This section provides an exemption for the maintenance of existing facilities.

**FINANCIAL STATEMENT** *m*

Funding for this project is available in the adopted Capital Improvement Program budget and will require the transfer of Gas Tax-RMRA funds from the Pavement Repair and Rehabilitation Citywide project in the amount of \$144,066.83 to fund the project.

Design and Bidding	\$ 1,388.53
Construction Contract	124,253.00
Construction Change Orders	12,425.30
Construction Engineering/Management	5,000.00
Project Closeout	<u>1,000.00</u>
Total Anticipated Project Cost	<u>\$ 144,066.83</u>

**CITY ATTORNEY REVIEW**       N/A       Completed

**RECOMMENDATION** *to pass*

Adopt the attached Resolution, awarding the contract for the Citywide Crack Sealing Program 2020 project to American Asphalt South, Inc. for a total amount of \$124,253.00, authorizing the City Manager to execute the contract, authorizing the Director of Development Services to approve change orders in an amount not to exceed \$12,425.30 and authorizing the transfer of Gas Tax RMRA funds in the amount of \$144,066.83 from the Pavement Repair and Rehabilitation Citywide project.

**ATTACHMENTS**

Resolution      Bid Summary      Project Map      Street List



RESOLUTION NO. \_\_\_\_\_

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA,  
AWARDING THE CONSTRUCTION CONTRACT FOR THE CITYWIDE CRACK  
SEALING PROGRAM 2020 PROJECT (CIP 2020-06) AND DETERMINING A  
CATEGORICAL EXEMPTION PURSUANT TO SECTION 15301(c) OF THE  
CALIFORNIA ENVIRONMENTAL QUALITY ACT**

**WHEREAS**, the City Clerk, on the 30<sup>th</sup> day of January, 2020 publicly opened and examined sealed bids for the Citywide Crack Sealing Program 2020 Project, (CIP 2020-06) ("Project"); and

**WHEREAS**, the lowest received bid was submitted by American Asphalt South, Inc. in the amount of \$124,253.00; and

**WHEREAS**, in accordance with Santee Municipal Code section 3.24.100 (E), staff has determined that the bid submitted by American Asphalt South, Inc. conforms in all material respects to the requirements set forth in the invitation for bids; and

**WHEREAS**, American Asphalt South, Inc. was found to be the lowest responsive and responsible bidders with a total bid amount of \$124,253.00; and

**WHEREAS**, staff recommends awarding the construction contract to American Asphalt South, Inc. in the amount of \$124,253.00; and

**WHEREAS**, the project is categorically exempt from environmental review by section 15301(c) of the Guidelines to the California Environmental Quality Act; and

**WHEREAS**, staff requests authorization for the Director of Development Services to approve changes orders in a total amount not to exceed \$12,425.30 for unforeseen change orders and additional work.

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

**Section 1.** The construction contract for the Citywide Crack Sealing Program 2020 project, (CIP 2020-06) is awarded to American Asphalt South, Inc. as the lowest responsive and responsible bidder in the amount of \$124,253.00 and the City Manager is authorized to execute the contract on behalf of the City.

**Section 2.** The Director of Development Services is authorized to approve change orders in an amount not to exceed \$12,425.30 for unforeseen items and additional work.

**Section 3.** The Director of Finance is authorized to transfer Gas Tax-RMRA funds from the Pavement Repair and Rehabilitation Citywide project in the amount of \$144,066.83 to the project account.

RESOLUTION NO. \_\_\_\_\_

**ADOPTED** by the City Council of the City of Santee, California, at a Regular meeting thereof held this 12<sup>th</sup> day of February, 2020, by the following roll call vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

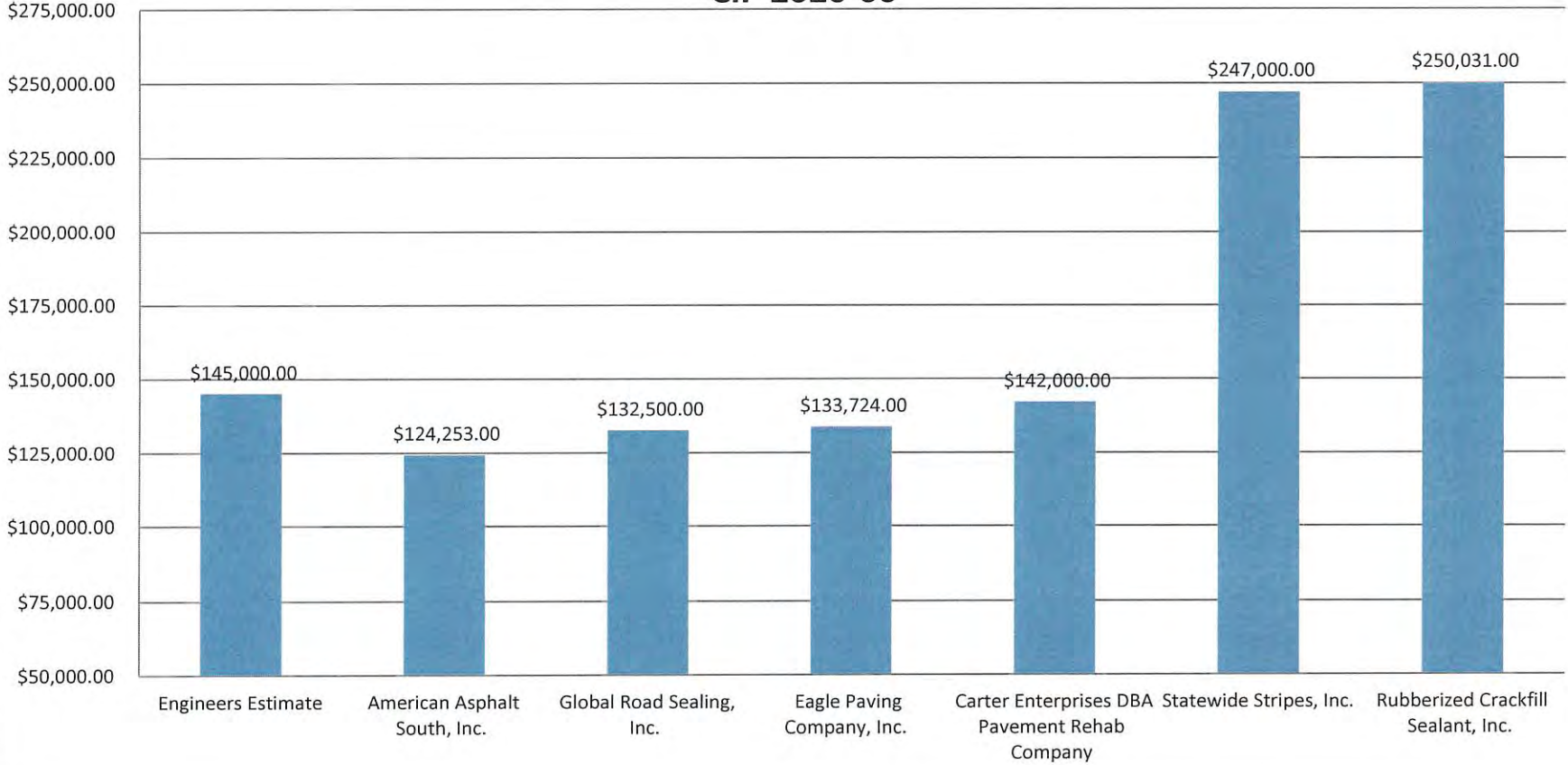
**APPROVED:**

\_\_\_\_\_  
**JOHN W. MINTO, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**ANNETTE ORTIZ, CMC, CITY CLERK**

### CITYWIDE CRACK SEALING PROGRAM 2020 CIP 2020-06





**ZONE EB**

**ZONE BD**

**MAGNOLIA AVE**

**CUYAMACA ST**

**MISSION GORGE RD**

**PROSPECT AVE**

**MAGNOLIA AVE**

**EXHIBIT A**

**CITYWIDE CRACK SEAL  
PROGRAM 2020, CIP 2020-06**

**ZONES BD, EB & MAGNOLIA AVE (PROSPECT AVE TO CITY LIMITS)**





CITYWIDE CRACK SEALING PROGRAM 2020  
(CIP 2020-06)

Street Name	From Street	To Street
<b>Zone BD</b>		
Amada Pl	Susie Pl	Len St
Avanti Ave	Rappaport Pl	End
Carreta Ct	Carreta Dr	End
Carreta Dr	El Nopal	Carreta Ct
Casa Ct	Susie Pl	End
Clivia St	Santana St	Eastern City Limits
El Nopal	Magnolia Ave	Eastern City Limits
Everell Pl	Susie Pl	End
Harbin Pl	Susie Pl	End
Healy Ct	Healy St	End
Healy St	Len St	Healy Wy
Healy Wy	Healy St	End
Josie Jo Ln	EL Nopal	Rappaport Pl
Julio Pl	El Nopal	End
Ken Ln	Avanti Ave	End
Kit Carson Pl	EL Nopal	End
Len Ct	Len St	End
Len St	El Nopal	Santana St
Len Wy	Len St	End
Magnolia Ave	El Nopal	Alphonse St
Nate Wy	Avanti Ave	End
Rappaport Pl	Avanti Ave	End
Santana St	EL Nopal	End
Susie Ln	Julio Pl	End
Susie Pl	Avanti Ave	Santana St

Street Name	From Street	To Street
<b>Zone EB</b>		
Arlette St	Big Rock Rd	Parking Lot
Aubrey Glen Dr	Mission Gorge Rd	End
Azure Wy	Matterhorn Dr	End
Big Rock Rd	Mission Gorge Rd	End
Britt Pl	Rancho Fanita Dr	End
Cherub Ct	Mesa Rd	End
Crossway Ct	Mission Gorge Rd	End
Graham Terr	Mesa Rd	End
Linen Dr	Organdy Ln	Big Rock Rd
Little Rock Rd	Big Rock Rd	End
Matterhorn Dr	Rancho Fanita Dr	Woodpecker Wy
Mesa Rd	Mission Gorge Rd	End of Asphalt
Organdy Ln	Rancho Fanita Dr	Shantung Dr
Poplin Dr	Organdy Ln	Big Rock Rd
Rancho Fanita Dr	Mission Gorge Rd	End
Sandstone Dr	Rancho Fanita Dr	End
Shantung Dr	Organdy Ln	Big Rock Rd
Smokewood Dr	Sunridge Dr	Matterhorn Dr
Sunridge Dr	Rancho Fanita Dr	Woodpecker Wy
Woodpecker Wy	Big Rock Rd	End

Street Name	From Street	To Street
<b>Magnolia Ave</b>		
Magnolia Ave	Prospect Ave	Southern City Limits

**City of Santee**  
**COUNCIL AGENDA STATEMENT**

**Item 9**

**MEETING DATE**      February 12, 2020

**AGENDA ITEM NO.**

**ITEM TITLE**      RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE A LETTER OF INTENT TO ACCEPT RELINQUISHMENT OF PROPERTY FROM CALTRANS FOR THE SR-67/WOODSIDE AVENUE ROUNDABOUT CIP 2015-07 PROJECT AND WAIVING THE 90-DAY NOTICE REQUIRED PER SECTION 73 OF THE CALIFORNIA STREETS AND HIGHWAYS CODE

**DIRECTOR/DEPARTMENT**      *Sfor*  
Melanie Kush, Director of Development Services

**SUMMARY** This item requests City Council authorize the City Manager to execute a letter of intent to Caltrans to accept relinquishment of State property and waive the 90-day notice as required per Section 73 of the Streets and Highways Code for the SR 67/Woodside Avenue Roundabout Project. City staff and Caltrans see a mutual benefit for the State and the City to have the proposed roundabout which is located at the intersection of Woodside Avenue, Woodside Avenue North and the off-ramp for State Route 67 to be within City right-of-way.

Currently the majority of the proposed relinquishment area is within Freeway Highway Maintenance Agreement No. 11-57-067 where the City is responsible for the existing roadway maintenance. By having the entire limits of the roundabout within City right-of-way, the City will not be required to obtain encroachment permits from Caltrans for road maintenance, irrigation and other minor repairs providing a substantial cost saving in City staff time. The administration process to obtain a State encroachment permit is five months which adds unnecessary delays to the City in order to complete regular road maintenance.

Staff requests City Council authorize the City Manager to execute the attached relinquishment letter to Caltrans and waive the 90-day notice as required per Section 73 of the Streets and Highways Code.

**FINANCIAL STATEMENT**      *m*

No City funds are required for the proposed State property to be relinquished to the City.

**CITY ATTORNEY REVIEW**       N/A       Completed

**RECOMMENDATION**      *MDS*

Adopt the attached Resolution authorizing the City Manager to execute a letter of intent to accept relinquishment of property from Caltrans and waiving the statutory 90-day notice as required per Section 73 of the California Streets and Highways Code.

**ATTACHMENTS**

- Resolution
- Relinquishment Area Map
- Relinquishment Letter
- Freeway Maintenance Agreement No. 11-57-067

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA,  
AUTHORIZING THE CITY MANAGER TO EXECUTE A LETTER OF INTENT TO  
ACCEPT RELINQUISHMENT OF PROPERTY FROM CALTRANS FOR THE SR-  
67/WOODSIDE AVENUE ROUNDABOUT CIP 2015-07 PROJECT AND WAIVING  
THE 90-DAY NOTICE REQUIRED PER SECTION 73 OF THE CALIFORNIA  
STREETS AND HIGHWAYS CODE**

**WHEREAS**, the proposed improvements for the Woodside Avenue/SR 67 Roundabout (CIP 2015-07) project lie within City and Caltrans right-of-way; and

**WHEREAS**, City staff and Caltrans see a mutual benefit for the City and Caltrans to have the proposed improvements constructed solely within City right-of-way for future maintenance purposes; and

**WHEREAS**, the proposed right of way relinquishment area lies mostly within areas already maintained by the City per the Freeway Maintenance Agreement No. 11-57-067; and

**WHEREAS**, Caltrans requires the City to execute a letter of intent to accept relinquishment of property from Caltrans in order to begin the relinquishment process of State property; and

**WHEREAS**, Staff recommends City Council authorize the City Manager to execute a letter of intent to accept the relinquishment of property from Caltrans for the Woodside Avenue / SR 67 Roundabout (CIP 2015-07) project and waive the 90-day notice required per Section 73 of the California Street and Highways Code; and

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Santee, California, the City Manager is hereby authorized to execute a letter of intent to accept relinquishment of property from Caltrans for the Woodside Avenue/SR 67 Roundabout (CIP 2015-07) project and waive the 90-day notice required per Section 73 of the California Streets and Highways Code.

**ADOPTED** by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 12th day of February 2020, by the following roll call vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

**APPROVED:**

\_\_\_\_\_  
**JOHN MINTO, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**ANNETTE ORTIZ, MBA, CMC, CITY CLERK**





(Date)

Mr. Michael Hank  
Senior Transportation Surveyor  
California Department of Transportation  
4050 Taylor Street, M.S. 311  
San Diego, CA 92110

**Subject: Relinquishment of Highway Right of Way (SR 67 at Woodside Avenue)**

Mr. Hanks,

The City of Santee has reviewed relinquishment map R XXXXX (attached hereto), and are willing to accept the segment of the relinquishment as depicted on the attached map. Further, the City of Santee would like to waive the "90 day notice of intention to relinquish" as described in section 73 of the Streets and Highways Code.

\_\_\_\_\_  
Dated

\_\_\_\_\_  
Marlene Best  
City Manager

Authorized signatory per City Council  
Resolution No. (XX-XXXX),  
Adopted on (Date)



# WOODSIDE AVENUE SR 67 ROUNDABOUT PROPOSED CALTRANS RIGHT OF WAY RELINQUISHMENT



RELINQUISHMENT AREA

SR 67



SD-37-8246

FREEWAY MAINTENANCE AGREEMENT

RESO 63-92

THIS AGREEMENT, made and entered into, in duplicate this 27th \_\_\_\_\_, day of May \_\_\_\_\_, 1992, by and between the State of California, acting by and through the Department of Transportation, hereinafter referred to as "the STATE" and the CITY of Santee, hereinafter referred to as "the CITY" witnesseth:

WHEREAS, on December 28, 1965, (a) freeway agreement(s) was (were) executed between the COUNTY and the STATE wherein the COUNTY agreed and consented to certain adjustments of the CITY street and COUNTY road system required for the development of that portion of State highway route 67, within the limits of the CITY of Santee as a freeway, and

WHEREAS, said freeway has now been completed or is nearing completion, and the parties, hereto mutually desire to clarify the division of maintenance responsibility as to separation structures, and CITY streets or portions thereof and landscape areas, within the freeway limits, and

WHEREAS, the CITY has resumed or will resume control and maintenance over each of the relocated or reconstructed CITY streets except on those portions thereof adopted as a part of the freeway proper.

WHEREAS, the City of Santee incorporated in 1980 and succeeded to the obligations of the County of San Diego under a Freeway Maintenance Agreement dated February 18, 1969; and

WHEREAS, the parties wish to provide written documentation of their respective duties and obligations.

MAINTENANCE DEFINED:

Maintenance is defined in Section 27 of the Streets and Highways Code as follows:

- Sec. 27. "(a) The preservation and keeping of right of way, each type of roadway, structure, safety convenience or device, planting, illumination equipment and other facility, in the safe and usable condition to which it has been improved or constructed, but does not include reconstruction or other improvement.
- "(b) Operation of special safety conveniences and devices, and illuminating equipment.

- "(c) The special or emergency maintenance or repair necessitated by accidents or by storms or other weather conditions, slides, settlements or other unusual or unexpected damage to a roadway, structure or facility."

NOW THEREFORE, IT IS AGREED:

1. When a planned future improvement has been constructed and/or a minor revision has been effected within the limits of the freeway herein described, which affects the division of maintenance, the Department will provide a new dated and revised Exhibit "A", which is made a part hereof by this reference, which will supersede the original exhibit and which will become part of this agreement.

2. VEHICULAR OVERCROSSINGS

The STATE will maintain, at State expense, the entire structure below the deck surface except as hereinafter provided. The CITY will maintain, at CITY expense, the deck and/or surfacing and shall perform such work as may be necessary to ensure an impervious and/or otherwise suitable surface. The CITY will also maintain all portions of the structure above the bridge deck, as above specified, including lighting installations, as well as all traffic service facilities (signals, signs, pavement markings, rails, etc.) that may be required for the benefit or control of CITY street traffic.

At such locations, as shall be determined by the STATE, screening shall be placed on State freeway overpasses on which pedestrians are allowed (as directed by Sec. 92.6 of the Streets and Highways Code). All screens installed under this program will be maintained by the STATE (at State expense).

3. VEHICULAR UNDERCROSSING

The STATE will maintain the structure proper. The roadway section, including the traveled way, shoulders, curbs, sidewalks, wall surfaces (including eliminating graffiti), drainage installations, lighting installations and traffic service facilities that may be required for the benefit of control of CITY street traffic will be maintained by the CITY.

4. LANDSCAPED AREAS ADJACENT TO CROSSING STRUCTURES

If there be any responsibility for maintenance of any plantings or other types of roadside development lying outside of the area reserved for freeway use, it shall lie with the CITY and not with the STATE.

5. INTERCHANGE OPERATION

It is the responsibility of the STATE to provide efficient operation of freeway interchanges including ramp connections to local streets. The maintenance and energy costs of safety lighting, traffic signals or other necessary electrically operated traffic control devices at ramp connections to CITY streets shall be shared, between the State and the CITY. Timing of traffic signals shall be the responsibility of the STATE.

6. LEGAL RELATIONS AND RESPONSIBILITIES:

Nothing in the provisions of this agreement is intended to create duties or obligations to or rights in third parties not parties to this contract or affect the legal liability of either party to the contract by imposing any standard of care respecting the maintenance of State highways different from the standard of care imposed by law.

It is understood and agreed that neither the STATE nor any officer or employee thereof is responsible for any damage or liability occurring by reason of anything done or omitted to be done by the CITY under or in connection with any work authority or jurisdiction delegated to the CITY under this agreement. It is understood and agreed that pursuant to Government Code Section 895.4 CITY shall defend, indemnify and save harmless the STATE, all officers and employees from all claims, suits or actions of every name, kind and description brought for or on account of injuries to or death of any person or damage to property resulting from anything done or omitted to be done by the CITY under or in connection with any work, authority or jurisdiction delegated to the CITY under this agreement.

It is understood and agreed that neither the CITY nor any officer or employee thereof is responsible for any damage or liability occurring by reason of anything done or omitted to be done by the STATE under or in connection with any work, authority or jurisdiction delegated to the STATE under this agreement. It is understood and agreed that pursuant to Government Code Section 895.4 STATE shall defend, indemnify and save harmless the CITY, all officers and employees from all claims, suits or actions of every name, kind and description brought for or on account of injuries to or death of any person or damage to property resulting from anything done or omitted to be done by STATE under or in connection with any work, authority or jurisdiction delegated to the



State under this agreement.

7. EFFECTIVE DATE

This Agreement shall be effective upon the date of its execution by the State, it being understood and agreed, however, that the execution of this Freeway Maintenance Agreement shall not affect any pre-existing obligations of the CITY to maintain designated areas pursuant to prior written notice from the State that work in such areas, which the City has agreed to maintain pursuant to the terms of the Freeway Agreement, has been completed.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals the day and year first above written.

CITY OF SANTEE

By *Robert J. Ball*  
City Manager

*Paula H. Repard 6-8-92*  
City Clerk

STATE OF CALIFORNIA  
DEPARTMENT OF TRANSPORTATION

JAMES W. van LOBEN SELS  
Director of Transportation

By *Stuart Hawley*  
Deputy District Director

\_\_\_\_\_  
Attorney

*Donald McKeef*  
City Attorney

By \_\_\_\_\_

RESOLUTION NO. 63-92

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE APPROVING  
FREEWAY MAINTENANCE AGREEMENT NO. 11-8159 WITH THE STATE OF  
CALIFORNIA, DEPARTMENT OF TRANSPORTATION FOR SR 67 WITHIN THE  
LIMITS OF THE CITY OF SANTEE  
(REPLACING 11-8002)

WHEREAS, on February 18, 1969, the State of California and the County of San Diego entered into Freeway Maintenance Agreement No. 11-8002 for SR 67 in the unincorporated area; and

WHEREAS, the City of Santee Incorporated In 1980, and thereby assumed the responsibilities of Agreement No. 11-8002; and

WHEREAS, the State of California, Department of Transportation desires to revise this Agreement and clarify the division of maintenance responsibilities between the State of California and the City of Santee.

NOW, THEREFORE, BE IT RESOLVED, that the Santee City Council does hereby approve Freeway Maintenance Agreement No. 11-8159 with the State of California, Department of Transportation for SR 67 within the limits of the City of Santee.

BE IT FURTHER RESOLVED, that Freeway maintenance Agreement No. 11-8159 replaces Freeway Maintenance Agreement No. 11-8002.

BE IT FURTHER RESOLVED, that the City Council does hereby authorize the City Manager to sign Freeway Maintenance Agreement No. 11-8159.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Santee, California, at a regular meeting thereof held this 27th day of May, 1992, by the following vote to wit:

- AYES: CLARK, DALE, RYAN, BARTELL, DOYLE
- NOES: NONE
- ABSTAIN: NONE
- ABSENT: NONE

CERTIFICATE OF CITY CLERK

I, Loretta H. Roper, City Clerk of the City of Santee, California, do hereby certify the foregoing to be a true and exact copy of Reso 63-92 duly passed and adopted by the City Council of said City on the date thereon recited.

APPROVED: Loretta H. Roper  
City Clerk

Jack Doyle  
JACK DOYLE, MAYOR

ATTEST:

Loretta H. Roper  
LORETTA H. ROPER, CITY CLERK

**DEPARTMENT OF TRANSPORTATION**

P. O. BOX 85406  
SAN DIEGO CA 92138-5406  
PHONE (619) 688-3364  
FAX (619) 688-3286



*Flex your power!  
Be energy efficient!*

11-SD-67  
PM 1.94 to 2.67  
FMA 11-8159

May 23, 2002

Mr. Keith Till, City Manager  
Mr. Cary Stewart, City Engineer  
City of Santee  
10601 Magnolia Avenue  
Santee, CA 92071

Dear Mr. Stewart:

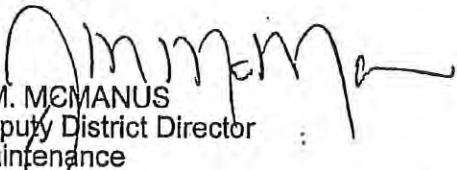
Enclosed are new EXHIBIT "A" sheets for Freeway Maintenance Agreement 11-8159.

These sheets cover the portion of Route 67 at Prospect Avenue and Woodside Avenue. We have added the bridge number to each location.

As per section 1 of the existing Freeway Maintenance Agreement 11-8159, these sheets supersede the original exhibits and become part of this agreement.

If you have any questions about these exhibits, please contact Marcon Joe, Maintenance Support, at (619) 688-3364.

Sincerely,

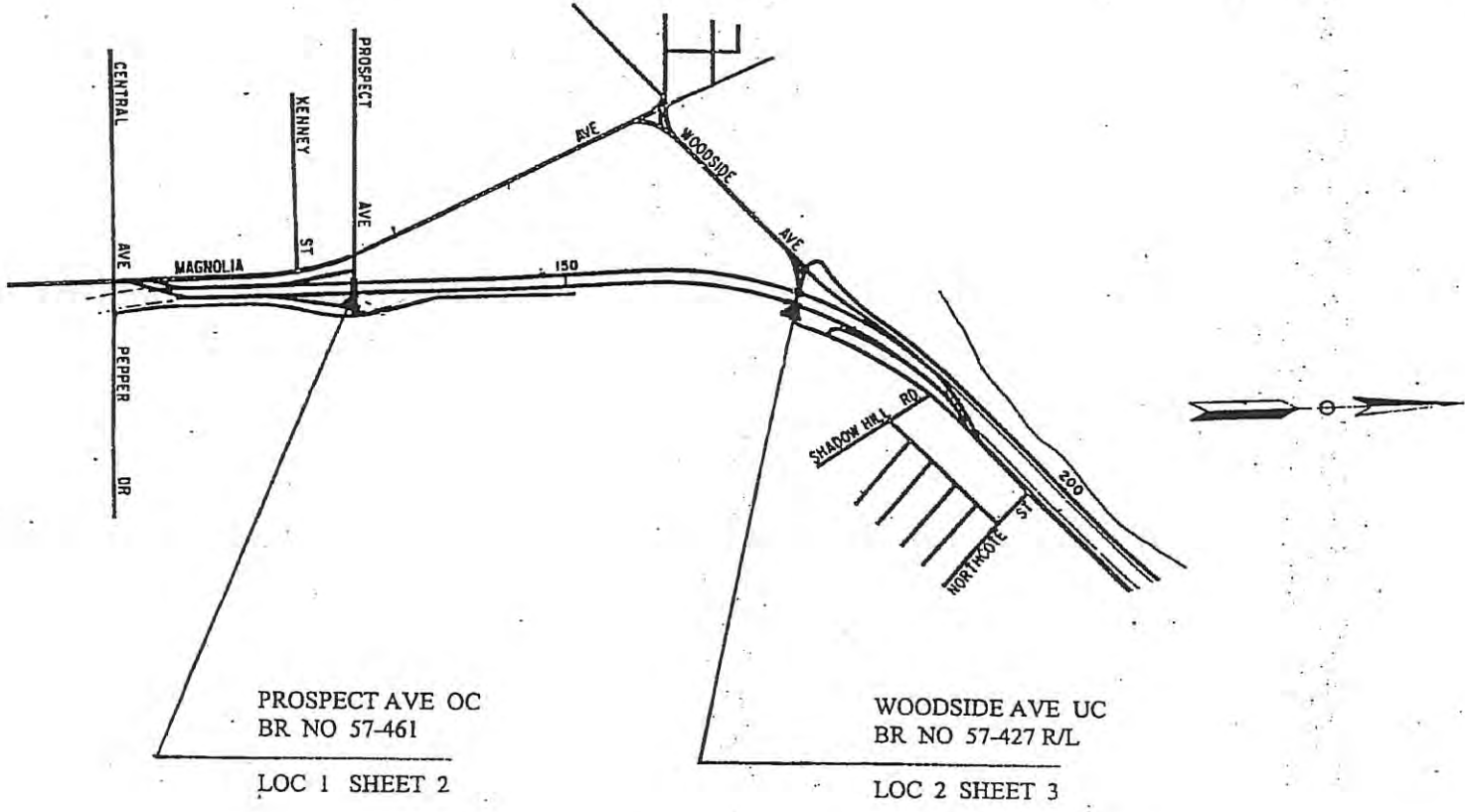
  
J.M. MCMANUS  
Deputy District Director  
Maintenance

Enclosures

c: Don Jones, Region Manager



DIST.	CO.	RTE.	POST MILE
11	SD	67	1.94 to 2.67
FMA 11-8159		5/23/02	



PROSPECT AVE OC  
BR NO 57-461

LOC 1 SHEET 2

WOODSIDE AVE UC  
BR NO 57-427 R/L

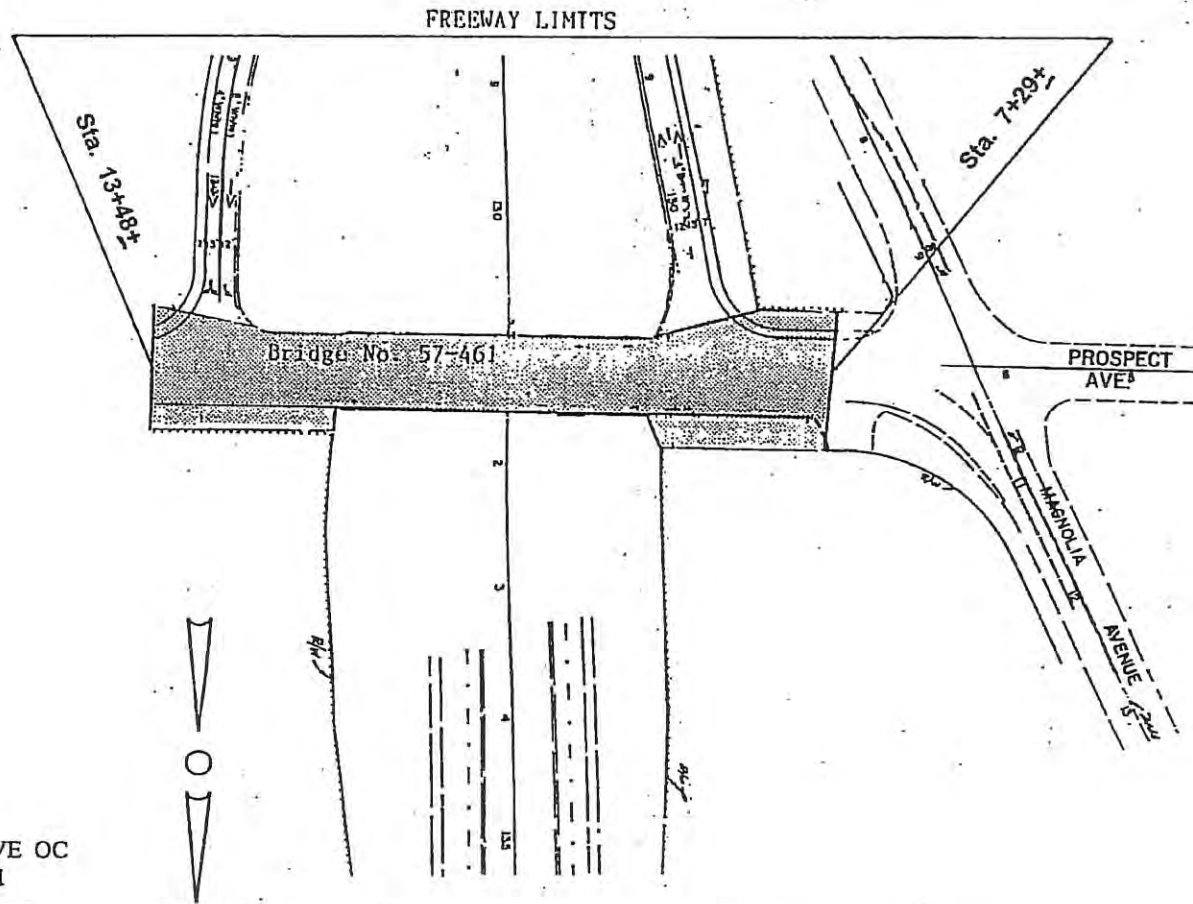
LOC 2 SHEET 3

**FREEWAY MAINTENANCE AGREEMENT**

**EXHIBIT "A"**

**SHEET 1 OF 3 SHEETS**

DIST.	CO.	RTE.	POST MI.
11	SD	67	1.94
FMA 11-8159		5/23/02	



PROSPECT AVE OC  
BR NO 57-461

LOC 1 SHEET 2



AREA WITHIN FREEWAY LIMITS  
TO BE MAINTAINED BY: CITY

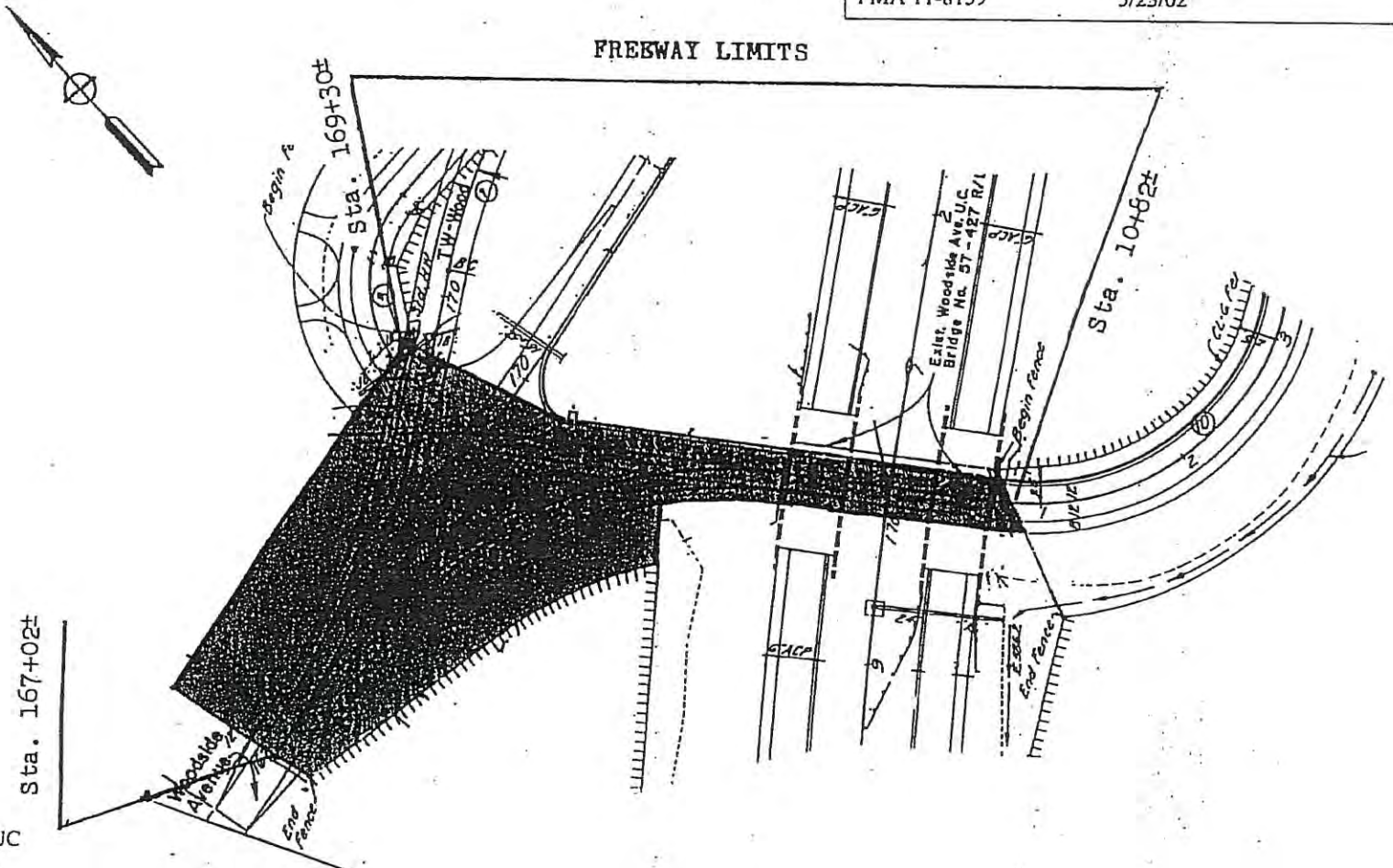
FREEWAY MAINTENANCE AGREEMENT

EXHIBIT "A"

SHEET 2 OF 3 SHEETS

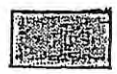
DIST.	CO.	RTE.	POST MILE
11	SD	67	2.67
FMA 11-8159		5/23/02	

**FREWAY LIMITS**



WOODSIDE AVE UC  
BR NO 57-427 R/L

LOC 2 SHEET 3



AREA WITHIN FREEWAY LIMITS  
TO BE MAINTAINED BY: CITY

**FREEWAY MAINTENANCE AGREEMENT**

**EXHIBIT "A"**

SHEET 3 OF 3 SHEETS



**City of Santee**  
**COUNCIL AGENDA STATEMENT**

**Item 10**

**MEETING DATE:** February 12, 2020

**AGENDA ITEM NO.**

**ITEM TITLE** FANITA RANCH WORKSHOP IV – FIRE PROTECTION AND PUBLIC SAFETY

**DIRECTOR/DEPARTMENT**

John Garlow, Fire Chief *JG*

Melanie Kush, Development Services *MK*

**SUMMARY** This is the fourth workshop held in advance of the release of the Draft Environmental Impact Report for public review this spring and before the public hearing anticipated in May-June 2020 to consider the Environmental Impact Report and development applications filed by HomeFed Fanita Rancho LLC ("HomeFed").

The project is a mixed-use development on the 2,638-acre site commonly known as Fanita Ranch, and is comprised of 2,949 residential units in a variety of product types, a working farm, commercial uses, a school site, parks and trails. The applications include a General Plan Amendment, a Specific Plan, a zone district reclassification, a Vesting Tentative Map and a Development Review Permit. The previous three workshops presented overviews of the project application (May 8, 2019), followed by:

- Circulation/ State Route 52 Improvements (September 11, 2019);
- Parks, Trails and Open Space (October 23, 2019).

This workshop describes the fire safety, prevention and protection components of the project. The workshop also describes service level requirements for fire and law enforcement personnel in response to population increase. The project would include a fully-equipped fire station and allows for a sheriff satellite office. Proposed are three roadway extensions to the project site, roads which connect to several possible temporary evacuation sites such as: Santee Trolley Square, Woodglen Vista Park and Town Center Community Park. All structures would be ignition-resistant; fuel-modification zones would be established adjacent to development; and the water supply system would be designed to ensure adequate water to fire hydrants and structural fire sprinklers throughout.

A PowerPoint presentation will provide conceptual illustrations of these project components.

**ENVIRONMENTAL REVIEW** This workshop is not a project under the California Environmental Quality Act (CEQA). *m*

**FINANCIAL STATEMENT** Staff and consultant costs associated with the development planning of Fanita Ranch are fully funded through a developer deposit account.

**CITY ATTORNEY REVIEW**     N/A     Completed

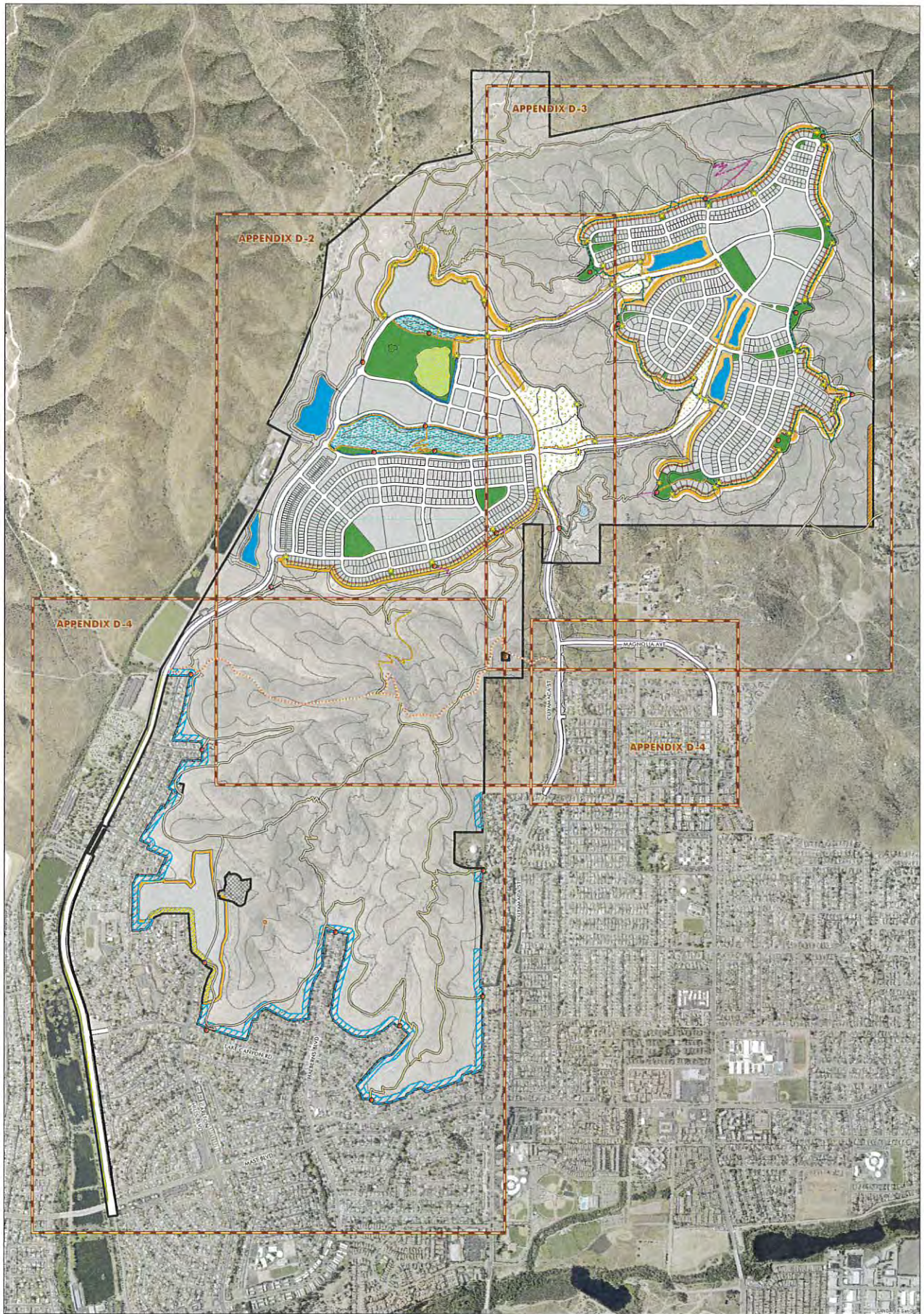
**RECOMMENDATION** *GO 2/13* Receive report and PowerPoint presentation

**ATTACHMENTS**

Fuel Modification Plan

Fuel Modification Zone Cross Section





SOURCE: SANGIS IMAGERY 2017



**Fuel Modification Zones**

- FMZ 1a
- FMZ 1b (Irrigated)
- FMZ 1c (Irrigated)
- FMZ 2 (50% Thinning)
- FMZ 3 (30% Thinning)
- FMZ 106 Fire Break (Perimeter of Orchards and Farmlands)
- Roadway Zone (30 Ft min.)
- Roadway Zone (50 Ft min.)
- Points Proxy FMZ (areas 2'-60' wide)
- Water Tank Roadway Zone (3' Wide)
- FMZ Ranch HDA Maintained
- FMZ Interim (1000 Ft)
- FMZ Emit Adj. Owners (Grass Cut & Brush Thinned)
- FMZ Access Points

**Land Uses**

- Barn
- Park
- Pasture Park
- Farm
- Agriculture
- Village Development
- Project Site Boundary
- Maintained Riparian Habitat Restoration Area
- Water Tank
- Not A Part

**Earth/DG Trails (For Illustrative Purposes only)**

- Follower Trail
- Village Nature Trail
- Nature Trail
- Primitive Trail
- Existing SDG&S Service Road
- Trailhead

**Fuel Modification Plan**  
FANITA RANCH FIRE PROTECTION PLAN



**FMZ/DEFENSIBLE SPACE ZONE 3:**  
 ZONE 3 ADJOINS ZONE 2 AND MEASURES NO MORE THAN 50 FEET IN WIDTH. IN THIS ZONE NO MORE THAN 70% OF NATIVE VEGETATION SHALL BE RETAINED. PLANTS FOR REVEGETATION SHALL CONSIST OF SPECIES FOUND ON THE FANITA RANCH PLANT LIST. NO PLANTS FOUND ON THE FANITA RANCH PROHIBITED LIST SHALL BE PLANTED OR REMAIN IN ZONE 3. THIS AREA REQUIRES INSPECTION AND PERIODIC MAINTENANCE BY THE APPLICABLE HOA.

**FMZ/DEFENSIBLE SPACE ZONE 2:**  
 ZONE 2 ADJOINS ZONE 1 AND MEASURES NO MORE THAN 50 FEET IN WIDTH. IN THIS ZONE NO MORE THAN 50% OF NATIVE VEGETATION SHALL BE RETAINED. PLANTS FOR REVEGETATION SHALL CONSIST OF SPECIES FOUND ON THE FANITA RANCH PLANT LIST. NO PLANTS FOUND ON THE FANITA RANCH PROHIBITED LIST SHALL BE PLANTED OR REMAIN IN ZONE 2. THIS AREA REQUIRES INSPECTION AND PERIODIC MAINTENANCE BY THE APPLICABLE HOA.

**FMZ/DEFENSIBLE SPACE ZONE 1C:**  
 ZONE 1C IS A MINIMUM OF 35 FEET WIDE STARTING AT THE PROPERTY LINE AT THE OUTER EDGE OF ZONE 2 AND MOVING INWARDS TOWARDS THE DWELLING UNIT. THIS FUEL MODIFICATION AREA WILL BE PLANTED WITH DROUGHT-TOLERANT LESS FLAMMABLE PLANTS FROM THE FANITA RANCH PLANT LIST. THIS VEGETATION SHOULD BE KEPT IN A WELL-IRRIGATED CONDITION AND CLEARED OF DEAD MATERIAL. TREES ARE ALLOWED IN THIS ZONE IF PLACED OR TRIMMED AS SPECIFIED IN THE FANITA RANCH FIRE PROTECTION PLAN. THIS AREA REQUIRES YEAR-ROUND MAINTENANCE BY THE APPLICABLE HOA.

**FMZ/DEFENSIBLE SPACE ZONE 1B:**  
 ZONE 1B IS A MINIMUM OF 15 FEET WIDE STARTING AT THE TOP OF SLOPE AND MOVING OUTWARDS TOWARDS ZONE 2. THIS FUEL MODIFICATION AREA WILL BE PLANTED WITH DROUGHT-TOLERANT LESS FLAMMABLE PLANTS FROM THE FANITA RANCH PLANT LIST. THIS VEGETATION SHOULD BE KEPT IN A WELL-IRRIGATED CONDITION AND CLEARED OF DEAD MATERIAL. TREES ARE ALLOWED IN THIS ZONE IF PLACED OR TRIMMED AS SPECIFIED IN THE FANITA RANCH FIRE PROTECTION PLAN. BUILDING RESTRICTIONS APPLY PER THE FANITA RANCH FIRE PROTECTION PLAN. THIS AREA REQUIRES YEAR-ROUND MAINTENANCE BY THE PROPERTY OWNER.

**ZONE 1A - SETBACK ZONE:**  
 ZONE 1A IS THE FIRST 15 FEET MINIMUM (REAR-OR SIDE-YARD) FROM THE STRUCTURE TO THE TOP OF SLOPE. THIS AREA IS THE LEAST FLAMMABLE AND CONSISTS OF NON FLAMMABLE BUILDING MATERIALS APPROVED BY THE FANITA RANCH FIRE PROTECTION PLAN INCLUDING BUT NOT LIMITED TO PAVEMENT, PATHWAYS, TURF AND PERMANENTLY IRRIGATED AND MAINTAINED LANDSCAPING. THIS AREA WILL BE PLANTED WITH DROUGHT-TOLERANT LESS FLAMMABLE PLANTS THAT HAVE BEEN APPROVED BY THE HOA. THIS AREA WILL BE MAINTAINED BY THE PROPERTY OWNER AS REQUIRED BY THE FANITA RANCH FIRE PROTECTION PLAN.

**FMZ/DEFENSIBLE SPACE ZONE 1:**  
 ZONE 1 IS A MINIMUM OF 65 FEET WIDE STARTING AT THE EDGE OF ZONE 2, AND MOVING INWARDS TOWARD THE DWELLING UNIT. THIS FUEL MODIFICATION AREA WILL BE PLANTED WITH DROUGHT-TOLERANT LESS FLAMMABLE PLANTS FROM THE FANITA RANCH PLANT LIST. THIS VEGETATION SHOULD BE KEPT IN A WELL-IRRIGATED CONDITION AND CLEARED OF DEAD MATERIAL. TREES ARE ALLOWED IN THIS ZONE IF PLACED OR TRIMMED AS SPECIFIED IN THE FANITA RANCH FIRE PROTECTION PLAN. THIS AREA REQUIRES YEAR-ROUND MAINTENANCE BY THE PROPERTY OWNER OR APPLICABLE HOA. BUILDING RESTRICTIONS PER THE FANITA RANCH FIRE PROTECTION PLAN APPLY IN ZONES 1A AND 1B.

