

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

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



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

CITY COUNCIL

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

**\*\*\*\*GOVERNOR'S EXECUTIVE ORDER N-29-20\*\*\*\***  
**\*\*RE CORONAVIRUS COVID-19\*\***

**THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT.**

**IN AN EFFORT TO PROTECT PUBLIC HEALTH AND PREVENT THE SPREAD OF COVID-19, THE CITY COUNCIL MEETING ON WEDNESDAY, MAY 27, 2020, WILL BE CONDUCTED VIA WEBINAR AND TELEPHONICALLY.**

**TO WATCH THE MEETING VIA WEBINAR PLEASE CLICK ON THIS LINK:**  
**<https://attendee.gotowebinar.com/register/8218041683660606480>**

**TO LISTEN TO THE CITY COUNCIL MEETING TELEPHONICALLY PLEASE CALL:**  
**(619) 678-0714**

**NOTE: A PIN NUMBER WILL BE REQUIRED, PLEASE ENTER 690-558-400#.**

**MEMBERS OF THE PUBLIC WHO WISH TO COMMENT ON MATTERS ON THE CITY COUNCIL AGENDA OR DURING NON-AGENDA PUBLIC COMMENT MAY SUBMIT COMMENTS TO THE CITY CLERK AT [CITYCLERK@CITYOFSANTEECA.GOV](mailto:CITYCLERK@CITYOFSANTEECA.GOV) ON OR BEFORE 5:00 P.M. ON WEDNESDAY, MAY 27, 2020. PUBLIC COMMENT WILL BE LIMITED TO 300 WORDS AND YOUR COMMENTS WILL BE ENTERED INTO THE OFFICIAL COUNCIL MEETING RECORD. IN THE EVENT THAT THERE ARE TECHNICAL DIFFICULTIES, PLEASE REFER TO THE CITY'S COVID-19 WEBPAGE (<http://cityofsanteeca.gov/our-city/public-notice>) FOR UPDATES BOTH BEFORE AND DURING THE COUNCIL MEETING.**

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**Wednesday, May 27, 2020  
6:30 PM**

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

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The City Council also sits as the Community Development Commission Successor Agency and the Santee Public Financing Authority. Any actions taken by these agencies are separate from the actions taken by City Council. For questions regarding this agenda, please contact the City Clerk's Office at (619) 258-4100 x114



**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:** Reverend Andreas Walker-Thode – Carlton Hills  
Evangelical Lutheran Church

**PLEDGE OF ALLEGIANCE**

**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 Payment of Demands as Presented. (Finance – McDermott)**
- (3) **Approval of the Expenditure of \$107,023.89 for April 2020 Legal Services and Related Costs. (Finance – McDermott)**
- (4) **Adoption of a Resolution Authorizing the City Manager to Execute a Program Supplement Agreement with the State of California for the Local Roadway Safety Plan Project LRSPL 5429 (033) and Appropriation of Traffic Mitigation Fees to Meet the Local Match Requirement of a State Grant. (Development Services – Kush)**
- (5) **Approval of a Second Amendment to the Agreement with Steven Smith Landscape, Inc. for Landscape and Horticultural Management Services (AREA 3) for an amount not to exceed \$174,406.92 for Fiscal Year 2020/21. (Community Services – Maertz)**

**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 Considering a Disposition and Development Agreement (DDA) Between the City of Santee and Excel Acquisitions, LLC, for Development of Real Property Known as Parcel 4 of Parcel Map 18857 Located in Trolley Square and Consideration of Extension of the Exclusive Negotiation Agreement (ENA) Between the City of Santee and Excel Acquisitions, LLC. (City Manager – Best)**

Recommendation:

1. Open the Public Hearing, receive public testimony and continue the Public Hearing to August 26, 2020; and
2. Authorize the City Manager to execute a First Amendment to extend the ENA.

**NEW BUSINESS:**

- (7) Housing Element Workshop II – Overview of Inclusionary Housing Program as an Affordable Housing Strategy. (Development Services – Kush)**

Recommendation:

Provide direction to staff as to whether an inclusionary housing program should be included in the Sixth Cycle Housing Element.

- (8) Continued Workshop on the Use of Coronavirus, Relief, and Economic Security (CARES) Act (CDBG-CV) Funding. (Development Services – Kush)**

Recommendation:

Receive report and provide direction on final allocations to staff.

- (9) Introduction of an Ordinance Adding Chapter 2.40.150 “Electronic and Paperless Filing of Fair Political Practices Commission Campaign Disclosure Statements” to Title 2 of the Santee Municipal Code. (City Clerk – Ortiz)**

Recommendation:

Adopt the Ordinance.

- (10) Urgency Ordinance Extending the Temporary Moratorium on Evictions Due to Nonpayment of Rent by Residential and Commercial Tenants Impacted by the Novel Coronavirus (COVID-19) and Setting Forth the Facts Constituting Such Urgency. (City Manager – Best)**

Recommendation:

Consider the proposed Ordinance, take action on it or provide direction as appropriate.

- (11) **Update to the City Council on the Plans for the Council Chamber Audio/Visual Upgrade (CIP 2016-51). (City Clerk – Ortiz)**

Recommendation:

Receive report and provide direction to staff.

**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:**

- (12) **Selection of Voting Representative and Alternate for League of California Cities' Annual Conference. (City Council)**

Recommendation:

Select a voting representative and alternate to attend the Annual Business Meeting and direct the City Clerk to complete and forward the Voting Delegate/Alternate to the League of California Cities.

**CITY MANAGER REPORTS:**

**CITY ATTORNEY REPORTS:**

**CLOSED SESSION:**

- (13) **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

(Government Code Section 54957(b))

Title: City Clerk

- (14) **CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION**

(Government Code section 54956.9(d)(1))

Name of case: Preserve Wild Santee, Climate Action Campaign, and Center for Biological Diversity v. City of Santee et al.

Case Number: 37-2020-00007331-CU-TT-CLT

**ADJOURNMENT:**



May 07	SPARC	Virtual/Telephonic
May 11	Community Oriented Policing Committee	Virtual/Telephonic
May 13	Council Meeting	Virtual/Telephonic
May 27	Council Meeting	Virtual/Telephonic
Jun 04	SPARC	Civic Center Building 8A
Jun 08	Community Oriented Policing Committee	Council Chamber
Jun 10	Council Meeting	Council Chamber
Jun 24	Council Meeting	Council Chamber

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

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

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

### AFFIDAVIT OF POSTING AGENDA

I, Annette Ortiz, City Clerk of the City of Santee, hereby declare, under penalty of perjury, that a copy of this Agenda was posted in accordance with the Brown Act and Santee Resolution 61-2003 on May 22, 2020, at 5:00 p.m.

\_\_\_\_\_  
 Signature

05/22/2020  
 Date

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

**Item 1**

**MEETING DATE**      May 27, 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

MEETING DATE May 27, 2020

AGENDA ITEM NO.

ITEM TITLE PAYMENT OF DEMANDS

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

SUMMARY

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

FINANCIAL STATEMENT *TM*

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

CITY ATTORNEY REVIEW  N/A  Completed

RECOMMENDATION *MSB*

Approve the payment of demands as presented.

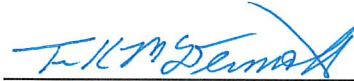
ATTACHMENTS (Listed Below)

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

Payment of Demands  
Summary of Payments Issued

<u>Date</u>	<u>Description</u>	<u>Amount</u>
04/21/2020	Accounts Payable	\$ 25,000.00
04/27/2020	Accounts Payable	13,451.08
05/07/2020	Payroll	347,497.83
05/07/2020	Accounts Payable	241,230.55
05/07/2020	Accounts Payable	1,420,912.47
05/11/2020	Accounts Payable	91,511.73
05/12/2020	Accounts Payable	115,135.24
05/14/2020	Accounts Payable	<u>57,108.86</u>
	TOTAL	<u>\$2,311,847.76</u>

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



\_\_\_\_\_  
Tim K. McDermott, Director of Finance



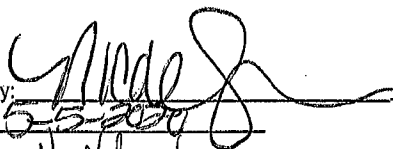
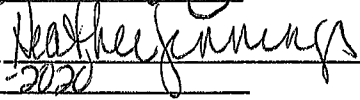
Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
752	4/21/2020	12774 LIABILITY CLAIMS ACCOUNT	04212020		CLAIM SETTLEMENT	25,000.00
<b>Total :</b>						<b>25,000.00</b>
1 Vouchers for bank code : ubgen						<b>Bank total : 25,000.00</b>
1 Vouchers in this report						<b>Total vouchers : 25,000.00</b>

Prepared by: Michelle J  
Date: 5-5-2020  
Approved by: Katherine Jennings  
Date: 5-5-2020

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
756	4/27/2020	10482 TRISTAR RISK MANAGEMENT	109751		WORKERS' COMPENSATION	13,451.08
<b>Total :</b>						<b>13,451.08</b>
1 Vouchers for bank code : ubgen						<b>Bank total : 13,451.08</b>
1 Vouchers in this report						<b>Total vouchers : 13,451.08</b>


Prepared by:   
Date: 5-5-2020  
Approved by:   
Date: 5-5-2020

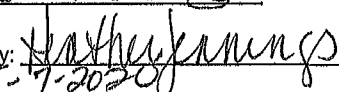
Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
124355	5/7/2020	12903 AMERICAN FIDELITY ASSURANCE CO	2068127		FLEXIBLE SPENDING ACCOUNT	2,619.23	
					<b>Total :</b>	<b>2,619.23</b>	
124356	5/7/2020	12903 AMERICAN FIDELITY ASSURANCE CO	2068379		FLEXIBLE SPENDING ACCOUNT	204.16	
					<b>Total :</b>	<b>204.16</b>	
124357	5/7/2020	10208 ANTHEM EAP	45405		EMPLOYEE ASSISTANCE PROGRAM	288.60	
					<b>Total :</b>	<b>288.60</b>	
124358	5/7/2020	10334 CHLIC	2642637		HEALTH/DENTAL INSURANCE	202,658.73	
					<b>Total :</b>	<b>202,658.73</b>	
124359	5/7/2020	10785 RELIANCE STANDARD LIFE	May 2020		VOLUNTARY LIFE INSURANCE	648.58	
					<b>Total :</b>	<b>648.58</b>	
124360	5/7/2020	10424 SANTEE FIREFIGHTERS	PPE 04/29/20		DUES/PEC/BENEVOLENT/BC EXP	2,973.81	
					<b>Total :</b>	<b>2,973.81</b>	
124361	5/7/2020	10776 STATE OF CALIFORNIA	PPE 04/29/20		WITHHOLDING ORDER	308.30	
					<b>Total :</b>	<b>308.30</b>	
124362	5/7/2020	10001 US BANK	PPE 04/29/20		PARS RETIREMENT	724.22	
					<b>Total :</b>	<b>724.22</b>	
124363	5/7/2020	10959 VANTAGE TRANSFER AGENT/457	PPE 04/29/20		ICMA - 457	26,732.97	
					<b>Total :</b>	<b>26,732.97</b>	
124364	5/7/2020	10782 VANTAGEPOINT TRNSFR AGT/801801	PPE 04/29/20		RETIREMENT HSA	4,071.95	
					<b>Total :</b>	<b>4,071.95</b>	
10 Vouchers for bank code : ubgen						<b>Bank total :</b>	<b>241,230.55</b>
10 Vouchers in this report						<b>Total vouchers :</b>	<b>241,230.55</b>

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: 5-7-2020

Approved by:   
Date: 5-7-2020

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
124365	5/7/2020	10128 AAIR PURIFICATION SYSTEMS	16706	52935	MAGNETIC PLYMOVENT SYSTEM -	6,912.98
					Total :	6,912.98
124366	5/7/2020	13672 ABRAMOVA, SVETLANH	2004062.001		WELK RESORT CANCELLATION	10.00
					Total :	10.00
124367	5/7/2020	13456 AGRICULTURAL PEST CONTROL	530241	52790	PEST CONTROL SERVICES	125.00
					Total :	125.00
124368	5/7/2020	13673 ARRUDA, TERESA	2004063.001		SENIOR ACTIVITY CANCELLATION	10.00
					Total :	10.00
124369	5/7/2020	10412 AT&T	301053963		MAST PARK	80.25
					Total :	80.25
124370	5/7/2020	13675 BARRIGAN, GRACE	2004064.001		SENIOR ACTIVITY CANCELLATION	10.00
					Total :	10.00
124371	5/7/2020	13717 BARRON, GABY	2004110.001		PARK RESERVATION CANCELLATIO	114.00
					Total :	114.00
124372	5/7/2020	13721 BUCKEYE, BEVERLY	204105.001		SENIOR ACTIVITY CANCELLATION	30.00
					Total :	30.00
124373	5/7/2020	13715 CALLAHAN, DIANE	2004102.001		SENIOR ACTIVITY CANCELLATION	65.00
					Total :	65.00
124374	5/7/2020	13722 CHAMBERLIN, JENNIFER	2004111.001		PARK RESERVATION CANCELLATIO	48.00
					Total :	48.00
124375	5/7/2020	13671 CHAMBERS, JULIANNA	2004060.001		PARK RESERVATION CANCELLATIO	57.00
					Total :	57.00
124376	5/7/2020	10032 CINTAS CORPORATION #694	4048705630	52944	RENTAL SERVICES	37.59
					Total :	37.59
124377	5/7/2020	13678 CLARK, AMELIA	2004066.001		SENIOR GROUP ACTIVITY CANCEL	80.00

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
124377	5/7/2020	13678 13678 CLARK, AMELIA	(Continued)			Total : 80.00
124378	5/7/2020	13648 COBB, JAMIE	2004046.001		PARK RESERVATION CANCELLATIC	80.00
						Total : 80.00
124379	5/7/2020	12860 COLANTUONO, HIGHSMITH &	41838		SDCOE CONSORTIUM	5.23
						Total : 5.23
124380	5/7/2020	13679 CONANT, BRUCE	2004067.001		SENIOR ACTIVITY CANCELLATION	130.00
						Total : 130.00
124381	5/7/2020	10486 COUNTY OF SAN DIEGO	202000302		RECORDED DOC FEE	20.00
						Total : 20.00
124382	5/7/2020	13680 COVARRUBIAS, ERIKA	2004061.001		PARK RESERVATION CANCELLATIC	80.00
						Total : 80.00
124383	5/7/2020	10333 COX COMMUNICATIONS	038997401		10601 N MAGNOLIA AVE	104.50
						Total : 104.50
124384	5/7/2020	13681 CURTIS, MARY	2004068.001		SENIOR GROUP ACTIVITY CANCEL	130.00
						Total : 130.00
124385	5/7/2020	11295 DOKKEN ENGINEERING	36596 36601	52440 52440	MAST PARK IMPROVEMENTS PROSPECT/MESA INTERSECTION	9,470.00 2,170.00
						Total : 11,640.00
124386	5/7/2020	13682 DYKINS, JUDY	2004069.001		SENIOR GROUP ACTIVITY CANCEL	10.00
						Total : 10.00
124387	5/7/2020	13683 EATON, NORMA	2004070.001		SENIOR ACTIVITY CANCELLATION	10.00
						Total : 10.00
124388	5/7/2020	10051 EFR ENVIRONMENTAL SERVICES INC	61700-20	52942	HAZARDOUS WASTE DISPOSAL	1,236.80
						Total : 1,236.80
124389	5/7/2020	10054 ELDERHELP OF SAN DIEGO	03312020	52855	CDBG SUBRECIPIENT	817.50
						Total : 817.50

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
124390	5/7/2020	12593 ELLISON WILSON ADVOCACY, LLC	2020-05-10	52650	LEGISLATIVE ADVOCACY SERVICE	1,500.00
					Total :	1,500.00
124391	5/7/2020	10201 ETHRIDGE, MARK	400017947785		WORK BOOTS	200.00
					Total :	200.00
124392	5/7/2020	13724 FARMER, JAMES	2004112.001		PARK RESERVATION CANCELLATIO	94.00
					Total :	94.00
124393	5/7/2020	10251 FEDERAL EXPRESS	6-988-26666 6-994-47921		SHIPPING CHARGES	48.58
					SHIPPING CHARGES	46.08
					Total :	94.66
124394	5/7/2020	11172 NATIONAL FLOOD INSURANCE PROGR	04092020-FEMA		CLOMR-F FOR MAST PARK	425.00
					Total :	425.00
124395	5/7/2020	13684 FILO, ELI	2004071.001		SENIOR GROUP ACTIVITY CANCEL	20.00
					Total :	20.00
124396	5/7/2020	10196 FIRE PREVENTION SERVICES INC	04302020		WEED ABATEMENT	13,331.94
					Total :	13,331.94
124397	5/7/2020	13685 FOLSTAD, ANN	2004072.001		SENIOR GROUP ACTIVITY CANCEL	100.00
					Total :	100.00
124398	5/7/2020	13686 FRENCH, LINDA	2004073.001		SENIOR ACTIVITY GROUP CANCEL	10.00
					Total :	10.00
124399	5/7/2020	13687 GALINKSKI, ARLEEN	2004074.001		SENIOR ACTIVITY GROUP CANCEL	10.00
					Total :	10.00
124400	5/7/2020	13688 GALVIN, BARBARA	2004075.001		SENIOR GROUP ACTIVITY CANCEL	65.00
					Total :	65.00
124401	5/7/2020	13689 GASSAWAY, STEPHANIE	2004078.001		SENIOR ACTIVITY GROUP CANCEL	65.00
					Total :	65.00
124402	5/7/2020	13727 GILBERT, VICTORIA	2004124.001		SPRING CLASS CANCELLATION RE	226.00

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
124402	5/7/2020	13727 13727 GILBERT, VICTORIA	(Continued)			<b>Total : 226.00</b>
124403	5/7/2020	13728 GROOM, HEIDI	2004113.001		PARK RESERVATION CANCELLATIC	95.00
						<b>Total : 95.00</b>
124404	5/7/2020	13729 GUBAYDULLINA, ANNA	2004134.001		SPRING CLASS CANCELLATION RE	150.00
						<b>Total : 150.00</b>
124405	5/7/2020	10490 HARRIS & ASSOCIATES INC	44027 44370	51326 51326	FANITA RANCH EIR FANITA RANCH EIR	38,993.25 37,346.25
						<b>Total : 76,339.50</b>
124406	5/7/2020	10144 HDL COREN & CONE	0027910-IN	52770	PROP TAX AUDIT & INFO SVCS	4,750.00
						<b>Total : 4,750.00</b>
124407	5/7/2020	13690 HEACOCK, GAYLE	2004079.001		SENIOR ACTIVITY GROUP CANCEL	10.00
						<b>Total : 10.00</b>
124408	5/7/2020	13691 HELMING, PATRICIA	2004080.001		SENIOR ACTIVITY CANCELLATION	10.00
						<b>Total : 10.00</b>
124409	5/7/2020	11512 HERNANDEZ, JEFF	04272020		PARAMEDIC LICENSE RENEWAL	200.00
						<b>Total : 200.00</b>
124410	5/7/2020	13714 HOMRICH, JENNIFER	2004077.001		PARK SHELTER RESERVATION CAN	80.00
						<b>Total : 80.00</b>
124411	5/7/2020	13606 IDIBRI CONSULTING, LP	448491	52941	CHAMBER TECHNOLOGY UPGRAD	5,000.00
						<b>Total : 5,000.00</b>
124412	5/7/2020	13692 JONES, MARY	2004081.001		SENIOR GROUP ACTIVITY CANCEL	10.00
						<b>Total : 10.00</b>
124413	5/7/2020	11009 KNN PUBLIC FINANCE	2245	52861	ENTERTAINMENT DISTRICT CFD	2,501.25
						<b>Total : 2,501.25</b>
124414	5/7/2020	13693 LAFOUNTAINE, DORIS	2004082.001		SENIOR GROUP ACTIVITY CANCEL	10.00
						<b>Total : 10.00</b>



Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
124415	5/7/2020	13730 LAPOINTE, SABRINA	2004119.001		SPRING CLASS CANCELLATION RE	104.00
					<b>Total :</b>	<b>104.00</b>
124416	5/7/2020	10413 LARSON, SCOTT	04292020		PARAMEDIC LICENSE RENEWAL	200.00
					<b>Total :</b>	<b>200.00</b>
124417	5/7/2020	13694 LEWANDOWSKA, ELZBIETA	2004083.001		SENIOR ACTIVITY CANCELLATION	10.00
					<b>Total :</b>	<b>10.00</b>
124418	5/7/2020	12677 LIONHEART FENCING ACADEMY INC	9625		INSTRUCTOR PAYMENT	80.00
					<b>Total :</b>	<b>80.00</b>
124419	5/7/2020	13695 LOCKE, SHIRLEY	2004084.001		SENIOR ACTIVITY CANCELLATION	10.00
					<b>Total :</b>	<b>10.00</b>
124420	5/7/2020	13696 MANROE, KAY	2004085.001		SENIOR ACTIVITY CANCELLATION	65.00
					<b>Total :</b>	<b>65.00</b>
124421	5/7/2020	13697 MARIN, ALICE	2004086.001		SENIOR GROUP CANCELLATION	10.00
					<b>Total :</b>	<b>10.00</b>
124422	5/7/2020	13731 MATA, ASHLEY	2004114.001		PARK RESERVATION CANCELLATIO	82.00
					<b>Total :</b>	<b>82.00</b>
124423	5/7/2020	13699 MCAVENE, MARYANN	2004087.001		SENIOR ACTIVITY CANCELLATION	130.00
					<b>Total :</b>	<b>130.00</b>
124424	5/7/2020	13674 MCCORMICK, RICHARD	2004076.001		SENIOR GROUP ACTIVITY CANCEL	225.00
					<b>Total :</b>	<b>225.00</b>
124425	5/7/2020	11140 MICHEL, VICTOR	4095		SAFETY BOOTS - STEEL TOE	193.81
					<b>Total :</b>	<b>193.81</b>
124426	5/7/2020	10507 MITEL LEASING	902570097		MONTHLY RENTAL 122670	1,878.80
			902570136		MONTHLY RENTAL 124690	312.66
			902570218		MONTHLY RENTAL 130737	276.33
			902570233		MONTHLY RENTAL 131413	266.16

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
124426	5/7/2020	10507 10507 MITEL LEASING	(Continued)			<b>Total : 2,733.95</b>
124427	5/7/2020	12451 MOBILE GRAPHICS & DESIGN	20042	52607	STAY HEALTHY BANNER	225.00
					<b>Total :</b>	<b>225.00</b>
124428	5/7/2020	13733 MOLUMBY, SHEENA	2004115.001		PARK RESERVATION CANCELLATION	60.00
					<b>Total :</b>	<b>60.00</b>
124429	5/7/2020	13700 MURPHY, SANDRA	2004088.001		SENIOR ACTIVITY CANCELLATION	65.00
					<b>Total :</b>	<b>65.00</b>
124430	5/7/2020	13750 NATALIA CHIRKINA	Ref000064109		CORRECTED LICENSE TYPE - REF	41.00
					<b>Total :</b>	<b>41.00</b>
124431	5/7/2020	12904 PAT DAVIS DESIGN GROUP, INC	6195	52614	GRAPHIC DESIGN WORK	412.50
					<b>Total :</b>	<b>412.50</b>
124432	5/7/2020	12945 PD GOLF	001		INSTRUCTOR PAYMENT	146.25
					<b>Total :</b>	<b>146.25</b>
124433	5/7/2020	11901 PECK'S HEAVY FRICTION INC	286706	52615	HEAVY EQUIPMENT REPAIR PARTS	654.04
					<b>Total :</b>	<b>654.04</b>
124434	5/7/2020	10092 PHOENIX GROUP INFO SYSTEMS	032020031	52766	PARKING CITE PROCESS SVCS	488.75
					<b>Total :</b>	<b>488.75</b>
124435	5/7/2020	13701 PILLOW, ZENA	2004089.001		SENIOR ACTIVITY CANCELLATION	20.00
					<b>Total :</b>	<b>20.00</b>
124436	5/7/2020	10093 PLAYPOWER LT FARMINGTON INC	FM00185956	52818	PLAYGROUND PARTS & EQUIPMENT	1,408.87
					<b>Total :</b>	<b>1,408.87</b>
124437	5/7/2020	13702 PRESSLEY, HELEN	2004090.001		SENIOR ACTIVITY CANCELLATION	10.00
					<b>Total :</b>	<b>10.00</b>
124438	5/7/2020	13703 PRICE, STEPHANIE	2004091.001		SENIOR ACTIVITY CANCELLATION	65.00
					<b>Total :</b>	<b>65.00</b>
124439	5/7/2020	12062 PURETEC INDUSTRIAL WATER	1793780	52727	DEIONIZED WATER SERVICE	99.22

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
124439	5/7/2020	12062 12062 PURETEC INDUSTRIAL WATER	(Continued)			Total : 99.22
124440	5/7/2020	11715 PURPLE TENNIS NATION	20199		INSTRUCTOR PAYMENT	567.00
						Total : 567.00
124441	5/7/2020	10221 QUALITY CODE PUBLISHING LLC	2020-109	52784	CODIFICATION SERVICES	290.15
						Total : 290.15
124442	5/7/2020	10095 RASA	5383	52677	MAP CHECK	725.00
						Total : 725.00
124443	5/7/2020	13704 RAUDE, GLORIA	2004092.001 2004104.001		SENIOR ACTIVITY CANCELLATION SENIOR LUNCHEON CANCELLATIC	130.00 15.00
						Total : 145.00
124444	5/7/2020	12994 RINCON CONSULTANTS, INC	20476	52099	FANITA RANCH - AB 52 ASSISTANC	2,101.90
						Total : 2,101.90
124445	5/7/2020	10097 ROMAINE ELECTRIC CORPORATION	12-048758	52654	VEHICLE SUPPLIES	1,022.22
						Total : 1,022.22
124446	5/7/2020	13705 ROSE, JULIE	2004093.001		SENIOR ACTIVITY CANCELLATION	65.00
						Total : 65.00
124447	5/7/2020	13706 SALINA, CAROL	2004094.001		SENIOR ACTIVITY CANCELLATION	65.00
						Total : 65.00
124448	5/7/2020	10606 S.D. COUNTY SHERIFF'S DEPT.	SHERIFF FEB 2020		LAW ENFORCEMENT	1,267,134.16
						Total : 1,267,134.16
124449	5/7/2020	10407 SAN DIEGO GAS & ELECTRIC	4394 020 550 9 8509 742 169 4		LMD CITY HALL GROUP BILL	2,223.24 6,672.03
						Total : 8,895.27
124450	5/7/2020	10212 SANTEE SCHOOL DISTRICT	8585	52622	TEEN CENTER BUS TRANSPORTAT	196.70
						Total : 196.70
124451	5/7/2020	10768 SANTEE SCHOOL DISTRICT	8580	52675	JOINT USE FIELDS - RIO SECO	270.03

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
124451	5/7/2020	10768 10768 SANTEE SCHOOL DISTRICT	(Continued)			Total : 270.03
124452	5/7/2020	13171 SC COMMERCIAL, LLC	0737511-IN 0768790-IN	52644 52644	DELIVERED FUEL DELIVERED FUEL	131.92 407.32 Total : 539.24
124453	5/7/2020	13707 SCHWEIKERT, ESTELLA	2004095.001		SENIOR ACTIVITY CANCELLATION	10.00 Total : 10.00
124454	5/7/2020	13708 SIMS, WILL	204096.001		SENIOR ACTIVITY CANCELLATION	65.00 Total : 65.00
124455	5/7/2020	13709 SLY, MARILYN	2004097.001		SENIOR ACTIVITY CANCELLATION	10.00 Total : 10.00
124456	5/7/2020	13710 SMART, NOREEN	204098.001		SENIOR ACTIVITY CANCELLATION	10.00 Total : 10.00
124457	5/7/2020	13711 SMITH, CARL	2004099.001		SENIOR ACTIVITY CANCELLATION	195.00 Total : 195.00
124458	5/7/2020	13738 SOUZA, SOPHIA	2004131.001		SPRING CLASS CANCELLATION RE	98.00 Total : 98.00
124459	5/7/2020	11056 STANDARD ELECTRONICS	S43991	52625	SECURITY SYS - MONITOR	1,425.00 Total : 1,425.00
124460	5/7/2020	10217 STAPLES ADVANTAGE	3445220917 3445220918	52926 52730	OFFICE SUPPLIES OFFICE SUPPLIES	75.03 4.93 Total : 79.96
124461	5/7/2020	13712 STEPHENS, SUZANNE	2004100.001		SENIOR ACTIVITY CANCELLATION	65.00 Total : 65.00
124462	5/7/2020	10119 STEVEN SMITH LANDSCAPE INC	43859	52665	A1 LANDSCAPE SERVICES	650.00 Total : 650.00
124463	5/7/2020	13676 TASSI, MARTHA	2004065.001		SENIOR GROUP ACTIVITY CANCEL	65.00

Bank code : ubgen


Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
124463	5/7/2020	13676 TASSI, MARTHA	(Continued) 2004103.001		SENIOR ACTIVITY CANCELLATION	65.00
					<b>Total :</b>	<b>130.00</b>
124464	5/7/2020	10250 THE EAST COUNTY	00095522	52629	REQUEST FOR BID	87.50
					<b>Total :</b>	<b>87.50</b>
124465	5/7/2020	13740 URIBE, LISA	2004136.001		SPRING CLASS CANCELLATION RE	90.00
					<b>Total :</b>	<b>90.00</b>
124466	5/7/2020	13713 VANN, CECILIA	2004101.001		SENIOR ACTIVITY CANCELLATION	10.00
					<b>Total :</b>	<b>10.00</b>
124467	5/7/2020	13749 VILLARD, JOHN	2004137.001		PARK RESERVATION CANCELLATIC	80.00
					<b>Total :</b>	<b>80.00</b>
124468	5/7/2020	10331 WHITE CAP CONSTRUCTION SUPPLY	10012326543	52769	SAFETY APPAREL	21.21
					<b>Total :</b>	<b>21.21</b>
124469	5/7/2020	13743 YAACOUB, SARAH	2004116.001		PARK RESERVATION CANCELLATIC	100.00
					<b>Total :</b>	<b>100.00</b>
124470	5/7/2020	13748 YOUNG, HEATHER	2004138.001		PARK RESERVATION CANCELLATIC	80.00
					<b>Total :</b>	<b>80.00</b>
124471	5/7/2020	10318 ZOLL MEDICAL CORPORATION	3056506	52655	EMS SUPPLIES	1,008.54
					<b>Total :</b>	<b>1,008.54</b>

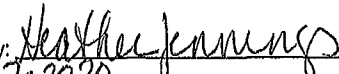
107 Vouchers for bank code : ubgen

Bank total : 1,420,912.47

107 Vouchers in this report


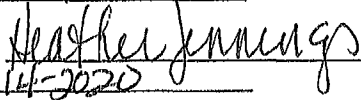
Total vouchers : 1,420,912.47

Prepared by:   
Date: 5-7-2020

Approved by:   
Date: 5-7-2020


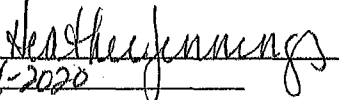
Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
63018	5/11/2020	10955 DEPARTMENT OF THE TREASURY	May 20 Retirees PPE 04/29/20		FEDERAL WITHHOLDING TAX FED WITHHOLD & MEDICARE	75.00 69,082.58
					Total :	69,157.58
63022	5/11/2020	10956 FRANCHISE TAX BOARD	PPE 04/29/20		CA STATE TAX WITHHELD	22,354.15
					Total :	22,354.15
2 Vouchers for bank code : ubgen					Bank total :	91,511.73
2 Vouchers in this report					Total vouchers :	91,511.73

Prepared by:   
Date: 5-12-2020  
Approved by:   
Date: 5-14-2020

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
4205	5/12/2020	10353 PERS	04 20 5		RETIREMENT PAYMENT	115,135.24	
						Total :	115,135.24
1 Vouchers for bank code : ubgen						Bank total :	115,135.24
1 Vouchers In this report						Total vouchers :	115,135.24

Prepared by:   
Date: 5-12-2020  
Approved by:   
Date: 5-14-2020

Voucher List  
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
124472	5/14/2020	11419 ANALYTICAL CHEMISTS INC	41137	52565	EQUIPMENT TESTING	95.00
					<b>Total :</b>	<b>95.00</b>
124473	5/14/2020	13716 ANDINO, ALICIA	2004129.001		SPRING CLASS CANCELLATION RE	94.51
					<b>Total :</b>	<b>94.51</b>
124474	5/14/2020	13765 ARASHIRO, SOFIA	2004143.001		PARK SHELTER RESERVATION CAP	120.00
					<b>Total :</b>	<b>120.00</b>
124475	5/14/2020	13761 BAHRKE, SHEA	2004142.001		PARK SHELTER RESERVATION CAP	60.00
					<b>Total :</b>	<b>60.00</b>
124476	5/14/2020	13718 BEAL, KRYSTLE	2004127.001 2004141.001		SPRING CLASS CANCELLATION RE	239.00
					SPRING CLASS CANCELLATION RE	174.08
					<b>Total :</b>	<b>413.08</b>
124477	5/14/2020	13719 BRAY, CHELSEA	2004128.001		SPRING CLASS CANCELLATION RE	94.51
					<b>Total :</b>	<b>94.51</b>
124478	5/14/2020	13720 BRLAS, LISA	2004126.001		SPRING CLASS CANCELLATION RE	94.51
					<b>Total :</b>	<b>94.51</b>
124479	5/14/2020	10098 BURNER, RONALD	043020-1	52731	ATHLETIC FIELD COORDINATION	2,083.34
					<b>Total :</b>	<b>2,083.34</b>
124480	5/14/2020	12665 CARROLL BUSINESS SUPPLY	950901-0 951105-0 C950901-0	52575 52575 52575	OFFICE SUPPLIES	395.70
					OFFICE SUPPLIES	200.35
					CR-OFFICE SUPPLIES RETURNED	-177.98
					<b>Total :</b>	<b>418.07</b>
124481	5/14/2020	10032 CINTAS CORPORATION #694	4048590182 4049077701	52944 52944	MISC. RENTAL SERVICE	65.81
					MISC. RENTAL SERVICES	65.81
					<b>Total :</b>	<b>131.62</b>
124482	5/14/2020	10050 CITY OF EL CAJON	HFTA000179		HFTA FEES - 4TH QUARTER	7,405.00
					<b>Total :</b>	<b>7,405.00</b>



Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
124483	5/14/2020	13763 CLARKE, MARCELLA	2004140.001		TEEN CENTER BUS REFUND	156.88
					<b>Total :</b>	<b>156.88</b>
124484	5/14/2020	10142 CSA SAN DIEGO COUNTY	621	52830	CDBG SUBRECIPIENT	1,406.91
					<b>Total :</b>	<b>1,406.91</b>
124485	5/14/2020	13129 DAVID TURCH AND ASSOCIATES	05012020	52657	HIGHWAY 52 COALITION SUPPORT	10,000.00
					<b>Total :</b>	<b>10,000.00</b>
124486	5/14/2020	13723 DIAMOND, MICHELE	2004118.001		SPRING CLASS CANCELLATION RE	178.40
					<b>Total :</b>	<b>178.40</b>
124487	5/14/2020	12271 FERNO WASHINGTON INC	863432	52918	MEDIC UNIT #V161 REMOUNT	777.45
					<b>Total :</b>	<b>777.45</b>
124488	5/14/2020	13725 FITZGERALD, WILLIAM	2004130.001		SPRING CLASS CANCELLATION RE	178.40
					<b>Total :</b>	<b>178.40</b>
124489	5/14/2020	12760 FOCUS PSYCHOLOGICAL	SANTEE2019-10	52710	COUNSELING SERVICES	750.00
					<b>Total :</b>	<b>750.00</b>
124490	5/14/2020	13649 GARSKE, MONICA	2004045.001		PARK RESERVATION CANCELLATIC	120.00
					<b>Total :</b>	<b>120.00</b>
124491	5/14/2020	13726 GESS, DUSTIN	2004123.001		SPRING CLASS CANCELLATION RE	104.07
					<b>Total :</b>	<b>104.07</b>
124492	5/14/2020	10066 GLOBALSTAR USALLC	000000000352063		SATELLITE PHONE SERVICE	89.79
					<b>Total :</b>	<b>89.79</b>
124493	5/14/2020	11196 HD SUPPLY FACILITIES	9180735238	52596	STATION SUPPLIES	165.48
			9180773145	52596	STATION SUPPLIES	129.28
			9180794693	52596	STATION SUPPLIES	137.90
			9180794694	52596	STATION SUPPLIES	380.27
			9180925302	52596	STATION SUPPLIES	67.88
			9180945353	52596	STATION SUPPLIES	244.04
			9181110353	52596	STATION SUPPLIES	221.66

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
124493	5/14/2020	11196 11196 HD SUPPLY FACILITIES	(Continued)			Total : 1,346.51
124494	5/14/2020	12334 KEANE, JOHN	C 66365		LICENSE RENEWAL	115.00 Total : 115.00
124495	5/14/2020	10997 LAKESIDE FIRE PREVENTION	155	52646	SOFTWARE SUBSCRIPTION	548.00 Total : 548.00
124496	5/14/2020	13762 MACHT, ERICA	2004139.001		TEEN CENTER BUS REFUND	152.92 Total : 152.92
124497	5/14/2020	10079 MEDICO PROFESSIONAL	20208887 20208889 20211158 20211160	52763 52763 52763 52763	MEDICAL LINEN SERVICE MEDICAL LINEN SERVICE MEDICAL LINEN SERVICE MEDICAL LINEN SERVICE	20.02 8.16 20.02 8.16 Total : 56.36
124498	5/14/2020	13732 MERCADO, ALENA	2004135.001		SPRING CLASS CANCELLATION RE	84.84 Total : 84.84
124499	5/14/2020	13734 MOORE, ERIN	2004132.001		SPRING CLASS CANCELLATION RE	83.89 Total : 83.89
124500	5/14/2020	13735 MORROW, MELISSA	2004120.001		SPRING CLASS CANCELLATION RE	79.64 Total : 79.64
124501	5/14/2020	13736 NYBY, AUTUMN	2004121.001		SPRING CLASS CANCELLATION RE	79.64 Total : 79.64
124502	5/14/2020	10344 PADRE DAM MUNICIPAL WATER DIST	29700016		CONSTRUCTION METER	260.62 Total : 260.62
124503	5/14/2020	13767 ROBERT CARPENTER	Ref000064300		CORRECTED LICENSE TYPE - REF	41.00 Total : 41.00
124504	5/14/2020	10097 ROMAINE ELECTRIC CORPORATION	12-049463	52654	VEHICLE SUPPLIES	979.64 Total : 979.64

Voucher List  
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
124505	5/14/2020	10107 SANTEE MINISTERIAL COUNCIL	2019-20 Q2	52846	CDBG SUBRECIPIENT	3,460.99
					<b>Total :</b>	<b>3,460.99</b>
124506	5/14/2020	13171 SC COMMERCIAL, LLC	0778676-IN	52644	DELIVERED FUEL	161.89
			0779929-IN	52644	DELIVERED FUEL	234.15
			0780681-IN	52644	DELIVERED FUEL	287.60
					<b>Total :</b>	<b>683.64</b>
124507	5/14/2020	13554 SC FUELS	0234643	52889	FLEET CARD FUELING	1,029.69
			0238828	52889	FLEET CARD FUELING	719.58
			0239892	52889	FLEET CARD FUELING	289.63
					<b>Total :</b>	<b>2,038.90</b>
124508	5/14/2020	13737 SELF, SEAN	2004125.001		SPRING CLASS CANCELLATION RE	208.14
					<b>Total :</b>	<b>208.14</b>
124509	5/14/2020	13162 SOCAL PPE	2391	52668	TURNOUT MAINTENANCE	474.00
					<b>Total :</b>	<b>474.00</b>
124510	5/14/2020	10217 STAPLES ADVANTAGE	3445220919	52730	OFFICE SUPPLIES	160.90
					<b>Total :</b>	<b>160.90</b>
124511	5/14/2020	10617 STATE OF CALIFORNIA	L0959424224		UNEMPLOYMENT 10/19-03/20	2,113.00
					<b>Total :</b>	<b>2,113.00</b>
124512	5/14/2020	13739 STEWART, CHRISTINA	2004117.001		SPRING CLASS CANCELLATION RE	73.27
					<b>Total :</b>	<b>73.27</b>
124513	5/14/2020	10618 THE ACTIVE NETWORK INC	AN657840_03-30-20		ACTIVE NETWORK REFUNDS	14,997.33
			AN658661_03-30-20		ACTIVE NETWORK REFUNDS	75.96
					<b>Total :</b>	<b>15,073.29</b>
124514	5/14/2020	10550 UNIFORMS PLUS INC	42920-A	52151	CLASS B UNIFORMS	80.60
			42920-B	52632	CLASS B UNIFORMS	1,285.67
			43020	52632	CLASS B UNIFORMS	1,830.67
			5120	52632	CLASS B UNIFORM	231.66
					<b>Total :</b>	<b>3,428.60</b>

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
124515	5/14/2020	10692 UNITED PARCEL SERVICE	000006150X160		SHIPPING CHARGES	5.48
					<b>Total :</b>	<b>5.48</b>
124516	5/14/2020	12480 UNITED SITE SERVICES	114-10226392	52648	VAULT TOILET SERVICE	400.00
					<b>Total :</b>	<b>400.00</b>
124517	5/14/2020	13764 UPTON, CAITLIN	2004144.001		PARK RESERVATION CANCELLATIC	80.00
					<b>Total :</b>	<b>80.00</b>
124518	5/14/2020	13741 VANBROCKLIN, LYNN	2004122.001		SPRING CLASS CANCELLATION RE	104.07
					<b>Total :</b>	<b>104.07</b>
124519	5/14/2020	13742 VELARDE, LAURIE	2004133.001		SPRING CLASS CANCELLATION RE	83.89
					<b>Total :</b>	<b>83.89</b>
124520	5/14/2020	10232 XEROX CORPORATION	010078848	52640	COPIER LEASE & CHARGES CSD A	121.09
					<b>Total :</b>	<b>121.09</b>
49 Vouchers for bank code : ubgen						<b>Bank total : 57,108.86</b>
49 Vouchers in this report						<b>Total vouchers : 57,108.86</b>

Prepared by:

Date:

Approved by:

Date:

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

**Item 3**

**MEETING DATE** May 27, 2020

**AGENDA ITEM NO.**

**ITEM TITLE**      **APPROVAL OF THE EXPENDITURE OF \$107,023.89 FOR APRIL 2020  
LEGAL SERVICES AND RELATED COSTS**

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

**SUMMARY**

Legal services invoices proposed for payment for the month of April 2020 total \$107,023.89 as follows:

1) General Retainer Services	\$ 15,557.90
2) Labor & Employment	1,700.90
3) Litigation & Claims	10,836.80
4) Special Projects - General Fund	18,732.69
5) Third-Party Reimbursable Projects	<u>60,195.60</u>
Total	<u>\$ 107,023.89</u>

**FINANCIAL STATEMENT** *jm*

	<u>AMOUNT</u>	<u>BALANCE</u>
General Fund:		
Adopted Budget	\$ 572,120.00	
Revised Budget	\$ 743,120.00	
Prior Expenditures	(512,171.39)	
Current Request	(46,828.29)	\$ 184,120.32
Other Funds (excluding applicant initiated items):		
Adopted Budget	\$ 26,400.00	
Revised Budget	\$ 26,400.00	
Prior Expenditures	(3,355.20)	
Current Request	-	\$ 23,044.80

**CITY ATTORNEY REVIEW**       N/A       Completed

**RECOMMENDATION** *msb*

Approve the expenditure of \$107,023.89 for April 2020 legal services and related costs.

**ATTACHMENT (Listed Below)**

1. Legal Services Billing Summary April 2020
2. Legal Services Billing Recap FY 2019-20

**LEGAL SERVICES BILLING SUMMARY  
APRIL 2020**

Attachment 1

DESCRIPTION	CURRENT AMOUNT	INVOICE NUMBER	NOTES
Retainer <b>1001.00.1201.51020</b>	\$ 15,557.90 <u>15,557.90</u>	876108	
Labor & Employment: Labor & Employment Employee Benefits <b>1001.00.1201.51020</b>	 1,001.90 699.00 <u>1,700.90</u>	 876123 876110	
Litigation & Claims: General Litigation & Claims Climate Action Plan (CAP) Litigation Parcel 4 Litigation <b>1001.00.1201.51020</b>	 629.10 4,395.30 5,812.40 <u>10,836.80</u>	 876124 876112 876113	
Special Projects (General Fund): Community Oriented Policing Theater CEQA Special Advice Water Quality General Elections Community Choice Aggregation <b>1001.00.1201.51020</b>	 3,864.74 93.20 862.10 1,281.50 1,677.60 116.50 <u>7,895.64</u>	 876125 876116 876120 876127 876109 876111	
Special Projects - COVID-19 (General Fund) COVID-19 Emergency Response <b>1001.99.9001.51020</b>	 <u>10,837.05</u>	 876114	
Third-Party Reimbursable: Sky Ranch MSCP Subarea Plan HomeFed Project Village Run Homes Riverview at Town Center Graves Commercial Center	 3,279.00 253.40 55,639.20 120.00 361.00 543.00 <u>60,195.60</u>	 876115 876117 876118 876119 876121 876122	 <b>grd0928a.40.05</b> <b>spp1704a.10.05</b> <b>spp1704a.10.05</b> <b>grd1316a.20.05</b> <b>grd1330a.20.05</b> <b>cup1701a.10.05</b>
<b>Total</b>	 <u><u>\$ 107,023.89</u></u>		

**LEGAL SERVICES BILLING RECAP  
FY 2019-20**

Attachment 2

Category	Adopted Budget	Revised Budget	Previously Spent Year to Date	Available Balance	Current Request	
					Mo/Yr	Amount
<b>General Fund:</b>						
General / Retainer	\$ 186,120.00	\$ 192,120.00	\$ 140,777.74	\$ 51,342.26	Apr-20	\$ 15,557.90
Labor & Employment	60,000.00	60,000.00	32,365.56	27,634.44	Apr-20	1,700.90
Litigation & Claims	70,000.00	170,000.00	64,500.63	105,499.37	Apr-20	10,836.80
Special Projects	256,000.00	321,000.00	274,527.46	46,472.54	Apr-20	18,732.69
<b>Total</b>	<b>\$ 572,120.00</b>	<b>\$ 743,120.00</b>	<b>\$ 512,171.39</b>	<b>\$ 230,948.61</b>		<b>\$ 46,828.29</b>
<b>Other City Funds:</b>						
Highway 52 Coalition	\$ 21,400.00	\$ 21,400.00	\$ 2,073.70	\$ 19,326.30		\$ -
MHFP Commission	5,000.00	5,000.00	1,281.50	3,718.50		-
<b>Total</b>	<b>\$ 26,400.00</b>	<b>\$ 26,400.00</b>	<b>\$ 3,355.20</b>	<b>\$ 23,044.80</b>		<b>\$ -</b>
<b>Third-Party Reimbursable:</b>						
<b>Total</b>			<b>\$ 281,839.15</b>		Apr-20	<b>\$ 60,195.60</b>

Total Previously Spent to Date FY 2019-20	
General Fund	\$ 512,171.39
Other City Funds	3,355.20
Applicant Deposits	281,839.15
<b>Total</b>	<b>\$ 797,365.74</b>

Total Proposed for Payment	
General Fund	\$ 46,828.29
Other City Funds	-
Applicant Deposits	60,195.60
<b>Total</b>	<b>\$ 107,023.89</b>

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

**Item 4**

**MEETING DATE**     May 27, 2020

**AGENDA ITEM NO.**

**ITEM TITLE**     RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE A PROGRAM SUPPLEMENT AGREEMENT WITH THE STATE OF CALIFORNIA FOR THE LOCAL ROADWAY SAFETY PLAN PROJECT LRSPL 5429 (033) AND APPROPRIATION OF TRAFFIC MITIGATION FEES TO MEET THE LOCAL MATCH REQUIREMENT OF A STATE GRANT

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



**SUMMARY**

Starting in 2021 a Local Roadway Safety Plan (LRSP) will be required in order to apply for Federal Highway Safety Improvement Program (HSIP) funds. As such, last year the City of Santee applied for, and received, a state grant for the Local Roadway Safety Plan Project LRSPL 5429 (033) to develop a citywide Traffic Safety Improvement Plan in the amount of \$64,800, with a ten percent (10%) local match requirement of \$7,200, for a total project cost of \$72,000. Refer to attached Program Supplement Agreement for details.

A Program Supplement Agreement to the Master Agreement for state-funded projects between the City of Santee and Caltrans is required in order to be reimbursed for each specific grant-funded project the City is awarded. Caltrans requires that a Program Supplement Agreement be executed for each project with authorization by a resolution of the City Council.

This item requests City Council authorize the City Manager to execute a Program Supplement Agreement with Caltrans for the state-funded project to develop the LRSP, and to appropriate traffic mitigation fees to meet the local match requirement of the grant.

**FINANCIAL STATEMENT**

Project costs would be eligible for reimbursement after the execution of the Program Supplement Agreement. The estimated cost of the project is \$72,000, of which \$64,800 would be funded with the state grant. There is a 10% local match in the amount of \$7,200 required for the grant which would require an appropriation of Traffic Mitigation Fees.

**CITY ATTORNEY REVIEW**

N/A

Completed

**RECOMMENDATION**

*MDB*

Adopt the attached Resolution:

1. Authorizing the City Manager to execute a Program Supplement Agreement with Caltrans for state grant funds for the Local Roadway Safety Plan Project; and
2. Appropriating grant funds in the amount of \$64,800; and
3. Appropriating Traffic Mitigation Fees in the amount of \$7,200 to meet local match requirement.

**ATTACHMENTS**

Resolution

Program Supplement Agreement



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

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA,  
AUTHORIZING THE CITY MANAGER TO EXECUTE A PROGRAM SUPPLEMENT  
AGREEMENT WITH THE STATE OF CALIFORNIA FOR THE  
LOCAL ROADWAY SAFETY PLAN PROJECT LRSPL 5429 (033) AND  
APPROPRIATION OF TRAFFIC MITIGATION FEES TO MEET THE LOCAL MATCH  
REQUIREMENT OF A STATE GRANT**

**WHEREAS**, the City of Santee applied for and received a State Grant for the Local Roadway Safety Plan Project LRSPL 5429 (033) to develop a citywide Traffic Safety Improvement Plan in the amount of \$64,800, with a ten percent (10%) local match requirement of \$7,200, for a total project cost of \$72,000; and

**WHEREAS**, Caltrans requires that a Program Supplement Agreement for a grant-funded project be executed in addition to any Master Agreement with the State of California in order for the City to receive reimbursement for project costs; and

**WHEREAS**, the City has a Master Agreement with the State of California for receiving State Funds; and

**WHEREAS**, staff recommends City Council authorize the City Manager to execute a Program Supplement Agreement with the State of California for grant funding for the Local Roadway Safety Plan project LRSPL 5429 (033) in the amount of \$64,800; and

**WHEREAS**, the awarded grant requires a 10% match in the amount of \$7,200 for a total project cost of \$72,000.

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

**SECTION 1:** Authorize the City Manager to execute a Program Supplement Agreement with the California Department of Transportation.

**SECTION 2:** Appropriate grant funds in the amount of \$64,800.

**SECTION 3:** Appropriate Traffic Mitigation Fees in the amount of \$7,200 to meet the local match requirement of the grant.

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

**ADOPTED** by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 27<sup>th</sup> day of May 2020, by the following roll call vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

**APPROVED:**

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

**ATTEST:**

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

PROGRAM SUPPLEMENT NO. T50  
to  
ADMINISTERING AGENCY-STATE AGREEMENT  
FOR STATE FUNDED PROJECTS NO 00129S

Adv Project ID                      Date: December 30, 2019  
1120000095                      Location: 11-SD-0-SNT  
Project Number: LRSPL-5429(033)  
E.A. Number:  
Locode: 5429

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

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

PROJECT LOCATION: Throughout city of Santee

TYPE OF WORK: Planning, Programming and Monitoring

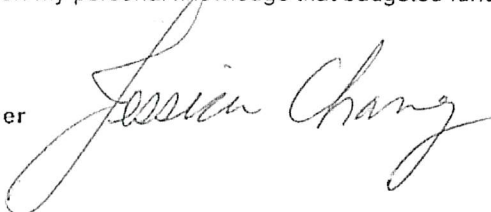
Estimated Cost	State Funds		Matching Funds	OTHER
	STATE	LOCAL		
\$72,000.00	\$64,800.00	\$7,200.00		\$0.00

CITY OF SANTEE

By  
Title  
Date  
Attest

STATE OF CALIFORNIA  
Department of Transportation  
By  
Chief, Office of Project Implementation  
Division of Local Assistance  
Date

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

Accounting Officer  Date 12/31/19 \$64,800.00

SPECIAL COVENANTS OR REMARKS

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

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

3. (DO NOT USE- SUPERCEDED BY COVENANT 1305)ADMINISTERING AGENCY agrees to comply with the requirements in 2 CFR Part 225, Cost Principles for State, Local, and Indian Tribal Governments.
4. This PROJECT is funded with State-Only funding from the Local Roadway Safety Plan (LRSP) Program. ADMINISTERING AGENCY agrees to develop an LRSP under this PROJECT.

The ADMINISTERING AGENCY agrees to follow all relevant State laws and requirements including the California Environmental Quality Act (CEQA).

This PSA allows reimbursement of eligible PROJECT expenditures to the ADMINISTERING AGENCY for which the LRSP State funds are allocated. The effective State allocation date establishes the eligibility date for the ADMINISTERING AGENCY to start reimbursable work. Any work performed prior the effective allocation date is not eligible for reimbursement from the LRSP funds.

ADMINISTERING AGENCY agrees that LRSP funds available for reimbursement will be

**SPECIAL COVENANTS OR REMARKS**

limited to the amount allocated and encumbered by the STATE consistent with the scope of work in the STATE approved application. Funds encumbered may not be used for a modified scope of work after a project is awarded unless approved by the Statewide LRSP Coordinator prior to performing work.

ADMINISTERING AGENCY agrees to the program delivery and reporting requirements. The study and the LRSP must be completed within thirty-six (36) months of the funding allocation. The Final Report of Expenditure, the final invoice and the LRSP report must be submitted to the DLAE within six (6) months of the report completion.

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

**Item 5**

**MEETING DATE**      May 27, 2020

**AGENDA ITEM NO.**

**ITEM TITLE**      **APPROVAL OF A SECOND AMENDMENT TO THE AGREEMENT WITH STEVEN SMITH LANDSCAPE, INC. FOR LANDSCAPE AND HORTICULTURAL MANAGEMENT SERVICES (AREA 3)**

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

**SUMMARY**

On October 1, 2019, the City entered into a contract with Steven Smith Landscape, Inc. for Landscape and Horticultural Management Services in Landscape Maintenance Districts (“LMDs”) Citywide (Area 3) (“Contract”).

On October 23, 2019, the City Council approved the First Amendment to the contract to increase Extra Work in the El Nopal zone of the Santee Landscape Maintenance District (“SLMD”) by \$18,433.00, increasing the FY 19/20 nine-month Contract amount from \$120,578.94 to \$139,011.94.

This Second Amendment will extend the Contract for a period of 12 months from July 1, 2020 through June 30, 2021 as authorized by the Contract (First Extension) and modify the Contract to temporarily increase FY 20/21 Extra Work in The Heights, Mitchell Ranch and Dakota Ranch zones of the SLMD by a total of \$19,575.00, thus increasing the FY 20/21 12-month Contract amount from \$154,831.92 to \$174,406.92.

**FINANCIAL STATEMENT** *jm*

Funding for this contract amendment will be provided by funds available in the proposed FY 20/21 Community Services Department budget in The Heights, Mitchell Ranch and Dakota Ranch zones of the SLMD.

**CITY ATTORNEY REVIEW**       N/A       Completed

**RECOMMENDATION** *MDB*

Approve and authorize the City Manager to execute the Second Amendment to the contract with Steven Smith Landscape, Inc. for Landscape and Horticultural Management Services in Landscape Maintenance Districts Citywide (Area 3) for an amount not to exceed \$174,406.92 for FY 20/21.

**ATTACHMENTS (Listed Below)**

None

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

**Item 6**

**MEETING DATE**      May 27, 2020

**AGENDA ITEM NO.**

**ITEM TITLE**      **PUBLIC HEARING CONSIDERING A DISPOSITION AND DEVELOPMENT AGREEMENT (DDA) BETWEEN THE CITY OF SANTEE AND EXCEL ACQUISITIONS, LLC, FOR DEVELOPMENT OF REAL PROPERTY KNOWN AS PARCEL 4 OF PARCEL MAP 18857 LOCATED IN TROLLEY SQUARE AND CONSIDERATION OF EXTENSION OF THE EXCLUSIVE NEGOTIATION AGREEMENT BETWEEN THE CITY OF SANTEE AND EXCEL ACQUISITIONS, LLC**

**DIRECTOR/DEPARTMENT**      Marlene D. Best, City Manager

**SUMMARY**

On August 14, 2019, City Council determined that the vacant parcel of real property located in Trolley Square identified as Parcel 4 of Map 18857 ("Property") was not appropriate for a public library. On September 5, 2019, the City and Excel Acquisitions, LLC entered into an Exclusive Negotiation Agreement ("ENA") to negotiate the terms of a Disposition and Development Agreement ("DDA") for the possible future construction of a hotel on Parcel 4, subject to all applicable legal requirements, including, without limitation the California Environmental Quality Act. On December 11, 2019, in accordance with Government Code section 37420 et seq., the City Council adopted a resolution finding that the public interest and convenience require the sale of the Property and declaring its intent to sell the Property. Since entering into the ENA, City staff and Excel have been negotiating the terms of a proposed DDA.

A Public Hearing to consider the DDA with Excel, was first scheduled for January 8, 2020, but has been continued by the City Council, most recently to May 27, 2020. The City and Excel need additional time to negotiate the terms of the DDA. For this reason, it is recommended that the Public Hearing be continued to August 26, 2020, and the City Manager be authorized to execute a First Amendment to the ENA to extend the negotiation period from June 1, 2020, through August 30, 2020.

**CEQA COMPLIANCE**

The continuance of this agenda item to allow for continued negotiations and discussions between the City and Excel regarding the DDA is not a project subject to CEQA review under State CEQA Guidelines section 15378. The proposed hotel project subject to the DDA was previously analyzed under CEQA in the Supplemental Environmental Checklist for the Arts and Entertainment Overlay District adopted by the City on December 11, 2019. No approval action has been taken for the proposed hotel project, however, as negotiations between the parties are still ongoing and the City has made no legal commitment to the hotel.

**FINANCIAL STATEMENT** *fr*

If the City approves the DDA, the City would gain the purchase price of \$1.4 million, minus sale costs.

**CITY ATTORNEY REVIEW**       N/A       Completed

**RECOMMENDATION** *MSB*

(1) Open the Public Hearing, receive public testimony and continue the Public Hearing to August 26, 2020 and (2) authorize the City Manager to execute a First Amendment to extend the ENA.

**ATTACHMENTS**

None

City of Santee  
**COUNCIL AGENDA STATEMENT**

Item 7

**MEETING DATE** May 27, 2020

**AGENDA ITEM NO.**

**ITEM TITLE** HOUSING ELEMENT UPDATE WORKSHOP II – OVERVIEW OF INCLUSIONARY HOUSING PROGRAM AS AN AFFORDABLE HOUSING STRATEGY

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



**SUMMARY**

State law establishes the planning period for each Housing Element Cycle, and the Sixth Cycle will cover the period beginning on April 15, 2021 and ending on April 15, 2029. For the upcoming housing planning period, the City's Regional Housing Needs Allocation (RHNA) is 1,219 dwelling units. The City's RHNA includes the goal of producing 406 very low, 200 low, 188 moderate, and 425 above moderate dwelling units during the Sixth Cycle. To generate 606 units affordable to lower-income households, one potential tool is an inclusionary housing program.


An inclusionary housing program is codified and requires new residential development to set aside a certain percentage of units to meet the housing needs of lower-income households, or to instead pay a pre-determined "in-lieu fee" to the City. Ten cities in San Diego County have inclusionary housing ordinances with varying thresholds for project applicability. This workshop will provide an overview of inclusionary housing programs as an affordable housing tool that may help the City of Santee achieve its RHNA affordability targets.

The City published a Notice of this workshop in the East County Californian on May 15, 2020, mailed individual notices to the Building Industry Association, agency stakeholders, and property owners whose property would be included in the new "Sites Inventory".

**ENVIRONMENTAL REVIEW** This is a workshop, not subject to CEQA pursuant to Section 15306, titled "Information Collection". Compliance with the Environmental Quality Act (CEQA) would be required for the adoption of the Housing Element.

**FINANCIAL STATEMENT**  Not applicable

**CITY ATTORNEY REVIEW**  N/A  Completed

**RECOMMENDATION**  Provide direction to staff as to whether an inclusionary housing program should be included in the Sixth Cycle Housing Element.

**ATTACHMENTS**

Staff Report

Exhibit A: San Diego Area Median Income Table (lower income groups)



## STAFF REPORT

### HOUSING ELEMENT UPDATE WORKSHOP II – OVERVIEW OF INCLUSIONARY HOUSING PROGRAM AS AN AFFORDABLE HOUSING STRATEGY

#### CITY COUNCIL MEETING

May 27, 2020

#### A. BACKGROUND

At the first Housing Element workshop on March 11, 2020 potential sites for the Sixth Cycle Housing Element Residential Sites Inventory were evaluated. This represented the first step in identifying suitable sites throughout the City that could accommodate the City's Regional Housing Needs Allocation (RHNA) of 1,219 dwelling units for the upcoming housing planning period which runs from April 15, 2021 to April 15, 2029.

The City's RHNA includes the goal of producing 406 very low, 200 low, 188 moderate, and 425 above moderate dwelling units during the next Housing Element planning period. To generate this number of units, especially at the very low- and low-income levels, a potential tool is an inclusionary housing program, which requires new residential developments to set aside a certain percentage of units for affordable housing. This workshop provides an overview of an inclusionary housing program as a potential affordable housing tool that can help the City achieve its RHNA affordability targets.

#### B. DISCUSSION

##### *Inclusionary Housing*

A commonly used tool for affordable housing production is an inclusionary housing program. Inclusionary housing programs require developers to provide a certain number of deed-restricted affordable units in a new rental or for-sale residential project or pay a fee in-lieu of providing the units in the development. The funds collected from in-lieu fees can be used by the City to provide or subsidize new affordable housing or preserve existing affordable housing through rental assistance programs.

Providing housing at a variety of income levels can ensure that a community remains economically diverse. Low- and moderate-income housing can be utilized by families just entering the housing market, seniors who are on fixed incomes, and individuals and families that work in the community. In addition, an inclusionary housing program is one way that the City can encourage the production of affordable housing units at various income levels in order to comply with the RHNA affordability targets.

##### *Affordable Housing Definition*

Affordable housing units in the context of inclusionary housing are those units affordable to households earning less than 80% of the Area Median Income (AMI) where the household does not spend more than 30% of gross monthly income on housing expenses. The current AMI in San Diego County for a family of four is \$92,700.

Affordability is tiered from the AMI into very low-, low-, or moderate-income levels based on household size. The attached table (Exhibit A) illustrates the annual income ranges for a range of family sizes at various income levels in San Diego County in 2020.

*Inclusionary Housing in the San Diego Region*

Several communities in San Diego County have adopted inclusionary housing ordinances. The requirements of inclusionary housing ordinances are different in each community. Fees, applicability, percentage of affordable units required, and whether affordable units must be included within the development are tailored to the unique characteristics of each community and real estate market. Following is a table of the various cities in San Diego County that have adopted inclusionary housing ordinances with a summary of their requirements:

	<b>Applicability</b>	<b>Requirement</b>	<b>On-site Construction</b>	<b>In-lieu Fee</b>
<b>Carlsbad</b>	2+ units	15%	For 6+ units	\$4,515 per unit
<b>Chula Vista</b>	50+ units	10%	No	\$124,220 per unit
<b>Coronado</b>	2+ units	20%	No	\$7,000 per unit
<b>Del Mar</b>	2+ units	10%	For 6+ units	\$30 per sq. ft.
<b>Encinitas</b>	10+ units	15%	Yes	\$178,639 per unit
<b>Oceanside</b>	3+ units	10%	No	\$10,375 per unit
<b>Poway</b>	1+ units	15%	No	\$4,500 per unit
<b>San Diego</b>	2+ units	10%	No	\$25 per sq. ft.
<b>San Marcos</b>	1+ units	15%	For 6+ units	\$23,625 per unit
<b>Solana Beach</b>	5+ units	15%	No	\$25.28 per sq. ft.

*Inclusionary Requirement*

In crafting an inclusionary housing program, cities must decide what percentage of a new development must be affordable. Half of the cities in San Diego County with inclusionary housing ordinances require new rental and for-sale residential developments to set aside 15% of the units as affordable. The 15% affordability requirement is the maximum allowed by State housing law as various economic studies have shown that any requirement beyond this threshold may dampen housing production and defeat the intent of generating affordable housing units. A City may consider a requirement higher than 15% through an economic feasibility or nexus study reviewed and approved by the California Department of Housing and Community Development (HCD) that demonstrates that the ordinance does not unduly constrain the production of housing. In pricey real estate markets, as is the case for Coronado, affordability requirements higher than 15% have been adopted.

In addition to requiring a certain percentage of affordable units, cities often impose requirements on unit size mix and/or quality. Some cities require that a certain percentage of affordable units be built as two- and three- bedroom units to ensure that not all affordable units are one-bedroom units. This helps ensure that housing for families is provided. In addition, many communities also require that the affordable units be

constructed using the same materials as the market-rate units to ensure that the units are not identifiably inferior.

### *Applicability*

Cities also apply an inclusionary requirement on new residential development differently. Four of the cities in San Diego County with inclusionary housing ordinances require any new developments of two or more units to include affordable housing, although some have a much higher threshold, as is the case in Chula Vista, where only developments with 50 or more units are required to set aside affordable units. Cities also vary in whether or not they require the affordable units to be developed as part of the proposed residential project or if they allow for development of off-site units or if they allow the units to be offset through a fee in-lieu of directly providing the affordable units. Some cities require on-site construction to discourage the concentration of affordable housing into a single development or area of the city, with some cities adopting high in-lieu fees to encourage on-site construction.

### *In-lieu Fees*

In California, all inclusionary housing ordinances must include a provision for in-lieu fees that would allow a developer to pay a fee in-lieu of directly providing affordable units with the development. Under Assembly Bill 1505, cities may require all new residential for rent developments to include affordable units or pay an in-lieu fee. In-lieu fees are also necessary for those jurisdictions that require new developments that are less than 10 units to have an affordability component as a fractional unit cannot be provided and the only option for the developer is to pay an in-lieu fee.

In-lieu fees are typically set by a fee study based on local housing goals and the real estate market. The fees can be calculated based on building square footage or on a per unit basis. In the San Diego region, these fees range from \$4,500 per unit in Poway to \$178,639 in Encinitas. In Encinitas, the fee is on a project-specific basis, with the fee based on the market-rate price of the unit minus the price if the unit were affordable. These in-lieu fees are usually deposited in a local housing trust fund that can be used by a City to fund the development of new affordable housing or to assist qualified individuals or families in acquiring affordable housing, such as through rental assistance programs.

### *Program Administration/Ensuring Long-term Affordability*

Cities may opt to directly administer an inclusionary housing program or enter into an agreement with a third-party to administer the program. Administering an inclusionary housing program would entail managing the housing trust fund from in-lieu fees and ensuring that deed-restricted units remain affordable for a standard 55-year term. Ensuring a 55-year affordability term for for-sale units is particularly complex, with rules requiring a share of the equity with the City if the unit were to be sold before the expiration of the term. Costs to the City for administering its own program would depend on the structure and complexity of the inclusionary program. Assuming a third-party were to administer a program, there would be initial costs associated with staff time and the

selection of a qualified administrator.

### *Zoning Incentives*

Inclusionary housing programs with 55-year deed restrictions automatically qualify housing developers for density bonuses and zoning concessions. The Density Bonus Law (found in California Government Code Sections 65915 – 65918) provides developers with powerful tools to encourage the development of affordable and senior housing, including up to a 20% increase in project densities for most projects where a 15% inclusionary housing ordinance has been adopted. In addition, inclusionary programs typically allow for up to two zoning concessions which can include deviations from some development standards, such as reductions in setback and lot coverage requirements.

An inclusionary program could also translate into greater capacity beyond that identified in the Housing Element Residential Sites Inventory for low- and very low-income units. An inclusionary housing requirement of 15% in Santee would translate into approximately 182 affordable units based on the City's RHNA of 1,219. Assuming that the affordability requirement is targeted for low- and very low-income households (i.e. less than 50% of AMI), those sites identified in the Residential Sites Inventory for moderate and above-moderate incomes would also be required to contribute low and very-low income units to the City's housing inventory.

### *Summary of Pros/Cons*

#### Pros:

- Can assist lower income households obtain or maintain affordable housing, including those on fixed incomes already living in the community.
- Helps City reach RHNA affordability targets.
- Avoids the concentration of low-income housing in one development as it spreads the burden of providing affordable housing throughout the City.
- May indirectly facilitate the production of market-rate housing by adding affordable housing capacity to the City's housing inventory.

#### Cons:

- Would be an additional cost to housing development and may dampen housing production especially in a down market.
- Would require staff time during program implementation and additional costs to the City if the City decided to directly administer the program.
- An in-lieu fee study would be required

## **C. STAFF RECOMMENDATION**

Provide direction to staff as to whether an inclusionary housing program should be included in the Sixth Cycle Housing Element.

Exhibit A

San Diego County Income Limits (2020)

Household Size	Low Income (80% of AMI)	Very Low Income (50% of AMI)	Extremely Low Income (30% of AMI)
1	\$64,700	\$40,450	\$24,300
2	\$73,950	\$46,200	\$27,750
3	\$83,200	\$52,000	\$31,200
4	\$92,400	\$57,750	\$34,650
5	\$99,800	\$62,400	\$37,450
6	\$107,200	\$67,000	\$40,200
7	\$114,600	\$71,650	\$43,000
8	\$122,000	\$76,250	\$45,750

Source: <https://www.sandiegocounty.gov/content/sdc/sdhcd/rental-assistance/income-limits-ami.html>

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

**Item 8**

**MEETING DATE**    May 27, 2020

**AGENDA ITEM NO.**

**ITEM TITLE**    **CONTINUED WORKSHOP ON THE USE OF CARES ACT (CDBG-CV)**  
**FUNDING**

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

**SUMMARY**    On March 27, 2020, the President signed H.R. 748, known as the Coronavirus, Relief, and Economic Security (CARES) Act. The CARES Act provides an additional \$5 billion of Community Development Block Grant – Coronavirus (CDBG-CV) funds to rapidly prepare, prevent and respond to the coronavirus pandemic. On April 2, 2020 the City was notified that it would be receiving \$162,104 in CDBG-CV Funds. In addition, \$85,389 in Program Year 2019 CDBG funds are available for reallocation to the coronavirus pandemic response effort.

At the May 13, 2020 City Council meeting the City Council received a staff presentation on CDBG-CV funding options, discussed categories to be funded and developed the following preliminary allocations:

	<b>Approved Amount</b>
• Enhanced Public Services with Current Subrecipients	\$60,000
• Microenterprise Assistance (Grants or Forgivable Loans)	\$130,000
• Emergency Rental Assistance - Limited to Three Months	\$25,073
• Administration (20% Maximum = \$32,420)	\$32,420
<b>TOTAL</b>	<b>\$247,493</b>

Discussion at the May 13, 2020 workshop included the possibility of directing funds toward child care and congregate care facilities; staff was asked to return with additional information on these and on the administration of microenterprise and rental assistance programs. The staff report provides additional information.

Based on the City Council's final determination on funding, staff will prepare a Program Year 2019 Annual Action Plan Amendment, and an Amendment to the Citizen's Participation Plan to incorporate COVID-19 related waivers related to virtual public hearings and a shortened public comment period, for the City Council's consideration at the next City Council meeting.

**ENVIRONMENTAL REVIEW**    This item is exempt from environmental review under the California Environmental Quality Act ("CEQA") by CEQA Guidelines section 15061(b)(3) because the action does not have the potential for causing a significant effect on the environment.

**FINANCIAL STATEMENT**    The City of Santee has been allocated \$162,104 in Program Year (PY) 2019 CDBG-CV funds and \$85,389 allocated to PY 2019 Debt Service Reserve will be reallocated to COVID-19 response activities, bringing the total amount available to \$247,493.

**CITY ATTORNEY REVIEW**     N/A     Completed

**RECOMMENDATION**   
Receive report and provide direction on final allocations to staff.

**ATTACHMENTS**  
Staff Report

## STAFF REPORT

### CONTINUED WORKSHOP ON THE USE OF CARES ACT (CDBG-CV) FUNDING

#### CITY COUNCIL MEETING MAY 27, 2020

##### A. CDBG CV BACKGROUND

The Coronavirus Aid, Relief, and Economic Security Act (CARES Act) was signed into law by President Trump on March 27, 2020, which included additional CDBG funds to assist communities across the United States in mitigating the impacts of COVID-19. These funds were allocated based on existing grant formulas and come with new guidance intended to allow quick action to assist low-income and vulnerable citizens impacted by COVID-19.

The CARES Act provides flexibilities for CDBG grantees to make it easier to use CDBG-CV, FY 2019-20, and FY 2020-21 CDBG grants for coronavirus response. Notably, the flexibilities granted are the immediate availability of a five-day public comment period (reduced from 30 days) for amendments and new plan submissions, and removal of the 15 percent CDBG public services funding cap to *prevent, prepare for, and respond* to the coronavirus pandemic. HUD has advised grantees to amend or prepare their plans as soon as possible, thus prompting the current request to provide direction on the distribution of these funds.

##### B. ISSUES RAISED DURING MAY 13<sup>TH</sup> WORKSHOP

###### **Federal Emergency Management Agency (FEMA) Reimbursement for Administration Costs**

Administration costs are an allocated component of CDBG-CV. FEMA will not reimburse when costs are covered by another funding source. Additionally, FEMA only reimburses certain types of expenses, such as staff overtime. Management staff charges would not be reimbursable by FEMA.

###### **Congregate Care Assistance**

The largest congregate care facilities in Santee are Stanford Court (8778 Cuyamaca Street), Lantern Crest (800 Lantern Crest Way), and the County of San Diego's Edgemoor "Distinct Part Skilled Nursing Facility" (Edgemoor).

Except for Edgemoor, these facilities are supported by Medicare/Medi-Cal or Long-Term Care insurance policies. Other funding sources could be sought by the facility

owners from the County or State.

### **Child Care Assistance**

Child care is an eligible use of CDBG-CV funds under the Low- and Moderate Limited Clientele (LMC) National Objective. Staff contacted staff at the YMCA and Boys & Girls Club in Santee to determine their availability to offer child care.

The Cameron Family YMCA will be offering a modified day camp for eight weeks this summer beginning in Mid-June. YMCA staff welcomes this assistance and can offer scholarships to 78 children from low- and moderate-income (LMI) households. An initial amount for consideration is \$5,000.

The Boys & Girls Club of Santee is also operating an eight-week day camp this summer and would use funding to provide memberships (\$50) and discounted rates to approximately 35 children from low- and moderate-income households. An initial amount for consideration is \$5,000.

### **Emergency Rental Assistance Program**

Potential providers of emergency rental assistance include CSA San Diego which is a current City of Santee Subrecipient, HomeStart Inc located in El Cajon, and Interfaith Shelter Network, located in Mission Valley. All of these providers will be administering this program for the City of El Cajon under the CDBG-CV program; and would be familiar with eligibility criteria.

Eligibility criteria would include:

1. Households experiencing loss of income directly related to COVID-19
2. Households in good standing as of March 31, 2020
3. Households that requested rental assistance from landlord
4. Households paying space rent for a mobile home
5. Households with incomes at or below 80% AMI (lower incomes prioritized if needed)

Households not eligible would include:

1. Households with a tenant-based Section 8 housing choice voucher
2. Households residing in Public Housing
3. Households receiving other government-based rental assistance

Application Process:

1. Landlords would apply for tenants
2. Landlords would provide documentation of payment plans
3. Landlords would work with tenants to provide documentation of income loss
4. One to three months of assistance provided



5. Payments would be made directly to landlord on behalf of household (with household verification)

Additional measures to prevent fraud

- Provider to ensure that all documentation is completed before releasing funds
- Application verification to include signing under penalty of perjury
- Requiring the applicant's lease to verify rental amount and property location
- Applicant to provide documentation of loss of income based on COVID 19 such as unemployment claim, or statement from employer showing reduced work hours/furlough

**C. Changes Made to Enhanced Public Services Funding Amounts**

Current Subrecipient	May 13th Suggested Allocations	May 27th Suggested Allocations	Possible Additional\Enhanced Services
Cameron Family YMCA	\$ 2,545.00	\$ 5,000.00	Day camp scholarships for approximately 78 low- and moderate-income children 13 and under
Crisis House	\$ 17,000.00	\$ 15,000.00	Emergency shelter for five persons in motel/hotel up to 28 days, case management, transportation vouchers, food
ElderHelp of San Diego	\$ 12,000.00	\$ 8,000.00	Food delivery for 50 to 75 unduplicated seniors. 25 Grocery Deliveries weekly including produce
Meals-On-Wheels	\$ 2,000.00	\$ 2,000.00	Additional services for new Santee Meals on Wheels recipients
Santee Food Bank	\$ 15,000.00	\$ 15,000.00	Emergency food purchasing, PPEs, operational expenses, initial response costs
Santee Santas	\$ 11,455.00	\$ 10,000.00	Grocery delivery to 25 LMI Seniors twice a month
Boys and Girls Clubs of East County (Santee)	\$ 0	\$ 5,000.00	Day camp funding for approximately 35 low- and moderate-income children 13 and under
<b>TOTAL</b>	<b>\$ 60,000.00</b>	<b>\$ 60,000.00</b>	

*Note: Italicized number have been revised since May 13, 2020 Meeting*

The table above shows the suggested allocation for current Public Services subrecipients from the May 13, 2020 City Council meeting and for the current meeting. Some reductions have been made to provide funding for child care services without exceeding the City Council's allocation of \$60,000 for Public Services . The suggested revisions are explained below.

Child Care – A \$5,000 allocation is suggested to provide funding for child care\day camp services at the Cameron Family YMCA and the Boys & Girls Club of East County (Santee). It is estimated that these funds would provide funding for 113 Low- to Moderate-Income (LMI) households to receive childcare services. It should also be noted that while the Boys & Girls Club is not a current Subrecipient, the City would be allowed to contract with this organization without a procurement process based on the “urgent need” for these services.

Crisis House – The suggested allocation for Crisis House has been reduced \$2,000 by removing the Outreach Worker supplies requested including masks, snack packs, water bottles and hand sanitizer. The \$15,000 currently suggested is for emergency shelter for up to 28 days in a hotel/motel, case management, transportation vouchers and food.

ElderHelp of San Diego – The suggested allocation for ElderHelp of San Diego has been reduced from \$12,000 to \$8,000. This reduction is within the range for funding that ElderHelp requested and would provide pantry delivery services for at least two months. Additionally, staff is hopeful that with the expansion of the Great Plates Delivered Program, seniors in Santee will have other food delivery options beyond the current June 10, 2020 expiration of the Great Plates Delivered Program.

Santee Santas Foundation – The suggested allocation has been revised downward from \$11,455 to \$10,000. This reduction is based on removal of funding for the staple delivery food programs at Cameron Estates and Meadowbrook mobile home parks. For many years the City of Santee’s Public Services funding has been distributed on a citywide basis with the most eligible persons receiving assistance regardless of where they live in the city. Staff feels that the targeting of specific mobile home parks may violate program guidelines. However, staff believes the Santee Santas will be able to continue this program without CDBG-CV funding or other organizations may step in to provide this service.

#### **D. NEXT STEPS**

Following City Council’s direction, the following steps would occur to allocate these funds:

Amend Program Year 2019 Annual Action Plan – HUD requires the preparation of an Annual Action Plan to describe how federal funds will benefit low income households. On April 24, 2019, the City Council approved the Program Year 2019 Annual Action Plan. HUD has recently provided guidance that jurisdictions should amend their current Annual Action Plans to allocate CDBG-CV and any available CDBG funds towards activities to prevent the spread of Coronavirus. The Amendment would focus on how the CDBG-CV and redirected CDBG funds would be used.

Based on direction provided at the May 27, 2020 City Council meeting, staff will prepare and notice an amendment to the PY 2019 Annual Action Plan for approval at the June 10, 2020 City Council Public Hearing.

Amend Citizen’s Participation Plan - As required by HUD regulations, the City must have

and follow a detailed Citizen's Participation Plan that specifies the City's policies and procedures for engaging and encouraging citizens to participate in creating, evaluating and implementing the CDBG program.

To facilitate rapid distribution of funds in response to the COVID-19 crisis, and as authorized by HUD waivers, staff will prepare and notice an amended Citizen and Community Participation Plan (CCPP) for approval at the next City Council meeting on June 10, 2020. Expedited procedures included in the amended CCPP include the notice and reasonable opportunity to comment of no less than five days and to host virtual public hearings in accordance with national, state and local health authorities' direction.

**E. RECOMMENDATION**

Receive report and provide direction on final allocations to staff.

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

**Item 9**

**MEETING DATE**      May 27, 2020

**AGENDA ITEM NO.**

**ITEM TITLE**      **INTRODUCTION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, ADDING CHAPTER 2.40.150 "ELECTRONIC AND PAPERLESS FILING OF FAIR POLITICAL PRACTICES COMMISSION CAMPAIGN DISCLOSURE STATEMENTS" TO TITLE 2 OF THE SANTEE MUNICIPAL CODE**

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



**SUMMARY**

On January 1, 2013, Assembly Bill 2452 went into effect adding Government Code 84615 of the Political Reform Act of 1974, which allows a local government agency to require online or electronic filings for an elected officer, candidate, committee, or other person who is required to file statements, reports, or other documents under the Political Reform Act.

In order to file electronically, the City Council must adopt an Ordinance (Exhibit 1) approving the use of online or electronic filing, which shall include a legislative finding that the online or electronic filing system will operate securely and effectively and would not unduly burden filers.

The law prescribes criteria that must be satisfied by a local government agency to require online or electronic filings of statements, reports, or other documents, which include the following:

- Only accepts filings in standardized record format developed by and compatible with the Secretary of the State and associated filing system;
- Includes a procedure for filers to comply with the requirement that they sign statements and reports under penalty of perjury pursuant to GC §81004;
- Ensures the integrity of the data transmitted and shall include safeguards against efforts to tamper with, manipulate, alter, or subvert the data;
- Makes all data available on the Internet in an easily understood format that provides the greatest public access; and
- Enables filers to complete and submit filings free of charge.

To provide a more efficient process, the City Clerk acquired NetFile, an electronic and paperless filing system that is able to accommodate the online filing of several different types of required forms by the FPPC, including Forms 460, 470, 496, and 497.

Finally, the implementation of the NetFile system would promote transparency and provide convenience for committees, individuals and the public. It provides 24-hour filing and viewing accessibility of campaign finance information from any computer, anywhere. In certain instances, the NetFile system will also increase the accuracy of filed campaign statements by prohibiting any filings that may have inadvertently omitted required information under the Political Reform Act (e.g. missing addresses or the stated occupation of individual donors).

**FINANCIAL STATEMENT**



The annual cost of the NetFile electronic filing system is \$3,000. The cost of this system is offset by the efficiency, transparency and convenience realized from this system.

**CITY ATTORNEY REVIEW**       N/A       Completed

**RECOMMENDATION**



Adopt the attached Ordinance.

**ATTACHMENTS**

Ordinance

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, ADDING CHAPTER 2.40.150 "ELECTRONIC AND PAPERLESS FILING OF FAIR POLITICAL PRACTICES COMMISSION CAMPAIGN DISCLOSURE STATEMENTS" TO TITLE 2 OF THE SANTEE MUNICIPAL CODE RELATING TO ELECTRONIC AND PAPERLESS FILING OF FAIR POLITICAL PRACTICES COMMISSION CAMPAIGN DISCLOSURE STATEMENTS**

**WHEREAS**, the City of Santee ("City") is a charter city organized pursuant to Article XI of the California Constitution; and

**WHEREAS**, California Government Code Section 84615 provides that a legislative body of a local government agency may adopt an ordinance that requires an elected officer, candidate, committee, or other person required to file statements, reports, or other documents required by Chapter 4 of the Political Reform Act to file such statements, reports or other documents online or electronically with the City Clerk; and

**WHEREAS**, the City Council now desires to add the option of electronic filing Campaign Disclosure Statements by elected officials, candidates, committees, and other persons.

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

**SECTION 1. Recitals**

The above recitals are true and correct and are incorporated as though fully set forth herein.

**SECTION 2. Purpose and Authority**

That the purpose of this Ordinance is to add the option of electronically filing Campaign Disclosure Statements by elected officials, candidates, committees or other persons. The City Council enacts this Ordinance in accordance with the authority granted to cities by State law.

**SECTION 3. Findings**

That the City Council of the City of Santee finds and determines as follows:

- A. The City Clerk's web-based system contains multiple safeguards to protect the integrity and security of the data, and
- B. The City Clerk's web-based system will operate securely and effectively and will not unduly burden filers.

**SECTION 4. Chapter 2.45 of the Municipal Code Relating to Electronic and Paperless Filing of Fair Political Practices Commission Campaign Disclosure Statements**

That Chapter 2.45 (“Electronic and Paperless Filing of Fair Political Practices Campaign Disclosure Statements”) of Title 2 (“Administration and Personnel”) of the Santee Municipal Code is hereby added to read as follows:

**2.45.010 General**

- A. Any elected officer, candidate, committee, or other person required to file statements, reports or other documents (“Statement” or “Statements”) as required by Chapter 4 of the Political Reform Act (California Government Code Section 84100 et seq.) may file such Statements using the City Clerk’s online system according to procedures established by the City Clerk unless exempt from the requirement to file online pursuant to Government Code Section 84615(a) because the officer, candidate or committee receives less than \$2,000 in contribution or makes less than \$2,000 in expenditures in a calendar year. These procedures shall ensure that the online system complies with the requirements set forth in Section 84615 of the Government Code.
- B. The online filing system shall ensure the integrity of the data transmitted and shall include safeguards against efforts to tamper with, manipulate, alter, or subvert the data.
- C. The online filing system shall only accept a filing in the standardized record format that is developed by the California Secretary of State pursuant to Section 84602(a)(2) of the California Government Code and that is compatible with the Secretary of State’s system for receiving an online or electronic filing.
- D. The online filing system shall include a procedure for filers to comply with the requirement that they sign statements and reports under penalty of perjury pursuant to Section 81004 of the Government Code.

**2.45.020 Procedures for Utilizing Online Filing**

- A. During the period commencing with the effective date of this Ordinance, an elected officer, candidate, committee, or other person may choose to opt into the City’s electronic filing system by electronically filing a Statement that is required to be filed with the City Clerk pursuant to Chapter 4 of the Political Reform Act. Once the elected officer, candidate committee, or other person has opted in, all subsequent Statements shall be filed electronically. An elected officer, candidate, committee, or other person may opt out of the electronic filing system by filing original Statements in paper format with the City Clerk. Thereafter the elected officer, candidate,

**ORDINANCE NO. \_\_\_\_\_**

committee, or other person shall file all original Statements in paper format with the City Clerk.

- B. Any elected officer, candidate, or committee who has electronically filed a Statement using the City Clerk's online system is not required to file a copy of that document in paper format with the City Clerk.
- C. The City Clerk shall issue an electronic confirmation that notifies the filer that the Statement was received, which notification shall include the date and the time that the Statement was received and the method by which the filer may view and print the data received by the City Clerk. The date of filing for a Statement filed online shall be the day that it is received by the City Clerk.
- D. If the City Clerk's system is not capable of accepting a Statement due to technical difficulties, an elected officer, candidate, or committee shall file that Statement in paper format with the City Clerk.
- E. The online filing system shall enable electronic filers to complete and submit filings free of charge.

**2.45.030 Availability of Statements for Public Review; Record Retention**

- A. The City Clerk's system shall make all the data filed available on the Internet in easily understood format that provides the greatest public access. The data shall be made available free of charge and as soon as possible after receipt. The data made available on the Internet shall not contain the street name and building number of the person or entity representatives listed on the electronically filed forms or any bank account number required to be disclosed by the filer. The City Clerk's office shall make a complete, unredacted copy of the Statement, including any street names, building numbers, and bank account numbers disclosed by the filer, available to any person upon request.
- B. The City Clerk's office shall maintain, for a period of at least 10 years commencing from the date filed, a secured, official version of each online or electronic statement which shall serve as the official version of that record for purpose of audits and any other legal purpose.

**SECTION 5. Severability**

That, should any provision, section, paragraph, sentence or word of this Ordinance be rendered or declared invalid by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences or words of this Ordinance as hereby adopted shall remain in full force and effect.

**SECTION 6. Repeal of Conflicting Provisions**

That all the provisions of the Municipal Code as heretofore adopted by the City of Santee that are in conflict with the provisions of this Ordinance are hereby repealed.

**SECTION 7. Effective Date**

That this Ordinance shall take effect thirty (30) days after its adoption.

**SECTION 8. Certification**

That the City Clerk shall certify to the passage of this Ordinance and shall cause the same to be published according to law.

**INTRODUCED AND FIRST READ** at a Regular Meeting of the City Council of the City of Santee, California, on the 27<sup>th</sup> day of May 2020, and thereafter **ADOPTED** at a Regular Meeting of said City Council held on the 10<sup>th</sup> day of June 2020 by the following vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

**APPROVED:**

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

**ATTEST:**

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

**APPROVED AS TO FORM:**  
BEST, BEST & KRIEGER LLP

\_\_\_\_\_  
**SHAWN HAGERTY, CITY ATTORNEY**



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

**Item 10**

**MEETING DATE**      May 27, 2020

**AGENDA ITEM NO.**

**ITEM TITLE**      **URGENCY ORDINANCE EXTENDING THE TEMPORARY MORATORIUM ON EVICTIONS DUE TO NONPAYMENT OF RENT BY RESIDENTIAL AND COMMERCIAL TENANTS IMPACTED BY THE NOVEL CORONAVIRUS (COVID-19) AND SETTING FORTH THE FACTS CONSTITUTING SUCH URGENCY**

**DIRECTOR/DEPARTMENT**      Marlene Best, City Manager

**SUMMARY**

On April 8, 2020, in response to the COVID-19 pandemic, City Council adopted Urgency Ordinance No. 575, enacting a temporary moratorium on evictions due to nonpayment of rent by residential and commercial tenants impacted by the novel coronavirus (COVID-19). The urgency ordinance remains in effect until May 31, 2020, in accordance with the Governor of the State of California's Executive Orders N-28-20 and N-37-20 ("Eviction Orders"). City Council may choose to extend the City's temporary moratorium beyond the end date of the Eviction Orders.

Alternatively, City Council may choose not to extend the ordinance because eviction protection has been provided from other sources. Executive Order N-37-20 extends the deadline to respond to an eviction complaint by 60 days for any tenant who, from March 27 through May 31, is served a complaint seeking to evict the tenant for nonpayment of rent. Also, effective April 6, 2020, the California Judicial Council approved eleven temporary emergency rules to be added to the California Rules of Court. Emergency Rule 1, in essence, prevents unlawful detainer actions filed on or after April 6 from proceeding, bars entry of default for any defendant who failed to appear in an action filed on or after April 6 (unless excused under an executive order), and sets or continues trial dates for at least 60 days, unless contrary to public health and safety. The temporary emergency rules remain effective until 90 days after the Governor lifts the state of emergency. Thus, tenants have some statewide relief from evictions generally. Also, there are eviction protection bills pending in the state legislature for consideration.

It is not known whether the Eviction Orders will be extended beyond May 31. If the Council wishes to extend the moratorium, the attached proposed Ordinance would do so through June 30, 2020 for both residential and commercial tenants. The proposed urgency ordinance requires a 4/5 vote of the City Council to pass.

**ENVIRONMENTAL REVIEW**

The proposed Ordinance has been reviewed for compliance with the California Environmental Quality Act (CEQA) and is exempt from CEQA pursuant to Section 15061(b)(3) of the CEQA Guidelines because it can be seen with certainty that there is no possibility that the proposed Ordinance would have a significant effect on the environment.

**FINANCIAL STATEMENT**

No direct fiscal impact to the City.

**CITY ATTORNEY REVIEW**

N/A       Completed

**RECOMMENDATION** *MDB*

Consider the proposed Ordinance, take action on it or provide direction as appropriate.

**ATTACHMENTS**

1. Urgency Ordinance No. 575.
2. An urgency Ordinance extending a temporary moratorium on evictions due to nonpayment of rent by residential and commercial tenants impacted by the Novel Coronavirus (COVID-19) and setting forth the facts constituting such urgency.

ORDINANCE NO. 575

AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTEE  
ENACTING A TEMPORARY MORATORIUM ON EVICTIONS DUE TO  
NONPAYMENT OF RENT BY RESIDENTIAL AND COMMERCIAL TENANTS  
IMPACTED BY THE NOVEL CORONAVIRUS (COVID-19) AND SETTING FORTH  
THE FACTS CONSTITUTING SUCH URGENCY

**WHEREAS**, international, national, state, and local health and governmental authorities are responding to an outbreak of respiratory disease caused by a novel coronavirus named "SARS-CoV-2," and the disease it causes which has been named "coronavirus disease 2019," abbreviated COVID-19, ("COVID-19"); and

**WHEREAS**, on February 14, 2020, the San Diego County Health Officer declared a Local Health Emergency as a result of COVID-19, which was subsequently ratified by the Board of Supervisors on February 19, 2020; and

**WHEREAS**, on March 4, 2020, the Governor of the State of California declared a State of Emergency to make additional resources available, formalize emergency actions already underway across multiple state agencies and departments, and help the state prepare for broader spread of COVID-19; and

**WHEREAS**, on March 11, 2020, the World Health Organization (WHO) publicly characterized COVID-19 as a pandemic; and

**WHEREAS**, on March 13, 2020, the President of the United States declared a National Emergency due to the continued spread and the effects of COVID-19 and announced that the federal government would make emergency funding available to assist state and local governments in preventing the spread of and addressing the effects of COVID-19; and

**WHEREAS**, on March 18, 2020, the Director of Emergency Services for the City of Santee, pursuant to California Government Code section 8630, et seq., and City of Santee Municipal Code section 2.23.060, proclaimed the existence of a local emergency to protect and preserve the public welfare; and

**WHEREAS**, On March 25, 2020, Santee City Council adopted Emergency Resolution 023-2020, declaring the existence of a local emergency, ratifying the emergency proclamation of the Director of Emergency Services, and instituting a temporary moratorium on eviction for non-payment of rent by residential tenants impacted by the COVID-19 crisis; and

**WHEREAS**, on March 16, 2020, the Governor of the State of California issued Executive Order N-28-20, wherein he found as follows:

- i. The economic impacts of COVID-19 have been significant, and could threaten to undermine Californian's housing security and the stability of California businesses.

**ORDINANCE NO. 575**

- ii. Many Californians are experiencing substantial losses of income related to COVID-19, hindering their ability to pay rent, mortgages, and utility bills.
- iii. Because homelessness can exacerbate vulnerability to COVID-19, California must take measures to preserve and increase housing security to protect public health; and

**WHEREAS**, with the issuance of Executive Order N-28-20, the Governor ordered “any provision of state law that would preempt or otherwise restrict a local government’s exercise of its police power to impose substantive limitations on residential or commercial evictions as described in subparagraphs (i) and (ii) below—including but not limited to, any such provision of Civil Code section 1940 et seq. or 1954.25 et seq. – is hereby suspended to the extent it would preempt or otherwise restrict such exercise;” and

**WHEREAS**, on March 19, 2020, the Governor issued Executive Order N-33-20, ordering all individuals living in the State of California to stay home or at their place of residence except as needed to maintain continuity of operations of the federal government critical infrastructure sectors; and

**WHEREAS**, On March 27, 2020, the Governor issued Executive Order N-37-20, wherein he ordered as follows:

(i) A 60-day extension for the deadline specified in Code of Civil Procedure section 1167 for any tenant who is served with a complaint that seeks to evict the tenant from a residence or dwelling unit for nonpayment of rent and who satisfies all of the following requirements:

(1) Prior to the date of the order, the tenant paid rent due to the landlord pursuant to an agreement.

(2) The tenant notifies the landlord in writing before the rent is due, or within a reasonable period of time afterwards not to exceed 7 days, that the tenant needs to delay all or some payment of rent because of an inability to pay the full amount due to reasons related to COVID-19, including but not limited to the following:

a. The tenant was unavailable to work because the tenant was sick with a suspected or confirmed case of COVID-19 or caring for a household or family member who was sick with a suspected or confirmed case of COVID-19;

b. The tenant experienced a lay-off, loss of hours, or other income reduction resulting from COVID-19, the state of emergency, or related government response; or

c. The tenant needed to miss work to care for a child whose school was closed in response to COVID-19.

**ORDINANCE NO. 575**

(3) The tenant retains verifiable documentation, such as termination notices, payroll checks, pay stubs, bank statements, medical bills, or signed letters or statements from an employer or supervisor explaining the tenant's changed financial circumstances, to support the tenant's assertion of an inability to pay. With the documentation provide to the landlord no later than the time upon payment of back-due rent.

(ii) That no writ to evict a tenant from a residence or dwelling unit for nonpayment of rent who satisfies the requirement described above, may be enforced while Executive Order N-37-20 is in effect, and protections granted in paragraphs [i] and [ii] are in effect through May 31, 2020.

(iii) That nothing in Executive Order N-37-20 shall prevent a tenant who is able to pay all or some of the rent due from paying that rent in a timely manner or relieve a tenant of liability for unpaid rent.

(iv) That Executive Order N-37-20 supersedes Executive Order N-28-20 to the extent that there is any conflict with that the order; and

**WHEREAS**, Executive Order N-37-20 does not conflict with the provision of Executive Order N-28-20 that suspends any provision of state law that would preempt or otherwise restrict local government's exercise of its police power to impose substantive limitations on commercial evictions; and

**WHEREAS**, on March 27, 2020, the County Public Health Officer issued a new order, effective March 29, 2020 and continuing until further notice, limiting gatherings of a certain number, closing certain business establishments, limiting the operations of other business establishments, and requiring social distancing, increased sanitation standards, and the use of telecommuting; and

**WHEREAS**, paragraph 9 of the County Public Health Officer's March 27, 2020 Order directs, pursuant to Health and Safety Code Section 120175.5, subdivision (b), that all governmental entities in the county take necessary measures within their control to ensure compliance with the order; and

**WHEREAS**, the loss of income as a result of COVID-19 pandemic may prevent City residents and business from fulfilling their financial obligations, leaving residential and commercial tenants vulnerable to eviction; and

**WHEREAS**, displacement of commercial tenants by eviction would worsen COVID-19's economic impacts by causing financial instability for business owners and employees and by reducing the available jobs for City of Santee residents once the state of emergency has ended; and

**WHEREAS**, as of the date of this Ordinance, business closures and reduced business hours, in addition to public health orders to limit public gatherings and socially distance, will have a financial impact on local business, and displacement of commercial

## ORDINANCE NO. 575

tenants caused by eviction would worsen the present crisis by causing financial instability for business owners and employees by reducing the available jobs for City residents once the crisis is abated; and

**WHEREAS**, California Government Code section 8634 allows the Council, as the governing body, to make orders and regulations necessary to provide for the protection of life and property; and

**WHEREAS**, the Council finds that there is an emergency necessitating immediate adoption.

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

SECTION 1. The recitals above are each incorporated by reference and adopted as findings by the City Council.

SECTION 2. A Temporary Moratorium on Evictions for Non-Payment of Rent by Residential Tenants Impacted by the COVID-19 Crisis, is enacted as follows:

- (a) The provisions of the Governor's Executive Order N-37-20, including its recitals, are incorporated herein as if fully set forth.
- (b) Tenants who were afforded eviction protection under this Ordinance shall have a time period equivalent to the length of the moratorium to pay their landlords all unpaid rent. If a tenant opts to move while this Ordinance is effective, all owed rent is due upon move-out. At the end of the defined payback period, a landlord may evict a tenant who has not paid all outstanding rent and resort to all remedies available to the landlord under the lease and the law.
- (c) This Ordinance grants a defense in the event that an unlawful detainer action is commenced in violation of this order.
- (d) No other legal remedies available to landlords are affected by this Ordinance.
- (e) This Ordinance does not limit, restrict, or nullify the landlord's ability to enter into a payment agreement with residential tenants.

SECTION 3. Temporary Moratorium on Evictions for Non-Payment of Rent by Commercial Tenants Impacted by the COVID-19 Crisis, is enacted as follows:

- (a) During the period of local emergency declared in response to COVID-19, no landlord shall endeavor to evict a commercial tenant for nonpayment of rent if the commercial tenant demonstrates that the tenant is unable to pay rent due to financial impacts related to COVID-19. For purposes of this Ordinance, "financial impacts related to COVID-19" is defined as follows:

## ORDINANCE NO. 575

- (i) A substantial decrease in business income (including but not limited to, a substantial decrease in business income caused by a reduction in opening hours or consumer demand); and
  - (ii) The decrease in business income described in subparagraph (i) was caused by the COVID-19 pandemic, or by any local, state, or federal government response to COVID-19; and
  - (iii) The decrease in business income described in subparagraph (i) and causation by COVID-19 described in subparagraph (ii) must be documented in writing.
- (b) For purposes of this Ordinance, the definition of substantial decrease in business income is at least a 30 percent decrease in business income.
- (c) A landlord who knows that a commercial tenant cannot pay some or all of the rent temporarily for the reasons set forth above shall not serve a notice pursuant to Code of Civil Procedure section 1167, file or prosecute an unlawful detainer action based on a 3-day pay or quit notice, or otherwise seek to evict for nonpayment of rent.
- (d) A landlord knows of a commercial tenant's inability to pay rent within the meaning of this Ordinance if the tenant, before the rent is due, or within a reasonable period of time afterwards not to exceed 7 days, notifies the landlord in writing of lost income and inability to pay full rent due to financial impacts related to COVID-19, and provides documentation to support the claim. For purposes of this Ordinance, "in writing" includes email or text communications to a landlord or the landlord's representative with whom the commercial tenant has previously corresponded by email or text. Any medical or financial information provided to the landlord shall be held in confidence, and only used for evaluating the commercial tenant's claim. For the month of April, the tenant must provide the notice described in this paragraph on or before April 30, 2020.
- (e) Within two weeks of notifying the landlord under subsection (c), the commercial tenant shall provide the landlord documentation or other objectively verifiable information that due to financial impacts related to COVID-19, the commercial tenant is unable to pay rent. Documentation may include, but is not limited to, financial statements, business records, physician's letter, bills, and, or a combination thereof.
- (f) Nothing in this Ordinance shall relieve the commercial tenant of liability for the unpaid rent, which the landlord may seek after expiration of the local emergency.
- (g) Commercial tenants who were afforded eviction protection under this Ordinance shall have a time period equivalent to the length of the moratorium to pay their landlords all unpaid rent. If a commercial tenant opts to move while this Ordinance is effective, all owed rent is due upon move-out. At the end of the

## ORDINANCE NO. 575

defined payback period, a landlord may evict a commercial tenant who has not paid all outstanding rent and resort to all remedies available to the landlord under the lease and the law.

(h) For purposes of this Ordinance, "no-fault eviction" refers to any eviction for which the notice to terminate tenancy is not based on alleged fault by the tenant, including but not limited to eviction notices served pursuant to Code of Civil Procedure sections 1161(1), 1161(5), or 1161c.

(i) This Ordinance grants a defense in the event that an unlawful detainer action is commenced in violation of this order.

(j) No other legal remedies available to landlord are affected by this Ordinance.

(k) This Ordinance does not limit, restrict, or nullify the landlord's ability to enter into a payment agreement with commercial tenants.

SECTION 4. In accordance with the Governor of the State of California's Executive Order N-37-20, this Ordinance shall remain in effect until May 31, 2020.

SECTION 5. Severability. If any section, subsection, sentence, clause, phrase or word of this Ordinance is found to be unconstitutional or otherwise invalid by any court of competent jurisdiction, such decision shall not affect the remaining provisions of this Ordinance.

SECTION 6. Environmental Review. In accordance with the California Environmental Quality Act (Pub. Resources Code, § 21000 et seq.) ("CEQA") and the State CEQA Guidelines (Cal. Code Regs., tit. 14, § 15000 et seq.), the City Council finds that adoption and implementation of this Ordinance is not subject to CEQA pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378), because this Ordinance has no potential for resulting in physical change to the environment, directly or indirectly.

SECTION 7. Urgency Declaration; Effective Date. The City Council finds and declares that the adoption and implementation of this Ordinance is an emergency measure required for the immediate preservation of the public peace, safety, health, and welfare, for the reasons set out herein and pursuant to Government Code section 36937, and shall take effect immediately upon its adoption by four-fifths of the City Council.

SECTION 8. Certification. The City Clerk shall either: (a) have this ordinance published in a newspaper of general circulation within 15 days after its adoption or (b) have a summary of this ordinance published twice in a newspaper of general circulation, once five days before its adoption and again within 15 days after its adoption.

ORDINANCE NO. 575

PASSED, APPROVED and ADOPTED by the City Council of the City of Santee at a Regular Meeting of said Council held on the 8<sup>th</sup> of April, 2020, by the following vote:

AYES: HALL, HOULAHAN, KOVAL, MCNELIS, MINTO

NOES: NONE

ABSENT: NONE

APPROVED:

  
JOHN W. MINTO, MAYOR

ATTEST:

  
ANNETTE ORTIZ, CMC, CITY CLERK

APPROVED AS TO FORM:  
BEST, BEST & KRIEGER LLP

  
SHAWN HAGERTY, CITY ATTORNEY

Attachment 1: The Governor's Executive Order N-37-20



ORDINANCE NO. \_\_\_\_\_

**URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTEE  
EXTENDING THE TEMPORARY MORATORIUM ON EVICTIONS DUE TO  
NONPAYMENT OF RENT BY RESIDENTIAL AND COMMERCIAL TENANTS  
IMPACTED BY THE NOVEL CORONAVIRUS (COVID-19) AND SETTING FORTH  
THE FACTS CONSTITUTING SUCH URGENCY**

The City Council of the City of Santee does ordain as follows:

SECTION 1. Findings.

- A. The findings set forth in Ordinance No. 575 are still applicable and incorporated herein by reference.
- B. The City Council desires to extend the Santee commercial and residential eviction moratorium urgency ordinance to prevent uncertainty and confusion for tenants associated with multiple state and county regulations governing evictions during the COVID-19 pandemic and to provide certainty for tenants on the processes in place to repay deferred rent.
- C. This Ordinance is adopted pursuant to the City's police powers and powers afforded to the city in the time of a national, state, county and local emergency during an unprecedented health pandemic, such powers being afforded by the State Constitution, State law and the Chapter 2.32 of the Santee Municipal Code to protect the peace, health, and safety of the public. The Santee City Council finds that this ordinance is necessary for the preservation of the public peace, health, and safety of residents living within the City and finds urgency to approve this ordinance immediately based on the facts described herein and detailed in the staff report. Under Government Code Section 8634, this ordinance is necessary to provide for the protection of health, life and property.

SECTION 2. Section 4 of Ordinance No. 575 is amended to read as follows. All other provisions of the Ordinance remain in place.

Ordinance No. 575 shall remain in effect until June 30, 2020. In order to prevent inconsistencies, the Director of Emergency Services may suspend the effectiveness of any provision in this ordinance in the event that the President of the United States, Congress, Governor of the State of California or California State Legislature or other body with jurisdiction adopts an order or legislation that similarly prohibits evictions for failure to pay rent by individuals impacted by the COVID-19 crisis.

SECTION 3. Severability.

If any section, subsection, sentence, clause, phrase or word of this ordinance is found to be unconstitutional or otherwise invalid by any court of competent jurisdiction, such decision shall not affect the remaining provisions of this Ordinance.

**ORDINANCE NO. \_\_\_\_\_**

**SECTION 4. Environmental Review.**

The City Council finds that adoption and implementation of this ordinance is not a “project” for purposes of the California Environmental Quality Act (CEQA), as that term is defined by CEQA guidelines (Guidelines) sections 15061(b)(3), and 15378(b)(5). The effect of the proposed amendment will be to maintain the status quo and extend the existing urgency ordinance for an additional month. No new development will result from the proposed action. No impact to the physical environment will result. The City Council also alternatively finds that the adoption and implementation of this ordinance is exempt from the provisions of CEQA as an administrative activity by the City of Santee, in furtherance of its police power, that will not result in any direct or indirect physical change in the environment, per sections 15061(b)(3), and 15378(b)(5) of the CEQA Guidelines, as well as CEQA Guidelines section 15064(e) (economic regulations).

**SECTION 5. Urgency Declaration; Effective Date.**

The City Council finds and declares that the adoption and implementation of this ordinance is necessary for the immediate preservation and protection of the public peace, health and safety as detailed above and as the City and public would suffer potentially irreversible displacement of commercial and residential tenants resulting from evictions for failure to pay rent during the COVID-19 crisis. During this local emergency, and in the interest of protecting the public health and preventing transmission of COVID-19, it is essential to avoid unnecessary housing displacement, to protect the City’s affordable housing stock, and to prevent housed individuals from falling into homelessness during a time of abnormal economic conditions, especially given state and county directives to stay at home. Promoting stability amongst commercial tenancies is also conducive to public health, allowing businesses to follow the advice and directives of public health officials to close and allowing employees to avoid public contact during times of a public health crisis without fear of imminent eviction or foreclosure. Loss of income as a result of COVID-19 may inhibit City residents and businesses from fulfilling their financial obligations, including payment of rent. By extending the local eviction moratorium ordinance for an additional month through June 30, 2020, the City Council desires to prevent uncertainty and confusion for tenants associated with multiple state and county regulations governing evictions during the COVID-19 pandemic and to provide certainty for tenants on the processes in place to repay deferred rent after the initial period of moratorium. The length of the period of federal, state and local emergency is unknown at this time and it is prudent to revisit these emergency response measures as the unprecedented situation and legal landscape evolve. The initial Urgency Ordinance is already in place and these amendments require immediate action so the ordinance does not expire. Under

**ORDINANCE NO. \_\_\_\_\_**

Government Code Section 8634 and Chapter 2.32 of the Santee Municipal Code, this ordinance is necessary to provide for the protection of life and property for the reasons set out herein. The Council therefore finds and determines that the immediate preservation of the public peace, health and safety, and protection of life and property, require that this Ordinance be enacted as an urgency ordinance pursuant to Government Code section 36937 and take effect immediately upon adoption by four-fifths of the City Council.

SECTION 6. Certification. The City Clerk shall certify to the passage and adoption of this Ordinance and shall cause the same, or the summary thereof, to be published or posted in the manner required by law.

**PASSED, APPROVED and ADOPTED** by the City Council of the City of Santee at a regular meeting of said Council held on the 27th of May, 2020, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

APPROVED:

\_\_\_\_\_  
Mayor, City of Santee

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:  
BEST, BEST & KRIEGER LLP

\_\_\_\_\_  
City Attorney

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

Item 11

**MEETING DATE**      May 27, 2020

**AGENDA ITEM NO.**

**ITEM TITLE**      **UPDATE TO THE CITY COUNCIL ON THE PLANS FOR THE COUNCIL CHAMBER AUDIO/VISUAL UPGRADE (CIP 2016-51)**

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

**SUMMARY**

The City Council adopted Capital Improvement Program budget for fiscal year 2019-20 includes the Council Chamber Audio/Visual Upgrade project (CIP 2016-51). The audio/visual equipment is approaching the end of its useful life, is no longer under warranty and there are no maintenance agreements available, making repairs more difficult. The City Council and the public have also expressed a desire for the City Council meetings to be livestreamed and the upgrade will include equipment and upgraded technology for the livestreaming.

On October 9, 2019 the City Council authorized the collection of public, educational and governmental (“PEG”) fees which are now collected by the City’s two cable television video service providers and remitted to the City. The PEG fees can be used for capital costs related to public, educational and governmental access facilities including cameras, monitors and other equipment required to provide livestreaming services as well as council chamber improvements that are directly related to PEG programming. It is estimated that PEG fees will currently generate approximately \$150,000 in annual revenue for use on eligible PEG expenditures such as this project.

On February 6, 2020, the City entered into a Professional Services Agreement with Idibri Consulting to provide technical assistance to the City for outfitting the City Council Chambers with new audio-visual equipment including, designing, assisting with the Request for Proposals (RFP) process, and project manage the installation, including testing of all equipment to specifications.

The RFP was issued on May 7, 2020, and staff would like to provide an update to Council on the design and estimated cost of the total project.

**FINANCIAL STATEMENT** 

The Council Chamber Audio/Visual Upgrade Project is currently budgeted at a total cost of \$100,000 with the General Fund as the sole funding source. The project, as currently envisioned, would rely primarily on PEG fees with the General Fund initially advancing funds that would be repaid as PEG fees continue to be collected. The total estimated project cost is \$200,000 to \$300,000 depending on the bids received and the alternative items ultimately included in the project.

**CITY ATTORNEY REVIEW**       N/A       Completed

**RECOMMENDATION** 

Receive report and provide direction to staff.

**ATTACHMENTS**

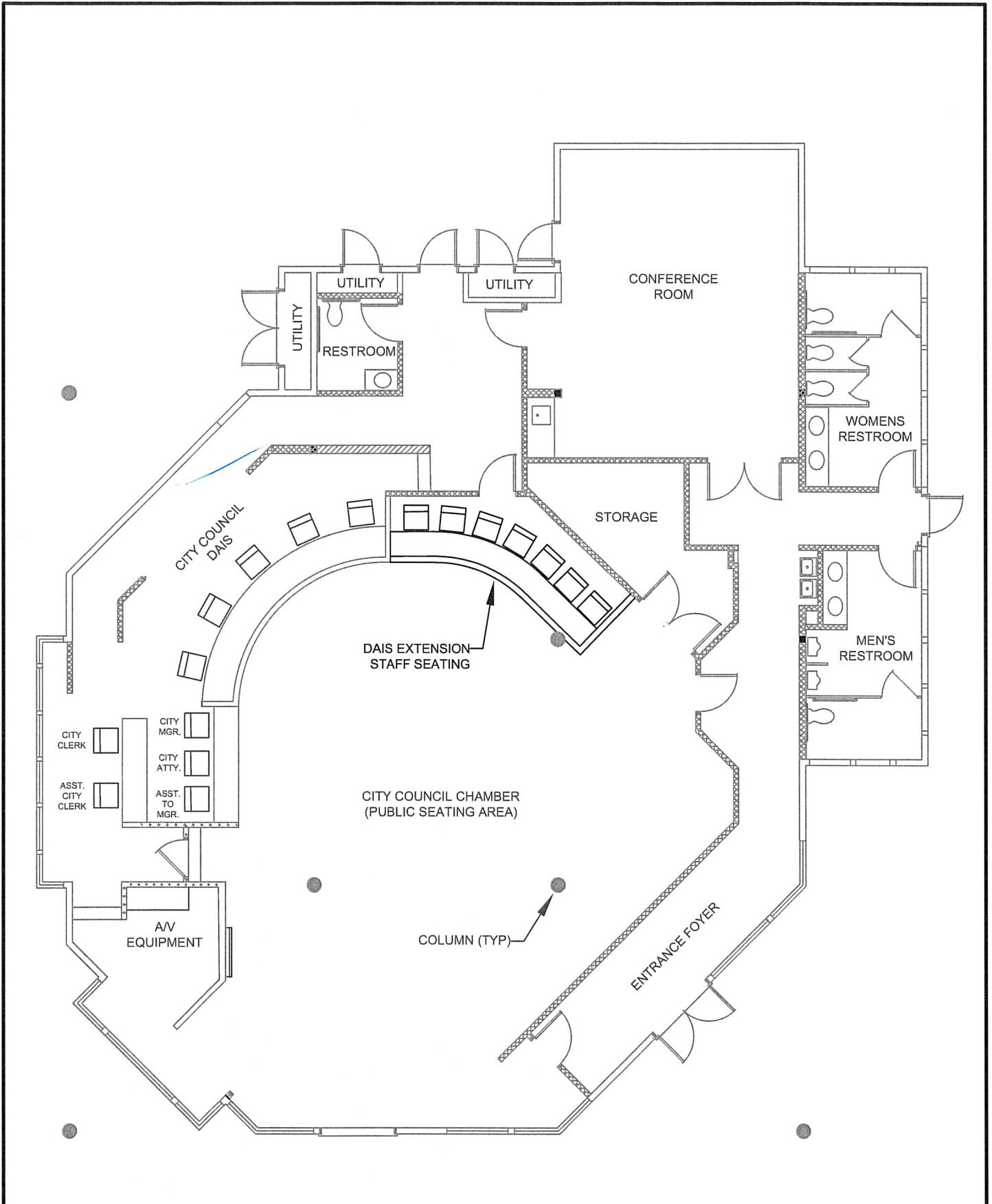
1. Cost estimate of Council Chamber Audio/Visual Upgrade Project CIP 2016-51.
2. Map of Chambers Project.

Cost estimate for Council Chambers Audio/Visual Upgrade Project – CIP 2016-51

Base Systems	\$180,000 to \$200,000
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ALTERNATES	
Alternate Item No. 1	Dais Extension – \$30,000
Alternate Item No. 2	Resurface Existing Dias – \$15,000
Alternate Item No. 3	Relocate Ethernet Switch and Alarm – \$7,500
Alternate Item No. 4	Audio Recording and Distribution – \$2,500
Alternate Item No. 5	Council Member Name Digital Signage – \$32,000

COST OF CONSULTANT	
Idibri Consulting	\$17,500



**CITY COUNCIL CHAMBER - A/V UPGRADES, CIP 2016-51**  
**DAIS EXTENSION**

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

**Item 12**

**MEETING DATE**      May 27, 2020

**AGENDA ITEM NO.**

**ITEM TITLE**      **SELECTION OF VOTING REPRESENTATIVE AND ALTERNATE FOR  
LEAGUE OF CALIFORNIA CITIES' ANNUAL CONFERENCE**

**DIRECTOR/DEPARTMENT**      Annette Ortiz, City Clerk *A.*

**SUMMARY**

The League of California Cities 2020 Annual Conference is scheduled for Wednesday, October 7 through Friday, October 9, 2020, at the Long Beach Convention Center. Notice has been received from the League requesting each City select a voting representative and alternate, specifically for the Annual Business Meeting. At this meeting, the League membership considers and takes action on Resolutions that establish League policy.

*pm*

**FINANCIAL STATEMENT**      N/A

**CITY ATTORNEY REVIEW**       N/A       Completed

**RECOMMENDATION** *MAB*  
Select a voting representative and alternate to attend the Annual Business Meeting and direct the City Clerk to complete and forward the Voting Delegate/Alternate to the League of California Cities.

**ATTACHMENTS**

None