



City Council
 Mayor John W. Minto
 Vice Mayor Rob McNelis
 Council Member Ronn Hall
 Council Member Laura Koval
 Council Member Dustin Trotter

CITY OF SANTEE
 REGULAR MEETING AGENDA
 Santee City Council

City Manager | Marlene D. Best
 City Attorney | Shawn D. Hagerty
 City Clerk | Annette Fagan Ortiz

MEETING INFORMATION

Wednesday, March 24, 2021
6:30 p.m.
Council Chambers | Building 2 (Virtual Meeting)**
10601 Magnolia Ave • Santee, CA 92071

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

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, March 24, 2021, will be conducted via webinar and telephonically.

VIRTUAL MEETING OPTIONS**

TO WATCH (via online)

<https://attendee.gotowebinar.com/register/989202437882127117>

TO LISTEN (via telephone)

(619) 678-0714, a pin number will be required, please enter 690-558-400#.

LIVE PUBLIC COMMENT

Members of the public who wish to comment on matters on the City Council agenda or during Non-Agenda Public Comment may register for the webinar with the link above and email the City Clerk at CITYCLERK@CITYOFSANTEECA.GOV with the name that you registered with and the item(s) you wish to speak on. The City Clerk will call the name when it is time to speak.

NOTE: Public Comment will be limited to 3 minutes and will continue to be accepted until the item is voted on. The timer will begin when the participant begins speaking.



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

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

LEGISLATIVE INVOCATION: Imam Hassane – Islamic Center of San Diego

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. (City Clerk – Ortiz)**
- (2) **Approval of Meeting Minutes of the Santee City Council for the February 24, 2021, Regular Meeting, March 9, 2021, Special Meeting and March 10, 2021, Regular Meeting. (City Clerk – Ortiz)**
- (3) **Approval of Payment of Demands as Presented. (Finance – McDermott)**
- (4) **Approval of the Expenditure of \$54,051.38 for February 2021 Legal Services and Reimbursable Costs. (Finance – McDermott)**
- (5) **Purchase of New Structural Firefighting Clothing (Turnouts) from Municipal Emergency Services per National Purchasing Partners, LLC (DBA NPPGov) Contract #PS20070 in an Amount Not to Exceed \$16,967.19. (Fire – Garlow)**

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.



NEW BUSINESS:

- (6) **Resolution Authorizing Submission of the Annual Housing Element Progress Report for Calendar Year 2020 to the State of California Office of Planning and Research and the State of California Department of Housing and Community Development. (Development Services – Kush)**

Recommendation:

Adopt the Resolution authorizing the Director of Development Services to submit the Annual Housing Element Progress Report on Housing Element Implementation for Calendar Year 2020 to the State of California Office of Planning and Research and the State of California Department of Housing and Community Development.

- (7) **Memorandum of Understanding Between the East County Advanced Water Purification Joint Powers Authority and the City of Santee Concerning the Development of the East County Advanced Water Purification Project. (City Manager – Best)**

Recommendation:

1. Receive the presentation from Padre Dam
2. Approve the MOU
3. Authorize the City Manager to execute the MOU

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:

- (8) **Recommendation of Appointments to the Manufactured Home Fair Practices Commission. (City Council – Minto)**

Recommendation:

Take action on the recommendations as presented by the Mayor.

CITY MANAGER REPORTS:

- (9) **Report Summarizing the Outcome of the City Council Planning Workshop Held on March 9, 2021. (City Manager – Best)**

Recommendation:

Receive report and provide direction as needed.

CITY ATTORNEY REPORTS:**CLOSED SESSION:****ADJOURNMENT:**

BOARDS, COMMISSIONS & COMMITTEES

MARCH & APRIL MEETINGS

Mar	04	SPARC	CANCELLED	TBD
Mar	08	Community Oriented Policing Committee		Virtual/Telephonic
Mar	10	Council Meeting		Virtual/Telephonic
Mar	18	SMHFPC	CANCELLED	Virtual/Telephonic
Mar	24	Council Meeting		Virtual/Telephonic
Apr	01	SPARC		TBD
Apr	12	Community Oriented Policing Committee		TBD
Apr	14	Council Meeting		TBD
Apr	22	SMHFPC		TBD
Apr	28	Council Meeting		TBD

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

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

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

MEETING DATE March 24, 2021

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).

FINANCIAL STATEMENT

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.

ATTACHMENT

None



MEETING DATE March 24, 2021

ITEM TITLE APPROVAL OF MEETING MINUTES OF THE SANTEE CITY COUNCIL FOR THE FEBRUARY 24, 2021, REGULAR MEETING, MARCH 9, 2021, SPECIAL MEETING AND MARCH 10, 2021, REGULAR MEETING.

DIRECTOR/DEPARTMENT Annette Ortiz, CMC, City Clerk



SUMMARY

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

FINANCIAL STATEMENT

N/A

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION

Approve Minutes as presented.

ATTACHMENTS

February 24, 2021, Regular Meeting Minutes
March 9, 2021, Special Meeting Minutes
March 10, 2021, Regular Meeting Minutes

DRAFT

**Minutes
Santee City Council
Council Chamber – Building 2
10601 Magnolia Avenue
Santee, California
February 24, 2021**

This Regular Meeting of the Santee City Council was called to order by Mayor John W. Minto at 6:30 p.m.

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

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

INVOCATION was given by Gary Lawton – Calvary Chapel of Santee

PLEDGE OF ALLEGIANCE was led by Mayor Minto

CONSENT CALENDAR:

- (1) **Approval of Reading by Title Only and Waiver of Reading in Full of Ordinances and Resolutions on the Agenda. (City Clerk – Ortiz)**
- (2) **Approval of Meeting Minutes of the Santee City Council for the February 10, 2021, Regular Meeting. (City Clerk – Ortiz)**
- (3) **Approval of Payment of Demands as Presented. (Finance – McDermott)**
- (4) **Approval of the Expenditure of \$54,508.11 for January 2021 Legal Services and Reimbursable Costs. (Finance – McDermott)**

ACTION: Vice Mayor McNelis moved approval of the Consent Calendar.

Council Member Hall seconded the motion, which carried by the following roll call vote: Mayor Minto: Aye; Vice Mayor McNelis: Aye; and Council Members Hall: Aye; Koval: Aye; and Trotter: Aye. Ayes: 5. Noes: 0.

NON-AGENDA PUBLIC COMMENT (15 minutes):

- (A) Karen Schroeder expressed concerns regarding a letter from Air Pollution Control Division (APCD) and the health risks from the toxic air contaminants found in the neighborhood.

- (B) Christina Perry expressed concerns regarding the letter the Council Members sent to San Diego County Board of Supervisors Nathan Fletcher.
- (C) Janet Garvin stated a community meeting with the APCD would be beneficial.
- (D) Alana Ethridge expressed concerns with the letter that Council Members sent to the San Diego County Board of Supervisors Nathan Fletcher.

PUBLIC HEARING:

- (5) **Continued Public Hearing to Assess Community Development Needs and to Solicit Proposals for Program Year 2021 Community Development Block Grant (CDBG) and Home Program Funding Consistent with the Consolidated Plan. (Development Services – Kush)**

The Public Hearing was opened at 6:52 p.m. The Director of Development Services introduced the Item and the Senior Management Analyst provided a PowerPoint presentation.

ACTION: Under discussion, Vice Mayor McNelis moved approval of the PY 2021 CDBG funds to be allocated as listed below; Council directed staff to publish a summary of the Annual Action Plan and adopt the Resolution approving PY 2021 CDBG funds.

Council Member Hall seconded the motion, which carried by the following roll call vote: Mayor Minto: Aye; Vice Mayor McNelis: Aye; and Council Members Hall: Aye; Koval: Aye; and Trotter: Aye. Ayes: 5. Noes: 0.

<u>Public Service Activities (CDBG)</u>	<u>Allocation</u>
Cameron Family YMCA	\$2,500.00
Crisis House	6,000.00
Elder Help	3,500.00
Meals on Wheels	4,500.00
Santee Food Bank	15,000.00
Santee Santas	6,331.00
Voices for Children	<u>3,000.00</u>
Total	\$40,831.00

<u>Public Facilities (CDBG)</u>	
City of Santee – Public Improvements in LMI Census Blocks	<u>\$182,830.00</u>
Total	\$182,830.00

Administrative Activities (CDBG)

CDBG Program Administration	\$38,940.00
CSA San Diego County (Federally Required Fair Housing Service)	<u>15,500.00</u>
Total	\$54,440.00

Grand Total Allocation **\$278,101.00**

The Public Hearing was closed at 7:08 p.m.

- (6) **Public Hearing and Introduction and First Reading of an Ordinance Amending Title 13 of the Santee Municipal Code (“SMC”), “Zoning” (Case File: ZA2021-1), and Introduction and First Reading of Ordinances Amending Title 2 of the SMC, “Administration and Personnel,” Title 3 of the SMC, “Revenue and Finance,” Title 5 of the SMC, “Health and Safety,” Title 9 of the SMC, “Public Services” and Title 10 of the SMC, “Vehicles and Traffic”. (City Attorney – Hagerty)**

The Public Hearing was opened at 7:08 p.m. The City Attorney introduced the Item and the Assistant City Attorney provided a PowerPoint presentation.

ACTION: Council Member Hall moved approval of staff recommendation as clarified by the City Attorney.

Vice Mayor McNelis seconded the motion, which carried by the following roll call vote: Mayor Minto: Aye; Vice Mayor McNelis: Aye; and Council Members Hall: Aye; Koval: Aye; and Trotter: Aye. Ayes: 5. Noes: 0.

The Public Hearing was closed at 8:09 p.m.

NEW BUSINESS:

- (7) **Fiscal Year 2020-21 Operating Budget Update and Resolution Amending the Fiscal Year 2020-21 Budget. (Finance – McDermott)**

The Director of Finance presented the Item and provided a PowerPoint presentation.

PUBLIC SPEAKER:

- Eid Fakhouri

ACTION: Vice Mayor McNelis moved approval of staff recommendation.

Council Member Hall seconded the motion, which carried by the following roll call vote: Mayor Minto: Aye; Vice Mayor McNelis: Aye; and Council Members Hall: Aye; Koval: Aye; and Trotter: Aye. Ayes: 5. Noes: 0.

NON-AGENDA PUBLIC COMMENT: (Continued)

- (A) Tasha Cassidy, Black, Indigenous, and People of Color (BIPOC), expressed concerns with racism in the City of Santee.

CITY COUNCIL REPORTS:

- (8) **Possible Letter to San Diego County Board of Supervisors Regarding a Proposed Needle Exchange Program. (City Council – Council Member Trotter)**

Council Member Trotter presented the Item.

PUBLIC SPEAKER:

- Janet Garvin
- Danielle Wilkerson
- Steve Stelman

Mayor Minto directed staff to bring the Item back at a later date.

Vice Mayor McNelis expressed concerns with first responders being included in the first round of vaccinations.

CITY MANAGER REPORTS:

The City Manager reported that sports programs are beginning to open up again; Sportsplex is expected to open on March 15; various City programs are also opening up.

CITY ATTORNEY REPORTS:

None.

CLOSED SESSION:

Council Members recessed at 9:20 p.m. and convened in Closed Session at 9:20 p.m.

- (9) **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (Gov. Code §54956.9(d)(2))**
Significant Exposure to Litigation: One case based on correspondence with Legal Aid at Work and California Women’s Law Center regarding AB 2404 (Fair Play in Community Sports Act)

Council Members reconvened in Open Session at 10:07 p.m. with all members present, except Council Member Trotter who was experiencing technical difficulties. Mayor Minto reported direction was given to staff on Item 9.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 10:07 p.m.

Date Approved:

Annette Ortiz, CMC, City Clerk

DRAFT

DRAFT

**Minutes
Santee City Council
City Hall – Building 8P
10601 Magnolia Avenue
Santee, California
March 9, 2021**

1. CALL TO ORDER

This Special Meeting of the Santee City Council was called to order by Mayor John W. Minto at 9:00 a.m.

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

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

2. WORKSHOP ON GOALS AND STRATEGIES

Mayor Minto provided opening remarks, and Council Members and staff discussed the Council priorities for the City.

3. ADJOURNMENT

There being no further business, the meeting was adjourned at 3:45 p.m.

Date Approved:

Annette Ortiz, MBA, CMC, City Clerk

DRAFT

**Minutes
Santee City Council
Council Chamber – Building 2
10601 Magnolia Avenue
Santee, California
March 10, 2021**

This Regular Meeting of the Santee City Council was called to order by Mayor John W. Minto at 6:31 p.m.

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

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

INVOCATION was given by Phil Herrington – Pathways Community Church

PLEDGE OF ALLEGIANCE was led by Mayor Minto

RETIREMENT/PROCLAMATION: Loren Krumweide – Santee Fire

Mayor Minto read the Proclamation for retired Fire Engineer Loren Krumweide; Council and Mr. Krumweide made brief comments.

INTRODUCTION/WELCOME: District 2 County Supervisor Joel Anderson

Mayor Minto and the Council made brief comments welcoming Supervisor Anderson.

CONSENT CALENDAR:

- (1) **Approval of Reading by Title Only and Waiver of Reading in Full of Ordinances and Resolutions on the Agenda. (City Clerk – Ortiz)**
- (2) **Approval of Payment of Demands as Presented. (Finance – McDermott)**
- (3) **Adoption of a Resolution Approving the City of Santee Investment Policy and Delegating Authority to the City Treasurer. (Finance – McDermott)**
- (4) **Authorize the Execution of a Professional Services Agreement with Davis Farr, LLP for Fiscal Year 2020-21 Audit Services for a Total Amount Not to Exceed \$38,235.00. (Finance – McDermott)**
- (5) **Item pulled.**

- (6) **Adoption of a Resolution Authorizing the Execution of a Professional Services Agreement with D-Max Engineering, Inc. for Water Quality Monitoring Services for an Amount Not to Exceed \$66,919.00 for the First Year. (Development Services – Kush)**
- (7) **Award of Contract for Hydrodynamic Separator Cleaning Service to Downstream Services, Inc. per Bid #20/21-20053 for a Total Initial Award Amount of \$30,660.00. (Community Services – Maertz)**

ACTION: Vice Mayor McNelis moved approval of the Consent Calendar.

Council Member Hall seconded the motion, which carried by the following roll call vote: Mayor Minto: Aye; Vice Mayor McNelis: Aye; and Council Members Hall: Aye; Koval: Aye; and Trotter: Aye. Ayes: 5. Noes: 0.

Item Pulled from Consent Calendar:

- (5) **Second Reading and Adoption of Six Ordinances Amending the Following Titles of the Santee Municipal Code (“SMC”): Title 2, “Administration and Personnel,” Title 3, “Revenue and Finance,” Title 5, “Health and Safety,” Title 9, “Public Services,” Title 10, “Vehicles and Traffic,” and Title 13, “Zoning”. (City Clerk – Ortiz)**

ACTION: Vice Mayor McNelis moved approval of staff recommendation.

Council Member Trotter seconded the motion, which carried by the following roll call vote: Mayor Minto: Aye; Vice Mayor McNelis: Aye; and Council Members Hall: Aye; Koval: Aye; and Trotter: Aye. Ayes: 5. Noes: 0.

NON-AGENDA PUBLIC COMMENT (15 minutes):

- (A) Mary Hyder expressed concerns with the closure of San Pasqual Academy for foster youth;
- (B) Alara Chilton expressed concerns over the increase of the Waste Management fees.

CONTINUED BUSINESS:

- (8) **Resolution Accepting the Carlton Hills Boulevard Emergency CMP Repairs (CIP 2020-26) Project as Complete and Declaring the Termination of the Local Emergency Between 9351 and 9359 Carlton Hills Boulevard. (City Manager – Best)**

The Director of Development Services introduced the Item and the Principal Civil Engineer provided a PowerPoint presentation.

ACTION: Vice Mayor McNelis moved approval of staff recommendation.

Council Member Hall seconded the motion, which carried by the following roll call vote: Mayor Minto: Aye; Vice Mayor McNelis: Aye; and Council Members Hall: Aye; Koval: Aye; and Trotter: Aye. Ayes: 5. Noes: 0.

NEW BUSINESS:

(9) Resolution Prohibiting Parking of Vehicles Over Eight Feet in Height Between the Hours of 2 AM and 6 AM on Buena Vista Avenue. (Development Services – Kush)

The Director of Development Services introduced the Item and provided a PowerPoint presentation.

PUBLIC SPEAKERS:

- Enrique Rodriguez
- Rowena Parravano provided photographs as correspondence for the record.

ACTION: Vice Mayor McNelis moved approval of staff recommendation with the caveat to bring back at the first available meeting, Buena Vista Avenue between Mission Greens Road and Cottonwood Avenue from 12:00 a.m. to 6:00 a.m.

Council Member Koval seconded the motion, which carried by the following roll call vote: Mayor Minto: Aye; Vice Mayor McNelis: Aye; and Council Members Hall: Aye; Koval: Aye; and Trotter: Aye. Ayes: 5. Noes: 0.

NON-AGENDA PUBLIC COMMENT: (Continued)

- (A) Toby Brown expressed concerns with the road conditions of Mesa Road.

Mayor Minto requested staff bring back the Mesa Road Item.

CITY COUNCIL REPORTS:

(10) Update from Council Member Trotter on the Air Pollution Control District (APCD) Letter Regarding Landfill Hot Spots. (Council Member Trotter)

Council Member Trotter presented the Item.

Council Member Koval reported that she attended the San Diego Association of Governments (SANDAG) Borders Committee meeting which focused on the Otay Mesa Land Port of Entry and greenhouse gas emissions.

Council Member McNelis reported on traffic concerns from citizens regarding safety on Ironwood Avenue and Alphonse Street and requested staff to bring the Item back to

Council at a later date.

CITY MANAGER REPORTS:

The City Manager reported on the Strategic Planning session with Council and senior staff; she stated the final draft of goals for the next two years will be brought back to Council at the March 24 City Council meeting.

CITY ATTORNEY REPORTS:

None.

CLOSED SESSION:

Council Members recessed at 8:04 p.m. and convened in Closed Session at 8:04 p.m.

- (11) **Conference with Legal Counsel—Existing Litigation
(Government Code section 54956.9(d)(1))
Name of case: *Santee Trolley Square 991, LP v. City of Santee et al.*
Case Number: San Diego Superior Court Case No. 37-2020-00007895-
CU-WM-CTL**

- (12) **Conference with Real Property Negotiators
(Government Code section 54956.8)
Property: Parcel 4 of Parcel Map 18857 located in Trolley Square
(Library site)
City Negotiator: City Manager
Negotiating Parties: Excel Hotel Group and Santee Trolley Square 991,
LP
Under Negotiation: Price and terms of payment**

Council Members reconvened in Open Session at 8:24 p.m. with all members present. Mayor Minto reported direction was given to staff on Items 11 and 12.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:25 p.m.

Date Approved:

Annette Ortiz, CMC, City Clerk

MEETING DATE March 24, 2021

ITEM TITLE **PAYMENT OF DEMANDS**

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

SUMMARY

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

FINANCIAL STATEMENT *TKM*

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

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *MSB*

Approve the payment of demands as presented.

ATTACHMENT

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

Summary of Payments Issued

<u>Date</u>	<u>Description</u>	<u>Amount</u>
03/03/2021	Accounts Payable	\$ 156,121.38
03/04/2021	Accounts Payable	948.67
03/09/2021	Accounts Payable	21,471.22
03/10/2021	Accounts Payable	110,392.01
03/11/2021	Payroll	377,253.84
03/11/2021	Accounts Payable	212,760.44
03/11/2021	Accounts Payable	11,421.29
03/15/2021	Accounts Payable	151,521.97
03/16/2021	Accounts Payable	<u>118,248.00</u>
	TOTAL	<u>\$1,160,138.82</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	
126986	3/3/2021	10412 AT&T	000004807075		TELEPHONE	815.64	
						Total :	815.64
126987	3/3/2021	10412 AT&T	301053963		MAST PARK	90.95	
						Total :	90.95
126988	3/3/2021	13292 BORDER TIRE	8019447	53081	VEHICLE REPAIR	75.19	
						Total :	75.19
126989	3/3/2021	10021 BOUND TREE MEDICAL LLC	83946469	53230	EMS SUPPLIES	2,533.49	
			83946470	53230	EMS SUPPLIES	1,723.66	
						Total :	4,257.15
126990	3/3/2021	10022 BRAUN NORTHWEST INC	30637	52990	VEHICLE SUPPLIES	94.93	
						Total :	94.93
126991	3/3/2021	10032 CINTAS CORPORATION #694	4075419327	53084	UNIFORM/PARTS CLEANER RNTL	65.64	
						Total :	65.64
126992	3/3/2021	10039 COUNTY MOTOR PARTS COMPANY INC	511705	52994	VEHICLE REPAIR PARTS	22.69	
						Total :	22.69
126993	3/3/2021	10358 COUNTY OF SAN DIEGO	21CTOFSAN07	53156	SHERIFF RADIOS	3,705.00	
						Total :	3,705.00
126994	3/3/2021	10711 COUNTY OF SAN DIEGO	2021REG_COP-16	53314	STORMWATER SHARED COSTS	3,241.00	
			2021SDR_WMA03	53314	STORMWATER SHARED COSTS	45,458.00	
						Total :	48,699.00
126995	3/3/2021	10333 COX COMMUNICATIONS	112256001		9130 CARLTON OAKS DR	93.50	
						Total :	93.50
126996	3/3/2021	10142 CSA SAN DIEGO COUNTY	671	53215	CDBG SUBRECIPIENT	1,266.27	
						Total :	1,266.27
126997	3/3/2021	13393 FIRE CATT, LLC	9106	53087	EQUIPMENT TESTING	3,137.80	

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
126997	3/3/2021	13393 13393 FIRE CATT, LLC	(Continued)			Total : 3,137.80
126998	3/3/2021	10009 FIRE ETC	151333	53051	SMALL TOOLS	150.85 Total : 150.85
126999	3/3/2021	12760 FOCUS PSYCHOLOGICAL	SANTEE2021-1	53032	SANTEE2021-1	750.00 Total : 750.00
127000	3/3/2021	14221 GONDOLA SKATE	DR18008A		REFUNDABLE DEPOSIT	9,468.23 Total : 9,468.23
127001	3/3/2021	11073 HAMANN COMPANIES	DR15003A		REFUNDABLE DEPOSIT	2,076.56 Total : 2,076.56
127002	3/3/2021	10600 HINDERLITER, DE LLAMAS & ASSOC	SIN005129 (A) SIN005129 (B)	53182	FY 20/21 QRTL Y SALES TAX REP AUDIT SALES TAX QTR 2	2,100.00 5,203.20 Total : 7,303.20
127003	3/3/2021	10256 HOME DEPOT CREDIT SERVICES	0673 00097 59879	53088	STATION SUPPLIES	85.92 Total : 85.92
127004	3/3/2021	10079 MEDICO PROFESSIONAL	20353720 20353722	53090 53090	MEDICAL LINEN SERVICE MEDICAL LINEN SERVICE	20.62 13.01 Total : 33.63
127005	3/3/2021	12904 PAT DAVIS DESIGN GROUP, INC	6427	53108	GRAPHIC DESIGN WORK	900.00 Total : 900.00
127006	3/3/2021	14220 PM DESIGN GROUP, INC.	CUP1603A		REFUNDABLE DEPOSIT	1,368.08 Total : 1,368.08
127007	3/3/2021	13592 QUADIENT LEASING USA, INC	N8717263	53034	QUADIENT MAIL MACHINE LEASE	1,057.27 Total : 1,057.27
127008	3/3/2021	13455 ROTO-ROOTER	10515	53043	PLUMBING REPAIRS	286.00 Total : 286.00
127009	3/3/2021	10407 SAN DIEGO GAS & ELECTRIC	0422 970 321 8		STREET LIGHTS	31,220.44

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
127009	3/3/2021	10407 SAN DIEGO GAS & ELECTRIC	(Continued) 2237 358 004 2 3422 380 562 8 4394 020 550 9 7990 068 577 7 8509 742 169 4		TRAFFIC SIGNALS ROW / MEDIANS LMD PARKS CITY HALL GROUP BILL	4,771.23 218.17 4,149.95 12,743.66 7,811.69 Total : 60,915.14
127010	3/3/2021	13171 SC COMMERCIAL, LLC	1806538-IN 1808481-IN	53077 53077	DELIVERED FUEL DELIVERED FUEL	197.01 215.21 Total : 412.22
127011	3/3/2021	13554 SC FUELS	0349885	53078	FLEET CARD FUELING	1,451.96 Total : 1,451.96
127012	3/3/2021	10110 SECTRAN SECURITY INC	21020442	53176	ARMORED CAR TRANSPORT SVC	141.67 Total : 141.67
127013	3/3/2021	14038 SINGH GROUP INC	20027	53192	DEAD ANIMAL REMOVAL SERVICE	1,312.50 Total : 1,312.50
127014	3/3/2021	10923 SMITH, NELSON	022021		PARAMEDIC LICENSE RENEWAL	225.00 Total : 225.00
127015	3/3/2021	10217 STAPLES ADVANTAGE	3469386717	53097	OFFICE SUPPLIES-FINANCE	18.20 Total : 18.20
127016	3/3/2021	10027 STATE OF CALIFORNIA	492404		FINGERPRINT COSTS	96.00 Total : 96.00
127017	3/3/2021	10250 THE EAST COUNTY	00102882		CITIES FINANCIAL RPT FY 19/20	178.50 Total : 178.50
127018	3/3/2021	14219 TIFFANY SHEFFIELD	Ref000069925		DUPLICATE APPLICATION REFUND	90.00 Total : 90.00
127019	3/3/2021	12480 UNITED SITE SERVICES	114-11595878	53173	PORTABLE TOILETS, TEMP FENCE	159.79

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
127019	3/3/2021	12480 12480 UNITED SITE SERVICES	(Continued)			Total : 159.79
127020	3/3/2021	11194 USAFACT INC	1020609 1021320		BACKGROUND CHECK BACKGROUND CHECK	80.96 18.52 Total : 99.48
127021	3/3/2021	10475 VERIZON WIRELESS	9873103677		WIFI SERVICE & EQUIPMENT	3,156.62 Total : 3,156.62
127022	3/3/2021	10537 WETMORE'S	06P4842 06P5475 06P5597	53288 53029 53029	VEHICLE REPAIR PART-CHANGE O VEHICLE REPAIR PARTS VEHICLE REPAIR PART	770.42 2.89 2.58 Total : 775.89
127023	3/3/2021	10331 HDS WHITE CAP CONST SUPPLY	10013582679	53206	MANHOLE HOOKS	139.09 Total : 139.09
127024	3/3/2021	12424 ZONES INC	K16595140101	53294	CHAMBER UPGRADE EQUIPMENT	1,145.82 Total : 1,145.82
39 Vouchers for bank code : ubgen						Bank total : 156,121.38
39 Vouchers in this report						Total vouchers : 156,121.38

Prepared by:

Date:

[Signature]
3-3-2021


Approved by:


Date:

[Signature]
3-3-21

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
30421	3/4/2021	10353 PERS	PERS		RETRO PERS CORRECTION	948.67
Total :						948.67
1 Vouchers for bank code : ubgen						Bank total : 948.67
1 Vouchers in this report						Total vouchers : 948.67

Prepared by: 
Date: 3-4-2021


Approved by: 
Date: 3-4-21

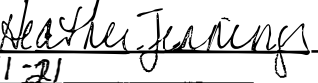
Bank code : ubgen

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>PO #</u>	<u>Description/Account</u>	<u>Amount</u>
917	3/9/2021	10482 TRISTAR RISK MANAGEMENT	112225		WORKERS' COMPENSATION	21,471.22
					Total :	21,471.22
					Bank total :	21,471.22
					Total vouchers :	21,471.22

1 Vouchers for bank code : ubgen

1 Vouchers in this report

Prepared by: 
Date: 3-11-2021

Approved by: 
Date: 3-11-21

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
127025	3/10/2021	11859 AIRGAS USA LLC	9109989055	52981	EQUIPMENT SUPPLIES	585.19
Total :						585.19
127026	3/10/2021	14230 BLACKBURN, DAVID	BC14002A		REFUNDABLE DEPOSIT	956.54
Total :						956.54
127027	3/10/2021	10021 BOUND TREE MEDICAL LLC	83953734	53230	EMS SUPPLIES	2,225.40
			83953735	53230	EMS SUPPLIES	119.32
			83955063	53230	EMS SUPPLIES	416.34
			83955064	53230	SOFTWARE SUBSCRIPTION	2,740.07
Total :						5,501.13
127028	3/10/2021	10032 CINTAS CORPORATION #694	4076086570	53084	UNIFORMS/PARTS CLEANER RNTL	76.68
Total :						76.68
127029	3/10/2021	10039 COUNTY MOTOR PARTS COMPANY INC	512417	52994	VEHICLE SUPPLIES	97.36
Total :						97.36
127030	3/10/2021	10333 COX COMMUNICATIONS	038997401		10601 N MAGNOLIA AVE	107.42
			038997401		10601 N MAGNOLIA AVE	159.75
			063453006		9534 VIA ZAPADOR	94.00
Total :						361.17
127031	3/10/2021	13129 DAVID TURCH AND ASSOCIATES	21121	53130	HIGHWAY 52 COALITION SUPPORT	5,000.00
Total :						5,000.00
127032	3/10/2021	12356 DAVIS FARR LLP	9075	52967	FY 2019-20 AUDIT SERVICES	2,622.00
Total :						2,622.00
127033	3/10/2021	10057 ESGIL CORPORATION	01/2021		SHARE OF FEES	59,090.84
Total :						59,090.84
127034	3/10/2021	10066 GLOBALSTAR USA LLC	000000011787749		SATELLITE PHONE SERVICE	94.84
Total :						94.84
127035	3/10/2021	10256 HOME DEPOT CREDIT SERVICES	5152586	53088	STATION SUPPLIES	55.95

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
127035	3/10/2021	10256	10256 HOME DEPOT CREDIT SERVICES	(Continued)		Total : 55.95
127036	3/10/2021	13558	KIFER HYDRAULICS CO, INC	64432	53009 VEHICLE REPAIR PARTS	126.65
						Total : 126.65
127037	3/10/2021	14092	KOA CORPORATION	JC02060-4	53242 LOCAL ROADWAY SAFETY PLAN	14,425.00
						Total : 14,425.00
127038	3/10/2021	10079	MEDICO HEALTHCARE LINEN	20357494	53090 MEDICAL LINEN SERVICE	20.62
				20357496	53090 MEDICAL LINEN SERVICE	13.01
						Total : 33.63
127039	3/10/2021	10507	MITEL LEASING	903067566	MONTHLY RENTAL 122670	1,878.80
				903067596	MONTHLY RENTAL 124690	312.66
				903067656	MONTHLY RENTAL 130737	276.33
				903067670	MONTHLY RENTAL 131413	266.16
						Total : 2,733.95
127040	3/10/2021	14228	PAULINE KEDWARD	Ref000070038	CORRECT LICENSE TYPE REFUND	41.00
						Total : 41.00
127041	3/10/2021	14231	PERRELL, MELISSA	EN20181S	REFUNDABLE DEPOSIT	1,500.00
						Total : 1,500.00
127042	3/10/2021	12846	PLUMBERS DEPOT INC	PD-47507	53303 VACTOR NOZZLE	2,969.37
						Total : 2,969.37
127043	3/10/2021	12062	PURETEC INDUSTRIAL WATER	1866336	53061 DEIONIZED WATER SERVICE	52.09
						Total : 52.09
127044	3/10/2021	12828	RICK ENGINEERING COMPANY	18100(27)	53232 AS-NEEDED ENGINEERING SERVICE	487.50
						Total : 487.50
127045	3/10/2021	12994	RINCON CONSULTANTS, INC	28613	53293 SANTEE CAPDASH & IMPLEMENT	3,576.25
						Total : 3,576.25
127046	3/10/2021	10096	ROGER DANIELS ALIGN & BRAKE	55848	53019 VEHICLE REPAIR	178.36

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
127046	3/10/2021	10096	10096 ROGER DANIELS ALIGN & BRAKE (Continued)			Total : 178.36
127047	3/10/2021	13171	SC COMMERCIAL, LLC			
			1811024-IN	53077	DELIVERED FUEL	515.98
			1812932-IN	53077	DELIVERED FUEL	256.17
					Total :	772.15
127048	3/10/2021	13554	SC FUELS			
			0350777	53078	FLEET CARD FUELING	1,329.75
					Total :	1,329.75
127049	3/10/2021	10217	STAPLES ADVANTAGE			
			3469183264	53099	OFFICE SUPPLIES - CLERKS OFFIC	144.40
			3469386716	53099	OFFICE SUPPLIES - CLERKS OFFIC	4.34
			3469861714	53097	OFFICE SUPPLIES-FINANCE	159.13
					Total :	307.87
127050	3/10/2021	10617	STATE OF CALIFORNIA			
			L0346126304		UNEMPLOYMENT 10/20-12/20	2,423.00
					Total :	2,423.00
127051	3/10/2021	10250	THE EAST COUNTY			
			00103036		INVITATION TO BID - TRAFFIC SIGN	882.00
			00103250	53127	NOTICE OF PUBLIC HEARING - ZOI	413.00
					Total :	1,295.00
127052	3/10/2021	12480	UNITED SITE SERVICES			
			114-11630038	53173	TEMP FENCE FOR FIELD MAINTEN	2,472.17
					Total :	2,472.17
127053	3/10/2021	10537	WETMORE'S			
			06P5231	53288	VEHICLE REPAIR PARTS	30.21
			06P5370	53288	VEHICLE REPAIR PARTS	656.31
			06P5474	53288	CR-VEHICLE REPAIR PARTS	-257.78
					Total :	428.74
127054	3/10/2021	10318	ZOLL MEDICAL CORPORATION			
			3228534	53149	EMS SUPPLIES	519.53
			3230277	53149	EMS SUPPLIES	278.30
					Total :	797.83
30 Vouchers for bank code : ubgen						Bank total : 110,392.01
30 Vouchers in this report						Total vouchers : 110,392.01

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
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Prepared by: Made J
Date: 3-10-2021

Approved by: Walter Jennings
Date: 3-11-2021

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
127055	3/11/2021	12903 AMERICAN FIDELITY ASSURANCE CO	2095639		FLEXIBLE SPENDING ACCOUNT	1,743.48
					Total :	1,743.48
127056	3/11/2021	10208 ANTHEM EAP	80060		EMPLOYEE ASSISTANCE PROGRAM	273.06
					Total :	273.06
127057	3/11/2021	10334 CHLIC	2790118		HEALTH/DENTAL INSURANCE	206,379.68
					Total :	206,379.68
127058	3/11/2021	10785 RELIANCE STANDARD LIFE	March 21		VOLUNTARY LIFE INSURANCE	657.67
					Total :	657.67
127059	3/11/2021	10424 SANTEE FIREFIGHTERS	PPE 03/03/21		DUES/PEC/BENEVOLENT/BC EXP	2,747.73
					Total :	2,747.73
127060	3/11/2021	10776 STATE OF CALIFORNIA	PPE 03/03/21		WITHHOLDING ORDER	308.30
					Total :	308.30
127061	3/11/2021	10001 US BANK	PPE 03/03/21		PARS RETIREMENT	650.52
					Total :	650.52
7 Vouchers for bank code : ubgen						Bank total : 212,760.44
7 Vouchers in this report						Total vouchers : 212,760.44

Prepared by: 

Date: 3-11-2021

Approved by: 

Date: 3-11-21

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
127062	3/11/2021	10001 US BANK	00000046		CHIEFS' PLANNING MEETING	38.88
			00332		STATION SUPPLIES	16.12
			0043		MESSAGE BOARD TRAILER	11.05
			00471497805202052100		STATION SUPPLIES	18.31
			005990		YARD STOCK	53.59
			0170630		COUNCIL CHAMBER UPGRADE	568.80
			02022021		VEHICLE MAINTENANCE	250.00
			0220121		TURNOUT IDENTIFICATION	45.00
			0221104		ENGRAVING	15.05
			023584		GRAFFITI REMOVAL SUPPLIES	216.75
			030325		HARDWARE REPLACEMENT	58.17
			030385		PAINT FOR BENCHES	151.05
			0452		TTC TRAINING	225.00
			054132		GAS TAX SUPPLIES	243.73
			067187		PRESENTATION SUPPLIES	29.29
			068		TEEN CENTER SUPPLIES	11.00
			0726282		STAFF UNIFORMS	347.84
			0741830		STAFF UNIFORMS	75.98
			1001		TEEN CENTER SUPPLIES	11.84
			10929180221006000177		STATION SUPPLIES	22.59
			1093		PROTECTIVE EQUIPMENT	156.56
			112-0109390-78218		PLANNING SUPPLIES	47.32
			112-2378246-2237066		OFFICE SUPPLIES	30.13
			112-2448439-7672209		OFFICE SUPPLIES	29.08
			112-4251314-7777018		MEDIC UNIT SUPPLIES	57.62
			112-5213251-65154		CODE SUPPLIES	8.07
			112-5248032-30101862		MEDIC UNIT SUPPLIES	65.94
			112-5540841-0569055A		MEDIC UNIT SUPPLIES	188.90
			112-5540841-0569055B		MEDIC UNIT SUPPLIES	38.22
			113-9924717-2113019		OFFICE SUPPLIES	23.16
			114-5287852-3333844		STATION SUPPLIES	15.07
			1208314777		ONLINE MEETING SOFTWARE	129.35
			1208319522		ONLINE MEETING SOFTWARE	129.35
			1208324706		ONLINE MEETING SERVCIES	30.00
			127303		W-2 FORMS	112.15
			130266		GROUNDS MAINT SUPPLIES	51.58

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
127062	3/11/2021	10001 US BANK	(Continued)			
			1327		SENIOR PROGRAM SUPPLIES	30.49
			1346296540		SOFTWARE SUBSCRIPTION	179.88
			139251		DOG WASTE TRASH BAGS	143.00
			139742542		STREET CLEAN UP SUPPLIES	312.11
			162266		BRANDING DISPLAY	-92.97
			187205		GF REPAIR/MAINT GROUNDS	32.26
			18978338518		CHIEF'S PLANNING MEETING	15.95
			1936020035		OFFICE SUPPLIES	7.59
			1938684706		OFFICE SUPPLIES	11.69
			194529		GROUNDS MAINT SUPPLIES	116.11
			196000		PAINT SUPPLIES	39.86
			2103541900		GROUNDS MAINT SUPPLIES	174.43
			2150258001		ONLINE MEETING SERVICE	87.18
			2310		BUILDING FORMS	220.89
			34028		FOUNTAIN SUPPLIES	173.87
			34029		FOUNTAIN SUPPLIES	40.51
			37924		FOUNTAIN MAINT SUPPLIES	1,187.10
			37944		FOUNTAIN SUPPLIES	105.58
			3806		SENIOR PROGRAM SUPPLIES	31.18
			4022529		SKATE PARK LOCKS	72.24
			403 206 220 206		EOC EQUIPMENT	140.06
			403106124		STATION SUPPLIES	818.82
			42		SUPPLIES	17.00
			4420239		TRAINING MATERIALS	249.87
			50523		PRINTING	495.65
			52706		GROUNDS MAINT SUPPLIES	23.66
			58600		SMALL TOOLS	171.32
			6051468		PROFESSIONAL DEVELOPMENT	109.16
			6202		SENIOR PROGRAM SUPPLIES	42.00
			66268		GROUNDS MAINT SUPPLIES	235.61
			708092279		SPRING EGGSTRAVAGANZA	80.68
			731935		CHIEFS PLANNING MEETING	17.95
			744		REFUND	-36.58
			76588		FOUNTAIN SUPPLIES	79.58
			802		FLAGS FOR CITY FLAG POLES	1,142.61
			807-0325		GROUNDS MAINT SUPPLIES	233.84

Bank code : ubgen


Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
127062	3/11/2021	10001 US BANK	(Continued)			
			8417038		GREETING CARDS	98.96
			9188565126		FOUNTAIN SUPPLIES	79.25
			97859571		ITE MEMBERSHIP	310.00
			CR 3869		CREDIT	-14.98
			DM4493556		SANTEE SUNSET 5K	637.34
			TH5402		GROUNDS MAINT SUPPLIES	78.00
					Total :	11,421.29

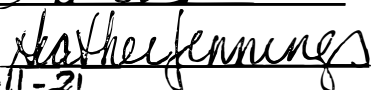
1 Vouchers for bank code : ubgen

Bank total : 11,421.29

1 Vouchers in this report

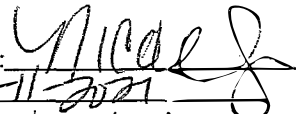
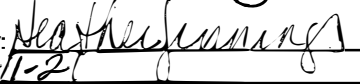
Total vouchers : 11,421.29

Prepared by: 
Date: 3-11-21

Approved by: 
Date: 3-11-21

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
3508	3/15/2021	10956 FRANCHISE TAX BOARD	PPE 03/03/21		CA STATE TAX WITHHELD	27,481.97
					Total :	27,481.97
3694	3/15/2021	10955 DEPARTMENT OF THE TREASURY	March 21 Retirees PPE 03/03/21		FEDERAL WITHHOLDING TAX FED WITHHOLD & MEDICARE	75.00 81,613.84
					Total :	81,688.84
501656	3/15/2021	10959 VANTAGE TRANSFER AGENT/457	PPE 03/03/21		ICMA - 457	30,995.87
					Total :	30,995.87
501683	3/15/2021	10782 VANTAGEPOINT TRNSFR AGT/801801	PPE 03/03/21		RETIREE HSA	11,355.29
					Total :	11,355.29
4 Vouchers for bank code : ubgen						Bank total : 151,521.97
4 Vouchers in this report						Total vouchers : 151,521.97

Prepared by: 
Date: 3-11-2021
Approved by: 
Date: 3-11-21

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
3213	3/16/2021	10353 PERS	03 21 3		RETIREMENT PAYMENT	118,248.00	
						Total :	118,248.00
1 Vouchers for bank code : ubgen						Bank total :	118,248.00
1 Vouchers in this report						Total vouchers :	118,248.00

Prepared by:

Date:



3-11-2021

Approved by:

Date:



3-11-21

MEETING DATE March 24, 2021

ITEM TITLE APPROVAL OF THE EXPENDITURE OF \$54,051.38 FOR FEBRUARY 2021 LEGAL SERVICES AND REIMBURSABLE COSTS

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

SUMMARY

Legal services invoices proposed for payment for the month of February 2021 total \$54,051.38 as follows:

1) General Retainer Services	\$ 15,510.00
2) Labor & Employment	1,314.50
3) Litigation & Claims	5,864.60
4) Special Projects - General Fund	13,251.18
5) Special Projects – Other Funds	239.00
6) Third-Party Reimbursable Projects	<u>17,872.10</u>
Total	<u>\$ 54,051.38</u>

FINANCIAL STATEMENT *TKM*

	<u>AMOUNT</u>	<u>BALANCE</u>
General Fund:		
Adopted Budget	\$ 717,120.00	
Revised Budget	\$ 757,120.00	
Prior Expenditures	(286,699.99)	
Current Request	(35,940.28)	\$ 434,479.73
Other Funds (excluding third-party reimbursable items):		
Adopted Budget	\$ 1,000.00	
Revised Budget	\$ 85,000.00	
Prior Expenditures	(2,729.20)	
Current Request	(239.00)	\$ 82,031.80

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *MSB*

Approve the expenditure of \$54,051.38 for February 2021 legal services and reimbursable costs.

ATTACHMENTS

1. Legal Services Billing Summary February 2021
2. Legal Services Billing Recap FY 2020-21



LEGAL SERVICES BILLING SUMMARY
February 2021

Attachment 1

DESCRIPTION	CURRENT AMOUNT	INVOICE NUMBER	NOTES
Retainer 1001.00.1201.51020	\$ 15,510.00 <u>15,510.00</u>	900001	
Labor & Employment: Labor & Employment 1001.00.1201.51020	 1,314.50 <u>1,314.50</u>	 899977	
Litigation & Claims: Litigation & Claims	3,059.20	899978	
Affordable Housing Coalition of San Diego County	191.20	899995	
Climate Action Plan (CAP) Litigation	119.50	899980	
Parcel 4 Litigation	1,314.50	899981	
Brooks Receivership 1001.00.1201.51020	1,180.20 <u>5,864.60</u>	899984	
Special Projects (General Fund): Community Oriented Policing	2,687.80	899986	
Climate Action Plan	167.30	900000	
CEQA Special Advice	2,868.00	899990	
Water Quality	2,796.30	899997	
Community Choice Aggregation	143.40	899998	
Housing Element 1001.00.1201.51020	4,063.00 <u>12,725.80</u>	899979	
Special Projects - COVID-19 (General Fund) COVID-19 Emergency Response 1001.99.9001.51020	 <u>525.38</u>	900002	
Special Projects (Other Funds): Cuyamaca Street Right-of-Way Acquisition	 <u>239.00</u> <u>239.00</u>	899982	cip71402.30.05
Third-Party Reimbursable: Sky Ranch	808.10	899985	grd0928a.40.05
Parcel 4 Hotel	932.10	899999	excelena.10.05
Castlerock (Weston)	259.70	899988	spp0801a.10.05
HomeFed Project	5,940.10	899989	spp1704a.10.05
Fanita Ranch Referendum	908.20	899983	spp1704a.10.05
Redevelopment of Carlton Oaks Golf Course	2,973.10	899992	cup1906a.10.05
Tyler St. Subdivision	4,966.00	899993	tm17001a.10.05
Crown Castle Wireless Facilities 1001.00.1201.51020	1,084.80 <u>17,872.10</u>	899996	en19159a.20.05
Total	\$ 54,051.38		

**LEGAL SERVICES BILLING RECAP
FY 2020-21**

Attachment 2

<u>Category</u>	<u>Adopted Budget</u>	<u>Revised Budget</u>	<u>Previously Spent Year to Date</u>	<u>Available Balance</u>	<u>Current Request Mo/Yr</u>	<u>Amount</u>
General Fund:						
General / Retainer	\$ 186,120.00	\$ 186,120.00	\$ 108,901.83	\$ 77,218.17	Feb-21	\$ 15,510.00
Labor & Employment	60,000.00	60,000.00	22,214.40	37,785.60	Feb-21	1,314.50
Litigation & Claims	210,000.00	210,000.00	50,251.20	159,748.80	Feb-21	5,864.60
Special Projects	261,000.00	301,000.00	105,332.56	195,667.44	Feb-21	13,251.18
Total	<u>\$ 717,120.00</u>	<u>\$ 757,120.00</u>	<u>\$ 286,699.99</u>	<u>\$ 470,420.01</u>		<u>\$ 35,940.28</u>
Other City Funds:						
Highway 52 Coalition	\$ 5,000.00	\$ 5,000.00	\$ 95.60	\$ 4,904.40		\$ -
MHFP Commission	5,000.00	5,000.00	23.90	4,976.10		-
Capital Projects	-	75,000.00	2,609.70	72,390.30	Feb-21	239.00
Total	<u>\$ 10,000.00</u>	<u>\$ 85,000.00</u>	<u>\$ 2,729.20</u>	<u>\$ 82,270.80</u>		<u>\$ 239.00</u>
Third-Party Reimbursable:						
Total			<u>\$ 461,275.12</u>		Feb-21	<u>\$ 17,872.10</u>

Total Previously Spent to Date FY 2020-21	
General Fund	\$ 286,699.99
Other City Funds	2,729.20
Applicant Deposits or Grants	<u>461,275.12</u>
Total	<u>\$ 750,704.31</u>

Total Proposed for Payment	
General Fund	\$ 35,940.28
Other City Funds	239.00
Applicant Deposits or Grants	<u>17,872.10</u>
Total	<u>\$ 54,051.38</u>

MEETING DATE March 24, 2021

ITEM TITLE PURCHASE OF NEW STRUCTURAL FIREFIGHTING CLOTHING (TURNOUTS) FROM MUNICIPAL EMERGENCY SERVICES PER NATIONAL PURCHASING PARTNERS, LLC (dba NPPGov) CONTRACT #PS20070

DIRECTOR/DEPARTMENT John Garlow, Fire Chief *CW for JG*

SUMMARY

This item requests City Council authorization to purchase an additional six (6) sets of structural firefighting clothing (turnouts) from Municipal Emergency Services (MES). This purchase is necessary in order to outfit the Fire Department's six (6) new firefighter-paramedics with properly fitting gear.

Santee Municipal Code Section 3.24.130 authorizes the City to purchase equipment and supplies from a vendor at a price established by competitive or competitively negotiated bid by another public agency as long as that bid substantially complied with the formal bidding procedures in Santee Municipal Code Section 3.24.100. On March 23, 2020, the League of Oregon Cities, working in cooperation with National Purchasing Partners, LLC (dba NPPGov) completed a competitive process, substantially complying with Santee's Municipal Code, for procurement of fire turnouts and fire-related equipment. Based on the requirements for the lowest responsive responsible bidder offering the best overall quality and selection of products and services, Municipal Emergency Services (MES) was one of the vendors awarded Contract #PS20070 for fire turnouts and fire-related equipment for an initial term of three years plus three annual options to renew.

Santee's Purchasing Ordinance requires City Council approval of all purchases exceeding \$25,000 in any single fiscal year. The department has already purchased seven (7) sets of structural firefighting clothing (turnouts) in the amount of \$19,590.89 this fiscal year. Staff recommends utilizing the NPPGov Contract #PS20070 to purchase an additional six (6) sets of structural firefighting clothing (turnouts) from Municipal Emergency Services (MES) for an amount not to exceed \$16,967.19. The total cost for thirteen (13) sets of structural firefighting clothing (turnouts) purchased during FY 20/21 will be an amount not to exceed \$36,558.08.

FINANCIAL STATEMENT *fm*

Adequate funding for the purchase of the additional six (6) sets of structural firefighting clothing (turnouts) is included in the amended FY 20/21 Fire Department budget.

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATION *MSB*

Authorize the purchase of six (6) additional sets of structural firefighting clothing (turnouts) from Municipal Emergency Services (MES) per NPPGov Contract #PS20070 for an amount not to exceed \$16,967.19 and authorize the City Manager to execute all necessary documents.

ATTACHMENT

None



MEETING DATE March 24, 2021

ITEM TITLE A RESOLUTION AUTHORIZING SUBMISSION OF THE ANNUAL HOUSING ELEMENT PROGRESS REPORT FOR CALENDAR YEAR 2020 TO THE STATE OF CALIFORNIA OFFICE OF PLANNING AND RESEARCH AND THE STATE OF CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

DIRECTOR/DEPARTMENT Melanie Kush, Director of Development Services 

SUMMARY

State law requires that the City report annually to the City Council, the State Office of Planning and Research (OPR) and the State Department of Housing and Community Development (HCD) on the City's General Plan Housing Element implementation. Housing Element implementation includes: progress in meeting its share of regional housing needs, preserving the local housing stock, promoting equal housing opportunity, and local efforts to remove governmental constraints to the maintenance, improvement, and development of housing. This Progress Report covers housing production, housing affordability and the status of Housing Element programs for Calendar Year 2020. In 2020, building permits were issued for a total of 227 residential units, including permits for 220 multiple-family units, four single-family residences and three accessory dwelling units. During this period, a total of one residential building permit was finalized for a single-family residence on O'Connell Rd.

ENVIRONMENTAL REVIEW

This project is not subject to the California Environmental Quality Act ("CEQA") pursuant to Section 15060(c)(3); the activity is not a project as defined in Section 15378 of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

FINANCIAL STATEMENT 

Upon the filing of this report, the City would continue to be eligible for potential funding from a number of regional and state programs.

CITY ATTORNEY REVIEW

N/A

Completed

RECOMMENDATION 

Adopt the Resolution authorizing the Director of Development Services to submit the Annual Housing Element Progress Report on Housing Element Implementation for Calendar Year 2020 to the State of California Office of Planning and Research and the State of California Department of Housing and Community Development.

ATTACHMENT

Staff Report

Resolution/Exhibit A



STAFF REPORT

A RESOLUTION AUTHORIZING SUBMISSION OF THE ANNUAL HOUSING ELEMENT PROGRESS REPORT FOR CALENDAR YEAR 2020 TO THE STATE OF CALIFORNIA OFFICE OF PLANNING AND RESEARCH AND THE STATE OF CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

CITY COUNCIL MEETING MARCH 24, 2021

A. BACKGROUND

The attached Annual Element Progress Report on Housing Element Implementation for Calendar Year 2020 is prepared pursuant to California Government Code Section 65400 and California Department of Housing and Community Development (HCD) Regulations. State law requires that the Department of Development Services report annually to the City Council, the California Office of Planning and Research (OPR) and HCD on the status of the Housing Element, progress in its implementation, progress in meeting its share of regional housing needs, and local efforts to remove governmental constraints to the maintenance, improvement, and development of housing. The report will be used by OPR and HCD to assist State-level decision making.

Housing is considered affordable if no more than 30% of a household's income is spent on housing. To track housing affordability, HCD breaks household incomes into four levels based on County Area Median Income (AMI). Very Low Income households earn 50% or less of the AMI and Low Income households earn 51% to 80% of the AMI. Moderate Income households earn 81% to 120% of the AMI, whereas Above Moderate Income households earn more than 120% of the AMI. The AMI for a four-person household in San Diego County in 2020 was \$92,700.

The Annual Progress Report includes detailed information on new residential units based on entitlement status, building permits issued, and building permits finalized. The City's progress in meeting its Regional Housing Needs Allocation (RHNA) is based on building permits issued.

The City must also report the affordability of all residential units entitled, permitted, and finalized. Pursuant to HCD regulations, to claim units as affordable to lower or moderate income households, the City must prove affordability by providing the source of subsidy, citing applicable affordability covenants, or conducting a market study of sales prices or rents. None of the units for which building permits were issued in 2020 by the City of Santee qualify as affordable.

B. REPORTING PERIOD

This progress report covers housing production, affordability and status of Housing Element programs for Calendar Year 2020.

C. REPORT SUMMARY

The Annual Progress Report on Housing Element Implementation for Calendar Year 2020 has been prepared using forms and definitions adopted by HCD. The report consists of 11 tables shown in Exhibit A of the attached Resolution. The City's production and progress during 2020 is summarized as follows:

- Table A, Housing Development Applications Submitted includes data on all new housing units and developments for which an application was submitted between January 1st and December 31st of 2020. The City received two development applications for a total of 91 units that were submitted in 2020.
- Table A2, Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units includes detailed information, including Assessor's Parcel Numbers and Addresses, of all residential units entitled or for which building permits were issued or finalized in 2020. A total of 3,063 units were entitled in 2020 (mainly Fanita Ranch with 3,008 units). Building permits were issued for 227 units (for the Ariana, Village Run, Riverview, and Woodside Terrace projects) and finalized for one unit in 2020 (a single-family residence on O'Connell Road). The table also includes data on units demolished. No units were demolished in 2020.
- Table B, Regional Housing Needs Allocation Progress reports building permits issued by affordability and calendar year to demonstrate progress in meeting the City's share of the regional housing need.

Santee's Regional Housing Needs Assessment (RHNA) allocation, finalized by the San Diego Association of Governments (SANDAG) on October 28, 2011, is 3,660 housing units for the period of January 1, 2010 to December 31, 2020.

Cumulatively, from January 1, 2010 to December 31, 2020, Santee issued building permits for 1,374 units: 10 very low income, 43 low income, 100 moderate income, and 1,221 above moderate income, with 2,286 units remaining in the RHNA allocation.

- Table C, Sites Identified or Rezoned to Accommodate Shortfall Housing Need is used to identify sites that have been rezoned to accommodate a shortfall in low or moderate income units due to development of a site in the Housing Element Inventory of Sites identified by low or moderate income units, but for which none or only some units were developed as affordable. This table tracks "replacement" sites in accordance with the "No Net Loss" provisions of Senate Bill 166, enacted in 2018. In Calendar Year 2020, no sites in the City were rezoned to accommodate shortfall housing need.
- Table D, Program Implementation Status provides the status of Housing Element program implementation. Each of the 17 programs listed in the adopted Housing Element is identified by name, objective, and timeframe for implementation. Staff has provided a brief response on the implementation of each program in the table.

- Table E, Commercial Development Bonus Approved pursuant to Government Code section 65915.7. This table tracks commercial development bonuses granted to a development that includes an agreement to provide affordable housing constructed on the site of the commercial development or alternative adequate site. The City did not issue any commercial development bonuses for affordable housing in Calendar Year 2020.
- Table F, Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites. This table is used to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved. In 2020, no developments were converted from non-affordable to affordable.
- Table G, Locally Owned Lands Included in the Housing Element Sites Inventory. This table is used to report any City-owned sites identified in the Housing Element Residential Sites Inventory that have been disposed of. The City does not own any sites identified in the residential sites inventory.
- Table H, Locally Owned Surplus Sites. This site is used to identify City-owned parcels that have been declared as surplus properties. The City has not declared any of its properties as surplus property in 2020.
- Summary This table provides a summary of all the building permits issued with unit counts by income level and housing applications submitted in 2020.
- Local Early Action Planning (LEAP) Reporting. This table provides a summarized status update of LEAP housing grants the City has received. In 2020, the City received a LEAP Grant for \$150,000 to support the environmental review for those candidate sites identified in the Draft Sixth Cycle Housing Element Residential Sites Inventory that would require land use and zoning reclassification.

D. STAFF RECOMMENDATION

Adopt the Resolution authorizing the Director of Development Services to send the Annual Housing Element Progress Report on Housing Element Implementation for Calendar Year 2020 to the State of California Office of Planning and Research and the State of California Department of Housing and Community Development.

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA
AUTHORIZING SUBMISSION OF THE ANNUAL HOUSING ELEMENT PROGRESS
REPORT FOR CALENDAR YEAR 2020 TO THE STATE OF CALIFORNIA OFFICE
OF PLANNING AND RESEARCH AND THE STATE OF CALIFORNIA DEPARTMENT
OF HOUSING AND COMMUNITY DEVELOPMENT**

WHEREAS, pursuant to California Government Code Section 65400, the Department of Development Services must report annually to the City Council on the implementation of the General Plan Housing Element; and

WHEREAS, the California Department of Housing and Community Development has adopted regulations that require the Department of Development Services to use standardized forms when preparing the annual Housing Element report pursuant to California Government Code Section 65400; and

WHEREAS, pursuant to California Government Code Section 65400 the annual report attached hereto as “Exhibit A” must be submitted to the California Office of Planning and Research and the California Department of Housing and Community Development by April 1st of each year; and

WHEREAS, the current 2013-2021 City of Santee Housing Element has been certified by the California Department of Housing and Community Development and was prepared in accordance with the State General Plan Guidelines; and

WHEREAS, a public meeting on the annual report was held on March 24, 2021 as required by Government Code section 65400; and

WHEREAS, this project is not subject to the California Environmental Quality Act (“CEQA”) pursuant to Section 15060(c)(3); the activity is not a project as defined in Section 15378 of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly; and

WHEREAS, the City Council considered the Annual Housing Element Progress Report for Calendar Year 2020.

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

SECTION 1: The City Council authorizes the Director of Development Services to submit the Annual Housing Element Progress Report on Housing Element Implementation for Calendar Year 2020 to the California Office of Planning and Research and the California Department of Housing and Community Development by April 1, 2021.

ADOPTED by the City Council of the City of Santee, California, at a Regular meeting thereof held this 24th day of March, 2021, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

ANNETTE ORTIZ, CMC, CITY CLERK

Attachment:

Exhibit A – 2020 Annual Progress Report on Housing Element Implementation

EXHIBIT A – 2020 Annual Progress Report on Housing Element Implementation

Jurisdiction	Santee		ANNUAL ELEMENT PROGRESS REPORT						Note: "+" indicates an optional field						
Reporting Year	2020	(Jan. 1 - Dec. 31)	Housing Element Implementation						Cells in grey contain auto-calculation formulas						
(CCR Title 25 §6202)															
Table A															
Housing Development Applications Submitted															
Project Identifier					Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes							
1					2	3	4	5						6	
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Unit Category (SFA, SFD, 2 to 4, 5+, ADU, MH)	Tenure R=Renter O=Owner	Date Application Submitted (see instructions)	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project
Summary Row: Start Data Entry Below							0	0	0	0	0	0	0	91	91
384-232-03	384-232-03	9463 Slope St	Slope Street	TM2020-1	SFD	O	7/30/20							11	11
386-300-29	386-300-29	7739 Mission Gorge Road	Laurel Heights	TM2020-2	5+	O	11/13/20							80	80

Jurisdiction		Santee		ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation (CCR Title 25 §6202)								This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs. Please contact HCD if your data is different than the material supplied here		
Reporting Year		2020 (Jan. 1 - Dec. 31)												
Table B														
Regional Housing Needs Allocation Progress														
Permitted Units Issued by Affordability														
		1		2							3		4	
Income Level		RHNA Allocation by Income Level		2013	2014	2015	2016	2017	2018	2019	2020	2021	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	914	10										10	904
	Non-Deed Restricted													
Low	Deed Restricted	694	37										43	651
	Non-Deed Restricted		4		2									
Moderate	Deed Restricted	642											100	542
	Non-Deed Restricted		80			16				1	3			
Above Moderate		1410	368	175	5	50	128	157	114	224			1221	189
Total RHNA		3660												
Total Units			499	175	5	52	144	157	115	227			1374	2286
Note: units serving extremely low-income households are included in the very low-income permitted units totals Cells in grey contain auto-calculation formulas														

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction	Santee	
Reporting Year	2020	(Jan. 1 - Dec. 31)

Table D

Program Implementation Status pursuant to GC Section 65583

Housing Programs Progress Report

Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.

1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
Program 1: Code Enforcement	Continue to implement Municipal Codes (Titles 15 and 17), the 2016 California Building Code and Uniform Housing Code.	Ongoing	The Department of Development Services and Code Enforcement implemented the Municipal Code, the California Building Code and the Uniform Housing Code by issuing notices of violations and fines for all violations reported to the City. In 2020, Code Enforcement opened 275 cases, closed 268 cases, and referred 1 case to the City Attorney's Office.
Program 2: Mobile Home Conversion Regulations	Protect the residents of mobilehome parks from the loss of affordable housing opportunities.	Ongoing	No mobile home conversions occurred in 2020.
Program 3: Minor Home Improvement Loans	Assist 10 lower income homeowners annually through funding service providers that provide home security devices and minor home repairs.	Ongoing	The City has contracted with Lutheran Social Services' Caring Neighbors program to provide this service to Santee seniors, however due to circumstances outside of the City's control no seniors were assisted in 2020.
Program 4: Conservation of Existing and Future Affordable Units	Monitor the status of the 309 at-risk units at Carlton Country Club Villas and Woodglen Vista. The City of Santee will work with property owners, interest groups and the State and federal governments to implement the following programs on an ongoing basis to conserve its affordable housing stock.	Ongoing	The City did not receive notice of intent to convert in 2020. The Carlton Country Club Villas were refinanced and the affordability period extended.

Program 5: Housing Choice Voucher Program	Continue to contract with the San Diego County Housing Authority to administer the Housing Choice Vouchers Program and support the County Housing Authority's applications for additional voucher allocations. Continue to support the County's efforts to maintain and expand voucher use in the City.	Ongoing	Santee is among 12 cities served by the Housing Authority of the County of San Diego. The County has developed a Consortium Consolidated Plan which contains a comprehensive affordable housing strategy that covers the City of Santee. According to the County Housing Authority, as of December 31, 2020, 285 households were using a Housing Choice Voucher to help pay for rent in the City of Santee and 1,745 applications submitted by Santee residents were recorded on a waiting list.
Program 6: Mobile Home Park Assistance Program	Provide financial and technical assistance to mobile home park residents who wish to purchase their mobile home parks and convert the parks to resident ownership.	Ongoing	No parks were at risk of converting in 2020.
Program 7: First Time Homebuyer Program	Continue the program in providing home buying assistance to 5 first time home buyers annually.	Ongoing	The City of Santee participates in HOME funding through a consortium comprised of the County of San Diego and the Cities of Encinitas, Carlsbad, La Mesa, San Marcos and Vista to administer Federal HOME funds. The County of San Diego acts as the administrator of the consortium. Low income persons seeking down payment and closing cost assistance for the purchase of a home in Santee may submit an application to the County of San Diego Department of Housing and Community Development for underwriting and loan origination. During CY 2020, one loan for the purchase of a Santee home was completed. The reduction in first-time homebuyer assistance may be due to higher home prices. At higher home prices, low-income buyers have difficulty staying below the maximum housing debt ratio of 38%.
Program 8: San Diego County Regional Mortgage Credit Certificate Program	Facilitate the provision of 24 MCCs during the planning period (eight at <80 percent AMI and 16 at 80-120 percent AMI). Continue to promote the MCC program by notifying eligible applicants to other City programs and providing information on the City's website.	Ongoing	The California Housing Finance Agency (CalHFA) administers the MCC program in the County of San Diego for all cities except for the City of San Diego. Five MCCs were issued in Santee for CY 2020.
Program 9: Manufactured Home Fair Practices Program	Assist approximately 1,200 mobile home owners. The City regulates space rents in mobile home parks and provides staff support to the Manufactured Fair Practices Commission, which holds quarterly meetings. The program requires significant financial resources in administration and legal defense of the Ordinance.	Ongoing	The Manufactured Home Fair Practices Commission met during 2020 to hear comments from park residents and owners and provide direction to staff.

Program 10: Facilitate Affordable Housing Development	Collaborate with nonprofits to provide additional affordable housing opportunities.	Ongoing	No requests were received.
Program 11: Supportive Services	Assist 1,000 persons with temporary shelter and supportive services during the planning period (400 meals for lower income seniors, case management for 200 lower income seniors, and temporary shelter, food, and clothing for 400 lower income individuals and families affected by	Ongoing	Through the City's contract with Crisis House to provide a homeless prevention and intervention program, 194 persons were assisted in 2020. Additionally, 16 homeless individuals were provided with emergency shelter in local hotels in response to the coronavirus pandemic.
Program 12: Inventory of Available Sites	Maintain an inventory of the available sites for residential development and provide it to prospective residential developers upon request.	Ongoing	An inventory of available sites for residential development is maintained by the City and is available to prospective residential developers by City staff upon request.
Program 13: Lot Consolidation Incentives	Update the Zoning Ordinance and/or Subdivision Ordinance to include lot consolidation incentives.	Not Applicable	After further evaluation the City has determined that a lot consolidation program is not needed to foster housing development in the City as most sites in the existing Sites Inventory are greater than 0.5 acres. The City will not be pursuing such a program with its Sixth Cycle Housing Element as most of the sites identified in the draft Sites Inventory are greater than one acre.
Program 14: Monitoring of Residential Capacity (No Net Loss)	Monitor the consumption of residential acreage to ensure an adequate inventory is available to meet the City's RHNA obligations.	Ongoing	Development Services staff continue to monitor all proposed development projects for potential effects on RHNA inventory.
Program 15: Farm Worker Housing	Review and revise the Zoning Ordinance to address compliance with Health and Safety Code Sections 17021.5 and 17021.6.	Within one year of element adoption.	Completed: Section 13.10.030.F of the Zoning Ordinance has been updated to allow farm worker housing in residential zones.
Program 16: Monitor Changes in Federal and State Housing, Planning, and Zoning Laws	Monitor State and federal legislation as well as City development process and zoning regulations to identify and remove housing constraints.	Ongoing	Staff planners and attorneys continually monitor state and federal law. As an example, the City is requiring "No Net Loss" of low and moderate income residential units identified in the Housing Element, in accordance with Senate Bill 166 (SB166).
Program 17: Equal Housing Opportunity Services	Collaborate with nonprofits to provide additional affordable housing opportunities.	Ongoing	The San Diego County AI (2020-2025) is available for public review at the Department of Development Services. Fair housing provider CSA of San Diego County assisted 41 Santee residents in FY 2020.

Jurisdiction	Santee	
Reporting Year	2020	(Jan. 1 - Dec. 31)
Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	3
Above Moderate		224
Total Units		227
Note: Units serving extremely low-income households are included in the very low-income permitted units totals		
Housing Applications Summary		
Total Housing Applications Submitted:		2
Number of Proposed Units in All Applications Received:		91
Total Housing Units Approved:		0
Total Housing Units Disapproved:		0
Use of SB 35 Streamlining Provisions		
Number of Applications for Streamlining		0
Number of Streamlining Applications Approved		0
Total Developments Approved with Streamlining		0
Total Units Constructed with Streamlining		0

MEETING DATE March 24, 2021

ITEM TITLE MEMORANDUM OF UNDERSTANDING BETWEEN THE EAST COUNTY ADVANCED WATER PURIFICATION JOINT POWERS AUTHORITY AND THE CITY OF SANTEE CONCERNING THE DEVELOPMENT OF THE EAST COUNTY ADVANCED WATER PURIFICATION PROJECT

DIRECTOR/DEPARTMENT Marlene Best, City Manager

SUMMARY

The East County Advanced Water Purification Joint Powers Authority was established by the City of El Cajon, Padre Dam Municipal Water District (“Padre Dam”), and the San Diego County Sanitation District (together, the “Member Agencies”) for the purposes of, among other things, planning for, designing, constructing, owning, leasing, operating, maintaining, repairing, and replacing wastewater treatment and advanced water purification facilities (the “ECAWP Project”). A significant portion of the ECAWP Project will be constructed within the boundaries of the City of Santee (“City”).

Padre Dam operates an existing water reclamation facility (“WRF”) which is subject to a conditional use permit issued by the City. The ECAWP Project includes changes to and/or decommissioning of certain portions of the existing WRF and the construction of new facilities. In order to further regional cooperation and collaboration, the Member Agencies and the City desire to enter into the proposed Memorandum of Understanding Concerning the Development of the ECAWP Project (“MOU”), which will provide a framework for the City to provide input on the development of the ECAWP Project.

Representatives from Padre Dam will provide a presentation on this MOU.

ENVIRONMENTAL REVIEW

The City’s approval of the MOU is not subject to environmental review under the California Environmental Quality Act (“CEQA”) because it is not a “project” (14 Cal. Code Regs., § 15378) as it would not result in a physical change in the environment. The MOU also does not have a potential for causing a significant effect on the environment (14 Cal. Code Regs., § 15061(b)(3)). Further, ministerial actions related to the ECAWP Project are statutorily exempt from CEQA review (14 Cal. Code Regs., § 15268).

FINANCIAL STATEMENT

No direct fiscal impact will result from this action.

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATION

1. Receive the presentation from Padre Dam
2. Approve the MOU
3. Authorize the City Manager to execute the MOU

ATTACHMENT
MOU



**MEMORANDUM OF UNDERSTANDING BETWEEN THE EAST COUNTY ADVANCED
WATER PURIFICATION JOINT POWERS AUTHORITY AND THE CITY OF SANTEE
CONCERNING THE DEVELOPMENT OF THE EAST COUNTY ADVANCED WATER
PURIFICATION PROJECT**

RECITALS

This Memorandum of Understanding (the “MOU”) is entered into as of _____, 2021, by and between the East County Advanced Water Purification Joint Powers Authority (the “JPA”) and the City of Santee (“Santee”). The JPA and Santee are collectively referred to herein as the “Parties” and individually as a “Party.”

A. The JPA is a California joint powers agency organized under the Joint Exercise of Powers Act (Gov. Code § 6500 *et seq.*) and a Joint Exercise of Powers Agreement dated November 1, 2019 (“JPA Agreement”). The JPA was established by the City of El Cajon, Padre Dam Municipal Water District (“Padre Dam”), and the San Diego County Sanitation District (“Member Agencies”) for the purposes of, among other things, planning for, designing, construction, owning, leasing, operating, maintaining, repairing, and replacing wastewater treatment and advanced water purification facilities (the “ECAWP Project”). A significant portion of the ECAWP Project will be constructed within the boundaries of Santee.

B. Santee is a California charter city.

C. Padre Dam operates an existing water reclamation facility (“WRF”) which is subject to a conditional use permit (“CUP”) issued by Santee. The ECAWP Project includes changes to and/or decommissioning of certain portions of the existing WRF and the construction of new facilities.

D. Pursuant to Government Code section 6509 and Section 1.5.1 of the JPA Agreement, the JPA is authorized to exercise powers common to the Member Agencies, subject to such restrictions as are applicable to the City of El Cajon, a charter city.

E. Under California law, cities and counties are exempt from the building and zoning ordinances of other cities or counties when operating therein. This rule also applies to joint powers agencies which operate in accordance with the laws applicable to a city or county, including the JPA.

F. In light of the above, the Parties acknowledge that the JPA is exempt from Santee’s building and zoning ordinances. Further, because changes to the existing WRF would be made by the JPA and not Padre Dam, the requirements of the existing CUP will not apply to the ECAWP Project, including the new or modified WRF facilities.

G. Notwithstanding the above, in order to further regional cooperation and collaboration, the Parties desire to enter into this MOU, which will provide a framework for Santee to provide input on the development of the ECAWP Project.

Now, therefore, the Parties agree as follows:

AGREEMENT

1. Recitals. The Parties acknowledge that the recitals stated above are true and correct and are incorporated into this MOU.

2. Effective Date. This MOU will become effective on the date on which it has been approved by both the Board of Directors on behalf of the JPA and the City Council on behalf of Santee and signed by representatives of the Parties (“Effective Date”).

3. ECAWP Project Development. Commencing upon the Effective Date, and during the term of this MOU, the Parties agree to follow the following procedures relating to the development of the ECAWP Project:

3.1 The JPA will invite one or more representatives of Santee to attend and participate in relevant meetings and workshops related to the progressive design-build of certain ECAWP Project facilities, including the ECAWP product water pipeline and East Mission Gorge sewer force main.

3.2 The JPA will keep Santee reasonably informed regarding the progress of ECAWP Project facility design and construction. Santee will keep the JPA reasonably informed of any other activities within Santee that may coincide with ECAWP Project construction in order to help minimize impacts. If requested by the other Party, Santee and the JPA agree to meet periodically regarding the development process for the ECAWP Project.

3.3 The JPA and its design-build team will coordinate with Santee to determine the necessary permits required for construction of the ECAWP Project. Santee will make reasonable efforts to expeditiously issue necessary permits required for work within Santee.

3.4 Santee will make reasonable efforts to ensure resources/staff are available for the timely review of documents requiring Santee’s input or necessary for issuance of permits.

3.5 Santee will make reasonable efforts to provide inspection required by Santee in a timely manner to facilitate ECAWP Project construction.

3.6 Santee will support the JPA’s outreach efforts to provide residents and businesses with information to minimize community disruptions.

3.7 Nothing herein is intended to impair the JPA’s discretion to make final decisions concerning the design, location, and construction of ECAWP Project facilities.

4. Disclosure of Records.

Notwithstanding any other provision of this MOU, this Section 4 shall be binding on the Parties.

4.1 Santee agrees to treat records shared by the JPA pursuant to this MOU as confidential and shall take reasonable steps to prevent unauthorized possession, use, copying, transfer, or disclosure of such records. Notwithstanding, Santee shall not have any liability for the following permitted disclosures: (a) disclosure to employees, agents, or consultants that have a need to know in connection with this MOU; (b) disclosure in response to a valid order of a court or government agency or as may otherwise be required by law; and (c) disclosure in response to a request pursuant to the California Public Records Act (Gov. Code § 6250 et seq.) (“CPRA”). Santee shall provide prior written notice to the JPA of a permitted disclosure pursuant to items (b) or (c) above. The JPA may seek a protective order, including without limitation, a temporary restraining order to prevent or contest such permitted disclosure; provided, however, that the JPA will seek such remedies at its own cost.

4.2 Pursuant to subdivision (e) of Government Code section 6254.5, disclosure of the records by the JPA to Santee shall not constitute a waiver of any provisions of the CPRA or similar laws. Only persons authorized in writing by the person in charge of the agency shall be permitted to obtain the records. Any information obtained by Santee shall be used for purposes that are consistent with existing law.

5. Voluntary Nature of Agreement. The Parties represent and warrant that they fully understand and voluntarily accept each of the terms of this MOU, and that they have sought the advice of counsel prior to executing this MOU.

6. Non-Binding MOU. Except as specifically set forth herein, this MOU is not binding upon the Parties.

7. Jointly Drafted. This MOU has been jointly negotiated and drafted. The language of this MOU shall be construed as a whole according to its fair meaning, and not strictly for or against any of the Parties. This MOU shall be liberally construed to accomplish its purpose.

8. Severability. Should any term of this MOU be deemed unlawful, that provision shall be severed and the remaining terms shall continue to be valid and fully enforceable.

9. Counterparts. This MOU may be executed in counterparts, each of which shall constitute an original and all of which together shall constitute one and the same instrument.

10. Entire Agreement. This MOU contains the entire agreement between the Parties, and supersedes and replaces any and all prior or contemporaneous agreements or understandings, written or oral, with regard to the matter set forth herein. This MOU may be amended or modified in whole or in part at any time, only by an agreement in writing, executed in the same manner as this MOU.

11. No Third Party Beneficiaries. All of the provisions of this MOU are for the express benefit of the Parties. This MOU is not intended to benefit any third parties, and any such third party beneficiaries are expressly disclaimed.

12. Term. The term of this MOU shall be for five (5) years from the Effective Date, or until the ECAWP Project facilities are constructed, whichever is sooner. Either Party may terminate this MOU with or without cause upon thirty (30) days' written notice to the other Party. This MOU may be extended, subject to approval of the Board of Directors of the JPA and City Council of Santee.

SIGNATURES ON FOLLOWING PAGE

IN WITNESS THEREOF, each Party has executed this MOU Concerning the Development of the ECAWP Project as of the dates set forth below.

**EAST COUNTY ADVANCED WATER PURIFICATION
JOINT POWERS AUTHORITY**

CITY OF SANTEE

By: _____
Allen Carlisle, Interim Administrator

By: _____
Marlene Best, City Manager

Date: _____

Date: _____

Approved as to Form:

Approved as to Form:

By: _____
Nicholaus Norvell, Interim General Counsel

By: _____
Shawn Hagerty, City Attorney

MEETING DATE March 24, 2021

ITEM TITLE RECOMMENDATION OF APPOINTMENTS TO THE MANUFACTURED HOME FAIR PRACTICES COMMISSION

DIRECTOR/DEPARTMENT John W. Minto, Mayor

SUMMARY

At this time, there are currently two Commissioner vacancies on the Manufactured Home Fair Practices Commission. Notice of the vacancies were posted in accordance with the Maddy Act, Government Code Section 54974(a).

Mayor Minto will present recommendations for appointment at the March 24, 2021 City Council Meeting. The term expiration for these appointments will be January 25, 2023.

FINANCIAL STATEMENT None

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATION *MSP*

Take action on the recommendations as presented by the Mayor.

ATTACHMENT

Existing Local Appointment List with Mayor Minto's recommendations.

CITY OF SANTEE – LOCAL APPOINTMENT LIST
BOARDS, COMMISSIONS AND COMMITTEES
 FEBRUARY 2021

CITIZEN COMMITTEES

<u>MISSION TRAILS REGIONAL PARK CITIZENS ADVISORY COMMITTEE</u>			<u>DISTRICT</u>
<i>Qualifications: City of Santee resident; terms are annual</i>			
	Appointed	Current Term Expiration	
Representative – Gary Strawn	02/10/21	01/25/23	4

<u>COMMUNITY ORIENTED POLICING COMMITTEE</u>			<u>DISTRICT</u>
<i>Requirements: Members are set forth by Council and include a City Council Member, City Manager, Santee Sheriff's Station Commander, representatives from the Santee School District, Grossmont Union High School District, Chamber of Commerce, Santee Collaborative, Institute for Public Strategies, Santee Solutions Coalition, two Citizens-At-Large, Dr. Mark Foreman, Ph.D, Linda Roach, Troy P. Owens and "BJ" Brenda Joyce Forbus; term limits are at the pleasure of the City Council, up to a maximum term of four years, with no limit on the number of terms that a member may serve.</i>			
	Appointed	Current Term Expiration	
Representative – John Minto, Mayor	02/10/21	01/25/23	
Citizen-At-Large – Mike Aiken	01/24/18	01/26/22	2
Citizen-At-Large – Denette McLagan	02/10/21	01/25/23	3

<u>GILLESPIE FIELD DEVELOPMENT COUNCIL</u>			<u>DISTRICT</u>
<i>Qualifications: Expertise and experience in real estate, finance, industrial development or aviation, and have a demonstrated interest in the economic viability of Gillespie Field; term is four years</i>			
	Appointed	Current Term Expiration	
Representative – James Sly	05/08/19	05/08/23	4

<u>MANUFACTURED HOME FAIR PRACTICES COMMISSION*</u>			<u>DISTRICT</u>
<i>Qualifications: The Commission consists of five regular members and all members must be resident electors and are appointed by the Mayor, with the approval of the City Council. Term: Each regular member shall be appointed to serve a two-year term and shall hold office until a new member has been duly appointed.</i>			
	Appointed	Current Term Expiration	
Commissioner D'Arcy Granbois	02/10/21	01/25/23	2
Commissioner Keshav Damoor	01/23/19	01/26/22	4
Commissioner Linda Dochterman	02/10/21	01/25/23	4
Commissioner Edward Vandiver	03/24/21	01/25/23	2
Commissioner Lili Patch	03/24/21	01/25/23	2

*Stipend Received

LOCAL APPOINTMENTS LIST, REVISED FEBRUARY 2021

SALARY SETTING ADVISORY COMMITTEE

Regular biennial meetings are held on odd-numbered years. Appointments are made by the Mayor, with the approval of the City Council; terms are at the pleasure of the City Council, up to a maximum term of four years, with no limit on the number of terms that a member may serve.

DISTRICT

	Appointed	Current Term Expiration	
Justin Schlaefli	02/10/21	01/25/23	2
Karen Bisignano	01/23/19	01/26/22	2
Robert Dean Velasco	02/10/21	01/25/23	4
Warren Savage	01/23/19	01/26/22	4
Keshav Damoor	01/23/19	01/26/22	4
John Smith	02/10/21	01/25/23	1
Lili Patch	02/10/21	01/25/23	2

SANTEE PARK AND RECREATION COMMITTEE (SPARC)

Resident appointments to the SPARC are made by the Mayor, with the approval of the City Council. Term is at the pleasure of the City Council, up to a maximum term of four years, with no limit on the number of terms that a member may serve..

DISTRICT

	Appointed	Current Term Expiration	
Dan Bickford	02/10/21	01/26/22	3
Anita Bautista	01/23/19	01/26/22	1
Ken Fox	01/23/19	01/26/22	2
Cyndy Carlton	01/23/19	01/26/22	1
Robert Dean Velasco	02/10/21	01/26/22	4
Alan Tuthill	01/23/19	01/26/22	1
Kathleen Pishny	02/10/21	01/26/22	3
Amy Shultz	02/10/21	01/25/23	2
Adam Clark	02/10/21	01/25/23	2
Ray Basso	02/10/21	01/25/23	1
Michelle Dressler	02/10/21	01/25/23	3
Ricky Hiatt	02/10/21	01/25/23	3
Lynda Marrokal	02/10/21	01/25/23	3
Stephanie Price	02/10/21	01/25/23	2

COUNTY SERVICE AREA (CSA) 69 (PARAMEDICS)

Qualifications: City of Santee resident representative and a Member of the City Council.

Term: The Mayor has term length discretion, but Resident Representatives typically serve a term concurrent with the appointing Mayor. Representatives must be approved by Board of Supervisors.

DISTRICT

	Appointed	Current Term Expiration	
Representative – Council Member Laura Koval	01/27/21	01/26/22	
Alternate – Council Member Ronn Hall	01/27/21	01/26/22	
Resident – Ailen Lloyd	02/10/21	01/25/23	4

MEETING DATE March 24, 2021

ITEM TITLE REPORT SUMMARIZING THE OUTCOME OF THE CITY COUNCIL PLANNING WORKSHOP HELD ON MARCH 9, 2021

DIRECTOR/DEPARTMENT Marlene Best, City Manager

SUMMARY

A special City Council/Executive Staff Planning Workshop was held on March 9, 2021 to review and update the goals and priorities for the City of Santee for the next two fiscal years (FY 2021-22 and FY 2022-23). In summary, the City Council agreed on 11 priority projects:

1. Continue to reduce the CalPERS and OPEB (Retiree Health) Unfunded Liabilities, with an emphasis on eliminating the Retiree Health debt as soon as possible.
2. Complete the acquisition and implementation of an Automated Permit System.
3. Develop a San Diego River Bottom Safety Plan, with an emphasis on public safety through the use of accessible fire breaks.
4. Increase focus on services and safety for those experiencing homelessness.
5. Complete a Development Impact Fee (DIF) Study and a Cost Allocation Plan/User Fee Study.
6. Improve maintenance of City infrastructure and roads.
7. Review options and develop a renewed plan for prioritizing and scheduling road repairs.
8. Review Development Services Department Building and Inspection services; renew contract or consider alternatives.
9. Finalize efforts with the County to construct a new Public Safety Center or look at alternatives to replace Fire Station 4.
10. Focus revenue efforts on Economic Development opportunities and flexibilities to allow businesses to grow and prosper.
11. Consider economic development and regulatory options for cannabis businesses in the City, with a funding ordinance for the November 2022 election.

FINANCIAL STATEMENT *jm*

There is no fiscal impact with this item. Any costs associated with implementation of the priorities will be outlined in the Fiscal Year 2021-22 Proposed Operating Budget and/or the Five-Year Capital Improvement Program for Fiscal Years 2021-22 through 2025-26.

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATION *MSB*

Receive report and provide direction as needed.

ATTACHMENT

None

