



# PROPOSED OPERATING BUDGET

FISCAL YEAR  
2022 — 2023





# PROPOSED OPERATING BUDGET FISCAL YEAR 2022 – 2023

## CITY COUNCIL

- John W. Minto Mayor
- Ronn Hall Vice Mayor
- Rob McNelis Council Member, District 1
- Laura Koval Council Member, District 3
- Dustin Trotter Council Member, District 4

## EXECUTIVE MANAGEMENT

- Marlene D. Best City Manager
- Shawn Hagerty City Attorney
- Annette Ortiz City Clerk
- Tim K. McDermott Director of Finance/Treasurer
- Kathy Valverde Assistant to the City Manager
- Nicolas Chavez Director of Community Services
- VACANT Director of Development Services
- John Garlow Director of Fire & Life Safety
- Matt Rankin Director of Human Resources/  
Risk Management
- Pamela A. White Economic Development Manager
- Michael McNeill Sheriff Captain

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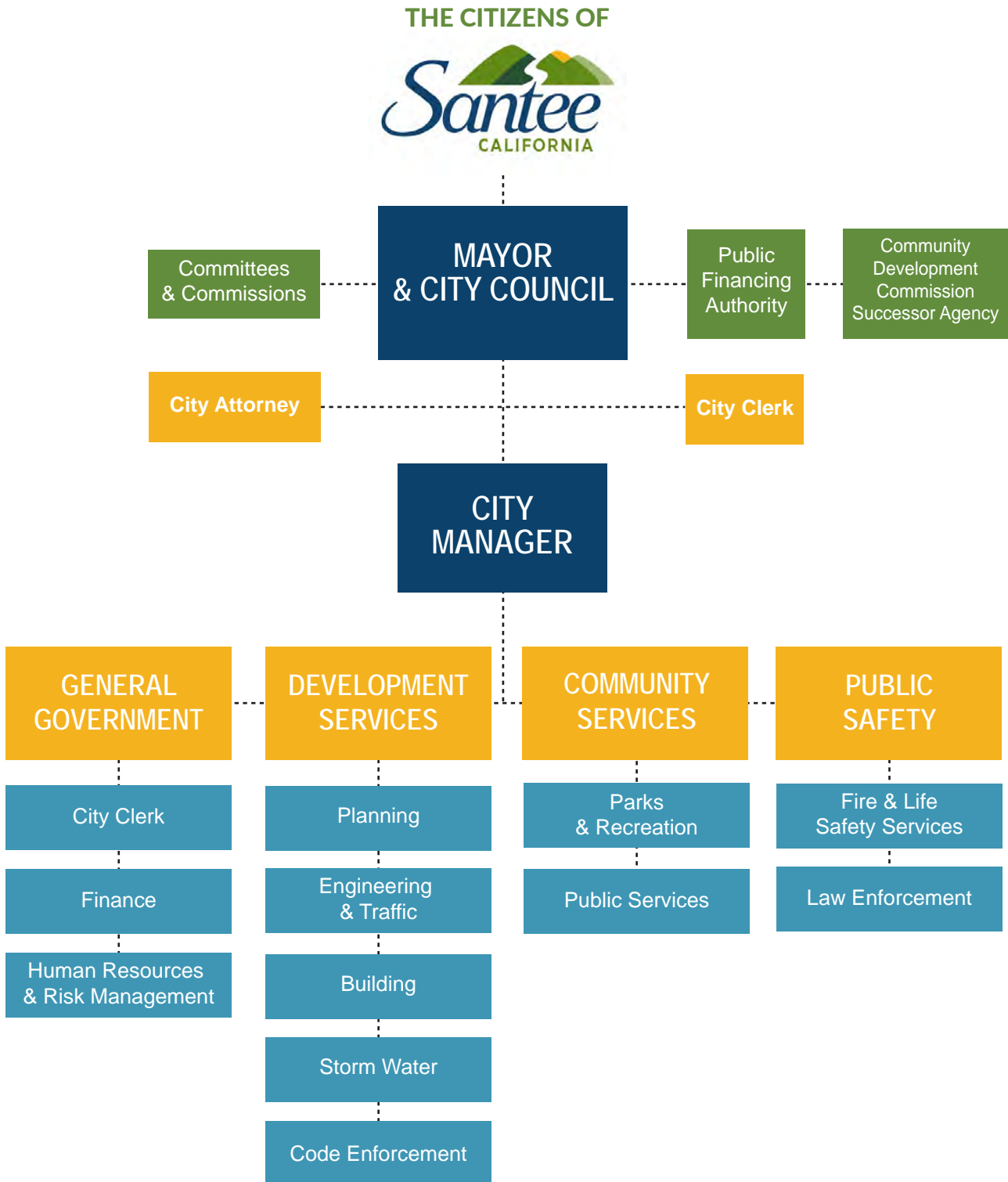
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# INTRODUCTION

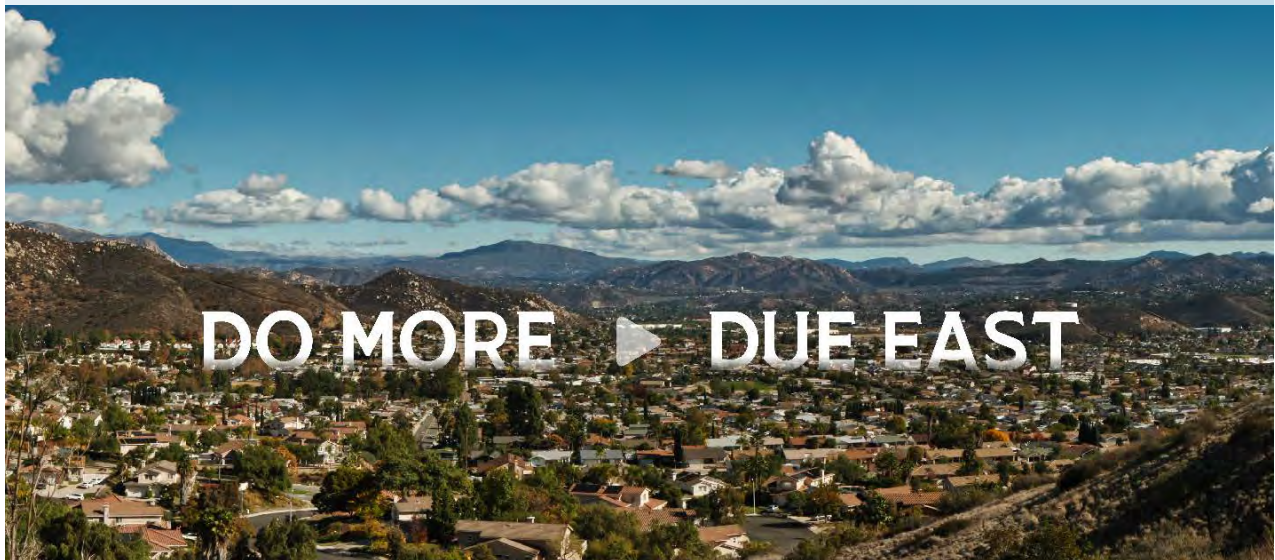


# CITY ORGANIZATIONAL CHART



# COMMUNITY PROFILE

Date Incorporated .....	December 1, 1980
City Charter .....	Voter Approved November 4, 2008
Form of Government .....	Council-Manager
City Employment (full-time equivalent funded positions).....	138.50
Population (as of 1/1/2021) .....	59,015
Number of Register Voters (as of 4/1/2022) .....	37,812
Median Household Income .....	\$85,826
Median Housing Price .....	\$768,000
Area .....	16.7 square miles
Streets (miles) .....	122.16
Elevation .....	350 ft.







# MISSION

We honor the public trust and serve our community by providing quality services and programs to promote economic prosperity, safety, social well being and a healthy environment.

# VISION

Exceptional and dedicated people working together for a dynamic and progressive City where family, community and diversity are embraced.

# VALUES

## Accountability

Taking responsibility and ownership for actions and their results.

## Visionary

Exemplifying innovation and initiative.

## Integrity

Dedication to honest and ethical actions in public service.

## Professionalism

Demonstrating high standards of performance, service or teamwork with responsiveness, courtesy and respect.

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## Commitment

Displaying dedication and loyalty to the community, organization or profession.



# SUMMARY OF FUNDED POSITIONS

<b>GENERAL FUND</b>	<b>ACTUAL FY 21-22</b>	<b>AMENDED FY 21-22</b>	<b>PROPOSED FY 21-22</b>
City Council	5.50	5.50	5.50
City Manager	4.50	5.50	6.50
Information Technology	2.00	2.00	2.00
City Clerk	3.00	3.00	3.00
Human Resources	3.00	4.00	4.00
Finance	8.00	8.00	9.00
Development Services	21.30	23.30	24.30
Community Services	20.98	22.50	21.70
Fire and Life Safety	60.60	62.00	62.00
<b>TOTAL GENERAL FUND</b>	<b>128.80</b>	<b>135.80</b>	<b>138.00</b>
<b>RECREATION REVOLVING FUND</b>	<b>0.02</b>	<b>0.50</b>	<b>0.30</b>
<b>MOBILE HOME PARK ORD. ADMIN. FUND</b>	<b>0.20</b>	<b>0.20</b>	<b>0.20</b>
<b>TOTAL FUNDED POSITIONS</b>	<b>129.00</b>	<b>136.50</b>	<b>138.50</b>

NOTE: Does not include Part-Time temporary (non-benefitted) positions.



# GENERAL FUND





**GENERAL FUND SUMMARY  
FY 2022-23 PROPOSED BUDGET**

	FY 2021-22 AMENDED BUDGET	FY 2022-23 PROPOSED BUDGET	INCREASE (DECREASE)
Revenues	\$ 52,958,690	\$ 54,289,040	\$ 1,330,350
Expenditures by Dept:			
City Council	476,270	497,020	20,750
City Attorney	747,920	693,360	(54,560)
City Manager (total):	1,223,870	1,475,890	252,020
City Manager	736,950	758,770	21,820
Economic Development	486,920	717,120	230,200
Information Technology	544,920	853,990	309,070
Animal Control	441,530	441,530	-
City Clerk	545,450	539,010	(6,440)
Human Resources & Risk Mgmt (total):	1,503,680	1,411,860	(91,820)
Human Resources	786,730	655,260	(131,470)
Risk Management	716,950	756,600	39,650
Finance	1,422,660	1,583,160	160,500
Development Services (total):	5,786,545	5,790,160	3,615
Engineering	2,655,890	2,880,410	224,520
Stormwater	58,115	140,370	82,255
Planning	1,894,700	1,331,370	(563,330)
Building	1,013,830	1,270,040	256,210
Code Compliance	164,010	167,970	3,960
Community Services (total):	5,601,405	6,090,980	489,575
Administration	534,970	433,040	(101,930)
Public Svcs - Maintenance	3,814,321	4,299,830	485,509
Stormwater	129,494	173,400	43,906
Solid Waste	42,120	32,070	(10,050)
Facility Operations	131,490	137,360	5,870
Recreation	649,050	695,400	46,350
Special Events	299,960	319,880	19,920
Law Enforcement	16,812,110	16,983,950	171,840
Fire and Life Safety (total):	16,266,530	17,136,860	870,330
Administration	1,112,030	1,242,930	130,900
Emergency Operations	10,914,340	11,307,570	393,230
Emergency Medical	3,746,370	4,044,990	298,620
Emergency Preparedness	28,400	30,170	1,770
Fleet Operations and Maintenance	465,390	511,200	45,810
<b>Total Operating Expenditures</b>	<b>51,372,890</b>	<b>53,497,770</b>	<b>2,124,880</b>
Revenues Over (Under) Expenditures	1,585,800	791,270	(794,530)
Other Financing Sources	781,591	295,850	(485,741)
Other Financing Uses:			
Transfers to Other Funds	(856,211)	(702,440)	153,771
Transfers to Capital Improvement Program	(7,422,905)	(1,000,000)	6,422,905
Unfunded Liabilities (CalPERS)	(500,000)	(600,000)	(100,000)
Change in Available Fund Balance	(6,411,725)	(1,215,320)	5,196,405
Available Fund Balance, Beg. of Year	19,379,649	13,522,920	(5,856,729)
Available Fund Balance, End of Year	<u>\$ 12,967,924</u>	<u>\$ 12,307,600</u>	<u>\$ (660,324)</u>

**CITY OF SANTEE**  
**GENERAL FUND REVENUE DETAIL**  
**FY 2022-23 PROPOSED BUDGET**

		FY 2021-22	FY 2022-23	Increase
Account No.	Account Name	Revised Estimates	Estimates	(Decrease)
<b>TAXES</b>				
<b>Property Taxes</b>		<b>21,977,400</b>	<b>23,180,700</b>	<b>1,203,300</b>
1001.00.4001	Property Tax Secured and Unsecured	12,039,900	12,616,100	576,200
1001.00.4002	Property Tax - Redev Pass-through	507,500	533,000	25,500
1001.00.4003	Property Tax - Redev Residual Distrib	1,818,400	1,969,300	150,900
1001.00.4006	Property Tax In Lieu (of VLF)	7,135,700	7,610,200	474,500
1001.00.4005	Real Property Transfer	475,900	452,100	(23,800)
<b>Sales and Use Taxes</b>		<b>15,765,500</b>	<b>16,114,800</b>	<b>349,300</b>
1001.00.4011	Sales and Use Taxes	17,560,300	17,909,600	349,300
1001.00.4015	Location Agreement Payment	(1,794,800)	(1,794,800)	-
<b>Transient Occupancy Tax</b>		<b>681,600</b>	<b>694,300</b>	<b>12,700</b>
1001.00.4020	Transient Occupancy Tax	681,600	694,300	12,700
<b>Franchise Fees</b>		<b>3,557,450</b>	<b>3,635,600</b>	<b>78,150</b>
1001.00.4030	Franchise Fees	3,557,450	3,635,600	78,150
<b>SPECIAL ASSESSMENTS</b>		<b>1,110,650</b>	<b>1,114,600</b>	<b>3,950</b>
1001.03.4102	Assessments - Fire Benefit Fee	1,110,650	1,114,600	3,950
<b>INTERGOVERNMENTAL</b>		<b>975,630</b>	<b>586,500</b>	<b>(389,130)</b>
1001.00.4202	Motor Vehicle License Fees	65,700	65,700	-
1001.00.4206	SB90 Claims	64,000	65,000	1,000
1001.03.4250	Fire Reimbursements - Federal	205,360	150,000	(55,360)
1001.03.4251	Fire Reimbursements - State	634,750	300,000	(334,750)
1001.03.4252	Fire Reimbursements - Local/Other	5,820	5,800	(20)
<b>LICENSES AND PERMITS</b>		<b>1,643,070</b>	<b>1,561,600</b>	<b>(81,470)</b>
1001.00.4301	Business Licenses - New	41,000	45,000	4,000
1001.00.4302	Business Licenses - Renewals	57,100	64,900	7,800
1001.00.4303	Regulatory Permits	2,500	2,700	200
1001.00.4304	Business Licenses - Other	800	800	-
1001.00.4306	Home Occupation Permit - New	6,900	7,100	200
1001.00.4307	Home Occupation Permit - Renewal	14,900	15,100	200
1001.00.4310	Alarm Permits	1,000	1,300	300
1001.03.4330	Fire Department - Permits/Services	70,570	102,100	31,530
1001.04.4340	Building Fees - Eng Direct City Costs	40,800	40,800	-
1001.04.4341	Building Fees - Subject to Split	1,380,000	1,250,400	(129,600)
1001.04.4343	Building Fees - PIng Direct City Costs	27,500	31,400	3,900
<b>FINES AND FORFEITURES</b>		<b>168,200</b>	<b>178,000</b>	<b>9,800</b>
1001.00.4401	Vehicle Code Fines	105,600	116,200	10,600
1001.00.4402	Other Fines and Forfeitures	9,500	1,000	(8,500)
1001.00.4410	Parking Citations	51,600	53,400	1,800
1001.04.4403	Code Compliance Administrative Citations	1,000	1,000	-
1001.04.4404	Storm Water Administrative Citations	500	6,400	5,900

**CITY OF SANTEE**  
**GENERAL FUND REVENUE DETAIL**  
**FY 2022-23 PROPOSED BUDGET**

Account No.	Account Name	FY 2021-22 Revised Estimates	FY 2022-23 Estimates	Increase (Decrease)
<b>CHARGES FOR SERVICES</b>		<b>5,896,150</b>	<b>6,068,740</b>	<b>172,590</b>
1001.04.4601	Engineering - Fee Based	43,000	52,300	9,300
1001.04.4603	Engineering - Full Cost Recovery	496,500	500,300	3,800
1001.04.4611	Street Light Energizing Fee	1,000	1,000	-
1001.04.4612	Storm Water Inspection	2,300	8,000	5,700
1001.04.4621	Planning - Fee Based	22,000	23,200	1,200
1001.04.4623	Planning - Full Cost Recovery	129,400	135,240	5,840
1001.02.4632	CSD - Full Cost Recovery	1,700	2,000	300
1001.03.4633	Fire - Full Cost Recovery	200	1,000	800
1001.00.4635	Finance - Full Cost Recovery	1,000	2,000	1,000
1001.00.4640	Admin Tow Fees	12,000	12,000	-
1001.00.4641	Cost Recovery - Restitution	400	400	-
1001.02.4645	Cost Recovery - Subrogation	200	200	-
1001.03.4646	Instructional Services - FTES	16,000	22,000	6,000
1001.02.4650	Sports Field Lighting	53,000	53,000	-
1001.02.4665	Disc Golf Fees	61,100	75,000	13,900
1001.02.4668	Electric Vehicle Charging Stations	2,580	3,000	420
1001.02.4676	Teen Programs	5,100	5,100	-
1001.02.4680	Special Events	100,000	100,000	-
1001.00.4691	Candidate Statements	-	3,500	3,500
1001.03.4692	CSA 69	3,799,630	4,039,160	239,530
1001.03.4693	Paramedic Program JPA	-	27,200	27,200
1001.00.4694	City Clerk - Misc Fees	250	250	-
1001.00.4695	City Clerk - Passport Services	100,000	75,000	(25,000)
1001.00.4699	Charges to Other Funds	139,490	144,390	4,900
1001.02.4699	Charges to Other Funds	206,660	49,650	(157,010)
1001.04.4699	Charges to Other Funds	702,640	733,850	31,210
<b>USE OF MONEY AND PROPERTY</b>		<b>673,190</b>	<b>664,200</b>	<b>(8,990)</b>
1001.00.4701	Interest Income	150,000	180,000	30,000
1001.04.4701	Interest Income	10	-	(10)
1001.00.4705	Rent/Lease/Use Income	1,100	-	(1,100)
1001.04.4705	Rent/Lease/Use Income	10,000	10,800	800
1001.02.4711	City Facilities - Sportsplex	268,280	227,400	(40,880)
1001.02.4716	Concessions	10,000	10,000	-
1001.02.4722	Rental - Bldgs 7 & 8	28,200	30,000	1,800
1001.02.4723	Rental - Picnic Shelters	86,600	86,000	(600)
1001.02.4724	Rental - Ball Fields	119,000	120,000	1,000
<b>OTHER REVENUE</b>		<b>509,850</b>	<b>490,000</b>	<b>(19,850)</b>
1001.00.4031	Sycamore Landfill Fees	396,100	427,800	31,700
1001.00.4801	Miscellaneous Income	3,400	3,500	100
1001.01.4801	Miscellaneous Income	77,600	45,000	(32,600)
1001.02.4801	Miscellaneous Income	400	-	(400)
1001.03.4801	Miscellaneous Income	1,220	2,100	880
1001.04.4801	Miscellaneous Income	1,000	2,000	1,000
1001.02.4802	Donations	8,000	-	(8,000)
1001.02.4803	Donations - Memorial Program	1,000	1,000	-
1001.04.4805	Abandoned Property Registration	1,100	1,000	(100)
1001.00.4808	Taxable Sales	500	500	-
1001.02.4808	Taxable Sales	100	100	-
1001.01.4810	Wellness Program	8,340	5,000	(3,340)
1001.01.4811	Loss Control Program	2,000	2,000	-
1001.03.4821	Sale of Real & Personal Property	5,500	-	(5,500)
1001.04.4831	Cash Over/Short	20	-	(20)
1001.00.4832	Recovery of Prior Year Expense	3,570	-	(3,570)
<b>OTHER FINANCING SOURCES</b>		<b>-</b>	<b>-</b>	<b>-</b>
1001.00.8001	Operating Transfers In	-	-	-
<b>TOTAL GENERAL FUND</b>		<b>52,958,690</b>	<b>54,289,040</b>	<b>1,330,350</b>



**GENERAL FUND**  
**DETAIL OF OTHER FINANCING SOURCES AND USES**  
**FY 2022-23 PROPOSED BUDGET**

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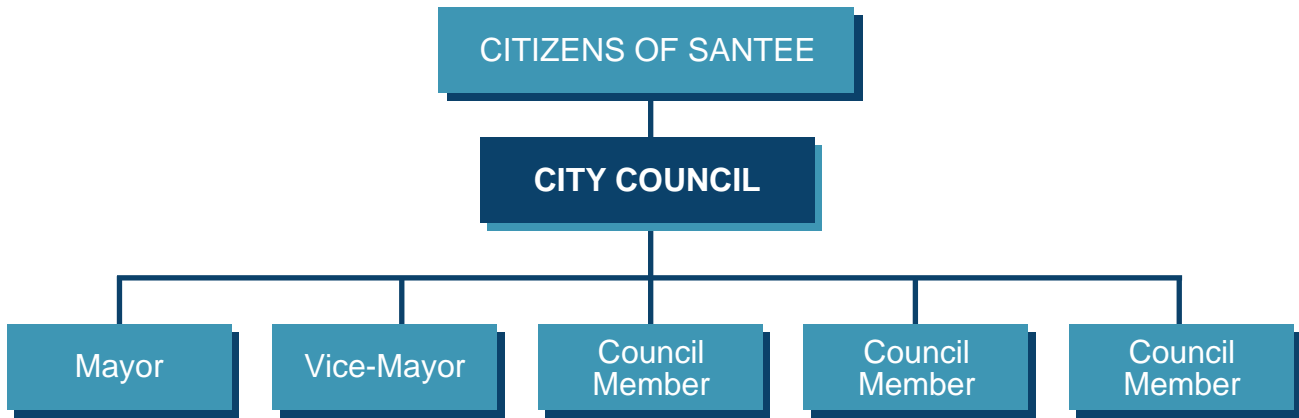
	FY 2021-22 AMENDED BUDGET	FY 2022-23 PROPOSED BUDGET
	<u>                    </u>	<u>                    </u>
<b>Other Financing Sources:</b>		
Use of Fund Balances:		
Restricted for debt service	\$ 175,000	\$ -
Assigned for paramedic program reserve	114,591	295,850
Committed for Highway 52	<u>492,000</u>	<u>-</u>
 Total Other Financing Sources	 <u>\$ 781,591</u>	 <u>\$ 295,850</u>
 <b>Other Financing Uses:</b>		
Transfers to Other Funds		
Vehicle Replacement Fund	\$ (603,611)	\$ (489,000)
Highway 52 Coalition Fund	(52,600)	(38,440)
Worker's Compensation Reserve Fund	(200,000)	(175,000)
Transfers to Capital Improvement Program	(7,422,905)	(1,000,000)
Unfunded Liabilities (CalPERS)	<u>(500,000)</u>	<u>(600,000)</u>
 Total Other Financing Uses	 <u>\$ (8,779,116)</u>	 <u>\$ (2,302,440)</u>

# DEPARTMENT DETAIL





# CITY COUNCIL



## MISSION STATEMENT

The mission of the City of Santee is to honor the public trust and serve our community by providing quality services and programs to promote economic prosperity, safety, social well-being and a healthy environment.

## PROGRAM DESCRIPTION

As the City of Santee's legislative and policy-making body, the City Council establishes policy; approves contracts and agreements; adopts an annual budget; enacts ordinances and resolutions essential for governing the affairs of the City; adopts measures that may be necessary for the protection of the health, safety, welfare and property of the City's residents; and represents the interests of the community at local, regional, state and federal levels.

## FY 2021-22 ACCOMPLISHMENTS

- Continued work on the City Council's 11 priorities, which include a focus on economic development opportunities and fiscal stability; infrastructure and road repairs; services and safety for the homeless; an automated permit system; and a new Fire Station
- Continued to support staff in the accomplishment of many of the priorities set by City Council, including implementation of an Entertainment District; continued progress towards the construction of a new Community Center; and adoption of a new Housing Element
- Entered into a multi-jurisdictional Memorandum of Understanding (MOU) to support homeless efforts and services in the East County
- Supported recommendations of the COMPOC subcommittee, conducted a community survey, and held workshops to advance the City's Diversity, Equity and Inclusion (DEI) initiatives
- Held several workshops to review best practices regarding the potential of allowing cannabis businesses to operate in Santee
- Worked with various agencies to approve emergency declarations allowing for firebreaks and increased defensible space along the San Diego River corridor for neighboring properties and City trails
- Supported the transition of CSA-69 to a local joint powers authority (JPA) format to provide ambulance services in Santee
- Successfully implemented back-to-work protocols in response to the pandemic and was one of the few cities in the region to open offices to the public and hold City Council meetings in person as soon as possible

## FY 2022-23 GOALS AND OBJECTIVES

- Maintain emphasis on efficient delivery of City services for taxpayers with a high level of fiscal responsibility while balancing competing interests in challenging economic times
- Uphold the priority to protect the health, safety and welfare of Santee residents through effective public safety strategies

## FY 2022-23 GOALS AND OBJECTIVES (CONTINUED)

- Continue efforts to increase City revenues through support of balanced economic development initiatives, including residential, commercial and entertainment projects
- Encourage regional collaboration with other agencies on issues that may impact Santee and our surrounding community
- Continue work with federal, state and local agencies in support of the Highway 52 Coalition
- Continue review and study of Community Choice Aggregation (CCA) to determine the City's direction



# CITY COUNCIL BUDGET SUMMARY

CITY COUNCIL 1001.00.1101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Personnel	\$ 298,446	\$ 304,070	\$ 321,820
Operations & Maintenance	108,661	172,200	175,200
<b>TOTAL EXPENDITURES</b>	<b>\$ 407,107</b>	<b>\$ 476,270</b>	<b>\$ 497,020</b>

## SUMMARY OF FUNDED POSITIONS

Mayor	1.00	1.00	1.00
Council Members	4.00	4.00	4.00
Confidential Secretary to City Manager/Council Members	0.50	0.50	0.50
<b>TOTAL POSITIONS</b>	<b>5.50</b>	<b>5.50</b>	<b>5.50</b>



# CITY COUNCIL BUDGET SUMMARY

CITY COUNCIL 1001.00.1101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>PERSONNEL</b>			
50010 Salaries & Wages - Regular	\$ 43,253	\$ 44,160	\$ 46,160
50013 Salaries & Wages - Mayor & City Council	117,918	119,690	119,730
50035 Vacation Cash Out	-	-	10,880
50040 Auto Allowance	21,000	24,600	24,600
50042 Technology Allowance	3,220	5,400	5,400
50050 Retirement - PERS	16,204	16,250	16,410
50052 Retirement - Unfunded Liability	27,804	30,320	34,880
50055 Retirement - Part Time	808	790	790
50060 Medicare	2,688	2,810	3,000
50070 Health Insurance	56,977	55,280	56,090
50071 Dental Insurance	4,681	4,570	3,690
50072 OPEB Health	3,700	-	-
50075 Life Insurance	51	50	50
50076 Long Term Disability Insurance	142	150	140
<b>Total Personnel</b>	<b>\$ 298,446</b>	<b>\$ 304,070</b>	<b>\$ 321,820</b>
<b>OPERATIONS &amp; MAINTENANCE</b>			
51040 Expert/Consulting Services	\$ 18,593	\$ 24,000	\$ 24,000
51104 Subscriptions/Memberships	60,778	63,000	63,700
51110 Professional Development	550	15,000	15,000
51116 Diversity, Equity and Inclusion	-	25,000	-
51120 Printing & Duplicating	860	500	500
51121 Telephone & Fax	4,849	5,100	5,500
51122 Postage	86	100	100
51160 Materials & Supplies	1,528	2,500	2,500
51170 Recognition Program	2,844	6,000	6,000
51180 Electricity & Gas	17,817	18,800	20,600
51211 Repair/Maintenance - Equipment	171	200	300
51350 Contributions	585	2,000	27,000
51351 Contributions - Chamber of Commerce	-	10,000	10,000
<b>Total Operations &amp; Maintenance</b>	<b>\$ 108,661</b>	<b>\$ 172,200</b>	<b>\$ 175,200</b>
<b>GRAND TOTAL</b>	<b>\$ 407,107</b>	<b>\$ 476,270</b>	<b>\$ 497,020</b>



# CITY COUNCIL BUDGET DETAILS

CITY COUNCIL 1001.00.1101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## OPERATIONS & MAINTENANCE

<b>Expert/Consulting Services</b>	<b>\$ 18,593</b>	<b>\$ 24,000</b>	<b>\$ 24,000</b>
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This account provides funding for legislative advocacy services and a biennial facilitated City Council Strategic Planning Workshop.

<b>Subscriptions/Memberships</b>	<b>60,778</b>	<b>63,000</b>	<b>63,700</b>
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This appropriation provides for annual membership dues with the League of California Cities; San Diego Association of Governments (SANDAG) and Regional Criminal Justice Research & Clearinghouse; Local Agency Formation Commission (LAFCO); San Diego East County Economic Development Council (ECEDC); International Council of Shopping Centers (ICSC); and the Regional Task Force on the Homeless.

<b>Professional Development</b>	<b>550</b>	<b>15,000</b>	<b>15,000</b>
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This appropriation provides funding for the Mayor and City Council to attend official City business related meetings, conferences and trainings, including travel expenses.

<b>Diversity, Equity and Inclusion</b>	<b>-</b>	<b>25,000</b>	<b>-</b>
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This appropriation provided funding to support and implement the City's efforts related to Diversity, Equity and Inclusion (DEI), including a community survey, specialized community workshops, and expert consulting assistance.

<b>Printing &amp; Duplicating</b>	<b>860</b>	<b>500</b>	<b>500</b>
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This account provides for copying and printing of specialized letterhead, envelopes and business cards.

<b>Telephone &amp; Fax</b>	<b>4,849</b>	<b>5,100</b>	<b>5,500</b>
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This account provides funding for telephone, cable, internet and cellular charges associated with the Mayor and City Council offices.

<b>Postage</b>	<b>86</b>	<b>100</b>	<b>100</b>
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This account provides funding for all mailings and official correspondence of the Mayor and City Council.

<b>Materials &amp; Supplies</b>	<b>1,528</b>	<b>2,500</b>	<b>2,500</b>
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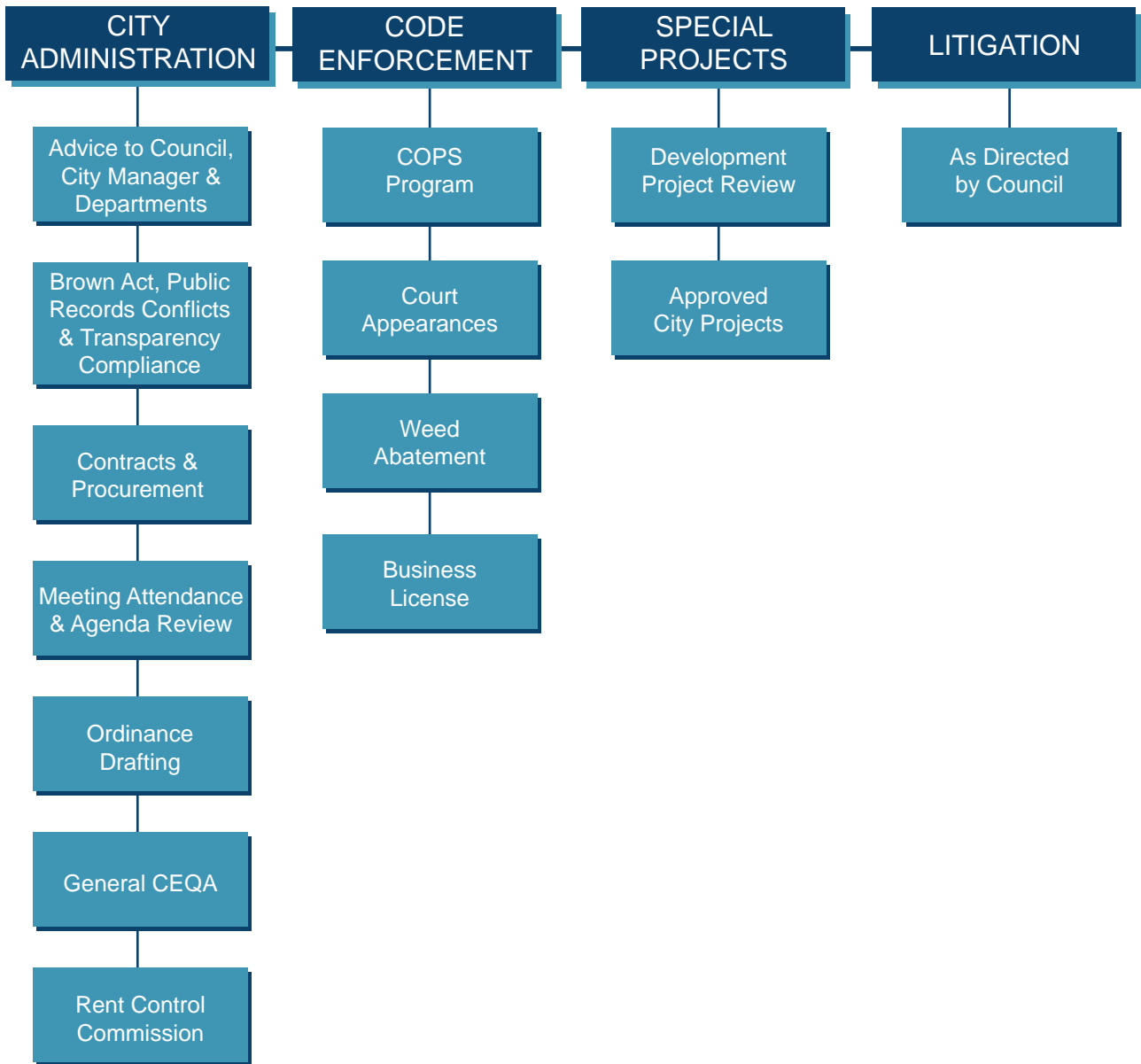
This account provides for the purchase of office supplies and miscellaneous materials, including plaques and ceremonial items, expenses associated with Council appointed sub-committees, and City Council photographs when applicable.



# CITY COUNCIL BUDGET DETAILS

CITY COUNCIL 1001.00.1101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>OPERATIONS &amp; MAINTENANCE (CONTINUED)</b>			
<b>Recognition Program</b>	\$ 2,844	\$ 6,000	\$ 6,000
This appropriation provides funding to support the annual City Employee's Holiday Social and an annual employee appreciation event. It also provides support for the Santee Sheriff's Department RSVP annual holiday event.			
<b>Electricity &amp; Gas</b>	17,817	18,800	20,600
This account provides for the cost of gas and electricity allocated to the Mayor and City Council offices and the Council Chamber.			
<b>Repair/Maintenance - Equipment</b>	171	200	300
This account provides for the City Council's portion of the annual citywide maintenance agreement for the department copy machine.			
<b>Contributions</b>	585	2,000	27,000
This appropriation provides support for community programs and the City's adopted Military units.			
<b>Contributions - Chamber of Commerce</b>	-	10,000	10,000
This appropriation provides funding to support services provided by the Santee Chamber of Commerce.			
<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>	<b>\$ 108,661</b>	<b>\$ 172,200</b>	<b>\$ 175,200</b>

# CITY ATTORNEY





## MISSION STATEMENT

The City Attorney's office provides candid and independent legal advice to the City of Santee, through its City Council and staff, and represents the City in civil, criminal code enforcement and administrative proceedings.

## PROGRAM DESCRIPTION

The City Attorney is a statutory office filled by City Council appointment. The City Attorney prepares or reviews all general legal documents related to the conduct of the City's business affairs including contracts, leases, property acquisition and disposition documents. The office also oversees the preparation of all ordinances and resolutions, and related regulations. The City Attorney advises City departments regarding compliance with Federal, State and City law. The City Attorney provides legal counsel relating to the legal implementation and enforcement of the City's planning and zoning laws, including compliance with the California Environmental Quality Act. The City Attorney represents the City in all litigation, civil and criminal, code enforcement matters, unless otherwise directed by the City Council. The General Retainer covers day-to-day work including reviewing contracts and agenda items, responding to questions from staff, and attending Council meetings and staff meetings. Special services are those services related to individual projects or tasks that are outside the general scope of work and / or require specific legal expertise.

## FY 2021-22 ACCOMPLISHMENTS

- Successfully obtained title for the City to Parcel 4 in Trolley Square, and assisted the City in possible development of a hotel on that site
- Successfully supported the City's efforts to secure County Service Area 69 (CSA 69) funding, and assisted the City in the LAFCO process to transfer CSA 69 funding and responsibility to Santee and Lakeside Fire Protection District
- Assisted the City in successfully completing the City Council redistricting process
- Assisted the City in its efforts to explore options for regulating cannabis businesses, including drafting a cannabis regulatory ordinance
- Assisted the City in updating the Housing Element
- Assisted the City in creating the Essential Housing Program
- Assisted the City in declaring local emergencies to accomplish necessary firebreak work
- Assisted the City in developing comprehensive procedures to address homelessness
- Assisted the City in supporting individuals and businesses impacted by the pandemic
- Assisted the City on issues related to diversity, equity and inclusion
- Initiated a code enforcement action to shut down an illegal massage business
- Assisted the City in implementing the AB 2404 Settlement Agreement
- Assisted the City in its efforts to establish a Community Choice Aggregation (CCA) program for Santee

## FY 2021-22 ACCOMPLISHMENTS (CONTINUED)

- Assisted the City in completing ordinances to address SB 9 (Lot Splits and Two-Unit Projects), to update the City's Accessory Dwelling Unit regulations, and to implement SB 1383 (Organic Recycling)
- Assisted the City in preparing the Weston Boundary Cleanup Adjustment LAFCO application
- Assisted the City in initiating the process for the Cuyamaca Right Turn Lane Acquisition
- Assisted the City in developing City-specific Vehicle Miles Traveled (VMT) Guidelines
- Successfully resolved a receivership over the Brooks property
- Completed the second annual update to the Santee Municipal Code
- Continued the successful implementation of the City's Community Oriented Policing Program

## FY 2022-23 GOALS AND OBJECTIVES

- Continue to assist the City in establishing the new CSA 69 JPA
- Continue to support the City's efforts to develop the hotel at Trolley Square
- Continue to assist the City to develop a comprehensive strategy to address issues associated with homelessness
- Continue to assist the City to develop and implement a comprehensive fire abatement strategy for the San Diego River Corridor
- Continue to support the City's efforts to assess impediments to equality and tolerance and assist the City in efforts to remove them
- Continue to support the City's efforts to consider options for regulating cannabis businesses
- Assist the City Clerk in processing the November 2022 election, including issues related to cannabis measures, if any
- Complete a comprehensive review of all major City contracts and work with the City departments responsible for implementing those contracts to ensure that City is obtaining the full benefit of all existing agreements
- Complete the third annual Santee Municipal Code update
- Assist the City in the transition of the building services functions, and continue to support the City's processing of land development projects
- Continue to assist the City in processing the Cuyamaca Right Turn Lane Acquisition
- Continue to support the City's efforts to comply with affordable housing requirements
- Continue to support the City's efforts to develop a Community Center
- Continue to implement the Community Oriented Policing Program
- Assist the City in pursuing the City Council's stated priorities for FY 2022-23



# CITY ATTORNEY BUDGET SUMMARY

CITY ATTORNEY 1001.00.1201	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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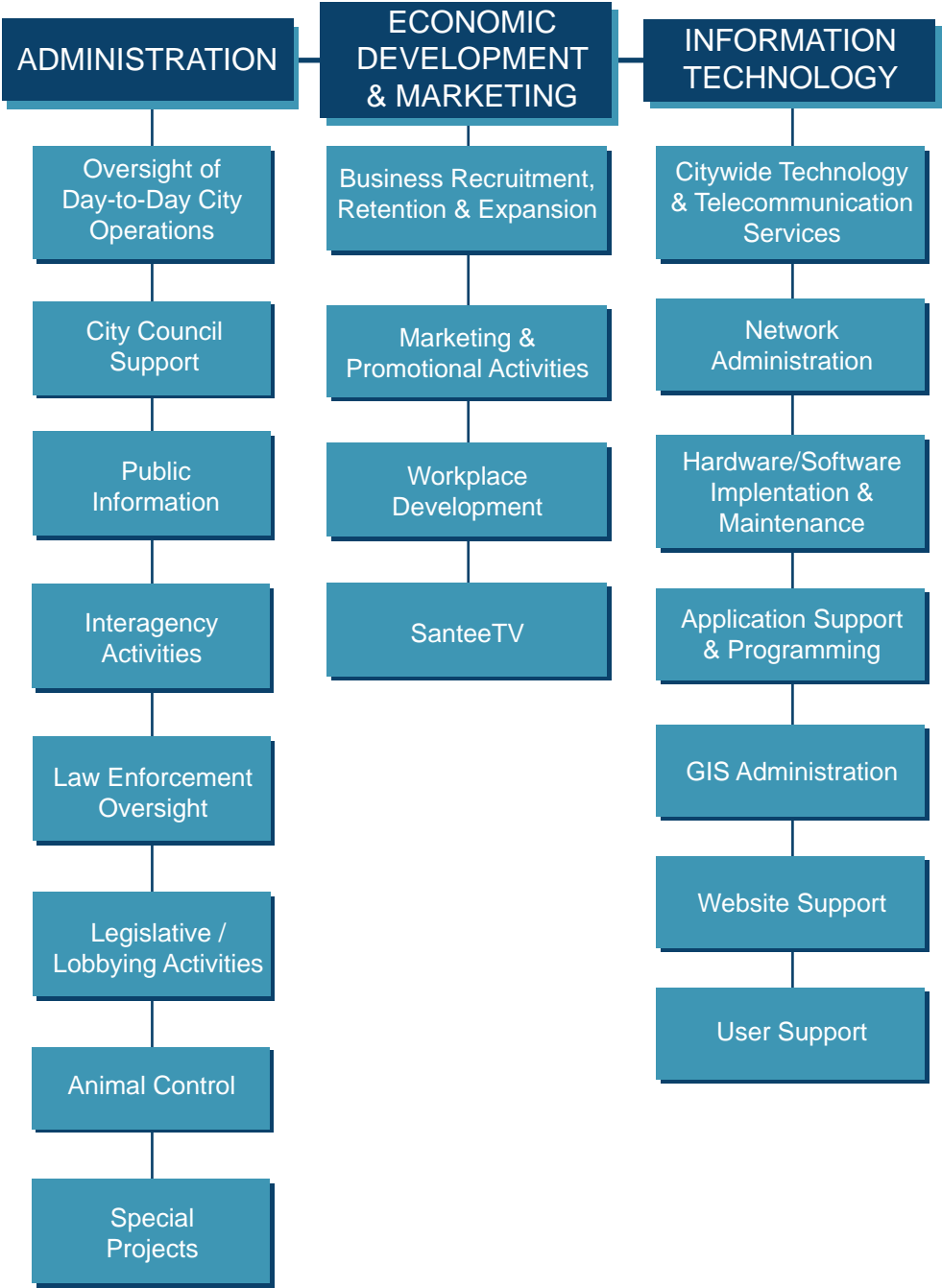
## SUMMARY OF EXPENDITURES

Operations & Maintenance	\$ 534,044	\$ 747,920	\$ 693,360
<b>TOTAL EXPENDITURES</b>	<b>\$ 534,044</b>	<b>\$ 747,920</b>	<b>\$ 693,360</b>

## OPERATIONS & MAINTENANCE

<b>51020 Legal Services - City Attorney</b>	<b>\$ 488,331</b>	<b>\$ 746,920</b>	<b>\$ 691,360</b>
This appropriation will fund general retainer legal services at the retainer amount of \$16,530 per month. Also included is additional funding for services related to labor and employment issues, litigation, special projects and reimbursable costs.			
<b>51021 Legal Services - Outside Counsel</b>	<b>13,934</b>	<b>1,000</b>	<b>2,000</b>
This appropriation will fund certain legal matters, typically involving multiple jurisdictions, that are handled by counsel other than the City Attorney's office.			
<b>51310 Awards and Indemnities</b>	<b>31,779</b>	<b>-</b>	<b>-</b>
<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>	<b>\$ 534,044</b>	<b>\$ 747,920</b>	<b>\$ 693,360</b>

# CITY MANAGER





# CITY MANAGER BUDGET SUMMARY

CITY MANAGER	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>SUMMARY OF EXPENDITURES</b>			
City Manager	\$ 663,039	\$ 736,950	\$ 758,770
Economic Development & Marketing	<u>374,012</u>	<u>486,920</u>	<u>717,120</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,037,051</u></b>	<b><u>\$ 1,223,870</u></b>	<b><u>\$ 1,475,890</u></b>
<b>SUMMARY OF FUNDED POSITIONS</b>			
City Manager	2.50	2.50	2.50
Economic Development & Marketing	<u>2.00</u>	<u>3.00</u>	<u>4.00</u>
<b>TOTAL POSITIONS</b>	<b><u>4.50</u></b>	<b><u>5.50</u></b>	<b><u>6.50</u></b>

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# CITY MANAGER

## MISSION STATEMENT

The City Manager's Office provides leadership, inspiration and support to the City organization. The Office develops and recommends solutions to current and future challenges, and holds the community's interests as its top priority.

## PROGRAM DESCRIPTION

The City Manager's Office is responsible for the implementation of City Council policies and day-to-day management of the municipal operations. The City Manager advises the City Council on issues facing the City, establishes working relationships with other agencies and municipal organizations whose actions may affect the City, and oversees the City's financial condition. The Office also undertakes economic development and marketing initiatives, oversees SanteeTV operations, directs the City's information technology services, oversees law enforcement and animal control services, and provides internal programs to maintain a quality workforce.

## FY 2021-22 ACCOMPLISHMENTS

- In collaboration with City departments, managed operating budgets, employee safety, and public processes; and provided guidance and general information to the Santee community throughout the COVID-19 pandemic
- Continued to assist City Council in navigating the City's path with regards to advancing Diversity, Equity and Inclusion (DEI) initiatives, in cooperation with other City departments
- Continued to review opportunities for partnerships with other jurisdictions for the establishment of a Community Choice Aggregation (CCA) program
- Applied for state funding to establish a San Diego River Corridor Plan and increase defensible space along the river
- Successfully negotiated a new five-year law enforcement agreement with the San Diego County Sheriff's Department, with some of the lowest rate increases historically experienced
- Managed the transition of several long-term department directors to new replacement staff

## FY 2022-23 GOALS AND OBJECTIVES

- Continue to provide leadership, guidance and direction to City departments and staff in all matters of operation
- Ensure timely and accurate information is provided to the City Council, media and the public
- Expand efforts to support homeless related issues and persons experiencing homelessness
- Work with staff and the private sector to construct a new theater and hotel in the Entertainment District, while also pursuing additional entertainment and hospitality venues
- Continue to pursue partnership opportunities for a Community Choice Aggregation (CCA) program that is mutually beneficial to all partners
- Coordinate with departments on the development of a Wi-Fi and broadband plan and implementation for the community

## FY 2022-23 GOALS AND OBJECTIVES (CONTINUED)

- Assist the City Council in the transition of contract building services to a City staffed building division
- Assist with the 2022 election process for the City
- Negotiate a new MOU with the Santee Firefighters Association
- Complete the transition of long term management staff as they retire from Santee
- Pursue options to complete funding for a new Fire Station 4 and the Community Center



# CITY MANAGER BUDGET SUMMARY

CITY MANAGER - CITY MANAGER 1001.05.1401	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Personnel	\$ 642,320	\$ 686,050	\$ 725,770
Operations & Maintenance	<u>20,719</u>	<u>50,900</u>	<u>33,000</u>
<b>TOTAL EXPENDITURES</b>	<b><u><u>\$ 663,039</u></u></b>	<b><u><u>\$ 736,950</u></u></b>	<b><u><u>\$ 758,770</u></u></b>

## SUMMARY OF FUNDED POSITIONS

City Manager	1.00	1.00	1.00
Assistant to the City Manager	1.00	1.00	1.00
Confidential Secretary to City Manager/City Council	0.50	0.50	0.50
<b>TOTAL POSITIONS</b>	<b><u><u>2.50</u></u></b>	<b><u><u>2.50</u></u></b>	<b><u><u>2.50</u></u></b>





# CITY MANAGER BUDGET SUMMARY

CITY MANAGER - CITY MANAGER 1001.05.1401	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>PERSONNEL</b>			
50010 Salaries & Wages - Regular	\$ 443,331	\$ 464,720	\$ 479,560
50035 Vacation Cash Out	-	9,460	20,430
50040 Auto Allowance	11,208	11,210	11,210
50042 Technology Allowance	1,150	1,200	1,200
50050 Retirement - PERS	49,898	50,850	52,040
50052 Retirement - Unfunded Liability	77,888	86,500	98,930
50059 Deferred Compensation	10,000	20,000	20,000
50060 Medicare	6,768	7,370	7,750
50070 Health Insurance	29,940	30,860	31,310
50071 Dental Insurance	2,283	2,350	1,850
50072 OPEB Health	8,360	-	-
50075 Life Insurance	602	620	630
50076 Long Term Disability Insurance	892	910	860
<b>Total Personnel</b>	<b>\$ 642,320</b>	<b>\$ 686,050</b>	<b>\$ 725,770</b>
<b>OPERATIONS &amp; MAINTENANCE</b>			
51040 Expert/Consulting Services	\$ 2,000	\$ 18,000	\$ -
51104 Subscriptions/Memberships	6,918	8,800	8,800
51110 Professional Development	1,674	12,000	12,000
51120 Printing & Duplicating	108	100	100
51121 Telephone & Fax	3,698	3,900	3,900
51122 Postage	19	100	100
51160 Materials & Supplies	1,226	2,000	2,000
51180 Electricity & Gas	4,905	5,800	5,800
51211 Repair/Maintenance - Equipment	171	200	300
<b>Total Operations &amp; Maintenance</b>	<b>\$ 20,719</b>	<b>\$ 50,900</b>	<b>\$ 33,000</b>
<b>GRAND TOTAL</b>	<b>\$ 663,039</b>	<b>\$ 736,950</b>	<b>\$ 758,770</b>



# CITY MANAGER BUDGET DETAILS

CITY MANAGER - CITY MANAGER 1001.05.1401	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## OPERATIONS & MAINTENANCE

<b>Expert/Consulting Services</b>	<b>\$ 2,000</b>	<b>\$ 18,000</b>	<b>\$ -</b>
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This appropriation provided funding for an annual Executive Management Team planning workshop in prior years, and onetime funding to support the City's consideration of allowing cannabis businesses to operate in Santee.

<b>Subscriptions/Memberships</b>	<b>6,918</b>	<b>8,800</b>	<b>8,800</b>
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This appropriation provides for annual membership dues with the International City/County Management Association (ICMA), California City Management Foundation (CCMF), California Park & Recreation Society (CPRS), International Council of Shopping Centers (ICSC), and CleanTECH San Diego. It also provides funds for an annual subscription to the San Diego Union Tribune.

<b>Professional Development</b>	<b>1,674</b>	<b>12,000</b>	<b>12,000</b>
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This appropriation provides funds for the City Manager and Assistant to the City Manager to attend annual conferences and meetings with the International City/County Management Association (ICMA), League of California Cities, City/County Management Association (CCMA), International Council of Shopping Centers (ICSC), and City-County Communications & Marketing Association (3CMA). It also provides funding for an annual Executive Management Team workshop, travel and meetings to support the Highway 52 Coalition, and other meetings, workshops and trainings for department staff.

<b>Printing &amp; Duplicating</b>	<b>108</b>	<b>100</b>	<b>100</b>
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This account provides for general department printing needs, including business cards and special reports.

<b>Telephone &amp; Fax</b>	<b>3,698</b>	<b>3,900</b>	<b>3,900</b>
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This account provides funding for telephone, cable, internet and cellular charges associated with the City Manager's Office.

<b>Postage</b>	<b>19</b>	<b>100</b>	<b>100</b>
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This account provides funding for all mailings and official correspondence of the City Manager's Office.

<b>Materials &amp; Supplies</b>	<b>1,226</b>	<b>2,000</b>	<b>2,000</b>
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This account provides for the purchase of office supplies and miscellaneous materials.

<b>Electricity &amp; Gas</b>	<b>4,905</b>	<b>5,800</b>	<b>5,800</b>
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This account provides for the cost of gas and electricity allocated to the City Manager's Office.



## CITY MANAGER BUDGET DETAILS

CITY MANAGER - CITY MANAGER 1001.05.1401	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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### OPERATIONS & MAINTENANCE (CONTINUED)

<b>Repair/Maintenance - Equipment</b>	<b>\$ 171</b>	<b>\$ 200</b>	<b>\$ 300</b>
This appropriation provides for the City Manager's portion of the annual citywide maintenance agreement for the department copy machine.			
<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>	<b><u>\$ 20,719</u></b>	<b><u>\$ 50,900</u></b>	<b><u>\$ 33,000</u></b>

# ECONOMIC DEVELOPMENT & MARKETING

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## PROGRAM DESCRIPTION

The Economic Development & Marketing Division is responsible for implementing programs and activities that promote business attraction, expansion and retention to enhance the community's local economic and employment opportunities. The Division also coordinates the development of promotional materials and public information strategies to attract economic investments and stay connected with residents, businesses, community groups and the media regarding City services, activities and events. The Division also oversees SanteeTV, which enhances local government transparency and provides an additional communication tool to stay connected with residents, visitors and businesses through livestreaming of City Council meetings and other public meetings, and broadcasting of community information and events. SanteeTV airs 24 hours a day, seven days per week via the Cox Communications and AT&T networks, as well as the City's website.

## FY 2021-22 ACCOMPLISHMENTS

- Received an Award of Excellence for Community Visioning & Branding for the City's brand and tagline, "Do More>Due East" from the City-County Communications & Marketing Association (3CMA)
- Received an Award of Excellence in Marketing & Communications for SanteeTV from the California Parks & Recreation Society
- Created, recorded and scheduled over 300 videos for SanteeTV
- Helped to develop and maintain a GIS map of all food and beverage businesses in Santee to help stimulate the economy and encourage shopping local during the pandemic
- Launched a new social media management tool via Sprout Social to streamline City communication efforts
- Enhanced the Economic Development 2022 demographic information on the City website
- Continued to immerse the City's new brand into daily operations with updated letterhead, business cards, City Council agendas, forms, templates, signs and promotional materials
- Attended the International Council of Shopping Centers (ICSC) conference to recruit and prospect potential businesses
- Received verification checkmarks for the City's Facebook and Instagram pages, which provide credibility to official pages and make a clear distinction between real pages and those run by fans or imposters. Facebook also prioritizes verified profiles in its search results.
- Initiated a student intern partnership with Grossmont Community College Department of Media Communications to assist with content management and operations of SanteeTV

## FY 2022-23 GOALS AND OBJECTIVES

- Continue implementation of the City's brand to improve and expand outreach efforts, marketing strategies and economic development opportunities

## FY 2022-23 GOALS AND OBJECTIVES (CONTINUED)

- Continue to support the recovery and revitalization of local businesses and expand economic development opportunities by marketing City programs and opportunities on SanteeTV and social media pages
- Finalize and implement an economic development strategic plan while enhancing business support and development through the coordinated use of City communication outlets, including SanteeTV, the website, email, and social media platforms
- Further pursue targeted recruitment strategies to attract breweries, craft distilleries, wineries, restaurants and other entertainment and hospitality related industries to key areas of the City, including the Entertainment District
- Promote tourism for the City, highlighting the trail system, Entertainment District, Santee Lakes, Sportsplex USA, arts and shopping venues
- Optimize the utilization of the GIS Business Analytics tool for future economic development efforts
- Work with local partnership agencies, such as Padre Dam Municipal Water District and the Santee School District, to provide additional community content on SanteeTV



# ECONOMIC DEVELOPMENT & MARKETING BUDGET SUMMARY

CITY MANAGER – ECONOMIC DEVELOPMENT & MARKETING 1001.05.1402	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Personnel	\$ 310,437	\$ 386,770	\$ 592,720
Operations & Maintenance	54,973	100,150	124,400
Capital Outlay	8,602	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 374,012</b>	<b>\$ 486,920</b>	<b>\$ 717,120</b>

## SUMMARY OF FUNDED POSITIONS

Economic Development Manager	1.00	1.00	1.00
Marketing Manager	-	-	1.00
Marketing Coordinator	1.00	1.00	1.00
Marketing Specialist	-	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>2.00</b>	<b>3.00</b>	<b>4.00</b>



# ECONOMIC DEVELOPMENT & MARKETING BUDGET SUMMARY

CITY MANAGER – ECONOMIC DEVELOPMENT & MARKETING 1001.05.1402	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>PERSONNEL</b>			
50010 Salaries & Wages - Regular	\$ 206,776	\$ 234,240	\$ 380,430
50020 Salaries & Wages - Part Time	4,300	13,000	26,140
50035 Vacation Cash Out	-	4,410	-
50050 Retirement - PERS	27,361	29,310	43,540
50052 Retirement - Unfunded Liability	35,540	39,470	44,940
50055 Retirement - Part Time	161	490	980
50060 Medicare	1,414	1,900	4,140
50070 Health Insurance	29,299	31,150	62,810
50071 Dental Insurance	1,738	1,880	3,070
50072 OPEB Health	2,990	-	-
50075 Life Insurance	186	190	370
50076 Long Term Disability Insurance	672	730	1,300
50080 Workers Compensation	-	30,000	25,000
<b>Total Personnel</b>	<b>\$ 310,437</b>	<b>\$ 386,770</b>	<b>\$ 592,720</b>
<b>OPERATIONS &amp; MAINTENANCE</b>			
51040 Expert/Consulting Services	\$ -	\$ 25,000	\$ 50,000
51046 Outreach & Education	675	2,500	2,500
51104 Subscriptions/Memberships	508	1,600	1,800
51110 Professional Development	1,130	6,300	6,000
51120 Printing & Duplicating	82	400	200
51121 Telephone & Fax	2,728	5,100	2,900
51122 Postage	-	50	-
51125 Broadcasting	-	-	3,800
51131 Promotional Activities	(150)	52,400	50,000
51135 City Branding	45,950	-	-
51160 Materials & Supplies	1,136	700	600
51180 Electricity & Gas	2,453	2,700	4,300
51201 Software Maintenance & Licensing	291	1,200	-
51211 Repair/Maintenance - Equipment	171	200	300
51361 Minor Equipment	-	2,000	2,000
<b>Total Operations &amp; Maintenance</b>	<b>\$ 54,973</b>	<b>\$ 100,150</b>	<b>\$ 124,400</b>
<b>CAPITAL OUTLAY</b>			
60099 Other Capital Outlay	\$ 8,602	\$ -	\$ -
<b>Total Capital Outlay</b>	<b>\$ 8,602</b>	<b>\$ -</b>	<b>\$ -</b>
<b>GRAND TOTAL</b>	<b>\$ 374,012</b>	<b>\$ 486,920</b>	<b>\$ 717,120</b>



# ECONOMIC DEVELOPMENT & MARKETING BUDGET DETAILS

**CITY MANAGER –  
ECONOMIC DEVELOPMENT & MARKETING  
1001.05.1402**

**ACTUAL  
FY 2020-21**

**AMENDED  
FY 2021-22**

**PROPOSED  
FY 2022-23**

## OPERATIONS & MAINTENANCE

<b>Expert/Consulting Services</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ 50,000</b>
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This appropriation provided funding for an Economic Development Feasibility Study in the prior year and currently provides funding for consultant services to redesign the City's webpage.

<b>Outreach &amp; Education</b>	<b>675</b>	<b>2,500</b>	<b>2,500</b>
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This account provides funding to support the Business Visitation Program to solicit feedback from local businesses, and to promote public awareness and education regarding issues facing our City and topics of concern to residents and businesses. Funds are also used to support the City's Envision Committee and keep economic development statistics updated on the City's website.

<b>Subscriptions/Memberships</b>	<b>508</b>	<b>1,600</b>	<b>1,800</b>
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This appropriation provides funding for employee memberships with the International Council of Shopping Centers (ICSC) and the City-County Communications & Marketing Association (3CMA); an annual survey monkey subscription for the City; and subscriptions to support SanteeTV.

<b>Professional Development</b>	<b>1,130</b>	<b>6,300</b>	<b>6,000</b>
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This account provides funds to attend trainings, conferences and meetings that support economic development and marketing activities, including the International Council of Shopping Centers (ICSC) conference; the City-County Communications & Marketing Association (3CMA) conference; and Santee Chamber meetings.

<b>Printing &amp; Duplicating</b>	<b>82</b>	<b>400</b>	<b>200</b>
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This account provides for copying and printing services for promotional brochures and fliers, business cards and special reports.

<b>Telephone &amp; Fax</b>	<b>2,728</b>	<b>5,100</b>	<b>2,900</b>
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This account provides funding for telephone, cable and internet charges associated with economic development and marketing activities.

<b>Postage</b>	<b>-</b>	<b>50</b>	<b>-</b>
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This account provides funding for mailings and correspondence for economic development and marketing purposes.

<b>Broadcasting</b>	<b>-</b>	<b>-</b>	<b>3,800</b>
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This account provides funds for internet charges specifically dedicated to the broadcasting of SanteeTV.





# ECONOMIC DEVELOPMENT & MARKETING BUDGET DETAILS

<b>CITY MANAGER – ECONOMIC DEVELOPMENT &amp; MARKETING 1001.05.1402</b>	<b>ACTUAL FY 2020-21</b>	<b>AMENDED FY 2021-22</b>	<b>PROPOSED FY 2022-23</b>
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## OPERATIONS & MAINTENANCE (CONTINUED)

<b>Promotional Activities</b>	<b>\$ (150)</b>	<b>\$ 52,400</b>	<b>\$ 50,000</b>
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This account provides funding to promote and market the City through various marketing activities, events and brochures; purchase of promotional materials, branded merchandise and staff polo shirts; purchase and installation of community banners; and graphic artist services.

<b>City Branding</b>	<b>45,950</b>	<b>-</b>	<b>-</b>
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This appropriation provided funding to support activities related to implementation of the City's new brand and logo, as well as events and materials in support of the City's 40th anniversary in 2020.

<b>Materials &amp; Supplies</b>	<b>1,136</b>	<b>700</b>	<b>600</b>
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This account provides for the purchase of office supplies and miscellaneous materials.

<b>Electricity &amp; Gas</b>	<b>2,453</b>	<b>2,700</b>	<b>4,300</b>
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This account provides for the cost of gas and electricity allocated to the Economic Development & Marketing Division.

<b>Software Maintenance &amp; Licensing</b>	<b>291</b>	<b>1,200</b>	<b>-</b>
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This account provided funding for the annual licensing of graphic software to produce SanteeTV content, including Adobe Creative Cloud and CanvaPro, which has been transferred to the Information Technology Division.

<b>Repair/Maintenance - Equipment</b>	<b>171</b>	<b>200</b>	<b>300</b>
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This appropriation provides for a portion of the annual citywide maintenance agreement for the department copy machine related to Economic Development & Marketing activities.

<b>Minor Equipment</b>	<b>-</b>	<b>2,000</b>	<b>2,000</b>
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This account provides funding to purchase peripheral equipment to support SanteeTV, including cameras, lenses, flash bulbs and other equipment needed for the production of marketing materials.

<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>	<b>\$ 54,973</b>	<b>\$ 100,150</b>	<b>\$ 124,400</b>
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# ECONOMIC DEVELOPMENT & MARKETING BUDGET DETAILS

CITY MANAGER –  
ECONOMIC DEVELOPMENT & MARKETING  
1001.05.1402

ACTUAL  
FY 2020-21

AMENDED  
FY 2021-22

PROPOSED  
FY 2022-23

## CAPITAL OUTLAY

### Other Capital Outlay

\$	8,602	\$	-	\$	-
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This appropriation provided funds to purchase the capital equipment needed for the start-up and operation of Santee TV, including high quality digital and video cameras, teleprompters, computer workstations, a computer tablet, lights, microphones and all other peripheral computer and video production equipment.

### TOTAL CAPITAL OUTLAY

\$	8,602	\$	-	\$	-
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# INFORMATION TECHNOLOGY

## PROGRAM DESCRIPTION

The Information Technology (I.T.) Division oversees all of the City's technology and telecommunications needs, including administration and security of the City's network operating systems; installation, configuration, testing and maintenance of all hardware and software; day-to-day user support and technical troubleshooting; oversight of the Geographic Information System (GIS); and application support for the City's website, financial system, Council Chamber audio/visual system, broadcasting of public meetings, SanteeTV, and the Emergency Operations Center (EOC). Support is provided to over 125 users located at four City facilities.

## FY 2021-22 ACCOMPLISHMENTS

- Performed a cyber security assessment and expanded cloud-based replication/hybrid backup procedures to further improve the City's network security
- Assisted in the selection and kick-off of the City's new automated Permitting and Land Management system
- Assisted in finalizing the upgrade of the Council Chamber audio/visual system and media control booth
- Became an official member of the San Diego Regional Cyber Lab Technical Steering Committee, and contributed to the successful implementation and recent launch of the first-ever San Diego regional cyber lab
- Provided technical support and assisted with the implementation of new features on SanteeTV and corresponding live stream capabilities
- Implemented enhanced GIS features to provide improved self-service options for download of public information
- Provided GIS assistance to the Fire Department to obtain grants for San Diego River hazard mitigation efforts and assisted the Development Services Department in the creation of complex GIS maps to review regulatory options for possible cannabis businesses

## FY 2022-23 GOALS AND OBJECTIVES

- Continue to update and implement advanced security measures, including network infrastructure vulnerability testing and segmentation, firewall upgrades, software upgrades to detect network intrusion attempts, and implementation of an off-site disaster recovery location
- Assist with the implementation of the automated Permitting and Land Management system
- Continue to provide support for SanteeTV
- Provide support for the upgrade of the City's website
- Continue research on additional opportunities to utilize SharePoint to create automated workflows and improve productivity
- Update and further develop the City's I.T. policies to ensure the City's technology requirements are accurately addressed and documented
- Implement automated workflow and electronic signature capabilities for legal documents
- Provide training on email phishing prevention to improve network and computer security
- Implement GIS story maps to showcase selected City amenities and points of interest



# INFORMATION TECHNOLOGY BUDGET SUMMARY

INFORMATION TECHNOLOGY 1001.00.1801	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Personnel	\$ 333,198	\$ 361,990	\$ 402,990
Operations & Maintenance	<u>132,688</u>	<u>182,930</u>	<u>451,000</u>
<b>TOTAL EXPENDITURES</b>	<b><u><u>\$ 465,886</u></u></b>	<b><u><u>\$ 544,920</u></u></b>	<b><u><u>\$ 853,990</u></u></b>

## SUMMARY OF FUNDED POSITIONS

Information Technology Manager	1.00	1.00	1.00
Information Technology Analyst	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
<b>TOTAL POSITIONS</b>	<b><u><u>2.00</u></u></b>	<b><u><u>2.00</u></u></b>	<b><u><u>2.00</u></u></b>



# INFORMATION TECHNOLOGY BUDGET SUMMARY

INFORMATION TECHNOLOGY 1001.00.1801	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>PERSONNEL</b>			
50010 Salaries & Wages - Regular	\$ 228,046	\$ 237,260	\$ 248,020
50020 Salaries & Wages - Part Time	-	-	21,520
50025 Overtime	5,817	4,500	4,500
50035 Vacation Cash Out	-	5,040	5,210
50050 Retirement - PERS	24,706	24,940	25,700
50052 Retirement - Unfunded Liability	39,180	44,380	50,510
50055 Retirement - Part Time	-	-	810
50060 Medicare	3,391	3,580	4,060
50070 Health Insurance	29,587	40,040	40,620
50071 Dental Insurance	760	1,360	1,140
50072 OPEB Health	840	-	-
50075 Life Insurance	206	210	200
50076 Long Term Disability Insurance	665	680	700
<b>Total Personnel</b>	<b>\$ 333,198</b>	<b>\$ 361,990</b>	<b>\$ 402,990</b>
<b>OPERATIONS &amp; MAINTENANCE</b>			
51040 Expert/Consulting Services	\$ 1,999	\$ 2,000	\$ 2,000
51104 Subscriptions/Memberships	130	200	200
51110 Professional Development	-	1,500	2,500
51121 Telephone & Fax	2,384	2,500	2,900
51160 Materials & Supplies	1,772	1,150	2,000
51180 Electricity & Gas	2,453	2,600	2,900
51201 Software Maintenance & Licensing	122,857	163,630	411,500
51211 Repair/Maintenance - Equipment	1,094	5,850	6,000
51361 Minor Equipment	-	3,500	21,000
<b>Total Operations &amp; Maintenance</b>	<b>\$ 132,688</b>	<b>\$ 182,930</b>	<b>\$ 451,000</b>
<b>GRAND TOTAL</b>	<b>\$ 465,886</b>	<b>\$ 544,920</b>	<b>\$ 853,990</b>



# INFORMATION TECHNOLOGY BUDGET DETAILS

<b>INFORMATION TECHNOLOGY</b> 1001.00.1801	<b>ACTUAL</b> FY 2020-21	<b>AMENDED</b> FY 2021-22	<b>PROPOSED</b> FY 2022-23
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## OPERATIONS & MAINTENANCE

<b>Expert/Consulting Services</b>	\$ 1,999	\$ 2,000	\$ 2,000
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This appropriation provides for as-needed software/hardware consulting and troubleshooting services.

<b>Subscriptions/Memberships</b>	130	200	200
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This account provides memberships for I.T. staff with the Municipal Information Systems Association of California (MISAC), Southern Chapter.

<b>Professional Development</b>	-	1,500	2,500
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This appropriation provides funds to attend professional conferences, trainings and meetings to stay abreast of developments in the rapidly evolving field of I.T. and GIS.

<b>Telephone &amp; Fax</b>	2,384	2,500	2,900
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This account provides funding for telephone, cable and internet charges associated with the I.T. Division.

<b>Materials &amp; Supplies</b>	1,772	1,150	2,000
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This account provides funding to purchase various materials and supplies to support I.T. activities, including materials for the City's plotter and Geographic Information System (GIS) equipment.

<b>Electricity &amp; Gas</b>	2,453	2,600	2,900
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This account provides for the cost of gas and electricity allocated to the I.T. Division.

<b>Software Maintenance &amp; Licensing</b>	122,857	163,630	411,500
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This account provides for the annual licensing, maintenance and support costs for all of the City's software needs, including security, antivirus and backup software; ArcGIS, AutoCAD and Adobe applications; third party website hosting and maintenance; maintenance of the City's financial management and business licensing systems; the City's online permitting system; online/virtual meeting applications; and other systems to support City Clerk, Human Resources, Development Services and Santee TV activities.

<b>Repair/Maintenance - Equipment</b>	1,094	5,850	6,000
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This appropriation provides for the repair, maintenance and/or replacement of I.T. assets that are no longer under warranty or eligible for replacement under the City's replacement program. This may include computer and printer repairs, hard drives, keyboards, re-build kits, and other computer peripherals or software.



# INFORMATION TECHNOLOGY BUDGET DETAILS

<b>INFORMATION TECHNOLOGY</b> 1001.00.1801	<b>ACTUAL</b> FY 2020-21	<b>AMENDED</b> FY 2021-22	<b>PROPOSED</b> FY 2022-23
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## OPERATIONS & MAINTENANCE (CONTINUED)

<b>Minor Equipment</b>	<b>\$ -</b>	<b>\$ 3,500</b>	<b>\$ 21,000</b>
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This appropriation was previously used to purchase equipment to support the increased need for virtual on-camera group meetings in City conference rooms. The current appropriation will provide for a new City plotter, as well as computers for new staff positions.

<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>	<b><u>\$ 132,688</u></b>	<b><u>\$ 182,930</u></b>	<b><u>\$ 451,000</u></b>
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# ANIMAL CONTROL

## MISSION STATEMENT

To provide animal control services for the City of Santee through a contractual agreement with the San Diego Humane Society in order to protect the health, safety and welfare of people and animals.

## PROGRAM DESCRIPTION

The San Diego Humane Society provides several fundamental domestic animal services for the City of Santee and its residents, including:

- Enforcement of animal laws and public protection
- Investigation of animal violations, including animal cruelty, dog bites, barking dogs and other animal noise complaints
- Shelter and care of domestic animals
- Pet adoptions
- Dog licensing
- Vaccination clinics
- Lost and found, and rehoming services
- Microchipping services
- Spay and neuter programs
- Humane euthanasia and after care services
- Pet loss support
- Animal behavior, training and education classes
- Youth and community engagement programs
- Eviction and housing support
- Assistance with veterinary care for low-income families
- Emergency response and evacuation assistance during disasters

The San Diego Humane Society also works to improve the quality of life for local wildlife and the community as a primary resource for animal rehabilitation and conservation education through their Project Wildlife program.





# ANIMAL CONTROL BUDGET SUMMARY

ANIMAL CONTROL 1001.00.2301	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Operations & Maintenance	\$ 435,000	\$ 441,530	\$ 441,530
<b>TOTAL EXPENDITURES</b>	<b>\$ 435,000</b>	<b>\$ 441,530</b>	<b>\$ 441,530</b>

## OPERATIONS & MAINTENANCE

<b>51154 Contract Services - Animal Control</b>	<b>\$ 435,000</b>	<b>\$ 441,530</b>	<b>\$ 441,530</b>
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This account provides funding for animal control services through an agreement with the San Diego Humane Society for the shelter and care of domestic animals, and enforcement of animal laws and public protection.

<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>	<b>\$ 435,000</b>	<b>\$ 441,530</b>	<b>\$ 441,530</b>
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# CITY CLERK



## MISSION STATEMENT

The City Clerk's Office promotes community involvement and awareness, and supports City Council and staff by coordinating the legislative process, administering City elections, and managing City records with integrity, accuracy, impartiality, and professionalism.

## PROGRAM DESCRIPTION

The City Clerk is appointed by the City Council and performs duties as outlined in the Santee Municipal Code, City Charter, California Government Code and California Election Code. The City Clerk's Office is responsible for the preparation of the City Council agendas, maintaining the legislative history by accurately recording and documenting Council actions in official minutes, resolutions and ordinances; and oversees the citywide records management program. As the Election Official, the City Clerk is responsible for the administration of all general and special municipal elections, and as the Filing Officer, receives Campaign Disclosure Filings and Statements of Economic Interest in accordance with the Political Reform Act. As the Legislative Administrator, the City Clerk is responsible for the legislative agenda, verifying legal notices have been posted or published, running efficient meetings and recording decisions of the Council. As the Records Manager, the City Clerk is responsible for the preservation and protection of the public record. This office also receives and responds to all subpoenas and requests for public information, maintains the Santee Municipal Code and receives and publicly opens bids for City goods and services.

## FY 2021-22 ACCOMPLISHMENTS

- Provided support for the City Council redistricting process
- Held four Public Hearings, introduced and adopted the final map Ordinance adjusting the boundaries of the City Council Election Districts
- Passport program volume has increased over 240% since the program was initiated in 2018
- Finalized the Council Chamber Audio/Visual Upgrade project which now broadcasts all Council meetings and Board, Commission and Committee meetings
- Prepared training guides and trained all Boards, Commissions and Committee staff liaison on the updated AV equipment to effectively run a meeting for broadcasting
- Administered oaths for new employees

## FY 2022-23 GOALS AND OBJECTIVES

- Implement new agenda management software
  - Coordinate training with all staff for the new agenda management software – eScribe

## FY 2022-23 GOALS AND OBJECTIVES (CONTINUED)

- Administer the November 8, 2022 General Election for two Council seats including the Oath of Office ceremony
  - District 1
  - District 2
- Continue to respond to requests for public records and information within the California Public Records Act legal guidelines. Research options for a public portal for ease of access to the public and transparency
- Complete a major overhaul and update of the Records Retention Schedule to ensure consistency with government codes and records destruction and archiving



# CITY CLERK BUDGET SUMMARY

CITY CLERK 1001.00.1301	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Personnel	\$ 364,560	\$ 407,000	\$ 444,810
Operations & Maintenance	186,563	138,450	94,200
<b>TOTAL EXPENDITURES</b>	<b>\$ 551,123</b>	<b>\$ 545,450</b>	<b>\$ 539,010</b>

## SUMMARY OF FUNDED POSITIONS

City Clerk	1.00	1.00	1.00
Assistant City Clerk	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>



# CITY CLERK BUDGET SUMMARY

CITY CLERK 1001.00.1301	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>PERSONNEL</b>			
50010 Salaries & Wages - Regular	\$ 242,995	\$ 259,078	\$ 276,290
50020 Salaries & Wages - Part Time	-	14,850	32,790
50025 Overtime	-	-	1,800
50035 Vacation Cash Out	-	-	2,590
50040 Auto Allowance	4,200	4,200	4,200
50042 Technology Allowance	-	1,012	1,800
50050 Retirement - PERS	20,851	21,770	22,730
50052 Retirement - Unfunded Liability	42,040	48,650	55,370
50055 Retirement - Part Time	-	560	1,230
50060 Medicare	3,584	4,220	4,640
50070 Health Insurance	45,707	48,510	38,340
50071 Dental Insurance	2,963	3,150	1,970
50072 OPEB Health	1,250	-	-
50075 Life Insurance	300	310	300
50076 Long Term Disability Insurance	668	690	760
<b>Total Personnel</b>	<b>\$ 364,560</b>	<b>\$ 407,000</b>	<b>\$ 444,810</b>
<b>OPERATIONS &amp; MAINTENANCE</b>			
51040 Expert/Consulting Services	\$ 5,212	\$ 44,000	\$ 6,000
51104 Subscriptions/Memberships	733	1,000	1,000
51110 Professional Development	3,161	6,000	6,000
51120 Printing & Duplicating	692	1,500	1,500
51121 Telephone & Fax	2,723	2,900	2,900
51122 Postage	3,103	4,500	4,000
51123 Advertising	2,482	6,000	6,000
51124 Election Expense	139,317	50,000	44,000
51140 Rentals/Leases - Buildings	6,487	9,000	8,000
51141 Rentals/Leases - Office Equipment	3,141	2,750	3,000
51160 Materials & Supplies	2,241	4,000	4,000
51180 Electricity & Gas	3,679	4,000	4,300
51201 Software Maintenance & Licensing	7,400	-	-
51211 Repair/Maintenance - Equipment	6,194	2,800	3,500
<b>Total Operations &amp; Maintenance</b>	<b>\$ 186,563</b>	<b>\$ 138,450</b>	<b>\$ 94,200</b>
<b>GRAND TOTAL</b>	<b>\$ 551,123</b>	<b>\$ 545,450</b>	<b>\$ 539,010</b>



# CITY CLERK BUDGET DETAILS

CITY CLERK 1001.00.1301	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## OPERATIONS & MAINTENANCE

<b>Expert/Consulting Services</b>	<b>\$ 5,212</b>	<b>\$ 44,000</b>	<b>\$ 6,000</b>
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This account provides for expert and consultant services in the area of elections and operations. Included in fiscal year 2021-22 is an amount for redistricting expenses.

<b>Subscriptions/Memberships</b>	<b>733</b>	<b>1,000</b>	<b>1,000</b>
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This appropriation will provide for memberships including: International Institute of Municipal Clerks, California City Clerk's Association, San Diego County City Clerks Association, and the National Notary Association. These memberships provide current and valuable information through education, support, and communication.

<b>Professional Development</b>	<b>3,161</b>	<b>6,000</b>	<b>6,000</b>
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This account provides for attendance at selected professional association meetings, conferences and seminars. These include New Law & Election Seminar, Southern California City Clerks Association Quarterly Meetings, SD County City Clerks Meetings, SD County Deputy City Clerks Association Meetings, and CCAC's Nuts & Bolts Training. Points are earned towards the Certified and Master Municipal Clerk designations with each attendance.

<b>Printing &amp; Duplicating</b>	<b>692</b>	<b>1,500</b>	<b>1,500</b>
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Printing and binding costs incurred in the duplication of City Council/CDC Successor Agency agenda materials and documents, Boards, Commission & Committee handbooks and applications, pamphlets, claim forms, public records request forms, engraving, the full share of the central copy machine supplies used by various departments, and other informational material. Scanning and imaging of City documents is also paid from this account.

<b>Telephone &amp; Fax</b>	<b>2,723</b>	<b>2,900</b>	<b>2,900</b>
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This appropriation funds the cost of the telephone and fax machine.

<b>Postage</b>	<b>3,103</b>	<b>4,500</b>	<b>4,000</b>
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This account covers the costs of mailing City forms and correspondence, City Council agendas, legal documents, requests for information, policy and organizational materials. This account also covers the cost of the annual maintenance agreement for the postage machine and meter.

<b>Advertising</b>	<b>2,482</b>	<b>6,000</b>	<b>6,000</b>
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This amount will provide for legal publication of certain Resolutions and Ordinances as required by law, public hearing notices, and advertisements.



# CITY CLERK BUDGET DETAILS

CITY CLERK 1001.00.1301	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## OPERATIONS & MAINTENANCE (CONTINUED)

<b>Election Expense</b>	<b>\$ 139,317</b>	<b>\$ 50,000</b>	<b>\$ 44,000</b>
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The fiscal years 2021-22 and 2022-23 amounts represent the estimated cost to conduct the City's November 2022 election for two Council Member seats and the Fanita Ranch referendum. Costs include an Oath of Office ceremony, Candidate Handbooks, forms, printing, the Martin & Chapman Election Handbook and supplies related to candidate filings and future election planning. This account also covers required printing, publishing, and posting of the ballot pamphlet in five languages, canvassing of votes and providing certified election results.

<b>Rentals/Leases - Buildings</b>	<b>6,487</b>	<b>9,000</b>	<b>8,000</b>
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This appropriation provides the allocation for high security, off-site city-wide storage, retrieval, and destruction of records/boxes.

<b>Rentals/Leases - Office Equipment</b>	<b>3,141</b>	<b>2,750</b>	<b>3,000</b>
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This account includes the postage machine lease.

<b>Materials &amp; Supplies</b>	<b>2,241</b>	<b>4,000</b>	<b>4,000</b>
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This appropriation provides for: 1) office supplies, including laser printer cartridges, stationery, copier supplies, public noticing supplies, records management materials and other miscellaneous office supplies; 2) books; and 3) materials and supplies, covering a wide variety of items needed ranging from gavels, agenda binders, special forms and plaques, meeting name signs, binders and folders, flags, record boxes, etc. This account also covers the supplies and support for City Council meetings and workshops.

<b>Electricity &amp; Gas</b>	<b>3,679</b>	<b>4,000</b>	<b>4,300</b>
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This appropriation will fund the cost of electricity and gas allocated to the City Clerk's office.

<b>Software Maintenance &amp; Licensing</b>	<b>7,400</b>	<b>-</b>	<b>-</b>
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This appropriation provided for Agenda Management software, which has been moved to Information Technology's budget.

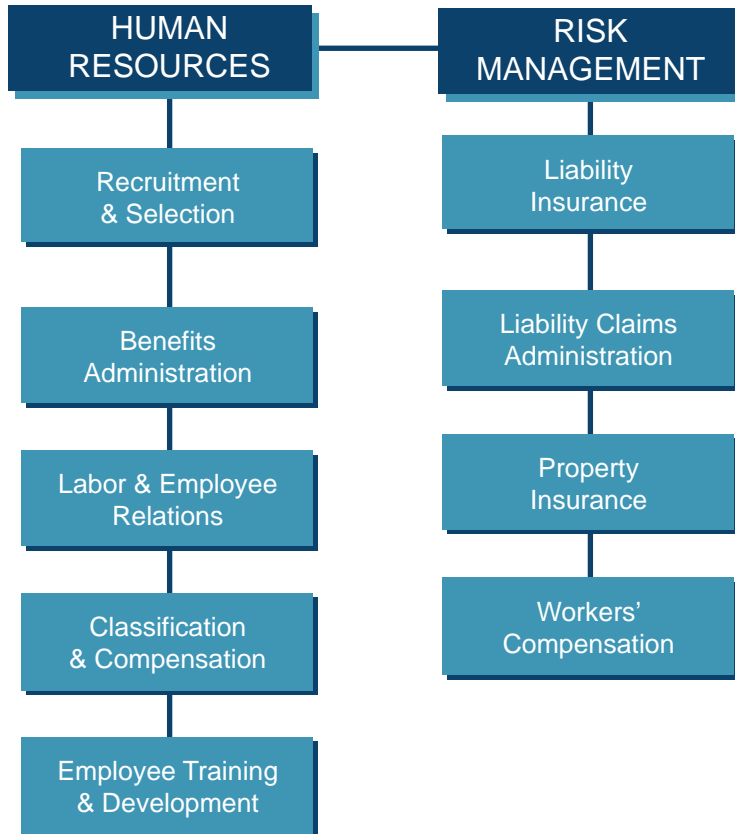
<b>Repair/Maintenance - Equipment</b>	<b>6,194</b>	<b>2,800</b>	<b>3,500</b>
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This amount provides for the Department's share of the City's pooled copier maintenance agreement, repair and maintenance of the department's printers, scanner, reader/printer microfilm machine, fax and date/time stamp machine. Also included in this account is the annual fee for web posting & updating of the Municipal Code (both paper and electronic versions).

<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>	<b>\$ 186,563</b>	<b>\$ 138,450</b>	<b>\$ 94,200</b>
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# HUMAN RESOURCES & RISK MANAGEMENT





# HUMAN RESOURCES & RISK MANAGEMENT BUDGET SUMMARY

HUMAN RESOURCES & RISK MANAGEMENT	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>SUMMARY OF EXPENDITURES</b>			
Human Resources	\$ 489,599	\$ 786,730	\$ 655,260
Risk Management	<u>461,093</u>	<u>716,950</u>	<u>756,600</u>
<b>TOTAL EXPENDITURES</b>	<u><u>\$ 950,692</u></u>	<u><u>\$ 1,503,680</u></u>	<u><u>\$ 1,411,860</u></u>
<b>SUMMARY OF FUNDED POSITIONS</b>			
Human Resources	<u>3.00</u>	<u>4.00</u>	<u>4.00</u>
<b>TOTAL POSITIONS</b>	<u><u>3.00</u></u>	<u><u>4.00</u></u>	<u><u>4.00</u></u>

# HUMAN RESOURCES & RISK MANAGEMENT

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## MISSION STATEMENT

To recruit and retain talented individuals, provide professional development to employees, and foster respectful labor relations.

## PROGRAM DESCRIPTION

The Human Resources and Risk Management Department is responsible for the City's recruitment and selection process, classification and compensation plan, benefits administration, labor and employee relations, employee training and development and risk management functions including liability and property insurance, workers' compensation, general liability claims and loss control.

## FY 2021-22 ACCOMPLISHMENTS

- Provided ongoing consultation to departments on policy and employee relations
- Partnered with the City Manager's Office on Diversity, Equity & Inclusion initiatives
- In response to the COVID-19 pandemic: Created policies and procedures in compliance with various federal, State, and County Orders; Successfully negotiated the terms of a side letter with the Santee Firefighters' Association; Participated in the Emergency Operations Center Activation Team; Addressed COVID-19 exposures potentially impacting the workplace
- Continued to facilitate the City/County Risk Management Association to share best practices
- Continued employee wellness program with an overall strategy to retain employee engagement during the pandemic

## FY 2022-23 GOALS AND OBJECTIVES

- Staff upcoming vacancies in a timely manner
- Partner with City departments to innovate recruitment processes
- Create and implement an HR intranet page that will include HR resources, policies and information to all City employees, thereby promoting employee engagement and knowledge
- Provide one monthly in-person wellness event and one virtual event to promote awareness of employee wellness and safety
- Update all HR forms to include new logo and to provide uniformity and consistency
- Provide monthly development training to employees and ensure employees are up to date with required trainings
- Develop a work flow procedure on the performance evaluation process for all City employees



## HUMAN RESOURCES BUDGET SUMMARY

HUMAN RESOURCES 1001.01.1601	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>SUMMARY OF EXPENDITURES</b>			
Personnel	\$ 436,137	\$ 622,350	\$ 585,470
Operations & Maintenance	53,462	164,380	69,790
<b>TOTAL EXPENDITURES</b>	<b>\$ 489,599</b>	<b>\$ 786,730</b>	<b>\$ 655,260</b>

### SUMMARY OF FUNDED POSITIONS

Director of Human Resources	1.00	1.00	1.00
Senior Human Resources Analyst	1.00	1.00	1.00
Human Resources Technician	1.00	1.00	1.00
Administrative Secretary	-	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>3.00</b>	<b>4.00</b>	<b>4.00</b>



# HUMAN RESOURCES BUDGET SUMMARY

HUMAN RESOURCES 1001.01.1601	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>PERSONNEL</b>			
50010 Salaries & Wages - Regular	\$ 300,585	\$ 385,340	\$ 404,730
50020 Salaries & Wages - Part Time	5,463	4,500	4,970
50035 Vacation Cash Out	-	57,120	-
50040 Auto Allowance	4,200	4,200	4,200
50050 Retirement - PERS	27,489	34,530	34,700
50052 Retirement - Unfunded Liability	52,660	68,150	82,030
50055 Retirement - Part Time	205	170	190
50060 Medicare	4,499	6,550	6,000
50070 Health Insurance	36,084	56,260	45,040
50071 Dental Insurance	2,544	3,830	2,200
50072 OPEB Health	1,250	-	-
50075 Life Insurance	298	420	400
50076 Long Term Disability Insurance	861	1,280	1,010
<b>Total Personnel</b>	<b>\$ 436,137</b>	<b>\$ 622,350</b>	<b>\$ 585,470</b>
<b>OPERATIONS &amp; MAINTENANCE</b>			
51013 Employee Assistance Program	\$ 3,383	\$ 3,660	\$ 3,770
51014 Technical Personnel Services	3,176	3,100	3,100
51015 Tuition Reimbursement	12,000	12,000	12,000
51040 Expert/Consulting Services	12,833	104,000	7,000
51103 Citywide Training/Consulting	2,325	10,000	10,000
51104 Subscriptions/Memberships	676	3,120	3,120
51110 Professional Development	3,973	7,500	7,500
51120 Printing & Duplicating	-	200	200
51121 Telephone & Fax	2,939	3,100	3,300
51122 Postage	47	100	100
51123 Advertising	-	2,000	2,000
51160 Materials & Supplies	1,861	3,500	4,000
51169 Wellness Program	-	4,500	5,000
51170 Recognition Program	1,691	2,400	2,500
51180 Electricity & Gas	3,679	4,200	5,700
51201 Software Maintenance & Licensing	3,997	-	-
51211 Repair/Maintenance - Equipment	883	1,000	500
<b>Total Operations &amp; Maintenance</b>	<b>\$ 53,462</b>	<b>\$ 164,380</b>	<b>\$ 69,790</b>
<b>GRAND TOTAL</b>	<b>\$ 489,599</b>	<b>\$ 786,730</b>	<b>\$ 655,260</b>



# HUMAN RESOURCES BUDGET DETAILS

HUMAN RESOURCES 1001.01.1601	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## OPERATIONS & MAINTENANCE

<b>Employee Assistance Services</b>	<b>\$ 3,383</b>	<b>\$ 3,660</b>	<b>\$ 3,770</b>
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The Employee Assistance Program (EAP) is an employer provided resource for employees to obtain confidential, professional assistance when facing family, financial, legal or personal situations and provides onsite debriefs or counseling following major, critical incidents.

<b>Technical Personnel Services</b>	<b>3,176</b>	<b>3,100</b>	<b>3,100</b>
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This account funds pre-employment background and medical testing.

<b>Tuition Reimbursement</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>
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This program reimburses employees for qualifying expenses to support professional growth through continuing education.

<b>Expert/Consulting Services</b>	<b>12,833</b>	<b>104,000</b>	<b>7,000</b>
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This account funds the City/County Personnel Association (CCPA) Training Consortium, standardized exams for recruitment testing, legal/outside professional services to assist with human resources functions and unforeseen personnel related costs that may arise during the fiscal year. The FY 2021-22 amount includes funding to conduct four executive recruitments.

<b>Citywide Training/Consulting</b>	<b>2,325</b>	<b>10,000</b>	<b>10,000</b>
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This appropriation provides for expert services in training, organizational/professional development and attendance at professional training and conferences for all City employees.

<b>Subscriptions &amp; Memberships</b>	<b>676</b>	<b>3,120</b>	<b>3,120</b>
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This appropriation will provide for memberships in relevant Human Resources and Risk Management professional associations, as well as subscriptions to relevant publications.

<b>Professional Development</b>	<b>3,973</b>	<b>7,500</b>	<b>7,500</b>
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This appropriation will allow for staff attendance at workshops, conferences and trainings to remain current on various legal mandates and developments in case law, public employment and industry trends in Human Resources and Risk Management.

<b>Printing &amp; Duplicating</b>	<b>-</b>	<b>200</b>	<b>200</b>
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This account provides for human resources related professional printing services.

<b>Telephone &amp; Fax</b>	<b>2,939</b>	<b>3,100</b>	<b>3,300</b>
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This appropriation will fund the cost of telephone, fax machine, and modem line charges.



# HUMAN RESOURCES BUDGET DETAILS

HUMAN RESOURCES 1001.01.1601	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>OPERATIONS &amp; MAINTENANCE (CONTINUED)</b>			
<b>Postage</b>	\$ 47	\$ 100	\$ 100
This account will cover the costs of mailing general correspondence as well as recruitments, benefits, policy, and organizational materials.			
<b>Advertising</b>	-	2,000	2,000
This account provides for publishing recruitment bulletins online and in professional publications.			
<b>Materials &amp; Supplies</b>	1,861	3,500	4,000
This appropriation provides for office supplies, expenses incurred in administering interviews, testing and assessment centers, as well as supplies and expenses for special City meetings and workshops for employees.			
<b>Wellness Program</b>	-	4,500	5,000
This appropriation is funded by the CIGNA wellness fund to cover employee wellness program expenses such as employee events, educational workshops, incentive items and other related activities.			
<b>Recognition Program</b>	1,691	2,400	2,500
This appropriation funds the annual employee service awards program.			
<b>Electricity &amp; Gas</b>	3,679	4,200	5,700
This appropriation will fund the cost of electricity and gas.			
<b>Software Maintenance &amp; Licensing</b>	3,997	-	-
This appropriation covers the annual fee for the on-line recruitment system. In fiscal year 2021-22, this expense was moved to the Information Technology budget.			
<b>Repair/Maintenance - Equipment</b>	883	1,000	500
This appropriation will cover the department's share of the copier pooled maintenance agreement.			
<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>	<b>\$ 53,462</b>	<b>\$ 164,380</b>	<b>\$ 69,790</b>



## RISK MANAGEMENT BUDGET SUMMARY

RISK MANAGEMENT 1001.01.1701	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>SUMMARY OF EXPENDITURES</b>			
Operations & Maintenance	\$ 461,093	\$ 716,950	\$ 756,600
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 461,093</u></b>	<b><u>\$ 716,950</u></b>	<b><u>\$ 756,600</u></b>
<b>OPERATIONS &amp; MAINTENANCE</b>			
51033 Claims Administration	\$ 18,554	\$ 20,000	\$ 20,000
51034 Legal Defense	13,211	50,000	50,000
51040 Expert/Consulting Services	6,530	81,920	7,600
51301 Property Insurance	89,006	122,100	144,000
51305 Public Liability Insurance	325,294	392,930	495,000
51310 Awards & Indemnities	8,497	50,000	40,000
<b>Total Operations &amp; Maintenance</b>	<b><u>\$ 461,093</u></b>	<b><u>\$ 716,950</u></b>	<b><u>\$ 756,600</u></b>
<b>GRAND TOTAL</b>	<b><u>\$ 461,093</u></b>	<b><u>\$ 716,950</u></b>	<b><u>\$ 756,600</u></b>





# RISK MANAGEMENT BUDGET DETAILS

RISK MANAGEMENT 1001.01.1701	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>OPERATIONS &amp; MAINTENANCE</b>			
<b>Claims Administration</b>	<b>\$ 18,554</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>
This appropriation funds the third party administrator for liability claims.			
<b>Legal Defense</b>	<b>13,211</b>	<b>50,000</b>	<b>50,000</b>
This appropriation represents an estimate of the legal defense costs in settling or dismissing claims against the City. Actual costs depend on the number and severity of claims filed.			
<b>Expert/Consulting Services</b>	<b>6,530</b>	<b>81,920</b>	<b>7,600</b>
This account funds OSHA required programs including Department of Transportation random drug testing, hearing conservation and chemical inventory. This account also funds DMV license medical testing.			
<b>Property Insurance</b>	<b>89,006</b>	<b>122,100</b>	<b>144,000</b>
This appropriation provides insurance coverage for City owned properties and vehicles.			
<b>Public Liability Insurance</b>	<b>325,294</b>	<b>392,930</b>	<b>495,000</b>
This appropriation funds the costs of municipal liability insurance for the City including brokerage, underwriting and administrative fees. A portion of this cost has been budgeted in the Emergency Medical budget of the Fire Department as it is reimbursed from CSA 69. Current liability coverage includes the reimbursement of defense costs and payment of litigated court settlements and awards beyond the City's self-insured retention (SIR). The City is a member of PRISM (formerly CSAC EIA) with an SIR of \$150,000 and excess coverage up to \$50 million.			
<b>Awards &amp; Indemnities</b>	<b>8,497</b>	<b>50,000</b>	<b>40,000</b>
This appropriation provides for awards and claim settlement payments which are estimated.			
<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>	<b><u>\$ 461,093</u></b>	<b><u>\$ 716,950</u></b>	<b><u>\$ 756,600</u></b>

# FINANCE



## MISSION STATEMENT

We are dedicated to safeguarding City assets while providing sound fiscal management and excellent customer service to all citizens, the business community, and City employees. We accomplish budgetary planning, the investment of public funds, purchasing, accounting and business licensing with professionalism and integrity.

## PROGRAM DESCRIPTION

The Finance Department is responsible for the collection and investment of City monies, accounting and financial reporting, budget preparation and administration, debt administration, long-range fiscal planning, grant reporting and fiscal compliance, purchasing, business licensing, parking citation administration, payroll, accounts payable, accounts receivable, and capital asset inventory control.

## FY 2021-22 ACCOMPLISHMENTS

- Submitted the City's Annual Comprehensive Financial Report (ACFR) for the fiscal year ended June 30, 2021 to the Government Finance Officers Association of the United States and Canada (GFOA) for the Certificate of Achievement for Excellence in Financial Reporting program and expect to receive this award for the 18<sup>th</sup> consecutive year
- Provided sound fiscal planning by utilizing strong budgetary controls and a five-year financial projection to ensure the continued fiscal health of the City
- Participated in the development of the expenditure plan and met all required reporting requirements for the \$7.3 million in federal American Rescue Plan Act funds to be received as a result of the COVID-19 pandemic
- Provided support to the City Manager's Office in the City Council's consideration of allowing cannabis businesses to operate in Santee
- Successfully led the development of the City's FY 2022-23 Operating Budget
- Provided fiscal and managerial support to various City projects such as the procurement of the Tyler Enterprise Permitting and Licensing land management system and the implementation of the Enterprise Fleet Management vehicle leasing program
- Participated in the implementation of the Licensing module of the Tyler Enterprise Permitting and Licensing land management system
- Assisted in the planning efforts for the dissolution of CSA 69 and the resulting impacts on fiscal operations

## FY 2022-23 GOALS AND OBJECTIVES

- Continue to identify and implement strategies to address unfunded liabilities including CalPERS retirement costs

## FY 2022-23 GOALS AND OBJECTIVES (CONTINUED)

- Submit the City's Annual Comprehensive Financial Report (ACFR) for the fiscal year ended June 30, 2022 to the Government Finance Officers Association of the United States and Canada (GFOA) for the Certificate of Achievement for Excellence in Financial Reporting program
- Complete the implementation of the Tyler Enterprise Permitting and Licensing land management system
- Identify financing options for the replacement of Fire Station No. 4
- Issue a Request for Proposals for consultant services and complete a Development Impact Fee study
- Lead the development of the City's FY 2023-34 Operating Budget and five-year Capital Improvement Program for Fiscal Years 2024 - 2028
- Develop an enhanced long-range financial planning model to better assist the City in its long-range fiscal planning efforts



# FINANCE BUDGET SUMMARY

FINANCE 1001.00.1501	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Personnel	\$ 1,126,993	\$ 1,187,070	\$ 1,374,620
Operations & Maintenance	146,467	235,590	208,540
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,273,461</b>	<b>\$ 1,422,660</b>	<b>\$ 1,583,160</b>

## SUMMARY OF FUNDED POSITIONS

Director of Finance/Treasurer	1.00	1.00	1.00
Finance Manager	1.00	1.00	1.00
Senior Accountant	-	-	1.00
Confidential Accountant	1.00	1.00	-
Confidential Payroll Specialist	1.00	1.00	1.00
Management Analyst	-	-	1.00
Procurement Specialist	1.00	1.00	1.00
Senior Account Clerk	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00
Account Clerk	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>8.00</b>	<b>8.00</b>	<b>9.00</b>



# FINANCE BUDGET SUMMARY

FINANCE 1001.00.1501	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>PERSONNEL</b>			
50010 Salaries & Wages - Regular	\$ 758,825	\$ 785,380	\$ 897,800
50020 Salaries & Wages - Part Time	12,607	14,400	-
50025 Overtime	10,521	12,000	12,600
50035 Vacation Cash Out	-	10,250	56,080
50040 Auto Allowance	4,200	4,200	4,200
50050 Retirement - PERS	83,288	83,870	94,880
50052 Retirement - Unfunded Liability	132,180	154,400	167,200
50055 Retirement - Part Time	-	540	-
50060 Medicare	11,400	11,810	14,070
50070 Health Insurance	93,893	99,930	117,730
50071 Dental Insurance	6,529	7,240	6,690
50072 OPEB Health	10,660	-	-
50075 Life Insurance	808	840	870
50076 Long Term Disability Insurance	2,144	2,210	2,500
50081 Unemployment Insurance	(61)	-	-
<b>Total Personnel</b>	<u>\$ 1,126,993</u>	<u>\$ 1,187,070</u>	<u>\$ 1,374,620</u>
<b>OPERATIONS &amp; MAINTENANCE</b>			
51010 Accounting/Auditing	\$ 30,934	\$ 46,300	\$ 51,170
51040 Expert/Consulting Services	51,121	112,000	74,500
51104 Subscriptions/Memberships	1,973	2,490	2,470
51110 Professional Development	1,409	9,200	10,100
51112 Mileage Reimbursement	14	100	100
51120 Printing & Duplicating	4,507	5,400	5,400
51121 Telephone & Fax	6,482	6,700	7,200
51122 Postage	5,218	5,200	5,200
51123 Advertising	179	350	350
51150 Bank Fees	29,538	29,500	33,000
51160 Materials & Supplies	3,779	6,000	5,600
51180 Electricity & Gas	9,810	10,400	11,500
51211 Repair/Maintenance - Equipment	1,503	1,950	1,950
<b>Total Operations &amp; Maintenance</b>	<u>\$ 146,467</u>	<u>\$ 235,590</u>	<u>\$ 208,540</u>
<b>GRAND TOTAL</b>	<u><u>\$ 1,273,461</u></u>	<u><u>\$ 1,422,660</u></u>	<u><u>\$ 1,583,160</u></u>



# FINANCE BUDGET DETAILS

<b>FINANCE 1001.00.1501</b>	<b>ACTUAL FY 2020-21</b>	<b>AMENDED FY 2021-22</b>	<b>PROPOSED FY 2022-23</b>
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## OPERATIONS & MAINTENANCE

**Accounting/Auditing** **\$ 30,934**   **\$ 46,300**   **\$ 51,170**

This appropriation will provide for independent financial statement audit services for the City, the Single Audit of federal awards and a franchise fee or transient occupancy tax audit. Also included is the preparation of the State Controller's Report of Financial Transactions, various demographic & statistical Information required for the Annual Comprehensive Financial Report ("ACFR") and the Government Finance Officers Association ACFR award application fee.

**Expert/Consulting Services** **51,121**   **112,000**   **74,500**

This appropriation will provide for the following contract services: property tax revenue analysis and reporting, sales tax revenue analysis and reporting, state mandated cost reimbursement claims, parking citation collection and administration, GASB 68 (pension) actuarial reporting, GASB 75 (OPEB) actuarial reporting, accounting software updates, special projects and general financial advisory services.

**Subscriptions/Memberships** **1,973**   **2,490**   **2,470**

This appropriation will provide for the following memberships: Government Finance Officers Association, California Municipal Treasurers Association, California Association of Public Purchasing Officers, the California Society of Municipal Finance Officers, and subscriptions for government and payroll updates.

**Professional Development** **1,409**   **9,200**   **10,100**

This appropriation provides for travel and attendance at professional association meetings, conferences, and seminars related to fiscal policy, management, governmental accounting and related issues. Included are costs related to the California Society of Municipal Finance Officers annual conference, Tyler Technologies annual users conference, the CalPERS Educational Forum, and the California Association of Public Purchasing Officers annual conference. Also included are the cost of miscellaneous professional association meetings, computer software application training and general professional development opportunities.

**Mileage Reimbursement** **14**   **100**   **100**

This appropriation will cover mileage reimbursement for use of personal vehicles while on City business.

**Printing & Duplicating** **4,507**   **5,400**   **5,400**

This appropriation will provide for printing of budget documents, the annual financial report, checks, business license forms, receipt and tax forms, general document copying and computer paper.

**Telephone & Fax** **6,482**   **6,700**   **7,200**

This appropriation will fund the cost of telephone and fax line charges for the department.



# FINANCE BUDGET DETAILS

<b>FINANCE 1001.00.1501</b>	<b>ACTUAL FY 2020-21</b>	<b>AMENDED FY 2021-22</b>	<b>PROPOSED FY 2022-23</b>
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## OPERATIONS & MAINTENANCE (CONTINUED)

<b>Postage</b>	<b>\$ 5,218</b>	<b>\$ 5,200</b>	<b>\$ 5,200</b>
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This appropriation will fund the cost of mailing vendor payments, business license renewals and certificates and other department correspondence.

<b>Advertising</b>	<b>179</b>	<b>350</b>	<b>350</b>
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This appropriation will provide for advertising of formal bids and other required public notices.

<b>Bank Fees</b>	<b>29,538</b>	<b>29,500</b>	<b>33,000</b>
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This appropriation will fund the fees to process credit card transactions, including online transactions, and the cost of armored car pickup of cash deposits.

<b>Materials &amp; Supplies</b>	<b>3,779</b>	<b>6,000</b>	<b>5,600</b>
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This appropriation provides for materials and supplies as required for operations such as letterhead, envelopes, printer toner and ink, small office equipment and furniture.

<b>Electricity &amp; Gas</b>	<b>9,810</b>	<b>10,400</b>	<b>11,500</b>
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This appropriation will fund the cost of electricity and gas allocated to the Finance Department.

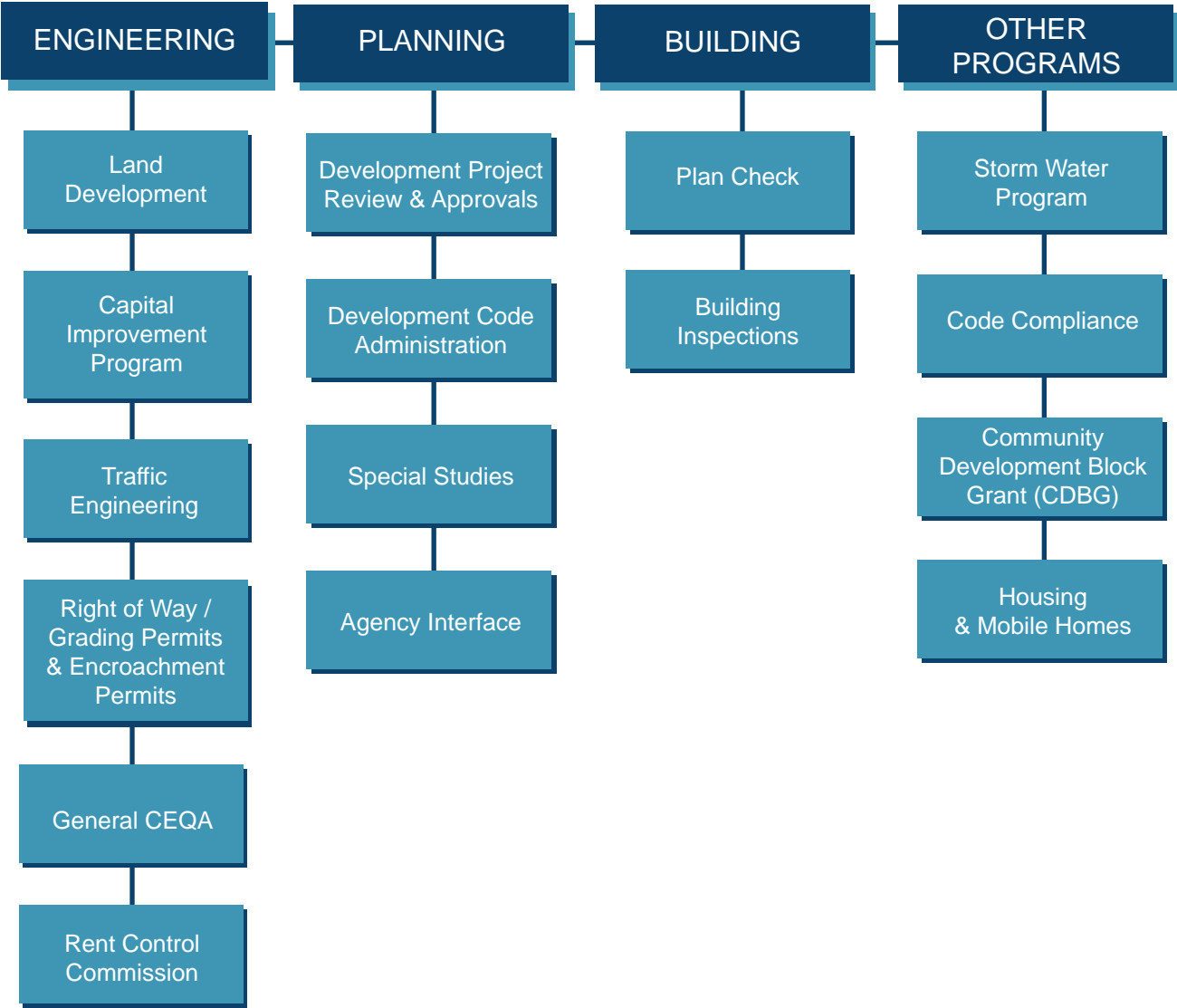
<b>Repair/Maintenance - Equipment</b>	<b>1,503</b>	<b>1,950</b>	<b>1,950</b>
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This appropriation will fund small office equipment repair and maintenance, in addition to the department's share of the copier pooled maintenance agreement.

<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>	<b>\$ 146,467</b>	<b>\$ 235,590</b>	<b>\$ 208,540</b>
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# DEVELOPMENT SERVICES





## DEVELOPMENT SERVICES BUDGET SUMMARY

DEVELOPMENT SERVICES	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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### SUMMARY OF EXPENDITURES

Engineering	\$ 2,330,691	\$ 2,655,890	\$ 2,880,410
Storm Water	139,055	58,115	140,370
Planning	1,276,770	1,894,700	1,331,370
Building	987,625	1,013,830	1,270,040
Code Compliance	130,874	164,010	167,970
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 4,865,015</u></b>	<b><u>\$ 5,786,545</u></b>	<b><u>\$ 5,790,160</u></b>

### SUMMARY OF FUNDED POSITIONS

Engineering	12.40	14.40	14.40
Storm Water	1.00	1.00	1.00
Planning	6.40	6.40	6.40
Building	-	-	1.00
Code Compliance	1.50	1.50	1.50
<b>TOTAL POSITIONS</b>	<b><u>21.30</u></b>	<b><u>23.30</u></b>	<b><u>24.30</u></b>

Note: The proposed personnel cost budget includes a pool of funding for hiring additional Building Division positions. Specific positions and salary bands will be determined during the fiscal year once approved by the City Council.

# DEVELOPMENT SERVICES – ENGINEERING

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## MISSION STATEMENT

Guiding sustainable development through community partnership and excellence in service.

## PROGRAM DESCRIPTION

The Engineering Division has the responsibility for Capital Improvements Program (CIP) project programming and implementation, Land Development engineering activities, Traffic Engineering, utility coordination, and the preparation of special studies and reports for the City Council.

The Capital Improvement Program section is responsible for the planning, programming, bidding, award and construction of all new City parks, bridge repairs, storm drain repair, paving and concrete repairs to roads, repair of City owned infrastructure, the large-scale maintenance, renovation and construction of City owned facilities, the coordination and management of emergency facility repairs, and performing construction inspections.

The Land Development section administers the Grading, Encroachment, Subdivision and Flood Damage Prevention Ordinances; provides public information on grading and encroachment permits; prepares and reviews grading and improvement plans, and administers the Storm Water Program.

The Traffic Engineering section is responsible for responding to and investigating citizen requests on traffic issues related to signage, striping, signal operation, traffic calming and improving traffic safety. The Traffic Engineering section is also responsible for maintenance of the City's street lights, traffic signals, street signage and roadway striping, carrying out traffic-related projects, seeking grant funding, and traffic review for development projects.

The Engineering Division also provides support for projects and programs of the Community Services Department, provides information to outside agencies, administers all right-of-way encroachments, applies for and administers roadway and safety grants and has program responsibility for several other funds including Flood Control, Santee Roadway Lighting District, TransNet, Regional Transportation Congestion Improvement Program (RTCIP) and Gas Tax.

## FY 2021-22 ACCOMPLISHMENTS

### Capital Improvement Program (CIP)

- Managed the construction of two street paving projects totaling 550,675 square feet of pavement overlays, 1,123,160 square feet of slurry and chip sealing, 1,028 square feet of concrete sidewalk, five accessible pedestrian ramps, 1,279 feet of curb and gutter
- Completed a report evaluating the remaining corrugated metal pipe (CMP) locations within the City to allow new priorities and funding needs to be established

## FY 2021-22 ACCOMPLISHMENTS (CONTINUED)

### Capital Improvement Program (CIP) (Continued)

- Continued the Caltrans right of way coordination for the SR-67/Woodside Avenue Intersection Improvement project for a proposed round-about
- Managed the completion of the City Council Chambers Upgrade project
- Managed the completion of the Santee Lakes CMP Replacement project
- Bid, awarded and began construction for the Citywide Concrete Repairs Citywide project
- Prepared the design-build RFPs, awarded and began construction for the Town Center Community Park West Ball Field Improvements and the Weston Park Playground projects
- Managed the installation of the first electric vehicle charging station at City Hall
- Managed the bid and construction of the Magnolia Avenue Bridge Repairs project

### Land Development

- Provided plan review and construction oversight for grading and improvements required for the Fanita Ranch entitlement, Mission Gorge Multi-Family, Robinson Lane Condominiums, Ariana Multifamily condominium, Walker Trails Subdivision, Summit Avenue Subdivision, Village Run Condominiums, HPC Office Building, Cuyamaca Service Station, Mission Gorge Road Service Station, Tower Glass Industrial Building, Riverview at Town Center Multifamily condominium project, Weston public improvements, The Ridge II at Lantern Crest, Woodspring Suites Hotel, Santee Townhomes, and other approved land development projects
- Completed coordination and plan review for the issuance of over 15 grading permits, 186 encroachment permits, several parcel/final maps, easements boundary adjustments, development permit applications, pre-applications and supported countless public inquiries/contacts at the community information counter, in addition to responding to storm water complaints and spills

### Traffic Engineering

- Completed the construction of the grant funded installation of street lights on Mission Gorge Road from SR 125 to Carlton Hills Boulevard and on Mast Boulevard in the vicinity of Santana High School
- Maintained the City's traffic signals, striping, signage, and street lights
- Investigated and responded to 120 citizen requests on traffic issues including traffic safety in a timely manner
- Re-striped approximately 6,000 feet of crosswalks and stop bars, and approximately 20,000 feet of lane lines on arterial, major and collector streets
- Reviewed and approved 102 traffic control plans for encroachment permits
- Installed four speed feed-back signs for traffic calming

## FY 2021-22 ACCOMPLISHMENTS (CONTINUED)

### Traffic Engineering (Continued)

- Completed design for the Magnolia Avenue Traffic Signal Upgrade project and started construction
- Completed the grant-funded Traffic Signal Visibility Enhancement project
- Submitted a Federal RAISE (Rebuilding America Infrastructure with Sustainability and Equity) grant application in the amount of \$25 million for SR 52 improvements
- Developed guidelines for implementing SB 743 that requires CEQA transportation impacts be based on VMT (Vehicle Miles Traveled)

## FY 2022-23 GOALS AND OBJECTIVES

### Capital Improvement Program (CIP)

- Plan, coordinate, and manage the construction of the Citywide Pavement Rehabilitation Program for major reconstruction and maintenance projects
- Bid and award the next phase of the CMP storm drain repair program based on re-prioritized locations
- Complete construction of the Woodside Avenue and SR-67 Intersection Improvement project
- Complete the construction of the following projects: Mesa Road/Prospect Avenue Intersection Improvements, and the Cuyamaca Street Right Turn Pocket.
- Complete the construction of the Concrete Repairs Citywide project and the current phase of the Citywide Trash Diversion Project
- Coordinate the design of the Santee Community Center at Town Center Community Park

### Land Development

- Continue occupancy inspections and improvement oversight on ongoing and upcoming development projects, including, Parcel 6 at Town Center, the Pure Flo site, Carlton Oaks Golf Course project, Woodspring Suites Hotel, Lantern Crest – Phase 4 and 5, Prospect Estates II, and Weston acceptance of public improvements
- Provide plan review and/or construction oversight for grading and improvements required for the hotel site at Town Center, Laurel Heights Subdivision, Lantern Crest Ridge II, Rancho Fanita Villas, Movie Theater at RiverView, D'Lazio, Karl Strauss Brewery, Cuyamaca Service Station, Mission Gorge Road Service Station, Walker Trails Subdivision, Riverview at Town Center Multifamily condominium project, Fanita Drive subdivision, Lake Canyon subdivision, Palm Tree subdivision at Prospect and Our Way, and other approved projects
- Close out the Sky Ranch project, including acceptance of right-of-way
- Implement electronic permit tracking and inspection software

## FY 2022-23 GOALS AND OBJECTIVES (CONTINUED)

### Land Development (Continued)

- Assist the public and development community by processing land development applications and requests for grading permits, building permits, and encroachments into the public right of way

### Traffic Engineering

- Continue to collaborate with Caltrans for implementing the Phase I improvements for SR-52, coordinating with developers and Caltrans on project development and related issues
- Continue to maintain the city's traffic signals, striping, signage, and street lights
- Continue to address requests on traffic issues including traffic safety in a timely manner
- Continue to pursue grant funding for traffic and safety related projects including smart signals
- Continue to review traffic control and development plans
- Install electronic traffic control devices for traffic calming
- Continue to implement the City's Transportation Improvement Master Plan to upgrade obsolete traffic signal controllers and communications (Smart System)
- Apply for grants in support of State Route 52 phased improvements
- Complete the Clock Tower Upgrade project
- Implement the Traffic Signal LED Replacement project



# ENGINEERING BUDGET SUMMARY

DEVELOPMENT SERVICES – ENGINEERING 1001.04.4101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Personnel	\$ 2,282,141	\$ 2,580,590	\$ 2,822,680
Operations & Maintenance	41,923	75,300	53,430
Capital Outlay	6,628	-	4,300
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,330,691</b>	<b>\$ 2,655,890</b>	<b>\$ 2,880,410</b>

## SUMMARY OF FUNDED POSITIONS

Director of Development Services	0.50	0.50	0.50
City Engineer	-	1.00	1.00
Principal Civil Engineer	2.00	2.00	2.00
Principal Traffic Engineer	1.00	1.00	1.00
Senior Management Analyst	0.45	0.45	0.45
Senior Civil Engineer	3.00	3.00	2.00
Senior Traffic Engineer	1.00	1.00	1.00
Associate Civil Engineer	1.00	1.00	2.00
Engineering Inspector	1.00	1.00	1.00
Assistant Engineer	1.00	1.00	1.00
Development Services Technician	0.50	0.50	0.50
Field Inspector	-	1.00	1.00
Administrative Secretary	0.95	0.95	0.95
<b>TOTAL POSITIONS</b>	<b>12.40</b>	<b>14.40</b>	<b>14.40</b>



# ENGINEERING BUDGET SUMMARY

DEVELOPMENT SERVICES – ENGINEERING 1001.04.4101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>PERSONNEL</b>			
50010 Salaries & Wages - Regular	\$ 1,570,837	\$ 1,669,955	\$ 1,871,510
50020 Salaries & Wages - Part Time	-	29,700	50,810
50025 Overtime	12,764	19,200	19,200
50035 Vacation Cash Out	-	86,215	19,120
50040 Auto Allowance	2,100	2,100	6,300
50050 Retirement - PERS	203,312	209,810	216,690
50052 Retirement - Unfunded Liability	269,869	310,960	355,510
50055 Retirement - Part Time	-	1,120	1,910
50060 Medicare	22,993	26,220	28,520
50070 Health Insurance	177,503	205,610	233,060
50071 Dental Insurance	11,684	13,680	12,080
50072 OPEB Health	4,970	-	-
50075 Life Insurance	1,243	1,380	1,450
50076 Long Term Disability Insurance	4,145	4,640	4,520
50080 Workers Compensation Insurance	-	-	2,000
50081 Unemployment Insurance	722	-	-
<b>Total Personnel</b>	<b>\$ 2,282,141</b>	<b>\$ 2,580,590</b>	<b>\$ 2,822,680</b>
<b>OPERATIONS &amp; MAINTENANCE</b>			
51040 Expert/Consulting Services	\$ 7,475	\$ 31,800	\$ 2,000
51104 Subscriptions/Memberships	1,641	2,000	2,500
51110 Professional Development	-	2,000	4,670
51112 Mileage Reimbursement	-	100	100
51120 Printing & Duplicating	510	2,000	1,500
51121 Telephone & Fax	11,674	12,300	12,500
51122 Postage	863	1,000	1,000
51123 Advertising	-	500	500
51160 Materials & Supplies	1,780	3,000	5,100
51165 Wearing Apparel	-	1,000	1,100
51180 Electricity & Gas	15,206	16,600	19,200
51211 Repair/Maintenance - Equipment	2,774	3,000	3,260
<b>Total Operations &amp; Maintenance</b>	<b>\$ 41,923</b>	<b>\$ 75,300</b>	<b>\$ 53,430</b>
<b>CAPITAL OUTLAY</b>			
60010 Office Equipment	\$ -	\$ -	\$ 500
60011 Computer Hardware/Software	1,779	-	-
60099 Other Capital Outlay	4,849	-	3,800
<b>Total Capital Outlay</b>	<b>\$ 6,628</b>	<b>\$ -</b>	<b>\$ 4,300</b>
<b>GRAND TOTAL</b>	<b>\$ 2,330,691</b>	<b>\$ 2,655,890</b>	<b>\$ 2,880,410</b>





# ENGINEERING BUDGET DETAILS

DEVELOPMENT SERVICES – ENGINEERING 1001.04.4101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## OPERATIONS & MAINTENANCE

<b>Expert/Consulting Services</b>	<b>\$ 7,475</b>	<b>\$ 31,800</b>	<b>\$ 2,000</b>
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This appropriation provides for consultant services for projects that are not covered by developer deposits or a capital account, including legal description preparation, review for easements or right of way dedications.

<b>Subscriptions/Memberships</b>	<b>1,641</b>	<b>2,000</b>	<b>2,500</b>
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This appropriation provides for staff professional memberships, licenses, and subscriptions.

<b>Professional Development</b>	<b>-</b>	<b>2,000</b>	<b>4,670</b>
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This appropriation provides for continuing professional and technical training and development, utilizing training and educational courses offered by various agencies and professional organizations. Travel and subsistence expenses incurred while conducting City business, attending training seminars and meetings of professional organizations are also covered by this account.

<b>Mileage Reimbursement</b>	<b>-</b>	<b>100</b>	<b>100</b>
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This appropriation provides for reimbursement of the expense of using a personal vehicle in the performance of assigned duties.

<b>Printing &amp; Duplicating</b>	<b>510</b>	<b>2,000</b>	<b>1,500</b>
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This appropriation provides for counter handouts, notices, grant applications and other printed materials. Materials include the Development Review Manual, Storm Water Mitigation Plan and Public Works Standards. Photo documentation of development projects, and generating maps, plans and exhibits are charged to this account. Document recording fees, photocopies and blueprints for the public are paid for by this account.

<b>Telephone &amp; Fax</b>	<b>11,674</b>	<b>12,300</b>	<b>12,500</b>
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This appropriation provides for the cost of telephone and fax machine charges.

<b>Postage</b>	<b>863</b>	<b>1,000</b>	<b>1,000</b>
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This appropriation provides for mailing correspondence, notices and other documents (i.e. plans, RFP's, legal documents, various reports). Certified mailings are also paid for by this account.

<b>Advertising</b>	<b>-</b>	<b>500</b>	<b>500</b>
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This appropriation provides for soliciting proposals for services, advertising for proposed ordinances and their revisions, public meetings and notices, which are not chargeable to deposits or capital accounts.



# ENGINEERING BUDGET DETAILS

DEVELOPMENT SERVICES – ENGINEERING 1001.04.4101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## OPERATIONS & MAINTENANCE (CONTINUED)

<b>Materials &amp; Supplies</b>	<b>\$ 1,780</b>	<b>\$ 3,000</b>	<b>\$ 5,100</b>
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This appropriation provides for various materials and supplies such as paper products, copy machine supplies, business cards, small office equipment, and furniture. The FY 2022-23 appropriation includes three new office chairs.

<b>Wearing Apparel</b>	<b>-</b>	<b>1,000</b>	<b>1,100</b>
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This appropriation provides for safety-related clothing including hard hats, rain boots, and high-visibility vests and jackets.

<b>Electricity &amp; Gas</b>	<b>15,206</b>	<b>16,600</b>	<b>19,200</b>
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This appropriation provides for cost of electricity and gas allocated to the Engineering Division.

<b>Repair/Maintenance - Equipment</b>	<b>2,774</b>	<b>3,000</b>	<b>3,260</b>
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This appropriation provides for service contracts and as-needed repairs for miscellaneous office equipment, including the Engineering Division's share of the copier pooled maintenance agreement and the large format plan copier.

<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>	<b><u>\$ 41,923</u></b>	<b><u>\$ 75,300</u></b>	<b><u>\$ 53,430</u></b>
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## CAPITAL OUTLAY

<b>Office Equipment</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500</b>
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This appropriation provides for the Engineering Division's share of a new department refrigerator.

<b>Computer Hardware/Software</b>	<b>1,779</b>	<b>-</b>	<b>-</b>
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This appropriation provided a new laptop for the Engineering Inspector to conduct field work.

<b>Other Capital Outlay</b>	<b>4,849</b>	<b>-</b>	<b>3,800</b>
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This appropriation provides for the completion of partition glass installation between staff cubicles and hallways and to replace makeshift barriers.

<b>TOTAL CAPITAL OUTLAY</b>	<b><u>\$ 6,628</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 4,300</u></b>
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# DEVELOPMENT SERVICES – STORM WATER

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## MISSION STATEMENT

To implement programs that protect and enhance surface water quality within the City of Santee. Strive to keep the City in compliance with the Regional Storm Water Permit and coordinate on regional program implementation. Increase cooperation between City Departments/Divisions to achieve compliance expectations and reduce risk. Participate in Co-Permittee workgroups and advocate for improvements to policies and regulations.

## PROGRAM DESCRIPTION

The San Diego River flows through the center of our city, making it one of the city's most prominent features and a major part of our city's parks and trails system. The river and associated trails and open space are a draw for residents, businesses and outdoor enthusiasts alike. As such, the City's Storm Water Program makes it a priority to protect this valuable resource and strives to comply with all federal, state and local regulations which pertain to protecting water quality. Through the implementation of a suite of programs, the City works to prevent pollution and eliminate discharges to the storm water conveyance system and waterways to the maximum extent practicable. Program components include; development and planning review, construction site compliance, commercial and industrial business inspections, documentation of the routine maintenance of the City's storm water conveyance systems, community education and outreach, regional coordination, complaint/hotline response, water quality monitoring (sampling), and residential area program implementation.

## FY 2021-22 ACCOMPLISHMENTS

- Collaborated with 21 other local jurisdictions (Co-Permittees) to develop and implement regional education, monitoring, land development programs, cost-share budgets and reporting to the State
- Provided feedback to Regional Water Quality Control Board staff regarding pending regulations and permits
- Participated in developing a regional strategy, implementation plan, correspondence, and reports addressing requirements under the Bacteria Investigative Order and pending Time Sensitive Order (TSO)
- Implemented program components of the City's Jurisdictional Plans and the San Diego River Water Quality Improvement Plan
- Provided outreach and education via online methods, due to the Covid-19 pandemic
- Worked on phase two implementation of the City's Trash Order compliance plan
- Facilitated multiple contracts to help manage storm water related tasks and duties
- Conducted a special monitoring study to narrow down locations where human contributions of bacteria to the storm drain system are identified within the City
- Collaborated with several departments on the application for a Hazard Mitigation Grant to remove invasive and plants and create defensible spaces in the San Diego River

## FY 2022-23 GOALS AND OBJECTIVES

- Continue to review, develop and implement programs which protect Santee's water ways
- Strive to ensure that the City of Santee remains in compliance with applicable water quality laws and regulations
- Continuously seek process improvements for existing efforts and infrastructure maintenance programs
- Facilitate the use of GIS map layers which will display the inventory of businesses and structural Best Management Practices (BMPs) inventory so that staff can further strategize efforts
- Seek to decrease human sourced bacteria in our storm drain system by performing additional microbial source tracking, and identifying a suite of structural controls which may be utilized to address “hot spots”
- Continue to monitor and ensure the timely implementation of the Trash Order compliance plan
- Continue to collaborate with other named parties to implement the monitoring plan in accordance with the Bacteria Investigative Order
- Regularly participate in the co-permittee workgroups and work towards collaboratively addressing common regulatory requirements
- Continue to work collaboratively with the likely hazard mitigation grant approval efforts to reduce hazards in the San Diego River by removing invasive plants in an effort to improve water quality through management of the vegetation



# STORM WATER BUDGET SUMMARY

DEVELOPMENT SERVICES – STORM WATER 1001.04.4102	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Personnel	<u>\$ 139,055</u>	<u>\$ 58,115</u>	<u>\$ 140,370</u>
<b>TOTAL EXPENDITURES</b>	<u><u>\$ 139,055</u></u>	<u><u>\$ 58,115</u></u>	<u><u>\$ 140,370</u></u>

## SUMMARY OF FUNDED POSITIONS

Storm Water Program Manager	1.00	1.00	-
Storm Water Program Coordinator	<u>-</u>	<u>-</u>	<u>1.00</u>
<b>TOTAL POSITIONS</b>	<u><u>1.00</u></u>	<u><u>1.00</u></u>	<u><u>1.00</u></u>



# STORM WATER BUDGET SUMMARY

DEVELOPMENT SERVICES – STORM WATER 1001.04.4102	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>PERSONNEL</b>			
50010 Salaries & Wages - Regular	\$ 89,635	\$ 29,450	\$ 92,420
50020 Salaries & Wages - Part Time	4,809	-	-
50025 Overtime	-	300	300
50050 Retirement - PERS	6,589	2,730	8,450
50052 Retirement - Unfunded Liability	16,420	18,840	18,820
50055 Retirement - Part Time	180	-	-
50060 Medicare	1,369	430	1,350
50070 Health Insurance	17,266	5,830	17,770
50071 Dental Insurance	1,186	370	870
50072 OPEB Health	420	-	-
50075 Life Insurance	94	40	100
50076 Long Term Disability Insurance	288	125	290
50081 Unemployment Insurance	798	-	-
<b>Total Personnel</b>	<u>\$ 139,055</u>	<u>\$ 58,115</u>	<u>\$ 140,370</u>
<b>GRAND TOTAL</b>	<u><u>\$ 139,055</u></u>	<u><u>\$ 58,115</u></u>	<u><u>\$ 140,370</u></u>

# DEVELOPMENT SERVICES – PLANNING

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## MISSION STATEMENT

Guiding sustainable development through community partnership and excellence in service.

## PROGRAM DESCRIPTION

The Planning Division administers planning and development of the City's residential communities, commercial and industrial centers, community parks, and open space preserves. Within this framework, the Planning Division provides long-range planning and policy analysis through the preparation, maintenance, and administration of the General Plan and Town Center Specific Plan. Implementation of the physical development process requires coordination with other local, regional, state, and federal agencies to ensure consistency with local regulations, regional policy, and state and federal laws.

The Planning Division budget focuses resources on essential short-term and long-range planning services to meet the City's strategic goals and those mandated by the State, to include the California Environmental Quality Act, accommodation of housing, measures that protect water quality, and measures that satisfy the State's greenhouse gas emission reduction goals. The Planning Division's budget is based on the continuation of essential, mandated, and City Council directed services related to planning activities.

## FY 2021-22 ACCOMPLISHMENTS

- Adopted the sixth update to the Housing Element, an eight-year program outlining goals, policies, and programs to support residential development at all income levels
- Developed and submitted the calendar year 2021 housing report to the City Council and California Department of Housing and Community Development
- Worked in coordination with the City Attorney's Office to craft an Essential Housing Ordinance to streamline housing development
- Prepared and posted conceptual plans of accessory dwelling units on the City website for public use
- Applied for and was awarded a \$150,000 State grant and a \$264,000 SANDAG grant to assist with the Housing Element implementation
- Facilitated municipal code updates to Titles 9 and 13 of the Santee Municipal Code to reduce regulations on accessory dwelling units and junior accessory dwelling units, ministerially approve lot splits in single-family zones without need for discretionary review or public hearing, and allow staff to ministerial approve "essential housing project" applications for housing developments without need for discretionary review or public hearing

## FY 2021-22 ACCOMPLISHMENTS (CONTINUED)

- Began working with Tyler Technologies to implement a digital land management system that will manage and report on the vast majority of processes in the department including building permits, grading permits, planning discretionary actions, code enforcement, storm water activities, and all related inspections
- Initiated an update to the General Plan and Town Center Specific Plan to develop an arts and entertainment overlay that will encourage a concentration of arts, cultural, and entertainment-oriented uses
- Processed a variety of land use applications such as Conditional Use Permits, Tentative Maps, Parcel Maps, and Development Review Permits
- Assisted with department mapping needs and keeping the City's Development Map up to date
- Remained open to the general public for all services throughout the COVID-19 pandemic. Including zoning inquiries and general development questions from the public, site inspections, and public counter service.
- Began using a digital dashboard available to the public for tracking Greenhouse Gas emission reductions associated with implementation of the Sustainable Santee Plan (SSP)
- Continued work on the Safety and Environmental Justice Element of the General Plan
- Submitted a grant application to SANDAG for restoration of habitat on Tank Hill impacted by fire
- Completed environmental review for capital improvement projects, Community Development Block Grant (CDBG) projects and the Active Santee Plan
- Continued to work with the wildlife agencies to complete Santee's MSCP Subarea Plan

## FY 2022-23 GOALS AND OBJECTIVES

- Complete the implementation of the Tyler Enterprise Permitting and Licensing automated land management and permitting system
- Implement changes to the delivery of building and inspection services in accordance with City Council direction
- Present for adoption the updated Safety and Environmental Justice Element
- Continue to seek out grants to assist with planning efforts
- Participate in SANDAG's technical working groups focused on environmental programs, energy conservation/sustainability, and population and housing forecasts (Series 14)
- Facilitate on-going implementation of the Sustainable Santee Plan
- Record the Restrictive Covenants for completed restoration work in Woodglen Vista Creek and Forester Creek



## FY 2022-23 GOALS AND OBJECTIVES (CONTINUED)

- Ongoing review of the municipal code for compliance with new State laws, the elimination of code discrepancies, and consideration of new permitted or conditionally permitted land uses
- Create objective standards for housing development projects and apply streamlined review processes to the related entitlements
- Amend the Town Center Specific Plan to enlarge the Arts and Entertainment District Overlay boundary and develop a master plan that includes standards for public outdoor spaces (plaza and pathways) and compatible mixed uses
- Develop a GIS story map of the City's development and CIP projects
- Continue to work with the wildlife agencies to complete Santee's MSCP Subarea Plan and prepare the associated CEQA and NEPA documents
- Continue processing the development of the cannabis ordinance and prepare the Initial Study / Mitigated Negative Declaration



# PLANNING BUDGET SUMMARY

DEVELOPMENT SERVICES – PLANNING 1001.04.4106	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Personnel	\$ 1,104,594	\$ 1,213,850	\$ 1,230,660
Operations & Maintenance	172,176	680,850	100,210
Capital Outlay	-	-	500
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,276,770</b>	<b>\$ 1,894,700</b>	<b>\$ 1,331,370</b>

## SUMMARY OF FUNDED POSITIONS

Director of Development Services	0.50	0.50	0.50
Principal Planner	1.00	1.00	1.00
Senior Management Analyst	0.45	0.45	0.45
Senior Planner	1.00	1.00	1.00
Development Services Technician	0.50	0.50	0.50
Associate Planner	2.00	2.00	2.00
Administrative Secretary	0.95	0.95	0.95
<b>TOTAL POSITIONS</b>	<b>6.40</b>	<b>6.40</b>	<b>6.40</b>



# PLANNING BUDGET SUMMARY

DEVELOPMENT SERVICES – PLANNING 1001.04.4106	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>PERSONNEL</b>			
50010 Salaries & Wages - Regular	\$ 646,806	\$ 670,925	\$ 704,200
50020 Salaries & Wages - Part Time	145,882	179,520	168,130
50025 Overtime	214	-	800
50035 Vacation Cash Out	-	25,865	2,550
50040 Auto Allowance	2,100	2,100	2,100
50050 Retirement - PERS	82,666	86,510	82,590
50052 Retirement - Unfunded Liability	111,000	125,500	142,830
50055 Retirement - Part Time	(172)	1,110	610
50060 Medicare	11,528	12,740	12,730
50070 Health Insurance	92,985	99,990	105,590
50071 Dental Insurance	6,366	7,000	5,900
50072 OPEB Health	2,470	-	-
50075 Life Insurance	639	650	650
50076 Long Term Disability Insurance	1,898	1,940	1,980
50081 Unemployment Insurance	212	-	-
<b>Total Personnel</b>	<u>\$ 1,104,594</u>	<u>\$ 1,213,850</u>	<u>\$ 1,230,660</u>
<b>OPERATIONS &amp; MAINTENANCE</b>			
51040 Expert/Consulting Services	\$ 149,814	\$ 647,950	\$ 61,200
51104 Subscriptions/Memberships	3,109	3,400	3,400
51110 Professional Development	55	2,000	4,000
51112 Mileage Reimbursement	-	100	100
51120 Printing & Duplicating	400	1,000	2,000
51121 Telephone & Fax	5,298	5,600	5,900
51122 Postage	885	1,900	2,500
51123 Advertising	1,117	5,500	6,000
51160 Materials & Supplies	1,054	2,300	3,200
51180 Electricity & Gas	9,074	9,600	10,600
51211 Repair/Maintenance - Equipment	1,370	1,500	1,310
<b>Total Operations &amp; Maintenance</b>	<u>\$ 172,176</u>	<u>\$ 680,850</u>	<u>\$ 100,210</u>
<b>CAPITAL OUTLAY</b>			
60010 Office Equipment	\$ -	\$ -	\$ 500
<b>Total Capital Outlay</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 500</u>
<b>GRAND TOTAL</b>	<u><u>\$ 1,276,770</u></u>	<u><u>\$ 1,894,700</u></u>	<u><u>\$ 1,331,370</u></u>



# PLANNING BUDGET DETAILS

DEVELOPMENT SERVICES – PLANNING 1001.04.4106	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## OPERATIONS & MAINTENANCE

<b>Expert/Consulting Services</b>	<b>\$ 149,814</b>	<b>\$ 647,950</b>	<b>\$ 61,200</b>
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This appropriation provides for consultant services for projects that are not covered by deposits or capital projects including \$56,200 for consulting services to update the Sustainable Santee Plan.

<b>Subscriptions/Memberships</b>	<b>3,109</b>	<b>3,400</b>	<b>3,400</b>
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This appropriation provides for professional memberships and subscriptions including four memberships in American Planning Association/American Institute of Certified Planners.

<b>Professional Development</b>	<b>55</b>	<b>2,000</b>	<b>4,000</b>
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This appropriation provides for staff's continuing professional and technical training and development, utilizing training and educational courses offered by various agencies and professional organizations. Travel and subsistence expenses incurred while conducting City business, attending training seminars and meetings of professional organizations are also covered by this account.

<b>Mileage Reimbursement</b>	<b>-</b>	<b>100</b>	<b>100</b>
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This appropriation provides for reimbursement of the expense of using a personal vehicle in the performance of assigned duties.

<b>Printing &amp; Duplicating</b>	<b>400</b>	<b>1,000</b>	<b>2,000</b>
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This appropriation provides for counter handouts, public hearing notices, grant applications and other printed materials. Materials include the Zoning Ordinance and General Plan Update/Land Use Map. Photo documentation of development projects, and generating maps, plans and exhibits are charged to this account. Document recording fees, photocopies and blueprints for the public are paid for by this account.

<b>Telephone &amp; Fax</b>	<b>5,298</b>	<b>5,600</b>	<b>5,900</b>
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This appropriation provides for the cost of telephone and fax machine charges.

<b>Postage</b>	<b>885</b>	<b>1,900</b>	<b>2,500</b>
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This appropriation provides for mailing Division correspondence, hearing notices, EIR's and other documents (i.e. plans, RFP's, legal documents, various reports). Certified mailings are also paid for by this account.

<b>Advertising</b>	<b>1,117</b>	<b>5,500</b>	<b>6,000</b>
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This appropriation provides for soliciting proposals for services and advertising for proposed ordinances and their revisions, environmental documents, public meetings and public notices, which are not chargeable to deposit or capital accounts.



# PLANNING BUDGET DETAILS

DEVELOPMENT SERVICES – PLANNING 1001.04.4106	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## OPERATIONS & MAINTENANCE (CONTINUED)

<b>Materials &amp; Supplies</b>	<b>\$ 1,054</b>	<b>\$ 2,300</b>	<b>\$ 3,200</b>
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This appropriation provides for various materials and supplies such as paper products, copy machine supplies, business cards, and technical publications. The FY 2022-23 appropriation includes one new office chair.

<b>Electricity &amp; Gas</b>	<b>9,074</b>	<b>9,600</b>	<b>10,600</b>
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This appropriation provides for the cost of electricity and gas allocated to the Planning Division.

<b>Repair/Maintenance - Equipment</b>	<b>1,370</b>	<b>1,500</b>	<b>1,310</b>
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This appropriation provides for service contracts and as-needed repairs for miscellaneous office equipment, including the Planning Division's share of the copier pooled maintenance agreement and the large format plan copier.

<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>	<b><u>\$ 172,176</u></b>	<b><u>\$ 680,850</u></b>	<b><u>\$ 100,210</u></b>
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## CAPITAL OUTLAY

<b>Office Equipment</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500</b>
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This appropriation is to fund the Planning Division's share of a new department refrigerator.

<b>TOTAL CAPITAL OUTLAY</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 500</u></b>
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# DEVELOPMENT SERVICES – BUILDING

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## PROGRAM DESCRIPTION

The Building Division disseminates information related to construction codes and ordinances, construction materials and methods, state energy conservation requirements and disabled accessibility regulations. This Division performs technical plan review and field inspection services, and coordinates permit approvals with City departments and outside agencies (County Health Department, Padre Dam Municipal Water District, School Districts, and Air Pollution Control District). The Building Division performs plan checks, issues building permits and verifies that work is completed in accordance with codes and state regulations. The Building Division is responsible for compliance with California Title 24 and other state-related mandates governing accessibility. The Building Division works collaboratively with the Code Compliance Division to evaluate substandard structures.

Building Division activities are accomplished through contract with a professional firm specializing in these services. Additionally, the Building Division produces weekly, monthly and annual reports that are submitted to the United States Census Bureau, the State Department of Finance, and the County Assessor.

## FY 2021-22 ACCOMPLISHMENTS

- Issued over 2,000 permits with a total value of over \$30 million for new residential structures, over \$10 million for commercial/industrial structures additions/alterations and \$20 million for residential building additions/alteration
- Conducted over 7,500 inspections including final inspections of new buildings, completed tenant improvements, and completed residential additions/alterations
- Provided an increased level of support on code compliance cases
- Began enforcement of Tier 2 California Green Code voluntary measures which were made mandatory by the Santee City Council with the adoption of the Sustainable Santee Plan
- Provided daily customer service to walk-in customers, and via email and telephone

## FY 2022-23 GOALS AND OBJECTIVES

- Enhance and implement a customer service program focusing on efficient quality services related to permit issuance and information dissemination through the city's website
- Perform plan checks and inspections that are estimated to represent \$30 million in valuation for new residential structures and \$20 million for commercial structures
- Maintain a tracking system for the performance measurements of key service areas, including response times for public record requests, public inquiries and permit review turn-around times
- Provide responses to public record requests within five working days to the City Clerk
- Continue to provide next-day field inspection service
- Conduct and document plan check reviews with an initial turn-around review within five to 15 business days and within 10 business days for subsequent reviews

## FY 2022-23 GOALS AND OBJECTIVES (CONTINUED)

- Work with other development-related divisions and the Fire Department to implement the new Tyler Enterprise Permitting and Licensing automated permit and workflow processing software system
- Conduct a minimum of three educational workshops on Americans with Disabilities Act accessibility requirements
- Track construction and demolition debris forms at building permit intake to facilitate reports to the State
- Effectively transition from a consultant staffed operation to one primarily operated by City personnel



# BUILDING BUDGET SUMMARY

DEVELOPMENT SERVICES – BUILDING 1001.04.4108	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Personnel	\$ -	\$ -	\$ 355,690
Operations & Maintenance	987,625	1,013,830	912,010
Capital Outlay	-	-	2,340
<b>TOTAL EXPENDITURES</b>	<b>\$ 987,625</b>	<b>\$ 1,013,830</b>	<b>\$ 1,270,040</b>

## SUMMARY OF FUNDED POSITIONS

Building Official	-	-	1.00
<p>A pool of funding for hiring additional positions is included in the proposed personnel cost budget. Specific positions and salary bands will be determined during the fiscal year once approved by the City Council.</p>			
<b>TOTAL POSITIONS</b>	<b>-</b>	<b>-</b>	<b>1.00</b>





# BUILDING BUDGET SUMMARY

DEVELOPMENT SERVICES – BUILDING 1001.04.4108	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>PERSONNEL</b>			
50010 Salaries & Wages - Regular	\$ -	\$ -	\$ 274,040
50040 Auto Allowance	-	-	4,200
50050 Retirement - PERS	-	-	25,290
50060 Medicare	-	-	4,030
50070 Health Insurance	-	-	44,420
50071 Dental Insurance	-	-	2,690
50075 Life Insurance	-	-	250
50076 Long Term Disability Insurance	-	-	770
<b>Total Personnel</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 355,690</b>
<b>OPERATIONS &amp; MAINTENANCE</b>			
51040 Expert/Consulting Services	\$ 978,408	\$ 1,002,530	\$ 859,650
51104 Subscriptions/Memberships	-	-	2,000
51110 Professional Development	-	-	10,000
51120 Printing & Duplicating	481	1,000	3,000
51121 Telephone & Fax	2,535	2,700	11,200
51122 Postage	1	100	100
51160 Materials & Supplies	619	1,500	10,900
51180 Electricity & Gas	4,905	5,200	14,700
51211 Repair/Maintenance - Equipment	677	800	460
<b>Total Operations &amp; Maintenance</b>	<b>\$ 987,625</b>	<b>\$ 1,013,830</b>	<b>\$ 912,010</b>
<b>CAPITAL OUTLAY</b>			
60010 Office Equipment	\$ -	\$ -	\$ 2,340
<b>Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,340</b>
<b>GRAND TOTAL</b>	<b>\$ 987,625</b>	<b>\$ 1,013,830</b>	<b>\$ 1,270,040</b>



# BUILDING BUDGET DETAILS

DEVELOPMENT SERVICES – BUILDING 1001.04.4108	ACTUAL FY 2020-21	AMENDED FY 2021-22	PRPOSED FY 2022-23
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## OPERATIONS & MAINTENANCE

<b>Expert/Consulting Services</b>	<b>\$ 978,408</b>	<b>\$ 1,002,530</b>	<b>\$ 859,650</b>
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This appropriation provides for contract building plan check and inspection services.

<b>Subscriptions/Memberships</b>	-	-	<b>2,000</b>
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This appropriation provides for professional memberships and subscriptions for new Building Division staff.

<b>Professional Development</b>	-	-	<b>10,000</b>
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This appropriation provides for professional and technical training and development, utilizing training and educational courses offered by various agencies and professional organizations. Travel and subsistence expenses incurred while conducting City business, attending training seminars and meetings of professional organizations are also covered by this account.

<b>Printing &amp; Duplicating</b>	<b>481</b>	<b>1,000</b>	<b>3,000</b>
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This appropriation provides for printing of forms and records, including permit forms, and informational handouts.

<b>Telephone &amp; Fax</b>	<b>2,535</b>	<b>2,700</b>	<b>11,200</b>
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This appropriation provides for telephone and fax services.

<b>Postage</b>	<b>1</b>	<b>100</b>	<b>100</b>
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This appropriation provides for the mailing of correspondence.

<b>Materials &amp; Supplies</b>	<b>619</b>	<b>1,500</b>	<b>10,900</b>
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This appropriation provides for various materials and supplies such as paper products, copy machine supplies, business cards, and technical publications. The FY 2022-23 appropriation includes two new office chairs.

<b>Electricity &amp; Gas</b>	<b>4,905</b>	<b>5,200</b>	<b>14,700</b>
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This appropriation provides for the cost of electricity and gas.

<b>Repair/Maintenance - Equipment</b>	<b>677</b>	<b>800</b>	<b>460</b>
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This appropriation provides for service contracts and as-needed repairs for miscellaneous office equipment. This appropriation will cover the department's share of the copier pooled maintenance agreement.

<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>	<b>\$ 987,625</b>	<b>\$ 1,013,830</b>	<b>\$ 912,010</b>
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# BUILDING BUDGET DETAILS

<b>DEVELOPMENT SERVICES – BUILDING 1001.04.4108</b>	<b>ACTUAL FY 2020-21</b>	<b>AMENDED FY 2021-22</b>	<b>PROPOSED FY 2022-23</b>
<b>CAPITAL OUTLAY</b>			
<b>Office Equipment</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,340</b>
This appropriation is to fund the Division's share of office equipment needed for new staff.			
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,340</b>

# DEVELOPMENT SERVICES – CODE COMPLIANCE

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## PROGRAM DESCRIPTION

The Code Compliance Division works with the community to maintain a safe, healthy and attractive environment, and to preserve and improve the overall quality of life within Santee's neighborhoods. As such, this Division interfaces with the public to resolve complaints. This Division resolves zoning violations involving property maintenance and land use issues, construction-related issues involving unsafe buildings and non-permitted work, animal complaints, non-permitted signs, inoperable vehicles, junk and debris, parking enforcement, and assists with illicit discharges into the City's municipal storm drain system. The Abandoned Property and Weed Abatement Programs are administered in this Division and to accomplish this the Code Compliance Division coordinates with other agencies such as the County Sheriff's Department, Fire Prevention Services, County Vector Control, County Health Department and Animal Services.

## FY 2021-22 ACCOMPLISHMENTS

- Involved in tracking and resolving numerous storm water violations
- Continued to resolve long-standing code compliance cases through receivership and court warrants
- Responded to approximately 2,000 questions and complaints; resolved approximately 800 violations, including non-permitted work, non-permitted uses, property maintenance issues, weed abatement, inoperative vehicles, unpermitted signs, animals, and vacant properties involving approximately 2,200 field inspections
- Processed approximately 890 parking enforcement requests, and issued over 290 parking citations. Increased enforcement in areas with large numbers of complaints, and facilitated the installation of "No Overnight Parking" signs for oversize vehicles in other areas which resulted in less abandoned vehicle (72-hour violation) citations.
- Obtained CLETS certification to better assist the Sheriff's Department with enforcement of parking violations
- Continued to liaison with the County Sheriff's Department and the City Attorney's Office

## FY 2022-23 GOALS AND OBJECTIVES

- Continue to implement the City's Code Compliance Program and Weed Abatement Program
- Continue to identify issues facing neighborhoods and communities and deploy necessary resources to best address and resolve such matters
- Use advisory notices to encourage voluntary correction of less serious code violations that do not pose an imminent and serious hazard to life, health or the environment
- Participate in the newly formed Homeless Response Team

## FY 2022-23 GOALS AND OBJECTIVES (CONTINUED)

- Participate in the California Association of Code Enforcement Officers (CACEO)
- Fully integrate case tracking and online complaint submittals, including in-the-field recording of inspections and issuing notices of violations electronically, as supported by the Tyler Enterprise Permitting and Licensing automated permit system



# CODE COMPLIANCE BUDGET SUMMARY

DEVELOPMENT SERVICES – CODE COMPLIANCE 1001.04.2401	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Personnel	\$ 125,039	\$ 155,150	\$ 157,920
Operations & Maintenance	5,834	8,860	9,730
Capital Outlay	-	-	320
<b>TOTAL EXPENDITURES</b>	<b>\$ 130,874</b>	<b>\$ 164,010</b>	<b>\$ 167,970</b>

## SUMMARY OF FUNDED POSITIONS

Code Compliance Officer	1.00	1.00	1.00
Code Compliance Assistant	0.50	0.50	0.50
<b>TOTAL POSITIONS</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>



# CODE COMPLIANCE BUDGET SUMMARY

DEVELOPMENT SERVICES – CODE COMPLIANCE 1001.04.2401	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>PERSONNEL</b>			
50010 Salaries & Wages - Regular	\$ 97,274	\$ 100,580	\$ 103,320
50020 Salaries & Wages - Part Time	-	22,010	22,780
50035 Vacation Cash Out	-	3,190	-
50050 Retirement - PERS	7,519	7,550	7,570
50052 Retirement - Unfunded Liability	17,810	18,810	21,410
50055 Retirement - Part Time	-	830	-
50060 Medicare	1,410	1,830	1,830
50071 Dental Insurance	-	-	550
50072 OPEB Health	630	-	-
50075 Life Insurance	124	110	150
50076 Long Term Disability Insurance	272	240	310
<b>Total Personnel</b>	<u>\$ 125,039</u>	<u>\$ 155,150</u>	<u>\$ 157,920</u>
<b>OPERATIONS &amp; MAINTENANCE</b>			
51040 Expert/Consulting Services	\$ -	\$ 100	\$ 100
51104 Subscriptions/Memberships	-	200	700
51110 Professional Development	-	200	200
51112 Mileage Reimbursement	-	100	100
51120 Printing & Duplicating	431	1,000	1,000
51121 Telephone & Fax	1,270	1,300	1,600
51122 Postage	1,219	1,400	1,400
51123 Advertising	357	500	500
51160 Materials & Supplies	503	1,400	1,000
51165 Wearing Apparel	-	200	400
51180 Electricity & Gas	1,839	2,100	2,200
51211 Repair/Maintenance - Equipment	214	360	530
<b>Total Operations &amp; Maintenance</b>	<u>\$ 5,834</u>	<u>\$ 8,860</u>	<u>\$ 9,730</u>
<b>CAPITAL OUTLAY</b>			
60010 Office Equipment	\$ -	\$ -	\$ 320
<b>Total Capital Outlay</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 320</u>
<b>GRAND TOTAL</b>	<u><u>\$ 130,874</u></u>	<u><u>\$ 164,010</u></u>	<u><u>\$ 167,970</u></u>



# CODE COMPLIANCE BUDGET DETAILS

DEVELOPMENT SERVICES – CODE COMPLIANCE 1001.04.2401	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## OPERATIONS & MAINTENANCE

<b>Expert/Consulting Services</b>	\$ -	\$ 100	\$ 100
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This appropriation provides for preparation of title reports.

<b>Subscriptions/Memberships</b>	-	200	700
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This appropriation provides for annual membership in the CA Association of Code Enforcement Officers and subscription to a web-based contact information locator.

<b>Professional Development</b>	-	200	200
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This appropriation provides for registration for professional conferences and training seminars, including the CA Association of Code Enforcement Officers annual conference.

<b>Mileage Reimbursement</b>	-	100	100
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This appropriation provides for reimbursement of the expense of using a personal vehicle in the performance of assigned duties.

<b>Printing &amp; Duplicating</b>	431	1,000	1,000
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This appropriation provides for production of Division correspondence and forms.

<b>Telephone &amp; Fax</b>	1,270	1,300	1,600
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This appropriation provides for the cost of telephones and fax machine.

<b>Postage</b>	1,219	1,400	1,400
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This appropriation provides for mailing Division correspondence, including certified mail.

<b>Advertising</b>	357	500	500
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This appropriation provides for notice of nuisance abatement hearings and tax liens.

<b>Materials &amp; Supplies</b>	503	1,400	1,000
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This account provides for the purchase of office supplies, reference books, safety equipment, and other supplies.

<b>Wearing Apparel</b>	-	200	400
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This appropriation provides for safety-related clothing including hard hats, rain boots, and high-visibility vests and jackets.

<b>Electricity &amp; Gas</b>	1,839	2,100	2,200
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This appropriation provides for the cost of electricity and gas allocated to the Code Enforcement Division.





# CODE COMPLIANCE BUDGET DETAILS

DEVELOPMENT SERVICES – CODE COMPLIANCE 1001.04.2401	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## OPERATIONS & MAINTENANCE (CONTINUED)

<b>Repair/Maintenance - Equipment</b>	<b>\$ 214</b>	<b>\$ 360</b>	<b>\$ 530</b>
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This appropriation provides for service contracts and as-needed repairs for miscellaneous office equipment, including the Code Compliance Division's share of the copier pooled maintenance agreement.

<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>	<b>\$ 5,834</b>	<b>\$ 8,860</b>	<b>\$ 9,730</b>
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## CAPITAL OUTLAY

<b>Office Equipment</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 320</b>
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This appropriation provides for the Code Compliance Division's share of a new department refrigerator.

<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 320</b>
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# COMMUNITY SERVICES





# COMMUNITY SERVICES BUDGET SUMMARY

COMMUNITY SERVICES	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Administration	\$ 468,280	\$ 534,970	\$ 433,040
Public Services	3,348,476	3,814,321	4,299,830
Public Services - Storm Water	115,344	129,494	173,400
Solid Waste & Recycling	37,001	42,120	32,070
Facility Operations	28,970	131,490	137,360
Recreation Services	571,693	649,050	695,400
Special Events	120,772	299,960	319,880
<b>TOTAL EXPENDITURES</b>	<b>\$ 4,690,536</b>	<b>\$ 5,601,405</b>	<b>\$ 6,090,980</b>

## SUMMARY OF FUNDED POSITIONS

Administration	2.85	2.85	2.25
Public Services	13.90	13.90	13.60
Solid Waste & Recycling	0.25	0.25	0.15
Facility Operations	-	0.85	0.95
Recreation Services	3.98	4.00	4.00
Special Events	-	0.65	0.75
<b>TOTAL POSITIONS</b>	<b>20.98</b>	<b>22.50</b>	<b>21.70</b>

# COMMUNITY SERVICES – ADMINISTRATION

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## MISSION STATEMENT

We create community by providing exceptional programs, caring for and enriching public spaces, and facilitating rewarding life experiences.

## PROGRAM DESCRIPTION

The Community Services Department provides a wide array of services to the community via the following divisions: Public Services, Parks & Recreation, Solid Waste and Recycling, Special Events and Facility Operations. The Department initiates and collaborates on park capital improvement projects. Community Services Administration serves as the City's liaison with the community, serving as staff liaison to the Mission Trails Regional Task Force, Santee Park and Recreation Committee and the Goodan Ranch Policy Committee, and also has responsibility for web content and social media.

## FY 2021-22 ACCOMPLISHMENTS

- Continued facilitating the design and construction documents of the proposed Community Center project
- In partnership with the Development Services Department, conducted a request for bids to convert one (1) large baseball field to two (2) softball fields at Town Center Community Park West

## FY 2022-23 GOALS AND OBJECTIVES

- Continue facilitating the design and construction documents of the proposed Community Center project
- Continue collaboration with SANDAG and community members to reach consensus on a design for the next phase of the San Diego River Trail at Carlton Oaks Golf Course
- Oversee developer conditioned construction of new segments of the San Diego River Trail in Town Center



# ADMINISTRATION BUDGET SUMMARY

COMMUNITY SERVICES – ADMINISTRATION 1001.02.5101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Personnel	\$ 453,689	\$ 491,040	\$ 404,160
Operations & Maintenance	14,591	43,930	28,880
<b>TOTAL EXPENDITURES</b>	<b>\$ 468,280</b>	<b>\$ 534,970</b>	<b>\$ 433,040</b>

## SUMMARY OF FUNDED POSITIONS

Director of Community Services	1.00	1.00	1.00
Senior Management Analyst	-	-	0.25
Management Analyst	0.85	0.85	-
Administrative Secretary	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>2.85</b>	<b>2.85</b>	<b>2.25</b>



# ADMINISTRATION BUDGET SUMMARY

COMMUNITY SERVICES – ADMINISTRATION 1001.02.5101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>PERSONNEL</b>			
50010 Salaries & Wages - Regular	\$ 304,281	\$ 316,580	\$ 264,840
50025 Overtime	-	500	500
50035 Vacation Cash Out	-	17,860	-
50040 Auto Allowance	4,200	4,200	4,200
50050 Retirement - PERS	37,046	37,550	24,070
50052 Retirement - Unfunded Liability	52,275	59,220	67,400
50060 Medicare	4,473	4,920	3,910
50070 Health Insurance	39,508	46,530	36,750
50071 Dental Insurance	2,189	2,620	1,640
50072 OPEB Health	8,510	-	-
50075 Life Insurance	291	300	230
50076 Long Term Disability Insurance	742	760	620
50080 Workers' Compensation Insurance	175	-	-
<b>Total Personnel</b>	<u>\$ 453,689</u>	<u>\$ 491,040</u>	<u>\$ 404,160</u>
<b>OPERATIONS &amp; MAINTENANCE</b>			
51040 Expert/Consulting Services	\$ 4,775	\$ 29,780	\$ 15,000
51101 Other Governmental Purposes	50	500	500
51104 Subscriptions/Memberships	1,159	1,500	1,500
51110 Professional Development	70	2,000	2,000
51120 Printing & Duplicating	378	500	250
51121 Telephone & Fax	2,840	2,900	2,800
51122 Postage	86	250	180
51130 Santee Park and Recreation Committee	865	1,000	1,000
51134 Banners - Other Agencies	(563)	-	-
51141 Rentals/Leases - Office Equipment	-	750	500
51160 Materials & Supplies	1,436	1,050	1,050
51180 Electricity & Gas	3,495	3,700	4,100
<b>Total Operations &amp; Maintenance</b>	<u>\$ 14,591</u>	<u>\$ 43,930</u>	<u>\$ 28,880</u>
<b>GRAND TOTAL</b>	<u><u>\$ 468,280</u></u>	<u><u>\$ 534,970</u></u>	<u><u>\$ 433,040</u></u>



# ADMINISTRATION BUDGET DETAILS

COMMUNITY SERVICES – ADMINISTRATION 1001.02.5101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## OPERATIONS & MAINTENANCE

<b>Expert/Consulting Services</b>	<b>\$ 4,775</b>	<b>\$ 29,780</b>	<b>\$ 15,000</b>
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This appropriation provides for contract services to assist with meeting Senate Bill 1383 requirements. SB 1383 establishes statewide targets to reduce the amount of organic waste disposed in landfills. It also sets a goal to rescue a portion of currently disposed edible food and redirect it to people in need.

<b>Other Governmental Purposes</b>	<b>50</b>	<b>500</b>	<b>500</b>
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This appropriation will cover costs incurred in support of various special projects and activities.

<b>Subscriptions/Memberships</b>	<b>1,159</b>	<b>1,500</b>	<b>1,500</b>
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This appropriation will cover this Division's membership needs such as membership in the National Recreation and Park Association (NRPA) and in the California Parks and Recreation Society (CPRS). It will also fund the annual newspaper, the Apple App for registration of graffiti reporting, and membership in MMASC.

<b>Professional Development</b>	<b>70</b>	<b>2,000</b>	<b>2,000</b>
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This appropriation will fund attendance at workshops and trainings that enable staff to economically and effectively incorporate current strategies to better market City recreation programs, promote use of City parks, and remain current in the areas of department responsibility. This appropriation will also reimburse employees for use of their automobiles while on City business; will permit attendance at other than local conferences; and, will allow for meetings with members of local committees and commissions, associations, colleagues, department staff, and community residents/leaders.

<b>Printing &amp; Duplicating</b>	<b>378</b>	<b>500</b>	<b>250</b>
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This appropriation will cover routine copying, printing, and purchase of printing materials such as, Council portraits, photo reproductions, informational pieces, flyers, and publications.

<b>Telephone &amp; Fax</b>	<b>2,840</b>	<b>2,900</b>	<b>2,800</b>
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This appropriation will cover basic telephone charges.

<b>Postage</b>	<b>86</b>	<b>250</b>	<b>180</b>
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This appropriation will cover the Division's postage needs and permits as needed.

<b>Santee Park and Recreation Committee</b>	<b>865</b>	<b>1,000</b>	<b>1,000</b>
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This appropriation will fund the Santee Park & Recreation Committee's costs including printing and photocopying expenses, postage, office supplies, training, and meetings with members.



# ADMINISTRATION BUDGET DETAILS

COMMUNITY SERVICES – ADMINISTRATION 1001.02.5101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>OPERATIONS &amp; MAINTENANCE (CONTINUED)</b>			
<b>Banners - Other Agencies</b>	\$ (563)	\$ -	\$ -
This is a pass through account to pay for installation of other agency event banners over Mission Gorge Road or other City locations.			
<b>Rentals/Leases - Office Equipment</b>	-	750	500
This appropriation covers office equipment rental, as needed.			
<b>Materials &amp; Supplies</b>	1,436	1,050	1,050
This appropriation will cover office supplies including paper, graphic supplies, and other essentials. In addition it provides funds for the purchase of resource materials that address relevant municipal issues.			
<b>Electricity &amp; Gas</b>	3,495	3,700	4,100
This appropriation funds the Division's share of electricity and gas charges.			
<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>	<b>\$ 14,591</b>	<b>\$ 43,930</b>	<b>\$ 28,880</b>



# COMMUNITY SERVICES – PUBLIC SERVICES (MAINTENANCE)

## PROGRAM DESCRIPTION

The Public Services Division performs maintenance and repairs to City-owned buildings and property, parks, rights of way, the municipal storm drain system, the urban forest, City trails and landscape maintenance districts.

## FY 2021-22 ACCOMPLISHMENTS

- Coordinated with the Finance Department to revise, bid, award and renew maintenance contracts for park custodial services, generator maintenance, plumbing and the implementation of the Urban Forestry Management Plan
- Continued measures necessary to enhance current service delivery methods such as inspecting sidewalks to eliminate tripping hazards, performing annual drain inlet inspections and cleaning and implementation of new safety training programs
- Performed bi-annual deep cleaning, grooming and disinfection to the two synthetic fields at Town Center Community Park East
- Repaired the poured in place surface at the playgrounds of Town Center Community Park East and West Hills Park
- Proactively addressed vandalism and the abatement of graffiti
- Conducted an asset inventory of all backflows, water meters and water shut offs and entered the data into our GIS system
- Accepted Tree City USA designation for the 20th consecutive year
- Awarded grant from the San Diego River Conservancy for brush clearing/creation of defensible space and fuel reduction throughout the San Diego River corridor

## FY 2022-23 GOALS AND OBJECTIVES

- Continue to assess and evaluate service delivery methods and make adjustments necessary for the City to become a model for municipal maintenance service delivery
- Request bids for street sweeping, HVAC, office custodial and tree trimming contract extension
- Continue to perform street maintenance including pothole patching, skin patching and small asphalt dig outs
- Continue to plant street trees, perform general park improvements, and perform landscape median improvements
- Continue to receive designation for the City as a Tree City USA and host the Arbor Day event
- Continue to support the Recreation Division special events throughout the year
- Continue to partner with the San Diego River Park Foundation and volunteers to assist with their cleanups



# PUBLIC SERVICES (MAINTENANCE) BUDGET SUMMARY

COMMUNITY SERVICES – PUBLIC SERVICES (MAINTENANCE) 1001.02.3101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Personnel	\$ 1,549,929	\$ 1,613,550	\$ 1,640,900
Operations & Maintenance	1,798,547	2,192,271	2,658,930
Capital Outlay	-	8,500	-

## TOTAL EXPENDITURES

<b>\$ 3,348,476</b>	<b>\$ 3,814,321</b>	<b>\$ 4,299,830</b>
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## SUMMARY OF FUNDED POSITIONS

Public Services Manager	1.00	1.00	1.00
Senior Management Analyst	0.90	0.90	0.60
Park & Landscape Supervisor	1.00	1.00	1.00
Public Works Supervisor	1.00	1.00	1.00
Facilities Maintenance Supervisor	1.00	1.00	1.00
Equipment Operator	4.00	4.00	4.00
Landscape/Irrigation Maintenance Worker	2.00	2.00	2.00
Maintenance Worker	1.00	1.00	1.00
Facilities Maintenance Technician	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00

## TOTAL POSITIONS

<b>13.90</b>	<b>13.90</b>	<b>13.60</b>
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# PUBLIC SERVICES (MAINTENANCE) BUDGET SUMMARY

COMMUNITY SERVICES – PUBLIC SERVICES (MAINTENANCE) 1001.02.3101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>PERSONNEL</b>			
50010 Salaries & Wages - Regular	\$ 996,328	\$ 1,007,990	\$ 1,023,720
50020 Salaries & Wages - Part Time	-	-	16,390
50025 Overtime	9,762	10,000	20,000
50026 Overtime - Stand-By	35,821	32,000	33,100
50031 Stand-By Pay	11,700	11,700	11,700
50035 Vacation Cash Out	-	20,280	-
50050 Retirement - PERS	109,864	111,030	106,910
50052 Retirement - Unfunded Liability	169,433	188,550	214,590
50055 Retirement - Part Time	-	-	610
50060 Medicare	15,319	15,690	16,030
50070 Health Insurance	176,787	196,690	178,640
50071 Dental Insurance	12,079	12,900	9,780
50072 OPEB Health	5,810	-	-
50075 Life Insurance	1,397	1,450	1,370
50076 Long Term Disability Insurance	3,015	3,270	3,060
50080 Workers' Compensation Insurance	2,615	2,000	5,000
<b>Total Personnel</b>	<b>\$ 1,549,929</b>	<b>\$ 1,613,550</b>	<b>\$ 1,640,900</b>
<b>OPERATIONS &amp; MAINTENANCE</b>			
51012 Medical Services	\$ -	\$ 500	\$ 500
51040 Expert/Consulting Services	2,240	-	-
51104 Subscriptions/Memberships	818	1,525	1,300
51110 Professional Development	1,237	11,000	7,440
51120 Printing & Duplicating	200	-	200
51121 Telephone & Fax	12,625	13,400	14,300
51122 Postage	1	150	50
51123 Advertising	1,932	2,500	2,000
51141 Rentals/Leases - Office Equipment	3,842	2,910	-
51149 Service Fees	168	150	210
51160 Materials & Supplies	13,207	41,100	14,100
51165 Wearing Apparel	3,432	3,700	3,700
51166 Small Tools	1,255	2,500	2,500
51180 Electricity & Gas	19,479	21,600	26,500
51181 Electricity & Gas - Grounds	48,618	47,400	69,400
51182 Electricity & Gas - Ball Fields	52,922	88,200	107,100
51183 Ball Field Lighting Maintenance	900	5,000	5,000
51185 Water & Sewer	38,147	39,910	44,100
51186 Water & Sewer - Grounds	457,906	490,770	508,600
51190 Signage	2,497	3,000	3,000
51191 Equipment Rental	3,979	5,500	5,000
51210 Custodial Services	20,844	26,840	41,580



# PUBLIC SERVICES (MAINTENANCE) BUDGET SUMMARY

COMMUNITY SERVICES – PUBLIC SERVICES (MAINTENANCE) 1001.02.3101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>OPERATIONS &amp; MAINTENANCE (CONTINUED)</b>			
51220 City Hall Maintenance	\$ 60,560	\$ 127,600	\$ 98,520
51221 Repair/Maintenance - Fire Station #4	20,585	44,520	43,930
51222 Repair/Maintenance - Fire Station #5	17,548	31,670	39,450
51230 Repair/Maintenance - Other	2,275	38,515	6,000
51231 Repair/Maintenance - Grounds	792,664	1,060,756	1,514,340
51232 Trail Maintenance & Security	532	5,167	10,000
51233 Graffiti Removal	5,792	4,050	5,500
51234 Vandalism Repairs	2,999	9,480	8,000
51235 Supplemental Maintenance	167,581	-	5,000
51236 Synthetic Fields	11,486	14,645	16,740
51242 Contract Svc Dead Animal Disposal	3,150	6,110	6,620
51244 Contract Svc Street Sweeping	4,599	6,312	7,750
51251 Parking Lot Materials	210	-	500
51252 Irrigation Materials	22,320	35,792	40,000
<b>Total Operations and Maintenance</b>	<b>\$ 1,798,547</b>	<b>\$ 2,192,271</b>	<b>\$ 2,658,930</b>
<b>CAPITAL OUTLAY</b>			
60010 Office Equipment	\$ -	\$ 8,500	\$ -
<b>Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ 8,500</b>	<b>\$ -</b>
<b>GRAND TOTAL</b>	<b>\$ 3,348,476</b>	<b>\$ 3,814,321</b>	<b>\$ 4,299,830</b>



# PUBLIC SERVICES (MAINTENANCE) BUDGET DETAILS

<b>COMMUNITY SERVICES – PUBLIC SERVICES (MAINTENANCE) 1001.02.3101</b>	<b>ACTUAL FY 2020-21</b>	<b>AMENDED FY 2021-22</b>	<b>PROPOSED FY 2022-23</b>
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## OPERATIONS & MAINTENANCE

<b>Medical Services</b>	\$ -	\$ 500	\$ 500
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The account is used to pay for medical exams including random alcohol and drug tests, DMV medical exams, and respirator clearance exams.

<b>Expert/Consulting Services</b>	2,240	-	-
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The amount shown in FY 2020-21 represents a portion of the cost of the Urban Forestry Management Plan to was completed in FY 2021-22 with funds budgeted in FY 2020-21. There are no services requested for FY 2022-23.

<b>Subscriptions/Memberships</b>	818	1,525	1,300
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This appropriation will support the following subscriptions and memberships; Manager and Supervisor's memberships in Maintenance Superintendents Association (CPRS/NRPA); Managers, Supervisors, and Equipment Operators memberships in Traffic Control Supervisors Association; City's Tree City USA and National Arbor Day; and Parks and Landscape Supervisor PAPA & CUF Foundation membership - ISA.

<b>Professional Development</b>	1,237	11,000	7,440
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This account will support the continuing educational needs of the maintenance staff, and attendance at conferences: Manager and Parks/Landscape Supervisor (CPRS) and PAPA licensing, Manager and Parks/Landscape Supervisor (CPRS) and PAPA licensing, ISA Urban Forestry Conference - Parks/Landscape, Pesticide Applicators training/certificate renewal, and OSHA mandated fork lift certification for Maintenance Crew.

<b>Printing &amp; Duplicating</b>	200	-	200
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This appropriation covers routine printing costs.

<b>Telephone &amp; Fax</b>	12,625	13,400	14,300
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This appropriation covers long distance phone calls, modems, alarm systems, faxes, and cell phones used by maintenance staff, including the Operations Center phone rental.

<b>Postage</b>	1	150	50
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This appropriation covers the cost of postage.

<b>Advertising</b>	1,932	2,500	2,000
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This appropriation covers the cost of advertising bids.

<b>Rentals/Leases - Office Equipment</b>	3,842	2,910	-
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This appropriation provides for the Division's share of the copier pooled maintenance agreement.



# PUBLIC SERVICES (MAINTENANCE) BUDGET DETAILS

<b>COMMUNITY SERVICES – PUBLIC SERVICES (MAINTENANCE) 1001.02.3101</b>	<b>ACTUAL FY 2020-21</b>	<b>AMENDED FY 2021-22</b>	<b>PROPOSED FY 2022-23</b>
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## OPERATIONS & MAINTENANCE (CONTINUED)

<b>Service Fees</b>	\$ 168	\$ 150	\$ 210
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This appropriation covers the cost of service fees incurred for City owned electric vehicle charging stations.

<b>Material &amp; Supplies</b>	13,207	41,100	14,100
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This appropriation covers the costs of office supplies, janitorial supplies for City facilities and parks, dog bags for City parks, drinking water, and other miscellaneous repair materials for City parks and facilities.

<b>Wearing Apparel</b>	3,432	3,700	3,700
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This appropriation covers uniforms for the landscape maintenance crew and staff.

<b>Small Tools</b>	1,255	2,500	2,500
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This appropriation covers the purchase and replacement of small tools and supplies.

<b>Electricity &amp; Gas</b>	19,479	21,600	26,500
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This appropriation covers electricity and gas charges for the division.

<b>Electricity &amp; Gas - Grounds</b>	48,618	47,400	69,400
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This appropriation covers the cost of electricity and gas for Parks: Big Rock, Mast, Shadow Hill, Town Center Community Park, West Hills, Weston, Woodglen Vista, Sky Ranch and TCCP, and Santana Tennis Courts.

<b>Electricity - Ball Fields</b>	52,922	88,200	107,100
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This appropriation covers the cost of electricity for Ball Field Lighting at Town Center Park West, Town Center Park East, West Hills Park Field & Security Lights and Chet F. Harritt field.

<b>Ball Field Lighting Maintenance</b>	900	5,000	5,000
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This appropriation covers the MuscoSports Lighting Safety Audit, inspection, and repairs of ball field lights as required.

<b>Water &amp; Sewer</b>	38,147	39,910	44,100
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This appropriation covers water and sewer costs for all City administrative facilities, including the Public Services Operations Center.



# PUBLIC SERVICES (MAINTENANCE) BUDGET DETAILS

<b>COMMUNITY SERVICES – PUBLIC SERVICES (MAINTENANCE) 1001.02.3101</b>	<b>ACTUAL FY 2020-21</b>	<b>AMENDED FY 2021-22</b>	<b>PROPOSED FY 2022-23</b>
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## OPERATIONS & MAINTENANCE (CONTINUED)

<b>Water &amp; Sewer - Grounds</b>	<b>\$ 457,906</b>	<b>\$ 490,770</b>	<b>\$ 508,600</b>
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This appropriation covers water and sewer for Parks: Big Rock, Mast, Shadow Hill, Town Center Community Park East & West Ball fields, West Hills, Weston, Woodglen Vista, Sky Ranch & Black Horse Estates Trail, as well as Santee School District shared water and City Hall irrigation.

<b>Signage</b>	<b>2,497</b>	<b>3,000</b>	<b>3,000</b>
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This appropriation covers miscellaneous park and facility signage including barricades and safety cones.

<b>Equipment Rental</b>	<b>3,979</b>	<b>5,500</b>	<b>5,000</b>
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This appropriation covers equipment rentals for facility cleanup and maintenance programs. Examples include cement mixers, mowers, tractors, trenchers, excavator, augers, rollers, aerator, and miscellaneous construction equipment.

<b>Custodial Services</b>	<b>20,844</b>	<b>26,840</b>	<b>41,580</b>
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This appropriation covers the city-wide contracted custodial services including extra work.

<b>City Hall Maintenance</b>	<b>60,560</b>	<b>127,600</b>	<b>98,520</b>
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This appropriation covers the following maintenance costs:

- HVAC maintenance and repair
- Alarm system monitoring, maintenance, and repair
- Fire extinguisher maintenance
- Pest control services
- City Hall painting
- Carpet cleaning and carpet replacement
- Plumbing maintenance and repairs
- Electrical services
- Door and window maintenance and repair
- Fixtures repair and maintenance
- Stationary Generator Permit (County of SD)
- Signs and name plaques
- Operations Center Alarm Panel Upgrade

<b>Repair/Maintenance - Fire Station #4</b>	<b>20,585</b>	<b>44,520</b>	<b>43,930</b>
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This appropriation covers minor repairs in Fire Station No. 4 such as painting, carpet replacement, plumbing and electrical, sewer lateral line services, HVAC system service, and repair of rollup doors.



# PUBLIC SERVICES (MAINTENANCE) BUDGET DETAILS

<b>COMMUNITY SERVICES – PUBLIC SERVICES (MAINTENANCE) 1001.02.3101</b>	<b>ACTUAL FY 2020-21</b>	<b>AMENDED FY 2021-22</b>	<b>PROPOSED FY 2022-23</b>
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## OPERATIONS & MAINTENANCE (CONTINUED)

<b>Repair/Maintenance - Fire Station #5</b>	<b>\$ 17,548</b>	<b>\$ 31,670</b>	<b>\$ 39,450</b>
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This appropriation covers minor repairs in Fire Station No. 5 such as painting, carpet replacement, plumbing and electrical, sewer lateral line services, HVAC system service, repair of rollup doors, and the Alarm Panel Replacement

<b>Repair/Maintenance - Other</b>	<b>2,275</b>	<b>38,515</b>	<b>6,000</b>
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This appropriation covers maintenance and repairs at the Operations Center.

<b>Repair/Maintenance - Grounds</b>	<b>792,664</b>	<b>1,060,756</b>	<b>1,514,340</b>
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This appropriation covers the following maintenance costs:

- Area 1 Landscape Maintenance
- Playground resurfacing
- Ballfield maintenance and repairs
- Riverwalk Grill maintenance and repairs
- Painting
- School Fields Joint Use
- Custodial services at park restrooms
- Annual pest control
- Plumbing maintenance and repairs
- Electrical services
- Urban Forestry maintenance
- Playground equipment maintenance/repair
- YMCA/Aquatics Center maintenance
- Mast Park Vault Toilet maintenance
- Landscaping and revegetation at City Hall
- Annual playground mulch replacement and replenishment
- Annual dog park mulch replacement and replenishment
- Soccer goal and net replacements at Town Center Community Park East.
- Firebreak Maintenance - ongoing maintenance within the San Diego River areas of Santee
- Electrical Pedestal Replacement - location to be determined by staff inspection and prioritization
- Miscellaneous park repairs

<b>Trail Maintenance &amp; Security</b>	<b>532</b>	<b>5,167</b>	<b>10,000</b>
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This appropriation covers the maintenance of City trails.

<b>Graffiti Removal</b>	<b>5,792</b>	<b>4,050</b>	<b>5,500</b>
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This appropriation covers the removal of graffiti.





# PUBLIC SERVICES (MAINTENANCE) BUDGET DETAILS

COMMUNITY SERVICES – PUBLIC SERVICES (MAINTENANCE) 1001.02.3101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## OPERATIONS & MAINTENANCE (CONTINUED)

<b>Vandalism Repairs</b>	\$ 2,999	\$ 9,480	\$ 8,000
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This appropriation covers the costs related to vandalism.

<b>Supplemental Maintenance</b>	167,581	-	5,000
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This appropriation covers unanticipated maintenance issues.

<b>Synthetic Fields</b>	11,486	14,645	16,740
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This appropriation covers annual synthetic turf maintenance.

<b>Contract Services Dead Animal Disposal</b>	3,150	6,110	6,620
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This appropriation covers the disposal of dead animals found within City rights-of-ways, parks, and facilities.

<b>Contract Services Street Sweeping</b>	4,599	6,312	7,750
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This appropriation covers monthly parking lot sweeping.

<b>Parking Lot Materials</b>	210	-	500
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This appropriation covers materials (asphalt, rock, sand, sealcoat, crack filler) required for the repairs and maintenance of the City's parking lots.

<b>Irrigation Materials</b>	22,320	35,792	40,000
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This appropriation covers irrigation repair supplies.

<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>	<u>\$ 1,798,547</u>	<u>\$ 2,192,271</u>	<u>\$ 2,658,930</u>
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## CAPITAL OUTLAY COSTS

<b>Office Equipment</b>	\$ -	\$ 8,500	\$ -
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This appropriation covered the purchase of a new Sharp copier in FY 2021-22.

<b>TOTAL CAPITAL OUTLAY</b>	<u>\$ -</u>	<u>\$ 8,500</u>	<u>\$ -</u>
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# COMMUNITY SERVICES – PUBLIC SERVICES (STORM WATER)

## PROGRAM DESCRIPTION

The Public Services Division performs maintenance and repairs to City-owned municipal storm drain system.

## FY 2021-22 ACCOMPLISHMENTS

- Contracted and scheduled the cleaning of the hydrodynamic separator at Mast Park
- Cleaned all the concrete lined storm drain channels and underneath the Olive Lane Bridge
- Inspected and identified storm drain inlets and cleaned the ones that needed cleaning
- Inspected and cleaned Morning View, Black Horse and Shoredale detention basins as needed
- Cleaned up several encampments in the river bottom
- Partnered with the San Diego Riverpark Foundation to remove trash and debris from Forester Creek and the San Diego River

## FY 2022-23 GOALS AND OBJECTIVES

- Continue to schedule the cleaning of the hydrodynamic separator
- Continue to clean all the concrete lined channels and bridge aprons
- Continue to inspect all the city-maintained storm drains and cleaned as needed
- Continue to inspect and clean all the detention basins
- Continue to partner with the San Diego River Park Foundation and volunteers to assist with their cleanups



# PUBLIC SERVICES (STORM WATER) BUDGET SUMMARY

COMMUNITY SERVICES – PUBLIC SVCS. (STORM WATER) 1001.02.3102	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Operations & Maintenance	\$ 115,344	\$ 129,494	\$ 173,400
<b>TOTAL EXPENDITURES</b>	<b>\$ 115,344</b>	<b>\$ 129,494</b>	<b>\$ 173,400</b>

## OPERATIONS & MAINTENANCE

51040 Expert/Consulting Services	\$ -	\$ 3,000	\$ 3,000
51110 Professional Development	123	1,500	1,500
51121 Telephone & Fax	2,271	2,400	2,400
51160 Materials & Supplies	13,598	15,000	14,000
51165 Wearing Apparel	2,639	4,000	4,000
51166 Small Tools	119	2,000	2,000
51168 Rock, Asphalt, Concrete & Sand 51186	1,964	2,000	2,000
Water & Sewer - Grounds	8,708	10,610	9,500
51190 Signage	92	-	500
51191 Equipment Rental	5,656	11,000	11,500
51230 Repair/Maintenance - Other	79,122	64,554	73,590
51237 Interceptor Cleaning	-	10,393	22,200
51238 Trash Basket Cleaning	-	-	24,000
51242 Contract Service Dead Animal Removal	1,050	2,037	2,210
51254 Planting Materials	-	1,000	1,000
<b>Total Operations &amp; Maintenance</b>	<b>\$ 115,344</b>	<b>\$ 129,494</b>	<b>\$ 173,400</b>
<b>GRAND TOTAL</b>	<b>\$ 115,344</b>	<b>\$ 129,494</b>	<b>\$ 173,400</b>



# PUBLIC SERVICES (STORM WATER) BUDGET DETAILS

COMMUNITY SERVICES – PUBLIC SVCS. (STORM WATER) 1001.02.3102	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>OPERATIONS &amp; MAINTENANCE</b>			
<b>Expert/Consulting Services</b> Mast Park water quality monitoring.	\$ -	\$ 3,000	\$ 3,000
<b>Professional Development</b> Storm drain maintenance training as well as legally required safety and pest control training.	123	1,500	1,500
<b>Telephone &amp; Fax</b> Local and long distance telephone charges, modems, alarm systems, faxes, and cell phones charges.	2,271	2,400	2,400
<b>Material &amp; Supplies</b> Miscellaneous materials and supplies required for the Storm Water Program that are not identified elsewhere in this budget. Items include sandbags, odor controlling chemicals, locks, and fencing items.	13,598	15,000	14,000
<b>Wearing Apparel</b> Uniforms and rain gear for the City's Storm Water crew, as well as disposable coveralls that meet State requirements for the Weed Abatement Program.	2,639	4,000	4,000
<b>Small Tools</b> Purchase, repair, or replace small tools on an as-needed basis to perform tasks directly related to the Storm Water Program.	119	2,000	2,000
<b>Rock, Asphalt, Concrete &amp; Sand</b> Materials required for the repair and maintenance of the City's flood control channels.	1,964	2,000	2,000
<b>Water &amp; Sewer - Grounds</b> Water expenses for maintained landscaped areas along paths at Forester Creek and Woodglen Vista Creek.	8,708	10,610	9,500
<b>Signage</b> Miscellaneous signage for flood control channels.	92	-	500
<b>Equipment Rental</b> Rental of specialized equipment required for storm drain maintenance and flood control.	5,656	11,000	11,500



# PUBLIC SERVICES (STORM WATER) BUDGET SUMMARY

COMMUNITY SERVICES – PUBLIC SVCS. (STORM WATER) 1001.02.3102	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>OPERATIONS &amp; MAINTENANCE (CONTINUED)</b>			
<b>Repair/Maintenance - Other</b>	<b>\$ 79,122</b>	<b>\$ 64,554</b>	<b>\$ 73,590</b>
On-going maintenance program for all major drainage channels:			
Area 1 & 2 Storm Water landscape maintenance			
Urban Forestry maintenance			
Irrigation repairs			
Materials and supplies related to maintenance			
<b>Interceptor Cleaning</b>	-	<b>10,393</b>	<b>22,200</b>
This appropriation covers the cost to perform cleaning and maintenance of the stormwater hydrodynamic separator located at Mast Park as required by the JRUMP.			
<b>Trash Basket Cleaning</b>	-	-	<b>24,000</b>
This appropriation covers the cost of a contract to perform storm drain trash basket cleaning and maintenance as required by the JRUMP.			
<b>Contract Service Dead Animal Removal</b>	<b>1,050</b>	<b>2,037</b>	<b>2,210</b>
Contracted services for disposal of dead animals found within City flood channel areas.			
<b>Planting Materials</b>	-	<b>1,000</b>	<b>1,000</b>
Purchase of native plants and hydroseed mix for flood channels.			
<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>	<b><u>\$ 115,344</u></b>	<b><u>\$ 129,494</u></b>	<b><u>\$ 173,400</u></b>

# COMMUNITY SERVICES SOLID WASTE & RECYCLING

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## PROGRAM DESCRIPTION

Ensure compliance with State waste management regulations, administer contract with franchise hauler, secure and administer State grants, provide public awareness and education on proper waste management techniques, handle resident complaints, and develop new waste diversion/recycling programs where possible.

## FY 2021-22 ACCOMPLISHMENTS

- Implemented organics recycling city-wide to comply with SB 1383 in collaboration with Waste Management
- Maintained annual solid waste disposal rate below the State's pounds-per-person-per day (l/p/d) target goal set for Santee at 6.5 l/p/d. Santee's 2020 reporting year disposal rate was at 5.6 l/p/d
- Continued to work with the franchise hauler to develop recycling plans for multi-family and commercial waste generators
- Continued focus on awareness and education of SB 1383
- Secured grant funds to assist with SB 1383 implementation and compliance
- Secured grant funds for beverage container recycling and public education
- Hosted two (2) city-wide community clean-up and shred days with hauler to assist all residents in disposal of large unwanted items totaling approximately 20 tons of debris with approximately 50% of those tons being recycled and diverted from the landfill

## FY 2022-23 GOALS AND OBJECTIVES

- Continue focusing on fully implementing all requirements of SB 1383
- Continue assisting businesses and commercial generators in Santee to right size services in collaboration with Waste Management
- Host a city-wide community clean up and shred day with hauler to assist all residents in disposal of large unwanted items
- Increase resident & commercial education and participation in the proper disposal of organics, including food waste, used oil and other household hazardous waste materials through the use of franchise hauler, organizations and social media
- Continue solid waste disposal education, to maintain a disposal rate below the State's pounds-per-person-per day (l/p/d) target goal set for Santee at 6.5 l/p/d, through the use of the franchise hauler and social media
- Continue public education of electronic waste (E-waste), universal waste (U-waste) diversion, and sharps (needles, lancets) disposal through the use of the franchise hauler and social media
- Pursue additional grant funds



# SOLID WASTE & RECYCLING BUDGET SUMMARY

COMMUNITY SERVICES – SOLID WASTE & RECYCLING 1001.02.3201	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Personnel	\$ 33,825	\$ 38,200	\$ 28,150
Operations & Maintenance	3,176	3,920	3,920
<b>TOTAL EXPENDITURES</b>	<b>\$ 37,001</b>	<b>\$ 42,120</b>	<b>\$ 32,070</b>

## SUMMARY OF FUNDED POSITIONS

Senior Management Analyst	0.10	0.10	0.15
Management Analyst	0.15	0.15	-
<b>TOTAL POSITIONS</b>	<b>0.25</b>	<b>0.25</b>	<b>0.15</b>



# SOLID WASTE & RECYCLING BUDGET SUMMARY

COMMUNITY SERVICES – SOLID WASTE & RECYCLING 1001.02.3201	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>PERSONNEL</b>			
50010 Salaries & Wages - Regular	\$ 22,258	\$ 23,620	\$ 17,730
50035 Vacation Cash Out	-	2,250	-
50050 Retirement - PERS	2,936	3,050	2,270
50052 Retirement - Unfunded Liability	3,880	4,420	5,030
50060 Medicare	323	370	260
50070 Health Insurance	3,998	4,150	2,670
50071 Dental Insurance	235	240	130
50072 OPEB Health	100	-	-
50075 Life Insurance	26	30	20
50076 Long Term Disability Insurance	69	70	40
<b>Total Personnel</b>	<u>\$ 33,825</u>	<u>\$ 38,200</u>	<u>\$ 28,150</u>
<b>OPERATIONS &amp; MAINTENANCE</b>			
51121 Telephone & Fax	\$ 235	\$ 200	\$ 100
51122 Postage	61	200	150
51151 Household Hazardous Waste Disposal	2,574	3,000	3,000
51160 Materials & Supplies	-	220	270
51180 Electricity & Gas	307	300	400
<b>Total Operations &amp; Maintenance</b>	<u>\$ 3,176</u>	<u>\$ 3,920</u>	<u>\$ 3,920</u>
<b>GRAND TOTAL</b>	<u><u>\$ 37,001</u></u>	<u><u>\$ 42,120</u></u>	<u><u>\$ 32,070</u></u>





# SOLID WASTE & RECYCLING BUDGET DETAILS

COMMUNITY SERVICES – SOLID WASTE & RECYCLING 1001.02.3201	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>OPERATIONS &amp; MAINTENANCE</b>			
<b>Telephone &amp; Fax</b> Telephone, fax machine, and modem line charge.	\$ 235	\$ 200	\$ 100
<b>Postage</b> Mailing costs of annual Exemption Self Hauler Letters, correspondence and renewal of the Business Reply Permit.	61	200	150
<b>Household Hazardous Waste Disposal</b> Provide for Santee residents' hazardous waste disposal costs. Includes hazardous waste items from Public Services Operations Center.	2,574	3,000	3,000
<b>Materials &amp; Supplies</b> Office Supplies.	-	220	270
<b>Electricity &amp; Gas</b> Electricity and gas charges.	307	300	400
<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>	<b>\$ 3,176</b>	<b>\$ 3,920</b>	<b>\$ 3,920</b>

# COMMUNITY SERVICES – FACILITY OPERATIONS

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## PROGRAM DESCRIPTION

Facilities Operations of the Parks & Recreation Division of the Community Services Department coordinates the use of Civic Center buildings 7 and 8, picnic shelters, park use, ball fields, courts and other park amenities like dog parks and disc golf. The Recreation Coordinator monitors city park operations after-business hours and weekends. Part-time staff disc golf course monitor also oversees weekend course compliance and verifies patron payments. Focus is on customer service, park safety and beautification. Staff interacts with community members to answer questions, verify permit/rule compliance and ensure proper use of park facilities/amenities.

## FY 2021-22 ACCOMPLISHMENTS

- Updated Community Services forms including Civic Center permit application, Park Pavilion permit application, form and Park Use permit application
- Finalized Civic Center/City Hall Room rental deposit policies and fees
- Solicited businesses and replaced Mast Park Disc Golf sponsor signs with updated city branding
- Increased field rentals and room rental revenue during non-prime time use hours with support of two new Recreation Coordinators
- Regularly responded to changing health orders by modifying room, field and picnic shelter rentals as required

## FY 2022-23 GOALS AND OBJECTIVES

- Continue to develop comprehensive refund policies for field, picnic shelter and room rentals
- Identify professional development opportunities for both full and part-time staff
- Conduct an overhaul for indoor facility rentals, including an updated training manual, purchase of cleaning tools for users and equipment replacement
- Create themed party packages for Civic Room renters to enhance customer experience and generate revenue
- Focus on picnic pavilion cleanliness through community signage and productive communication between permit holders and park patrol staff
- Focus on methods to boost disc golf daily play and monthly pass revenue



# FACILITY OPERATIONS BUDGET SUMMARY

COMMUNITY SERVICES – FACILITY OPERATIONS 1001.02.5204	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Personnel	\$ 2,833	\$ 85,290	\$ 88,090
Operations & Maintenance	<u>26,137</u>	<u>46,200</u>	<u>49,270</u>
<b>TOTAL PERSONNEL</b>	<u><u>\$ 28,970</u></u>	<u><u>\$ 131,490</u></u>	<u><u>\$ 137,360</u></u>

## SUMMARY OF FUNDED POSITIONS

Recreation Coordinator	<u>-</u>	<u>0.85</u>	<u>0.95</u>
<b>TOTAL POSITIONS</b>	<u><u>-</u></u>	<u><u>0.85</u></u>	<u><u>0.95</u></u>



# FACILITY OPERATIONS BUDGET SUMMARY

COMMUNITY SERVICES – FACILITY OPERATIONS 1001.02.5204	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>PERSONNEL</b>			
50010 Salaries & Wages - Regular	\$ -	\$ 41,090	\$ 46,710
50020 Salaries & Wages - Part Time	2,693	21,850	24,920
50050 Retirement - PERS	-	3,810	3,550
50052 Retirement - Unfunded Liability	-	960	8,750
50055 Retirement - Part Time	101	820	870
50060 Medicare	39	1,470	1,050
50070 Health Insurance	-	14,010	1,900
50071 Dental Insurance	-	890	110
50075 Life Insurance	-	80	90
50076 Long Term Disability Insurance	-	310	140
<b>Total Personnel</b>	<b>\$ 2,833</b>	<b>\$ 85,290</b>	<b>\$ 88,090</b>
<b>OPERATIONS &amp; MAINTENANCE</b>			
51120 Printing & Duplicating	\$ -	\$ 250	\$ 250
51121 Telephone & Fax	-	100	700
51150 Bank Fees	5,019	11,870	11,870
51160 Materials & Supplies	1,066	1,100	1,500
51180 Electricity & Gas	12,524	16,900	15,600
51210 Custodial Services	7,411	8,780	10,650
51211 Repair/Maintenance - Equipment	-	200	1,700
51215 Repair/Maintenance - Bldg. & Structures	32	1,000	1,000
51306 Public Events Liability Insurance	85	6,000	6,000
<b>Total Operations &amp; Maintenance</b>	<b>\$ 26,137</b>	<b>\$ 46,200</b>	<b>\$ 49,270</b>
<b>GRAND TOTAL</b>	<b>\$ 28,970</b>	<b>\$ 131,490</b>	<b>\$ 137,360</b>



# FACILITY OPERATIONS BUDGET DETAILS

COMMUNITY SERVICES – FACILITY OPERATIONS 1001.02.5204	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>OPERATIONS &amp; MAINTENANCE</b>			
<b>Printing &amp; Duplicating</b>	\$ -	\$ 250	\$ 250
Program supplies - on site administration area supplies.			
<b>Telephone &amp; Fax</b>	-	100	700
Telephone and fax charges.			
<b>Bank Fees</b>	5,019	11,870	11,870
ACTIVENet fees and bank charges.			
<b>Materials &amp; Supplies</b>	1,066	1,100	1,500
Administrative supplies, custodial and maintenance supplies.			
<b>Electricity &amp; Gas</b>	12,524	16,900	15,600
Electricity and gas charges - buildings 7 and 8.			
<b>Custodial Services</b>	7,411	8,780	10,650
Custodial services - buildings 7 and 8.			
<b>Repair &amp; Maintenance - Equipment</b>	-	200	1,700
Building 7 and 8 equipment, appliance repairs, and maintenance.			
<b>Repair &amp; Maintenance - Buildings &amp; Structures</b>	32	1,000	1,000
Building 7 and 8 facility repairs and maintenance.			
<b>Public Events Liability Insurance</b>	85	6,000	6,000
User required insurance - user fees collected to offset charges.			
<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>	<b>\$ 26,137</b>	<b>\$ 46,200</b>	<b>\$ 49,270</b>

# COMMUNITY SERVICES – RECREATION SERVICES

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## PROGRAM DESCRIPTION

The Parks & Recreation Division of the Community Services Department provides professional supervision and management of a variety of leisure, recreational and entertainment experiences. Programs and services offered to the community include: Instructional Programs and Camps, Special Events, Senior Programs, Teen Center, the Santee Skate Park, permitting and use of parks, fields and facilities.

The Active Older Adults 55+ (Senior) Program hosts programs for ages 55 and over. Activities include socials, workshops, drop-in programs, and local outings.

The Santee Teen Center located at the Community Services Building at Big Rock Park is an after school and summer facility for grades 5-12. Programs include daily indoor and outdoor activities, various table games, educational presentations and homework assistance. Transportation is provided to the center by the Santee School District through a partnership agreement. Summer programs at the center include camps and the junior leader/volunteer program.

The Santee Skate Park allows skate board, scooter, roller blade, bicycle moto-cross (BMX), and all-wheel activities. The Skate Park is open to the public daily and the park hosts workshops, clinics and camps designed to serve all age groups.

This division serves as City liaison to community organizations and other public and non-profit organizations and also supports city and community committees including the Santee Collaborative, COMPOC and SPARC.

The Parks & Recreation Division coordinates the design, publication and marketing of the Recreation Activity Guide and Brochure, other promotional materials and park and trail signage.

## FY 2021-22 ACCOMPLISHMENTS

- Converted the tennis courts at Big Rock Park to eight dedicated Pickleball courts in response to a growing need in the community
- Expanded the Santee Senior 55+ Program to include mobile outreach to local mobile home parks
- New partnership with San Diego County and Sharp Hospital to offer two new free fitness classes for seniors
- Expanded Teen Center programming to include outside partnerships including the SD Nights program hosted by the San Diego County Parks & Recreation staff, as well as regular programming hosted by the Santee Branch Library
- Developed a marketing strategy with the Santee Marketing Team which streamlines the process for public communication

## FY 2021-22 ACCOMPLISHMENTS (CONTINUED)

- Updated Community Services forms including Civic Center Use permit applications, Park Pavilion and Park Use permit applications, and Teen Center membership forms
- Successfully modified programming in response to the COVID-19 pandemic, and continued to adjust as health orders were published

## FY 2022-23 GOALS AND OBJECTIVES

- Finalize comprehensive document detailing the standards, policies and procedures for youth sports in Santee
- Expand Teen Center programming to include youth in 5<sup>th</sup> grade to accommodate a growing need for inclusion of this transitional grade
- Resume regular bus transportation from all Santee Schools to the Teen Center and focus on increase participation
- Install permanent kiosk signage for seasonal updates
- Identify professional development opportunities for both full and part time staff
- Continue updating Community Service forms and applications to bring them all in line with the new branding and accurately reflect permit guidelines
- Continue to grow the Senior 55+ Program through community partnerships, outreach and trending recreation interests



# RECREATION SERVICES BUDGET SUMMARY

COMMUNITY SERVICES – RECREATION SERVICES 1001.02.5201	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Personnel	\$ 526,084	\$ 565,200	\$ 613,060
Operations & Maintenance	<u>45,609</u>	<u>83,850</u>	<u>82,340</u>
<b>TOTAL EXPENDITURES</b>	<b><u><u>\$ 571,693</u></u></b>	<b><u><u>\$ 649,050</u></u></b>	<b><u><u>\$ 695,400</u></u></b>

## SUMMARY OF FUNDED POSITIONS

Recreation Services Manager	1.00	1.00	1.00
Special Events Supervisor	1.00	1.00	1.00
Recreation Supervisor	1.00	1.00	1.00
Recreation Coordinator	<u>0.98</u>	<u>1.00</u>	<u>1.00</u>
<b>TOTAL POSITIONS</b>	<b><u><u>3.98</u></u></b>	<b><u><u>4.00</u></u></b>	<b><u><u>4.00</u></u></b>





# RECREATION SERVICES BUDGET SUMMARY

COMMUNITY SERVICES – RECREATION SERVICES 1001.02.5201	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>PERSONNEL</b>			
50010 Salaries & Wages - Regular	\$ 308,261	\$ 328,630	\$ 356,050
50020 Salaries & Wages - Part Time	79,163	77,510	87,000
50035 Vacation Cash Out	-	2,310	3,930
50050 Retirement - PERS	29,949	31,380	33,280
50052 Retirement - Unfunded Liability	48,007	61,030	69,960
50055 Retirement - Part Time	2,952	2,910	3,200
50060 Medicare	5,632	5,920	6,490
50070 Health Insurance	41,467	48,970	49,150
50071 Dental Insurance	3,538	4,320	2,560
50072 OPEB Health	1,660	-	-
50075 Life Insurance	405	420	410
50076 Long Term Disability Insurance	904	1,000	1,030
50081 Unemployment Insurance	4,146	800	-
<b>Total Personnel</b>	<b>\$ 526,084</b>	<b>\$ 565,200</b>	<b>\$ 613,060</b>
<b>OPERATIONS &amp; MAINTENANCE</b>			
51040 Expert/Consulting Services	\$ 11,312	\$ 29,000	\$ 31,380
51104 Subscriptions/Memberships	200	250	500
51110 Professional Development	223	1,800	2,000
51120 Printing & Duplicating	173	680	720
51121 Telephone & Fax	9,010	9,500	9,400
51122 Postage	237	200	220
51131 Promotional Activities	500	1,500	1,500
51133 Banners	113	2,000	1,000
51150 Bank Fees	7,494	8,000	8,000
51160 Materials & Supplies	3,318	5,000	5,000
51172 Transportation	-	7,000	5,100
51180 Electricity & Gas	8,678	14,700	12,600
51185 Water & Sewer	1,226	1,370	1,500
51201 Software Maintenance & Licensing	1,332	400	1,420
51211 Repair/Maintenance - Equipment	1,794	2,350	1,900
51215 Repair/Maintenance - Bldg. & Structures	-	100	100
<b>Total Operations &amp; Maintenance</b>	<b>\$ 45,609</b>	<b>\$ 83,850</b>	<b>\$ 82,340</b>
<b>GRAND TOTAL</b>	<b>\$ 571,693</b>	<b>\$ 649,050</b>	<b>\$ 695,400</b>



# RECREATION SERVICES BUDGET DETAILS

COMMUNITY SERVICES – RECREATION SERVICES 1001.02.5201	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>OPERATIONS &amp; MAINTENANCE</b>			
<b>Expert/Consulting Services</b> Graphic design contract.	\$ 11,312	\$ 29,000	\$ 31,380
<b>Subscriptions/Memberships</b> Recreation Manager, Supervisor, and Coordinators; memberships in the CA Parks and Recreation Society, National Recreation and Park Association and other professional organizations. Publications and resource materials which address relevant issues in the industry.	200	250	500
<b>Professional Development</b> Staff training, required CPR and First Aid, and recreation programming seminars.	223	1,800	2,000
<b>Printing &amp; Duplicating</b> This appropriation covers routine printing costs.	173	680	720
<b>Telephone &amp; Fax</b> Telephone and fax charges.	9,010	9,500	9,400
<b>Postage</b> This appropriation covers the cost of postage.	237	200	220
<b>Promotional Activities</b> Program promotions and marketing.	500	1,500	1,500
<b>Banners</b> Installing/removing, storing, purchasing/cleaning, and repairing of banners.	113	2,000	1,000
<b>Bank Fees</b> ACTIVENet transaction and processing fees.	7,494	8,000	8,000
<b>Materials &amp; Supplies</b> Office supplies and miscellaneous supplies.	3,318	5,000	5,000
<b>Transportation</b> Transportation services provided by the Santee School District to students in grades 6-8. Expenses offset by revenue.	-	7,000	5,100



## RECREATION SERVICES BUDGET DETAILS

COMMUNITY SERVICES – RECREATION SERVICES 1001.02.5201	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>OPERATIONS &amp; MAINTENANCE (CONTINUED)</b>			
<b>Electricity &amp; Gas</b> Allocated electricity and gas charges.	\$ 8,678	\$ 14,700	\$ 12,600
<b>Water and Sewer</b> Allocated water and sewer charges.	1,226	1,370	1,500
<b>Software Maintenance &amp; Licensing</b> Annual licensing and subscription fees for disc golf payment machine, and software used to create city wide publicity materials, signs, banners, etc.	1,332	400	1,420
<b>Repair/Maintenance - Equipment</b> Repairs and maintenance for computers, copiers, printers, typewriters, and other office equipment not covered under warranty. This appropriation also provides for the Division's share of the copier pooled maintenance agreement.	1,794	2,350	1,900
<b>Repair/Maintenance - Bldgs. &amp; Structures</b> Fire and security alarm services and inspections, pest control, and necessary repairs.	-	100	100
<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>	<b>\$ 45,609</b>	<b>\$ 83,850</b>	<b>\$ 82,340</b>

# COMMUNITY SERVICES – SPECIAL EVENTS

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## PROGRAM DESCRIPTION

The Recreation Services Division – Special Events provides events throughout the year for the Santee community. Events vary in theme and size, from small community-based events to large scale regional events that attract attendees from around the county. In-house events include City functions; such as grand openings, dedications, ribbon cuttings, ground breakings, and oath-of-office ceremonies.

## FY 2021-22 ACCOMPLISHMENTS

- Partnered with Waste Management to host a Community Cleanup Day where residents could drop off unwanted large items for disposal/recycling and documents for shredding
- Brought back in-person Santee Summer Concerts
- Hosted in-person 4<sup>th</sup> of July event with dual firework displays
- Implemented online advanced reserved parking sales for 4<sup>th</sup> of July event
- Created and hosted Brews & Bites, an event to support local businesses and help in their recovery from the COVID-19 pandemic
- Hosted a Halloween popup photo booth and trick-or-treating station at Santee Trolley Square
- Assisted with the Veteran’s Memorial & Bridge dedication
- Brought back the in-person Holiday Lighting Celebration
- Hosted the annual Employee Holiday Social for City employees
- Supported the annual USATF Race Walk National Championships with two events (November 2021 & January 2022).
- Hosted a new event: Santee Discovery Day to highlight Santee’s recreation programs, partners, parks and amenities
- Brought back the in-person Fido Fest event
- Hosted an Arbor Day tree planting event as part of the Amplify the Urban Forest efforts statewide
- Hosted a new event: Hop Down the Bunny Trail to replace Spring Eggstravaganza and activate Santee Trolley Square as a hub for events and entertainment
- Developed relationships with local businesses as sponsors and vendors at special events

## FY 2022-23 GOALS AND OBJECTIVES

- Research opportunities to increase revenue for funding community events
- Continue to build partnerships with businesses in Santee
- Provide safe, secure, and family friendly events that create lasting memories and traditions
- Continue to make efforts to activate Santee Trolley Square as a hub for events and entertainment
- Make efforts to integrate in multi-cultural and DEI elements to existing special events

## FY 2022-23 GOALS AND OBJECTIVES (CONTINUED)

- Continue to increase our emergency protocol and plans while working with the Fire and Sheriff Department
- Ensure the success of the Santee Twilight Brews & Bites Festival, which is the rebranding of the traditional Santee Bluegrass Festival
- Continue to find cost-saving opportunities whenever possible, including in-kind donations, use of volunteers, etc.
- Assist in the planning and execution of the Oath of Office in 2022



# SPECIAL EVENTS BUDGET SUMMARY

COMMUNITY SERVICES – SPECIAL EVENTS 1001.02.5309	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Personnel	\$ 28,419	\$ 128,010	\$ 126,150
Operations & Maintenance	<u>92,352</u>	<u>171,950</u>	<u>193,730</u>
<b>TOTAL EXPENDITURES</b>	<b><u><u>\$ 120,772</u></u></b>	<b><u><u>\$ 299,960</u></u></b>	<b><u><u>\$ 319,880</u></u></b>

## SUMMARY OF FUNDED POSITIONS

Recreation Coordinator	<u>-</u>	<u>0.65</u>	<u>0.75</u>
<b>TOTAL POSITIONS</b>	<b><u><u>-</u></u></b>	<b><u><u>0.65</u></u></b>	<b><u><u>0.75</u></u></b>



# SPECIAL EVENTS BUDGET SUMMARY

COMMUNITY SERVICES – SPECIAL EVENTS 1001.02.5309	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>PERSONNEL</b>			
50010 Salaries & Wages - Regular	\$ -	\$ 33,390	\$ 38,920
50020 Salaries & Wages - Part Time	23,969	60,170	65,510
50050 Retirement - PERS	91	3,340	2,980
50052 Retirement - Unfunded Liability	-	7,210	7,110
50055 Retirement - Part Time	855	2,130	2,390
50060 Medicare	348	1,350	1,520
50070 Health Insurance	-	11,380	7,130
50071 Dental Insurance	-	720	410
50075 Life Insurance	-	70	70
50076 Long Term Disability Insurance	-	250	110
50080 Workers' Compensation Insurance	-	8,000	-
50081 Unemployment Insurance	3,157	-	-
<b>Total Personnel</b>	<b>\$ 28,419</b>	<b>\$ 128,010</b>	<b>\$ 126,150</b>
<b>OPERATIONS &amp; MAINTENANCE</b>			
51040 Expert/Consulting Services	\$ 48	\$ 300	\$ 200
51041 Permits/Insurance	5,374	24,000	24,000
51104 Subscriptions/Memberships	2,440	3,000	3,000
51110 Professional Development	150	3,600	3,600
51121 Telephone & Fax	634	700	600
51122 Postage	307	150	80
51131 Promotional Activities	2,956	9,500	9,500
51133 Banners	4,681	11,250	7,000
51150 Bank Fees	304	500	500
51155 Contract Services	60,550	84,000	110,000
51156 Other Services - SD County Sheriff	3,283	8,500	9,000
51160 Materials & Supplies	8,657	12,250	12,250
51164 Recreational Supplies	2,360	4,200	4,000
51191 Equipment Rental	609	10,000	10,000
<b>Total Operations &amp; Maintenance</b>	<b>\$ 92,352</b>	<b>\$ 171,950</b>	<b>\$ 193,730</b>
<b>GRAND TOTAL</b>	<b>\$ 120,772</b>	<b>\$ 299,960</b>	<b>\$ 319,880</b>



# SPECIAL EVENTS BUDGET DETAILS

COMMUNITY SERVICES – SPECIAL EVENTS 1001.02.5309	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>OPERATIONS &amp; MAINTENANCE</b>			
<b>Expert/Consulting Services</b> CPR and First Aid Training.	\$ 48	\$ 300	\$ 200
<b>Permits/Insurance</b> Health fees/permits, ABC fees/permits, Right of Entry fees/permits and additional event insurance.	5,374	24,000	24,000
<b>Subscription/Memberships</b> ASCAP, BMI and SESAC music licensing fees.	2,440	3,000	3,000
<b>Professional Development</b> Membership and conference expenses for special event or sponsorship of specific organizations.	150	3,600	3,600
<b>Telephone &amp; Fax</b> Telephone and related expenses.	634	700	600
<b>Postage</b> Mailing sponsorship packages and division mail.	307	150	80
<b>Promotional Activities</b> Printing of promotional materials, such as posters and flyers and the price of ads taken out in local papers and social media to advertise events.	2,956	9,500	9,500
<b>Banners</b> Includes purchasing, installing, removing, storing, cleaning and repairing banners.	4,681	11,250	7,000
<b>Bank Fees</b> Processing fees incurred by Square and ACTIVENet Point of Sale systems.	304	500	500
<b>Other Contract Services</b> Contracts, such as entertainers, lights, sounds, bands for events, rides, service providers, pest control services and 4th of July fireworks.	60,550	84,000	110,000
<b>Other Services - SD County Sheriff</b> Provides for Sheriff services during special events.	3,283	8,500	9,000

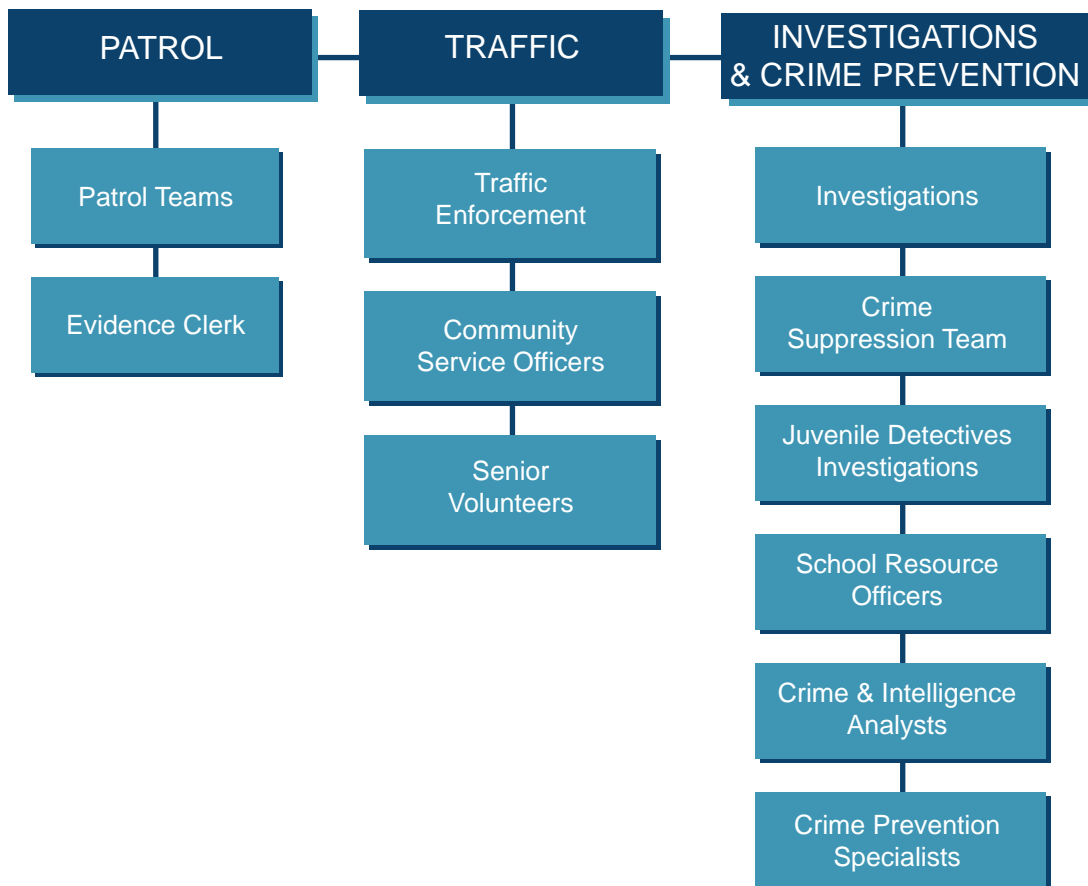




# SPECIAL EVENTS BUDGET DETAILS

<b>COMMUNITY SERVICES – SPECIAL EVENTS 1001.02.5309</b>	<b>ACTUAL FY 2020-21</b>	<b>AMENDED FY 2021-22</b>	<b>PROPOSED FY 2022-23</b>
<b>OPERATIONS &amp; MAINTENANCE (CONTINUED)</b>			
<b>Materials &amp; Supplies</b>	<b>\$ 8,657</b>	<b>\$ 12,250</b>	<b>\$ 12,250</b>
Decorations, staff shirts, name tags, water, tape, cords, and other general event supplies.			
<b>Recreational Supplies</b>	<b>2,360</b>	<b>4,200</b>	<b>4,000</b>
Purchase and replacement of items such as canopies, tables and event fences.			
<b>Equipment Rental</b>	<b>609</b>	<b>10,000</b>	<b>10,000</b>
Rental of equipment such as stages, generators, canopies, tables, chairs, trucks, and portable toilets.			
<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>	<b><u>\$ 92,352</u></b>	<b><u>\$ 171,950</u></b>	<b><u>\$ 193,730</u></b>

# LAW ENFORCEMENT



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# LAW ENFORCEMENT SERVICES

## MISSION STATEMENT

In partnership with our communities, we provide the highest quality public safety services.

## PROGRAM DESCRIPTION

Law enforcement services are provided through a contract with the San Diego County Sheriff's Department. These services include patrol, traffic, criminal investigations, narcotic/gang enforcement, crime prevention and crime analysis support.

## FY 2021-22 ACCOMPLISHMENTS

- Increased traffic enforcement in areas with higher levels of violations and safety concerns
- Continued the development and use of the Homeless Outreach Program and Engagement (HOPE) team to provide resources and outreach for the homeless population in collaboration with community partners
- Continued use of social media platforms such as NextDoor and Twitter to enhance communication with the community
- Created informational videos posted to social media on traffic safety and the HOPE program

## FY 2022-23 GOALS AND OBJECTIVES

- Continue to focus on lowering crime rates in Santee with proactive policing strategies to make Santee the safest city in the County of San Diego
- With the assistance of an Office of Traffic Safety grant, continue to increase traffic enforcement through distracted driving details, DUI checkpoints and education to the public with teen driver awareness courses
- Increase traffic services in and around schools to provide juveniles safe passage to and from school while increasing a presence to reduce crime at local businesses after school hours
- Focus efforts to reduce homelessness in the Santee riverbed by utilizing the Homeless Outreach Program and Engagement (HOPE) team and other regional partners to provide resources and services to those in need
- Adopt the Safe Santee project to lower retail thefts in the City
- Work with Metropolitan Transit System (MTS) and the Joint Trolley Task Force to address and deter criminal activity on and around the trolley platform at Town Center Parkway/Santee Trolley Square
- Continue to work with the Retail Theft Collaborative to foster best practices and maximize communication with law enforcement in an effort to prevent and deter theft
- Conduct active shooter training and collaborate with the Retail Theft Collaborative on this topic
- Continue to have a presence on social media platforms to enhance communication with the community
- Through partnership with the community, raise fentanyl awareness and reduce fentanyl related crimes and overdoses



# LAW ENFORCEMENT SERVICES BUDGET SUMMARY

LAW ENFORCEMENT SERVICES 1001.00.2101-2102	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>SUMMARY OF EXPENDITURES</b>			
Operations & Maintenance	<u>\$ 16,020,756</u>	<u>\$ 16,812,110</u>	<u>\$ 16,983,950</u>
<b>TOTAL EXPENDITURES</b>	<u><u>\$ 16,020,756</u></u>	<u><u>\$ 16,812,110</u></u>	<u><u>\$ 16,983,950</u></u>
<b>OPERATIONS &amp; MAINTENANCE</b>			
51040 Expert/Consulting Services	\$ 46,838	\$ 50,000	\$ 50,000
51120 Printing & Duplicating	1,369	2,000	2,000
51152 Contract Services - S.D. County Sheriff	15,815,615	16,561,560	16,726,980
51155 Other Contract Services	102,425	142,400	146,420
51160 Materials & Supplies	-	250	250
51180 Electricity & Gas	4,623	5,400	7,200
51210 Custodial Services	3,031	4,000	5,100
51215 Repair/Maintenance - Bldg & Structures	-	1,500	1,000
51332 Communication Charges	46,854	45,000	45,000
<b>Total Operations &amp; Maintenance</b>	<u>\$ 16,020,756</u>	<u>\$ 16,812,110</u>	<u>\$ 16,983,950</u>
<b>GRAND TOTAL</b>	<u><u>\$ 16,020,756</u></u>	<u><u>\$ 16,812,110</u></u>	<u><u>\$ 16,983,950</u></u>



# LAW ENFORCEMENT SERVICES BUDGET DETAILS

LAW ENFORCEMENT SERVICES 1001.00.2101-2102	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## OPERATIONS & MAINTENANCE

<b>Expert/Consulting Services</b>	<b>\$ 46,838</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>
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This account provides law enforcement support services for the Automated Regional Justice Information System (ARJIS) and the California Identification (Cal-ID) Fingerprint program.

<b>Printing and Duplicating</b>	<b>1,369</b>	<b>2,000</b>	<b>2,000</b>
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This account provides funding for the printing of courtesy notices, parking citations and towing notices for illegally parked vehicles.

<b>Contract Services - S.D. County Sheriff</b>	<b>15,815,615</b>	<b>16,561,560</b>	<b>16,726,980</b>
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This appropriation provides funding for general and specialized law enforcement, traffic and patrol services under contract with the San Diego County Sheriff's Department. The current contract amount is partially funded with \$161,300 of State Supplemental Law Enforcement Services Funds in addition to the amounts reflected here. Staffing in FY 2022-23 is:

- Twenty-eight (28) general law enforcement patrol deputies
- Four (4) patrol sergeants
- Five (5) traffic investigation and enforcement deputies
- One (1) traffic sergeant
- One (1) motorcycle deputy
- Four (4) crime suppression COPPS deputies
- Seven (7) detectives
- One (1) detective sergeant
- Two (2) community service officers (CSOs)

<b>Other Contract Services</b>	<b>102,425</b>	<b>142,400</b>	<b>146,420</b>
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This appropriation provides funds to support School Resource Officers with the Grossmont Union High School District, assigned to Santana and West Hills high schools.

<b>Materials &amp; Supplies</b>	<b>-</b>	<b>250</b>	<b>250</b>
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This account provides funds to purchase materials and supplies for law enforcement related functions, including RSVP activities and Community Oriented Policing Committee (COMPOC) meetings.



# LAW ENFORCEMENT SERVICES BUDGET DETAILS

LAW ENFORCEMENT SERVICES 1001.00.2101-2102	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## OPERATIONS & MAINTENANCE (CONTINUED)

<b>Electricity &amp; Gas</b>	<b>\$ 4,623</b>	<b>\$ 5,400</b>	<b>\$ 7,200</b>
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This appropriation provides funding for the cost of gas and electricity at the Community Safety Center located in Trolley Square.

<b>Custodial Services</b>	<b>3,031</b>	<b>4,000</b>	<b>5,100</b>
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This appropriation provides for janitorial services at the Community Safety Center located in Trolley Square.

<b>Repair/Maintenance - Building &amp; Structures</b>	<b>-</b>	<b>1,500</b>	<b>1,000</b>
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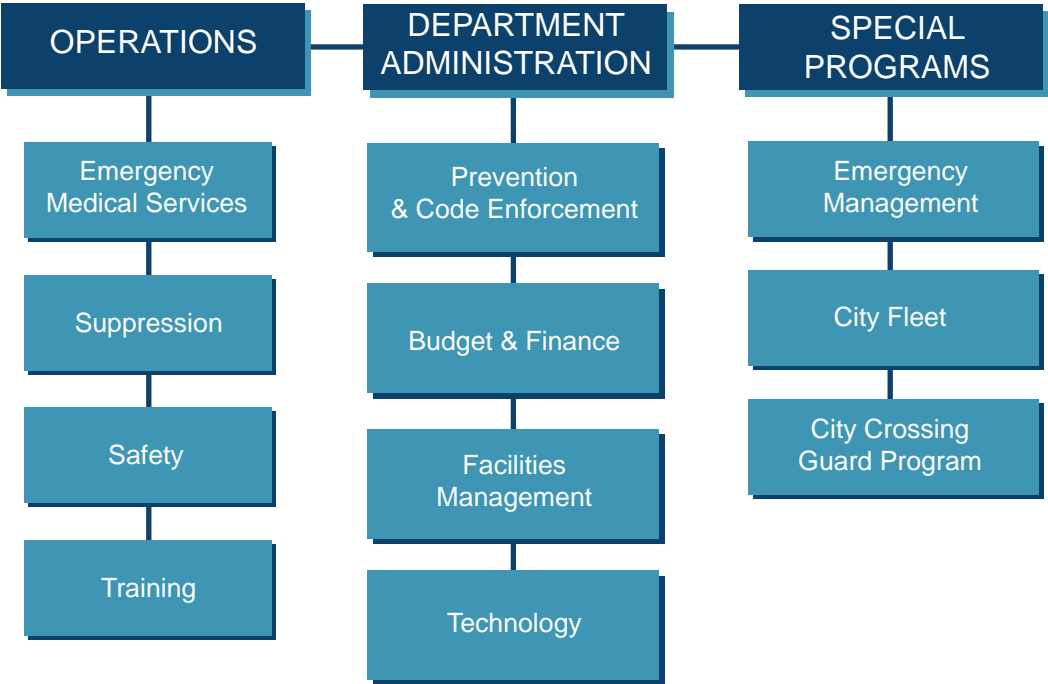
This account provides for monthly alarm monitoring and inspection fees at the Community Safety Center as well as any as-needed internal facility repairs or maintenance, including plumbing and electrical repairs.

<b>Communication Charges</b>	<b>46,854</b>	<b>45,000</b>	<b>45,000</b>
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This appropriation provides funding for radios supported by the County of San Diego 800MHZ Regional Communication System.

<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>	<b><u>\$ 16,020,756</u></b>	<b><u>\$ 16,812,110</u></b>	<b><u>\$ 16,983,950</u></b>
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# FIRE & LIFE SAFETY





# FIRE & LIFE SAFETY BUDGET SUMMARY

FIRE & LIFE SAFETY	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Administration	\$ 918,489	\$ 1,112,030	\$ 1,242,930
Emergency Operations	10,475,817	10,914,340	11,307,570
Emergency Medical	3,570,583	3,746,370	4,044,990
Emergency Preparedness	9,114	28,400	30,170
Fleet Operations and Maintenance	332,490	465,390	511,200
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 15,306,493</u></b>	<b><u>\$ 16,266,530</u></b>	<b><u>\$ 17,136,860</u></b>

## SUMMARY OF FUNDED POSITIONS

Administration	4.05	5.05	5.05
Emergency Operations	41.30	41.30	41.30
Emergency Medical	13.95	14.15	14.15
Fleet Operations and Maintenance	1.30	1.50	1.50
<b>TOTAL POSITIONS</b>	<b><u>60.60</u></b>	<b><u>62.00</u></b>	<b><u>62.00</u></b>



# FIRE & LIFE SAFETY – ADMINISTRATION

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## MISSION STATEMENT

We protect life and property in our community through aggressive fire suppression, public education and emergency medical services (EMS), with leadership and professionalism.

## PROGRAM DESCRIPTION

Fire Administration is responsible for the management and administration of fire and life safety planning, emergency operations, disaster preparedness, emergency medical services, loss prevention, code enforcement, fire investigation, and hazardous materials mitigation. This department is also responsible for administering City fleet maintenance, citywide communications, and the City's Safety Program.

## FY 2021-22 ACCOMPLISHMENTS

- Initiated Dissolution of County Service Area 69 and formation of Joint Powers Authority
- Hired a full-time Equipment Mechanic
- Hired a full-time Fire Inspector
- Conducted San Diego river corridor risk assessment for structures within 100 feet of wildland
- Established eight fire breaks throughout the San Diego river corridor
- Facilitated in-house COVID-19 testing
- Conducted entry-level Firefighter Paramedic testing and hired five new Firefighter Paramedics
- Hired three part-time School Crossing Guards
- Conducted promotional testing for the position of Fire Engineer
- Submitted Hazard Mitigation Grant Program (HMGP) application for San Diego river corridor
- Secured grant funding from San Diego River Conservancy for a Type VI apparatus (small brush engine)
- Awarded Contract for Community Risk Assessment and Long-Range Master Plan (Standards of Cover)

## FY 2022-23 GOALS AND OBJECTIVES

- Finalize dissolution of CSA 69 and formation of Joint Powers Authority
- Conduct and present Community Risk Assessment and Long-Range Master Plan (Standards of Cover) to City Council
- Develop realistic Fire Station 4 replacement plan with timeline
- Continue wildfire mitigation within San Diego River corridor
- Purchase a Type VI apparatus (small brush engine) with substantial funding provided by a grant from the San Diego River Conservancy
- Purchase a Type I apparatus (structural fire-fighting pumper)
- Expand City vehicle fueling capabilities at the Public Services Operations Center



# ADMINISTRATION BUDGET SUMMARY

FIRE & LIFE SAFETY – ADMINISTRATION 1001.03.2201	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Personnel	\$ 878,789	\$ 1,035,120	\$ 1,154,990
Operations & Maintenance	39,700	76,910	80,030
Capital Outlay	-	-	7,910
<b>TOTAL EXPENDITURES</b>	<b>\$ 918,489</b>	<b>\$ 1,112,030</b>	<b>\$ 1,242,930</b>

## SUMMARY OF FUNDED POSITIONS

Director Fire & Life Safety Services	0.80	0.80	0.80
Deputy Fire Chief	0.75	0.75	0.75
Fire Marshal	1.00	1.00	1.00
Fire Inspector	-	1.00	1.00
Management Analyst	0.70	0.70	0.70
Administrative Secretary	0.80	0.80	0.80
<b>TOTAL POSITIONS</b>	<b>4.05</b>	<b>5.05</b>	<b>5.05</b>



# ADMINISTRATION BUDGET SUMMARY

FIRE & LIFE SAFETY – ADMINISTRATION 1001.03.2201	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>PERSONNEL</b>			
50010 Salaries & Wages - Regular	\$ 547,521	\$ 619,550	\$ 666,900
50020 Salaries & Wages - Part Time	28,046	38,690	34,740
50025 Overtime	3,620	3,700	4,500
50035 Vacation Cash Out	-	-	52,840
50050 Retirement - PERS	90,755	102,500	108,860
50052 Retirement - Unfunded Liability	127,090	162,610	190,810
50055 Retirement - Part Time	1,052	1,460	1,300
50060 Medicare	8,461	9,590	11,010
50070 Health Insurance	57,039	79,410	72,310
50071 Dental Insurance	3,968	5,390	4,090
50072 OPEB Health	2,090	-	-
50075 Life Insurance	408	530	510
50076 Long Term Disability Insurance	1,250	1,690	1,520
50080 Workers' Compensation	5,005	10,000	5,000
50081 Unemployment Insurance	2,482	-	600
<b>Total Personnel</b>	<b>\$ 878,789</b>	<b>\$ 1,035,120</b>	<b>\$ 1,154,990</b>
<b>OPERATIONS &amp; MAINTENANCE</b>			
51012 Medical Services	\$ 171	\$ 500	\$ 500
51040 Expert/Consulting Services	13,416	12,810	12,850
51104 Subscriptions/Memberships	3,013	5,260	5,290
51110 Professional Development	3,049	21,720	20,990
51120 Printing & Duplicating	26	560	650
51121 Telephone & Fax	6,500	7,810	7,100
51122 Postage	639	1,000	1,000
51160 Materials & Supplies	6,279	11,740	11,740
51161 Materials & Supplies - Crossing Guards	161	300	600
51165 Wearing Apparel	761	5,360	7,390
51180 Electricity & Gas	4,966	5,300	7,200
51201 Software Maintenance & Licensing	-	3,290	3,480
51211 Repair/Maintenance - Equipment	720	1,260	1,240
<b>Total Operations &amp; Maintenance</b>	<b>\$ 39,700</b>	<b>\$ 76,910</b>	<b>\$ 80,030</b>
<b>CAPITAL OUTLAY</b>			
60050 Communication Equipment	\$ -	\$ -	\$ 7,910
<b>Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,910</b>
<b>GRAND TOTAL</b>	<b>\$ 918,489</b>	<b>\$ 1,112,030</b>	<b>\$ 1,242,930</b>



# ADMINISTRATION BUDGET DETAILS

FIRE & LIFE SAFETY – ADMINISTRATION 1001.03.2201	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## OPERATIONS & MAINTENANCE

<b>Medical Services</b>	\$ 171	\$ 500	\$ 500
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This account provides funds for required annual respirator physicals for Fire Chief and Deputy Fire Chief.

<b>Expert/Consulting Services</b>	13,416	12,810	12,850
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This account provides funds for the fire benefit fee consultant, fire inspection billing service, the Junior Firesetter Intervention Program, and miscellaneous services.

<b>Subscriptions/Memberships</b>	3,013	5,260	5,290
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This appropriation will provide for professional memberships for Chief Officers, Fire Marshal, and Fire Administration staff.

<b>Professional Development</b>	3,049	21,720	20,990
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This appropriation will allow for attendance of professional conferences, classes and various training seminars by Chief Officers, Fire Marshal, and Fire Inspector. This account also includes leadership training program for Fire personnel.

<b>Printing &amp; Duplicating</b>	26	560	650
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This account provides funds for the printing of various forms, business cards and other miscellaneous printing needs for Fire Administration.

<b>Telephone &amp; Fax</b>	6,500	7,810	7,100
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This account provides funds for the cost of telephones for Fire Administration staff.

<b>Postage</b>	639	1,000	1,000
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This account provides funds for postage and shipping charges utilized by Fire Administration.

<b>Materials &amp; Supplies</b>	6,279	11,740	11,740
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This account provides funds for the purchase of miscellaneous materials and supplies utilized by Fire Administration and Fire Prevention.

<b>Materials &amp; Supplies - Crossing Guards</b>	161	300	600
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This account provides funds for the School Crossing Guard Program for safety apparel, stop signs, and other related items.

<b>Wearing Apparel</b>	761	5,360	7,390
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This account provides for uniforms for the Fire Chief, Deputy Fire Chief, Fire Marshal, and Fire Inspector.



# ADMINISTRATION BUDGET DETAILS

FIRE & LIFE SAFETY – ADMINISTRATION 1001.03.2201	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## OPERATIONS & MAINTENANCE (CONTINUED)

<b>Electricity &amp; Gas</b>	\$ 4,966	\$ 5,300	\$ 7,200
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This appropriation provides for Fire Administration's share of gas and electricity at City Hall.

<b>Software Maintenance &amp; Licensing</b>	-	3,290	3,480
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This account provides funds for the fire inspection software program.

<b>Repair/Maintenance - Equipment</b>	720	1,260	1,240
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This account provides funds for AED service agreement on defibrillators in City facilities, Fire Administration's share of the pooled copier maintenance agreement, and as-needed repair of small office equipment.

<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>	\$ 39,700	\$ 76,910	\$ 80,030
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## CAPITAL OUTLAY

<b>Communication Equipment</b>	\$ -	\$ -	\$ 7,910
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This appropriation will fund the purchase of (1) portable radio for the Fire Inspector.

<b>TOTAL CAPITAL OUTLAY</b>	\$ -	\$ -	\$ 7,910
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# FIRE & LIFE SAFETY – EMERGENCY OPERATIONS

## PROGRAM DESCRIPTION

Emergency Operations is responsible for day-to-day operations including response to and mitigation of emergency incidents and service calls. Supporting emergency response activities requires the coordination of safety, training activities and the utilization of current information technology. Emergency response personnel also add value by providing public education and performing commercial occupancy fire code inspections.

## FY 2021-22 ACCOMPLISHMENTS

- Deployed personnel on wildland fires throughout 2021
- Delivered several newly required State fire training courses in-house
- Conducted a Fire Academy for five new Firefighter Paramedics
- Provided in-house COVID-19 testing
- Instituted an annual “Bid” system allowing personnel to select their station and shift
- Completed training and deployed a Cal OES engine
- Deployed new battery powered hydraulic rescue tools
- Replaced all dining and training room chairs and recliners at both fire stations
- Deployed new fit testing and bench testing self-contained breathing apparatus (SCBA) equipment
- All SCBAs updated to NFPA 2018 compliance
- Responded to multiple wildland fires within the City boundaries

## FY 2022-23 GOALS AND OBJECTIVES

- Develop an after action committee to review large emergency incidents
- Continue to develop the City’s Emergency Operations Center through training, table-top exercises, and full simulations
- Purchase a second set of wildland PPE for all personnel
- Continue to monitor chute times, with the goal of improving fire department overall response times



# EMERGENCY OPERATIONS BUDGET SUMMARY

FIRE & LIFE SAFETY – EMERGENCY OPERATIONS 1001.03.2202	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Personnel	\$ 9,753,310	\$ 9,993,710	\$ 10,455,490
Operations & Maintenance	698,660	776,370	842,030
Capital Outlay	23,847	144,260	10,050
<b>TOTAL EXPENDITURES</b>	<b>\$ 10,475,817</b>	<b>\$ 10,914,340</b>	<b>\$ 11,307,570</b>

## SUMMARY OF FUNDED POSITIONS

Battalion Chief	2.40	2.40	2.40
Fire Captain	11.90	11.90	11.90
Fire Engineer	12.00	12.00	12.00
Firefighter Paramedic	15.00	15.00	15.00
<b>TOTAL POSITIONS</b>	<b>41.30</b>	<b>41.30</b>	<b>41.30</b>



# EMERGENCY OPERATIONS BUDGET SUMMARY

FIRE & LIFE SAFETY – EMERGENCY OPERATIONS 1001.03.2202	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>PERSONNEL</b>			
50010 Salaries & Wages - Regular	\$ 3,995,234	\$ 4,398,810	\$ 4,634,050
50011 Acting Pay	23,849	18,000	20,000
50012 FLSA	100,502	111,630	111,630
50025 Overtime	1,236,278	803,180	938,420
50027 Overtime - Acting Pay	226,504	133,960	216,320
50028 Overtime - Reimbursable	457,674	590,600	337,500
50033 Preceptor/Mentor Pay	2,750	7,000	8,000
50034 Longevity Certification Pay	38,421	42,240	43,140
50035 Vacation Cash Out	-	6,100	3,010
50036 Sick Leave Buy Back	7,710	4,000	7,340
50041 Clothing Allowance	24,048	24,070	25,620
50045 2% RHSA	75,374	79,790	83,240
50050 Retirement - PERS	848,943	882,070	924,670
50052 Retirement - Unfunded Liability	1,294,806	1,526,910	1,741,620
50060 Medicare	83,593	82,660	91,960
50070 Health Insurance	708,194	771,620	780,500
50071 Dental Insurance	38,414	42,820	35,440
50072 OPEB Health	93,620	-	-
50075 Life Insurance	4,026	4,320	4,170
50076 Long Term Disability Insurance	13,844	14,930	14,860
50080 Workers' Compensation Insurance	479,218	449,000	430,000
50081 Unemployment Insurance	306	-	4,000
<b>Total Personnel</b>	<b>\$ 9,753,310</b>	<b>\$ 9,993,710</b>	<b>\$ 10,455,490</b>





# EMERGENCY OPERATIONS BUDGET SUMMARY

FIRE & LIFE SAFETY – EMERGENCY OPERATIONS 1001.03.2202	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>OPERATIONS &amp; MAINTENANCE</b>			
51012 Medical Services	\$ 6,667	\$ 14,550	\$ 16,840
51040 Expert/Consulting Services	32,181	30,940	33,580
51101 Other Governmental Purposes	17,151	17,500	17,500
51110 Professional Development	-	5,780	3,260
51114 Training & Developments - FTES	14,097	15,000	15,000
51121 Telephone & Fax	12,420	13,100	14,400
51141 Rentals/Leases - Office Equipment	5,643	2,794	-
51160 Materials & Supplies	53,891	93,260	126,000
51165 Wearing Apparel	123,476	125,280	131,870
51180 Electricity & Gas	47,754	53,000	59,700
51185 Water & Sewer	13,637	13,850	16,200
51201 Software Maintenance & Licensing	-	18,200	16,490
51211 Repair/Maintenance - Equipment	19,504	21,563	20,020
51330 Heartland Communications Facility Authority	203,315	200,593	214,470
51331 Heartland Training Authority	49,031	48,800	48,800
51332 Communication Charges	22,842	22,160	28,320
51335 Agency Reimbursements	55,959	57,500	57,080
51360 Fitness Equipment/Education	21,092	22,500	22,500
<b>Total Operations &amp; Maintenance</b>	<b>\$ 698,660</b>	<b>\$ 776,370</b>	<b>\$ 842,030</b>
<b>CAPITAL OUTLAY</b>			
60010 Office Equipment	\$ -	\$ 13,110	\$ -
60050 Communication Equipment	12,824	20,408	-
60099 Other Capital Outlay	11,023	110,742	10,050
<b>Total Capital Outlay</b>	<b>\$ 23,847</b>	<b>\$ 144,260</b>	<b>\$ 10,050</b>
<b>GRAND TOTAL</b>	<b>\$ 10,475,817</b>	<b>\$ 10,914,340</b>	<b>\$ 11,307,570</b>



# EMERGENCY OPERATIONS BUDGET DETAILS

<b>FIRE &amp; LIFE SAFETY – EMERGENCY OPERATIONS 1001.03.2202</b>	<b>ACTUAL FY 2020-21</b>	<b>AMENDED FY 2021-22</b>	<b>PROPOSED FY 2022-23</b>
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## OPERATIONS & MAINTENANCE (CONTINUED)

<b>Medical Services</b>	<b>\$ 6,667</b>	<b>\$ 14,550</b>	<b>\$ 16,840</b>
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This account provides for required annual respirator physicals, DMV physicals, vaccinations, first aid claims, and pre-placement physicals for new firefighter/paramedics.

<b>Expert/Consulting Services</b>	<b>32,181</b>	<b>30,940</b>	<b>33,580</b>
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This account provides funds for various contracts and services including TIP (Trauma Intervention Program), OSHA-required ladder testing, fire hose testing, paramedic recertifications, peer support program, annual County hazardous materials permits, and miscellaneous contracts associated with hazardous waste disposal and other highly technical equipment.

<b>Other Governmental Purposes</b>	<b>17,151</b>	<b>17,500</b>	<b>17,500</b>
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This account provides funds for expenses associated with emergencies, including meals, fluid replacement and unforeseen materials and supplies required to mitigate emergencies.

<b>Professional Development</b>	<b>-</b>	<b>5,780</b>	<b>3,260</b>
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This account will fund department-wide training activities, registration fees, travel and lodging associated with attendance of professional conferences and various training seminars.

<b>Training &amp; Development - FTEs</b>	<b>14,097</b>	<b>15,000</b>	<b>15,000</b>
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This account provides funding for ongoing Fire Department related training activities and is associated with an Interagency Instruction Agreement between the City of Santee and Miramar College.

<b>Telephone &amp; Fax</b>	<b>12,420</b>	<b>13,100</b>	<b>14,400</b>
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This account provides funds for various phone charges, including emergency lines, cellular phones and T-1 lines at Fire Stations 4 and 5.

<b>Rentals/Leases - Office Equipment</b>	<b>5,643</b>	<b>2,794</b>	<b>-</b>
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This account previously funded the leased copiers at Fire Stations 4 and 5, leases expired in FY 21/22.

<b>Materials &amp; Supplies</b>	<b>53,891</b>	<b>93,260</b>	<b>126,000</b>
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This account provides funds for the purchase of miscellaneous materials and supplies including but not limited to SCBA (self-contained breathing apparatus) replacement parts, fire station materials and supplies, fire equipment and fire hose.



# EMERGENCY OPERATIONS BUDGET DETAILS

FIRE & LIFE SAFETY – EMERGENCY OPERATIONS 1001.03.2202	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## OPERATIONS & MAINTENANCE (CONTINUED)

<b>Wearing Apparel</b>	<b>\$ 123,476</b>	<b>\$ 125,280</b>	<b>\$ 131,870</b>
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This account provides funds for the purchase of protective clothing, safety equipment and firefighter uniforms.

<b>Electricity &amp; Gas</b>	<b>47,754</b>	<b>53,000</b>	<b>59,700</b>
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This account provides funds for the cost of electricity and gas allocated for Fire Stations 4 and 5.

<b>Water &amp; Sewer</b>	<b>13,637</b>	<b>13,850</b>	<b>16,200</b>
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This account provides funds for the cost of water and sewer allocated for Fire Stations 4 and 5.

<b>Software Maintenance &amp; Licensing</b>	<b>-</b>	<b>18,200</b>	<b>16,490</b>
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This account provides funds for software maintenance agreements and support services.

<b>Repair/Maintenance - Equipment</b>	<b>19,504</b>	<b>21,563</b>	<b>20,020</b>
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This account provides funds for repair and maintenance of equipment at Fire Stations 4 and 5, as well as radio maintenance and repair services.

<b>Heartland Communications Facility Authority</b>	<b>203,315</b>	<b>200,593</b>	<b>214,470</b>
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This account provides funds for the Heartland Communication Facility Authority operational costs and required CIP contribution. 45% of this amount is budgeted in the Emergency Medical (CSA 69) budget.

<b>Heartland Training Authority</b>	<b>49,031</b>	<b>48,800</b>	<b>48,800</b>
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This account provides funds for Heartland Training Facility operational and lease costs.

<b>Communication Charges</b>	<b>22,842</b>	<b>22,160</b>	<b>28,320</b>
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This account provides funds for the Regional Communication System radio user charges, pager service, and mobile hot spot access fees.

<b>Agency Reimbursements</b>	<b>55,959</b>	<b>57,500</b>	<b>57,080</b>
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This account provides funds for the City's participation in the County JPA for the Joint Hazardous Material Incident Response Team Program.

<b>Fitness Equipment/Education</b>	<b>21,092</b>	<b>22,500</b>	<b>22,500</b>
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This account provides funds for fitness equipment and education as dictated by the Santee Firefighters Association MOU.

<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>	<b><u>\$ 698,660</u></b>	<b><u>\$ 776,370</u></b>	<b><u>\$ 842,030</u></b>
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# EMERGENCY OPERATIONS BUDGET DETAILS

FIRE & LIFE SAFETY – EMERGENCY OPERATIONS 1001.03.2202	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>CAPITAL OUTLAY</b>			
<b>Office Equipment</b>	\$ -	\$ 13,110	\$ -
This account provided funds for the replacement copiers purchased for Fire Stations 4 & 5 (75%) in FY 2021-22.			
<b>Communication Equipment</b>	12,824	20,408	-
This account provided funds for radio equipment purchased in FY 21/22.			
<b>Other Capital Outlay</b>	11,023	110,742	10,050
This account provides funds for the purchase of two (2) RIT (rapid intervention team) Kits.			
<b>TOTAL CAPITAL OUTLAY</b>	<u>\$ 23,847</u>	<u>\$ 144,260</u>	<u>\$ 10,050</u>

# FIRE & LIFE SAFETY – EMERGENCY MEDICAL

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## PROGRAM DESCRIPTION

Under the direction of the Emergency Medical Services (EMS) Battalion Chief, the Emergency Medical Services Division is responsible for responding to 911 emergency calls and providing Advanced Life Support (ALS) patient care in the treatment of medical illness or traumatic injury. This budget provides funding for all ALS services including, but not limited to: ALS and Basic Life Support (BLS) training consistent with State and local laws, as well as County of San Diego policies; ambulance maintenance and repair; medical supplies; employee health, safety and wellness programs; ALS and BLS equipment maintenance and repair; community education and public relations programs; personnel costs associated with the delivery of EMS provided by the Santee Fire Department. Ambulance procurement is budgeted through the separate Vehicle Acquisition & Replacement Fund. The program is funded through reimbursement to the City General Fund from County Service Area 69 (CSA-69).

## FY 2021-22 ACCOMPLISHMENTS

- Provided CSA 69 education to representatives
- Implemented a new EMS Continuing Education provider
- Implemented a comprehensive Quality Assurance and Improvement program
- Successfully lobbied for a non-district transport fee
- Implementation of biometric narcotic storage and tracking
- Conducted a 5th transport ambulance trial study
- Deployed automatic CPR boards on each front-line apparatus
- Trained and evaluated six new firefighter paramedics

## FY 2022-23 GOALS AND OBJECTIVES

- Assist with CSA transition to a Joint Powers Authority (JPA)
- Provide a minimum of 36 hour of EMS continuing education
- Transition DICO to EMS BC
- Remount vehicle 185 and place in service as M5
- Purchase LUCAS CPR device for M5
- Conduct quarterly community CPR classes



# EMERGENCY MEDICAL BUDGET SUMMARY

FIRE & LIFE SAFETY – EMERGENCY MEDICAL 1001.03.2203	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Personnel	\$ 2,916,635	\$ 2,840,860	\$ 3,024,500
Operations & Maintenance	589,410	830,940	903,840
Capital Outlay	64,538	74,570	116,650
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,570,583</b>	<b>\$ 3,746,370</b>	<b>\$ 4,044,990</b>

## SUMMARY OF FUNDED POSITIONS

Director of Fire & Life Safety	0.20	0.20	0.20
Deputy Fire Chief	0.25	0.25	0.25
Battalion Chief	0.60	0.60	0.60
Fire Captain	0.10	0.10	0.10
Firefighter Paramedic	12.00	12.00	12.00
Management Analyst	0.30	0.30	0.30
Lead Equipment Mechanic	0.10	0.25	0.25
Equipment Mechanic	0.20	0.25	0.25
Administrative Secretary	0.20	0.20	0.20
<b>TOTAL POSITIONS</b>	<b>13.95</b>	<b>14.15</b>	<b>14.15</b>



# EMERGENCY MEDICAL BUDGET SUMMARY

FIRE & LIFE SAFETY – EMERGENCY MEDICAL 1001.03.2203	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>PERSONNEL</b>			
50010 Salaries & Wages - Regular	\$ 1,295,415	\$ 1,385,200	\$ 1,481,020
50012 FLSA	28,573	30,070	31,640
50025 Overtime	316,999	250,090	260,090
50028 Overtime - Reimbursable	159,422	-	-
50029 Overtime - Surge	32,908	5,000	-
50033 Preceptor/Mentor Pay	3,167	7,000	8,000
50034 Longevity Certification Pay	1,831	4,180	4,260
50035 Vacation Cash Out	-	1,530	13,650
50036 Sick Leave Buy Back	-	740	1,880
50041 Clothing Allowance	8,178	8,260	8,260
50045 2% RHSA	21,247	22,450	23,620
50050 Retirement - PERS	236,131	244,420	246,490
50052 Retirement - Unfunded Liability	410,825	474,790	533,840
50060 Medicare	29,604	24,490	26,240
50070 Health Insurance	199,567	198,230	198,580
50071 Dental Insurance	13,910	13,880	10,480
50075 Life Insurance	1,413	1,480	1,440
50076 Long Term Disability Insurance	4,834	5,050	5,010
50080 Workers' Compensation Insurance	152,611	164,000	170,000
<b>Total Personnel</b>	<b>\$ 2,916,635</b>	<b>\$ 2,840,860</b>	<b>\$ 3,024,500</b>



# EMERGENCY MEDICAL BUDGET SUMMARY

FIRE & LIFE SAFETY – EMERGENCY MEDICAL 1001.03.2203	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>OPERATIONS &amp; MAINTENANCE</b>			
51012 Medical Services	\$ 1,622	\$ 7,760	\$ 9,390
51020 Legal Services - City Attorney	-	50,000	40,000
51040 Expert/Consulting Services	23,190	42,040	41,900
51046 Outreach & Education	-	5,000	5,000
51102 Laundry/Cleaning Services	1,830	2,720	2,720
51104 Subscriptions & Memberships	731	800	850
51110 Professional Development	3,078	10,020	13,260
51121 Telephone & Fax	8,694	8,320	10,000
51122 Postage	-	180	250
51141 Rentals/Leases - Office Equipment	1,881	931	-
51160 Materials & Supplies	193,428	260,708	251,990
51165 Wearing Apparel	12,151	22,510	36,580
51171 Fuel & Oil	48,801	87,020	109,420
51180 Electricity & Gas	17,819	18,700	22,400
51185 Water & Sewer	4,546	4,480	5,400
51201 Software Maintenance & Licensing	-	13,580	13,800
51211 Repair/Maintenance - Equipment	2,808	4,680	5,400
51212 Repair/Maintenance - Automotive Equipment	11,372	33,200	38,600
51230 Repair/Maintenance - Other	11,724	15,030	23,780
51301 Property Insurance	10,499	13,013	16,270
51305 Public Liability Insurance	37,032	42,747	53,440
51330 Heartland Communications Facility Authority	166,349	159,641	175,480
51332 Communication Charges	16,464	8,480	7,800
51360 Fitness Equipment/Education	7,030	7,500	7,500
51361 Minor Equipment	8,364	11,880	12,610
<b>Total Operations &amp; Maintenance</b>	<b>\$ 589,410</b>	<b>\$ 830,940</b>	<b>\$ 903,840</b>
<b>CAPITAL OUTLAY</b>			
60010 Office Equipment	\$ -	\$ 4,370	\$ -
60030 Medical Equipment	58,884	63,778	76,700
60050 Communication Equipment	6,154	5,490	7,910
60099 Other Capital Outlay	-	932	32,040
60199 Trade-In Credit on Equipment	(500)	-	-
<b>Total Capital Outlay</b>	<b>\$ 64,538</b>	<b>\$ 74,570</b>	<b>\$ 116,650</b>
<b>GRAND TOTAL</b>	<b>\$ 3,570,583</b>	<b>\$ 3,746,370</b>	<b>\$ 4,044,990</b>





# EMERGENCY MEDICAL BUDGET DETAILS

FIRE & LIFE SAFETY – EMERGENCY MEDICAL 1001.03.2203	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## OPERATIONS & MAINTENANCE

<b>Medical Services</b>	<b>\$ 1,622</b>	<b>\$ 7,760</b>	<b>\$ 9,390</b>
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This account provides funds for required annual respirator physicals, DMV physicals, vaccinations and first aid claims.

<b>Legal Services - City Attorney</b>	<b>-</b>	<b>50,000</b>	<b>40,000</b>
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This account provides funds for legal services associated with the dissolution of County Service Area 69 (CSA-69).

<b>Expert/Consulting Services</b>	<b>23,190</b>	<b>42,040</b>	<b>41,900</b>
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This account provides funds for various fees and costs associated with ALS and BLS certification and licensing. Costs include, but are not limited to the following: 1) Fees for state associations & licensure; 2) ACLS training and QA/QI/field care audits; 3) Biohazardous waste disposal; 4) Reverse distribution of controlled substances; 5) Trauma Intervention Program (TIP); 6) EMS-related training resulting in continuing education units and service delivery enrichment; 7) Peer support services.

<b>Outreach and Education</b>	<b>-</b>	<b>5,000</b>	<b>5,000</b>
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This account provides funds for EMS-related supplies for community risk reduction through education, and supplies for first aid booths at large community events.

<b>Laundry/Cleaning Services</b>	<b>1,830</b>	<b>2,720</b>	<b>2,720</b>
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This account provides funds for medical linen service for all medic units, and includes linen rental, cleaning and replacement costs.

<b>Subscriptions/Memberships</b>	<b>731</b>	<b>800</b>	<b>850</b>
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This appropriation provides for subscriptions, memberships and professional publications utilized by EMS personnel.

<b>Professional Development</b>	<b>3,078</b>	<b>10,020</b>	<b>13,260</b>
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This account provides funds for purchase of EMS-related training materials and supplies, as well as registration fees, travel expenses and meals for attendance of professional development seminars, classes and conferences related to emergency medical care.

<b>Telephone &amp; Fax</b>	<b>8,694</b>	<b>8,320</b>	<b>10,000</b>
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This account provides funds for various phone charges, including emergency lines, cellular phones and T-1 lines at Fire Stations 4 and 5.



# EMERGENCY MEDICAL BUDGET DETAILS

FIRE & LIFE SAFETY – EMERGENCY MEDICAL 1001.03.2203	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## OPERATIONS & MAINTENANCE (CONTINUED)

<b>Postage</b>	\$ -	\$ 180	\$ 250
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This account is for EMS-associated postage and shipping charges.

<b>Rentals/Leases - Office Equipment</b>	1,881	931	-
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This account previously funded the leased copiers at Fire Stations 4 and 5. Leases expired in FY 2021-22.

<b>Materials &amp; Supplies</b>	193,428	260,708	251,990
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This account provides funds to purchase miscellaneous medical supplies, pharmaceuticals, office supplies and other supplies related to the paramedic program.

<b>Wearing Apparel</b>	12,151	22,510	36,580
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This account provides funds to purchase safety gear for firefighter/paramedics, including turnouts, boots and protective eye wear.

<b>Fuel &amp; Oil</b>	48,801	87,020	109,420
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This account provides funds for fuel, oil, transmission fluid and lubricants for paramedic units.

<b>Electricity &amp; Gas</b>	17,819	18,700	22,400
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This appropriation will fund the cost of electricity and gas allocated for Fire Stations 4 and 5 as associated with the EMS program.

<b>Water &amp; Sewer</b>	4,546	4,480	5,400
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This account provides funds for water and sewer allocated for Fire Stations 4 and 5 as associated with the EMS program.

<b>Software Maintenance &amp; Licensing</b>	-	13,580	13,800
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This account provides funds for EMS-related software maintenance agreements and support services.

<b>Repair/Maintenance - Equipment</b>	2,808	4,680	5,400
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This account provides funds for repair and maintenance of equipment, as well as radio maintenance and repair services associated with the EMS program.

<b>Repair/Maintenance - Automotive Equipment</b>	11,372	33,200	38,600
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This account provides funds for normal repair and maintenance of all paramedic units.



# EMERGENCY MEDICAL BUDGET DETAILS

<b>FIRE &amp; LIFE SAFETY – EMERGENCY MEDICAL 1001.03.2203</b>	<b>ACTUAL FY 2020-21</b>	<b>AMENDED FY 2021-22</b>	<b>PROPOSED FY 2022-23</b>
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## OPERATIONS & MAINTENANCE (CONTINUED)

<b>Repair/Maintenance - Other</b>	<b>\$ 11,724</b>	<b>\$ 15,030</b>	<b>\$ 23,780</b>
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This account provides funds for miscellaneous repairs of medical equipment, including but not limited to gurneys, auto vents, automatic blood pressure cuffs, EKG monitor maintenance and mechanical CPR boards.

<b>Property Insurance</b>	<b>10,499</b>	<b>13,013</b>	<b>16,270</b>
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This account provides funds for the estimated cost to insure the CSA paramedic units.

<b>Public Liability Insurance</b>	<b>37,032</b>	<b>42,747</b>	<b>53,440</b>
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This account provides funds for the CSA-69 portion of public liability/paramedic malpractice insurance.

<b>Heartland Communications Facility Authority</b>	<b>166,349</b>	<b>159,641</b>	<b>175,480</b>
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This account provides funds for the Heartland Communication Facility Authority (HCFA) operational cost and required CIP contribution. 55% of this amount is budgeted in the Emergency Operations budget, and 45% is charged to Emergency Medical.

<b>Communication Charges</b>	<b>16,464</b>	<b>8,480</b>	<b>7,800</b>
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This account provides funds for the Regional Communication System radio user charges, pager service, and mobile hot spot access fees.

<b>Fitness Equipment/Education</b>	<b>7,030</b>	<b>7,500</b>	<b>7,500</b>
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This account provides funds for fitness equipment and education as dictated by the Santee Firefighters Association MOU.

<b>Minor Equipment</b>	<b>8,364</b>	<b>11,880</b>	<b>12,610</b>
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This account provides for equipment purchased that does not meet the fixed asset criteria, but does have a life expectancy greater than one (1) year.

<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>	<b>\$ 589,410</b>	<b>\$ 830,940</b>	<b>\$ 903,840</b>
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# EMERGENCY MEDICAL BUDGET DETAILS

FIRE & LIFE SAFETY – EMERGENCY MEDICAL 1001.03.2203	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>CAPITAL OUTLAY</b>			
<b>Office Equipment</b>	\$ -	\$ 4,370	\$ -
This account provided funds for the replacement copiers purchased for Fire Stations 4 and 5 (25%) in FY 2021-22.			
<b>Medical Equipment</b>	58,884	63,778	76,700
This account will fund the purchase of one (1) monitor/defibrillator, one (1) mechanical CPR board and one (1) gurney.			
<b>Communication Equipment</b>	6,154	5,490	7,910
This appropriation provides funding for one (1) portable radio for the surge medic unit.			
<b>Other Capital Outlay</b>	-	932	32,040
This account will fund the purchase of one (1) 30,000 lb. drive-on shop lift (75%).			
<b>Trade-In Credit on Equipment</b>	(500)	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 64,538</b>	<b>\$ 74,570</b>	<b>\$ 116,650</b>

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# FIRE & LIFE SAFETY – EMERGENCY PREPAREDNESS

## PROGRAM DESCRIPTION

The Emergency Preparedness Program is responsible for planning, preparing, and responding to natural disasters, man-made emergencies and war-related emergencies utilizing the National Incident Management System (NIMS). The goals of the program include prevention and mitigation training directed towards saving lives, limiting civilian and responder casualties, minimizing property damage and restoration of the City to normal operations in an efficient and expeditious manner following a large-scale emergency event. The Emergency Preparedness Program achieves community risk reduction through innovative and comprehensive public education and preparedness training. Additionally, this program includes training in the areas of documentation, damage assessment, disaster relief, cost recovery, the City's Emergency Operations Plan (EOP), the Cities Readiness Initiative (CRI) Plan, the Continuity of Operations Plan (COOP), Community Emergency Response Team (CERT) training and readiness of the City's Emergency Operations Center (EOC).

## FY 2021-22 ACCOMPLISHMENTS

- Effective management and mitigation of the COVID-19 pandemic
- Continued activation of the Emergency Operations Center (EOC) in response to COVID-19
- Hosted County vaccination and testing site on multiple occasions
- Developed in-house COVID-19 testing for safety personnel
- Facilitated daily, weekly, and monthly EOC meeting virtually
- Deployed personnel in support of the Operation Collaboration COVID-19 vaccination program

## FY 2022-23 GOALS AND OBJECTIVES

- Continue COVID-19 mitigation efforts through the Emergency Operations Center
- Continued recertification and training of all CERT Instructor and Public Education Instructors as CPR/First Aid Instructors
- Purchase two automated external defibrillators (AEDs) to replace discontinued AEDs in City buildings
- Participate in County of San Diego OES tabletop exercises



# EMERGENCY PREPAREDNESS BUDGET SUMMARY

FIRE & LIFE SAFETY – EMERGENCY PREPAREDNESS 1001.03.2204	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Operations & Maintenance	<u>\$ 9,114</u>	<u>\$ 28,400</u>	<u>\$ 30,170</u>
<b>TOTAL EXPENDITURES</b>	<u><u>\$ 9,114</u></u>	<u><u>\$ 28,400</u></u>	<u><u>\$ 30,170</u></u>

## OPERATIONS & MAINTENANCE

51046 Outreach & Education	\$ 3,370	\$ 4,861	\$ 7,150
51104 Subscriptions/Memberships	-	-	620
51110 Professional Development	99	11,281	7,100
51113 Training & Development	-	3,000	3,000
51121 Telephone & Fax	1,864	2,390	2,200
51160 Materials & Supplies	2,029	4,079	7,310
51332 Communication Charges	-	1,030	1,030
51335 Agency Reimbursements	<u>1,752</u>	<u>1,760</u>	<u>1,760</u>
<b>Total Operations &amp; Maintenance</b>	<u>\$ 9,114</u>	<u>\$ 28,400</u>	<u>\$ 30,170</u>
<b>GRAND TOTAL</b>	<u><u>\$ 9,114</u></u>	<u><u>\$ 28,400</u></u>	<u><u>\$ 30,170</u></u>



# EMERGENCY PREPAREDNESS BUDGET DETAILS

<b>FIRE &amp; LIFE SAFETY – EMERGENCY PREPAREDNESS 1001.03.2204</b>	<b>ACTUAL FY 2020-21</b>	<b>AMENDED FY 2021-22</b>	<b>PROPOSED FY 2022-23</b>
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## OPERATIONS & MAINTENANCE

<b>Outreach &amp; Education</b>	<b>\$ 3,370</b>	<b>\$ 4,861</b>	<b>\$ 7,150</b>
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This account provides funding to promote community risk reduction through fire and life safety programs. Programs include, but are not limited to, burn prevention, fall prevention, drowning prevention, CPR training, senior smoke detector program, and disaster preparedness. Additionally this account supports school assembly presentations, station tours and community events promoting fire and life safety.

<b>Subscription/ Memberships</b>	<b>-</b>	<b>-</b>	<b>620</b>
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This appropriation provides for professional memberships associated with disaster preparedness.

<b>Professional Development</b>	<b>99</b>	<b>11,281</b>	<b>7,100</b>
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Funds to be used for disaster preparedness training seminars and conferences, CPR instructor certification, and Emergency Operation Center (EOC) training exercises.

<b>Training &amp; Development</b>	<b>-</b>	<b>3,000</b>	<b>3,000</b>
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This account provides funds in support of the Department's CPR/AED public education efforts. Funds will be used for program supplies, equipment and maintenance of equipment.

<b>Telephone &amp; Fax</b>	<b>1,864</b>	<b>2,390</b>	<b>2,200</b>
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This account provides funds for (21) EOC cell phones, (2) EOC tablets, and one (1) satellite phone.

<b>Materials &amp; Supplies</b>	<b>2,029</b>	<b>4,079</b>	<b>7,310</b>
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This account provides funds to purchase miscellaneous materials and supplies used in the City's Emergency Operations Center during training exercises and EOC activation.

<b>Communication Charges</b>	<b>-</b>	<b>1,030</b>	<b>1,030</b>
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This account provides funds for the Regional Communication System radio user charges.

<b>Agency Reimbursements</b>	<b>1,752</b>	<b>1,760</b>	<b>1,760</b>
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This account provides funds for the City's participation in the San Diego County Unified Disaster Council.

<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>	<b>\$ 9,114</b>	<b>\$ 28,400</b>	<b>\$ 30,170</b>
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# FIRE & LIFE SAFETY – FLEET OPERATIONS & MAINTENANCE

## PROGRAM DESCRIPTION

Fire Administration is responsible for the management and administration of the City fleet. This includes the maintenance of the City fleet, purchase of fuels and oils, as well as the professional development of all fleet personnel.

## FY 2021-22 ACCOMPLISHMENTS

- Took delivery of a 2020 Ford F-450 2-yard dump truck for Community Services
- Developed specifications and built a new paramedic ambulance on a new 2022 Ford E-450 Chassis (V204)
- Took delivery of the first Enterprise Fleet Management vehicle, a 2021 Ford Escape Hybrid (V203)
- Took delivery of a 2022 Ford F-150 SuperCrew cab pickup from Enterprise (V205)
- Ordered 5 additional vehicles from Enterprise Fleet Management
- Ordered a 15-yard dump truck to replace V117 and V119
- Purchased and installed new wheel balancer
- Major shop cleaning and reorganization
- Hired new full-time Equipment Mechanic

## FY 2022-23 GOALS AND OBJECTIVES

- Support Equipment Mechanics in obtaining new State of California Emergency Vehicle Technician certification
- Continue to use the Enterprise Fleet Management vehicle leasing program for the phased replacement of the City's light-duty fleet
- The vehicle acquisitions for FY 2022-23 will include the following new vehicles and equipment.
  - Remount of a Fire paramedic ambulance on a Ford E-450 Chassis
  - Purchase of a Type VI fire apparatus using grant funds
  - Purchase of a Type I fire apparatus to replace an engine
  - Retrofit V172 with a bucket
  - Lease the following vehicles from Enterprise Fleet Management:
    - Two (2) 2022 Ford Escapes (replace V145 and V147)
    - Three (3) 2022 Ford F-150's (replace V146, V156 and V162)
    - 2022 Ford F-250 chassis and refurbish and remount service body and ladder rack
    - Ford Escape for the Building Division





# FLEET OPERATIONS & MAINTENANCE BUDGET SUMMARY

FIRE & LIFE SAFETY – FLEET OPERATIONS & MAINTENANCE 1001.03.2206	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Personnel	\$ 152,464	\$ 189,420	\$ 193,430
Operations & Maintenance	180,026	264,910	292,120
Capital Outlay	-	11,060	25,650
<b>TOTAL EXPENDITURES</b>	<b>\$ 332,490</b>	<b>\$ 465,390</b>	<b>\$ 511,200</b>

## SUMMARY OF FUNDED POSITIONS

Lead Equipment Mechanic	0.90	0.75	0.75
Equipment Mechanic	0.40	0.75	0.75
<b>TOTAL POSITIONS</b>	<b>1.30</b>	<b>1.50</b>	<b>1.50</b>



# FLEET OPERATIONS & MAINTENANCE BUDGET SUMMARY

FIRE & LIFE SAFETY – FLEET OPERATIONS & MAINTENANCE 1001.03.2206	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>PERSONNEL</b>			
50010 Salaries & Wages - Regular	\$ 96,429	\$ 120,130	\$ 121,380
50020 Salaries & Wages - Part Time	4,241	-	-
50025 Overtime	206	250	-
50036 Sick Leave Buy Back	-	-	820
50050 Retirement - PERS	11,819	13,650	12,860
50052 Retirement - Unfunded Liability	18,410	22,470	25,570
50055 Retirement - Part Time	172	-	-
50060 Medicare	1,463	1,740	1,770
50070 Health Insurance	17,005	28,150	27,140
50071 Dental Insurance	1,167	1,850	1,380
50072 OPEB Health	670	-	-
50075 Life Insurance	116	160	140
50076 Long Term Disability Insurance	309	520	370
50080 Workers' Compensation	73	500	2,000
50081 Unemployment Insurance	386	-	-
<b>Total Personnel</b>	<b>\$ 152,464</b>	<b>\$ 189,420</b>	<b>\$ 193,430</b>
<b>OPERATIONS &amp; MAINTENANCE</b>			
51012 Medical Services	\$ -	\$ 300	\$ 300
51102 Laundry/Cleaning Services	1,021	1,210	1,210
51104 Subscriptions/Memberships	-	60	60
51110 Professional Development	398	2,100	6,430
51121 Telephone & Fax	4	510	50
51160 Materials & Supplies	1,274	8,000	6,320
51165 Wearing Apparel	155	500	420
51171 Fuel & Oil	87,095	125,370	156,820
51201 Software Maintenance & Licensing	3,778	6,860	6,350
51212 Repair/Maint. - Automotive Equipment	86,301	120,000	114,160
<b>Total Operations &amp; Maintenance</b>	<b>\$ 180,026</b>	<b>\$ 264,910</b>	<b>\$ 292,120</b>
<b>CAPITAL OUTLAY</b>			
60099 Other Capital Outlay	\$ -	\$ 11,060	\$ 25,650
<b>Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ 11,060</b>	<b>\$ 25,650</b>
<b>GRAND TOTAL</b>	<b>\$ 332,490</b>	<b>\$ 465,390</b>	<b>\$ 511,200</b>



# FLEET OPERATIONS & MAINTENANCE BUDGET DETAILS

**FIRE & LIFE SAFETY –  
FLEET OPERATIONS & MAINTENANCE  
1001.03.2206**

**ACTUAL  
FY 2020-21**

**AMENDED  
FY 2021-22**

**PROPOSED  
FY 2022-23**

## OPERATIONS & MAINTENANCE

**Medical Services** **\$ -    \$ 300    \$ 300**

This account provides funds for DMV physicals and first aid for Lead Equipment Mechanic and Equipment Mechanic.

**Laundry/Cleaning Services** **1,021    1,210    1,210**

This account provides uniforms for the mechanics, as well as floor mats, shop towels and dust mops for the fleet maintenance shop.

**Subscription/ Memberships** **-    60    60**

This account provides funds for the annual membership dues to the Southern California Fire Mechanics Association for the Mechanics.

**Professional Development** **398    2,100    6,430**

This account funds training activities and related-costs associated with Mechanics' attendance of professional conferences and various training seminars.

**Telephone & Fax** **4    510    50**

This account provides funding for the Mechanics' cellular phone service.

**Materials & Supplies** **1,274    8,000    6,320**

This account provides funds for the purchase of miscellaneous materials and supplies such as small tools, safety equipment and hardware for stock.

**Wearing Apparel** **155    500    420**

This account provides funds for the purchase of fleet maintenance t-shirts and boot allowance reimbursement for the mechanics.

**Fuel & Oil** **87,095    125,370    156,820**

This account provides funds for all fuel, oil and lubrication used by the City fleet, with the exception of the CSA-69 paramedic units. This account also funds the fuel pump and fuel tank maintenance, inspections, repairs and certifications.

**Software Maintenance & Licensing** **3,778    6,860    6,350**

This account provides funds for fleet software maintenance agreements and support services.



# FLEET OPERATIONS & MAINTENANCE BUDGET DETAILS

<b>FIRE &amp; LIFE SAFETY – FLEET OPERATIONS &amp; MAINTENANCE 1001.03.2206</b>	<b>ACTUAL FY 2020-21</b>	<b>AMENDED FY 2021-22</b>	<b>PROPOSED FY 2022-23</b>
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## OPERATIONS & MAINTENANCE (CONTINUED)

<b>Repair/Maintenance - Automotive Equipment</b>	<b>\$ 86,301</b>	<b>\$ 120,000</b>	<b>\$ 114,160</b>
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This account provides funds for contract services, outside repair services, and parts that are required to maintain vehicles and specialized equipment assigned to the City fleet.

<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>	<b>\$ 180,026</b>	<b>\$ 264,910</b>	<b>\$ 292,120</b>
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## CAPITAL OUTLAY

<b>Other Capital Outlay</b>	<b>\$ -</b>	<b>\$ 11,060</b>	<b>\$ 25,650</b>
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This appropriation provides funds for the purchase of one (1) 30,000 lb drive-on shop lift (25%) and one (1) vehicle code scanning tool.

<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ -</b>	<b>\$ 11,060</b>	<b>\$ 25,650</b>
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## OTHER USES BUDGET SUMMARY

OTHER USES 1001. * .1901.	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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### SUMMARY OF EXPENDITURES

Operating Transfers Out	\$ 579,925	\$ 8,279,116	\$ 1,702,440
Other Governmental Purposes	150,000	500,000	600,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 729,925</b>	<b>\$ 8,779,116</b>	<b>\$ 2,302,440</b>

### OPERATING TRANSFERS OUT

<b>90001 Operating Transfers Out</b>	<b>\$ 579,925</b>	<b>\$ 8,279,116</b>	<b>\$ 1,702,440</b>
To Vehicle Replacement Fund	286,000	603,611	489,000
To Highway 52 Coalition Fund	51,352	52,600	38,440
To Worker's Compensation Fund	-	200,000	175,000
To Capital Projects Fund	242,573	7,422,905	1,000,000
<b>TOTAL OPERATING TRANSFERS OUT</b>	<b>\$ 579,925</b>	<b>\$ 8,279,116</b>	<b>\$ 1,702,440</b>

### OTHER GOVERNMENTAL PURPOSES

<b>51101 Other Governmental Purposes</b>	<b>\$ 150,000</b>	<b>\$ 500,000</b>	<b>\$ 600,000</b>
To Unfunded Liabilities (OPEB/CalPERS)			
<b>TOTAL OTHER GOVERNMENTAL PURPOSES</b>	<b>\$ 150,000</b>	<b>\$ 500,000</b>	<b>\$ 600,000</b>

# OTHER FUNDS





**CITY OF SANTEE**  
**SUMMARY OF OTHER FUNDS**  
**FY 2022-23 PROPOSED BUDGET**

Fund	Estimated Balances 07/01/22	Estimated Revenues	Operating Budget	Operating Transfers In (Out)	Capital Improvement Program	Estimated Balances 06/30/23
<b>OTHER FUNDS</b>						
Risk Management Reserve	\$ 265,960	1,800	\$ -	\$ -	\$ -	267,760
Workers' Comp. Reserve	1,020,290	8,700	-	175,000	-	1,203,990
Vehicle Acq. & Replacement	830,790	485,220	(983,580)	489,000	-	821,430
Recreation Revolving	211,580	244,000	(235,650)	-	-	219,930
Supplemental Law Enforcement	62,730	100,400	(161,300)	-	-	1,830
Highway 52 Coalition	9,560	18,000	(66,000)	38,440	-	-
PEG Fees	-	135,000	-	-	(135,000)	-
CASp Certification and Training	47,280	10,000	(13,300)	-	-	43,980
Gas Tax	70,600	1,583,900	(1,508,680)	(25,820)	(120,000)	-
SAFE Program	36,190	200	(10,000)	-	-	26,390
Gas Tax-RMRA (SB1)	8,420	1,231,500	-	-	(1,161,480)	78,440
Zone 2 Flood Control District	25,760	464,100	(489,860)	-	-	-
Community Dev. Block Grant	-	320,590	(103,300)	-	(217,290)	-
Community Facilities Districts:						
CFD No. 2015-1	4,730	1,830	(1,730)	-	-	4,830
CFD No. 2017-2	53,720	138,500	(117,870)	-	-	74,350
Town Center Landscape Maint. Dist:						-
Zone A - Town Center	195,730	143,270	(171,820)	25,820	-	193,000
Zone B - The Lakes	31,580	7,760	(6,100)	-	-	33,240
Zone C - San Remo	33,810	8,110	(9,820)	-	-	32,100
Zone D - Mission Creek	128,140	165,540	(179,550)	-	-	114,130
Santee Landscape Maint. Dist:						
Zones 1&2 - El Nopal	6,370	10,890	(9,790)	-	-	7,470
Zone 3 - Country Scenes	3,930	2,100	(1,990)	-	-	4,040
Zone 4 - Camelot Heights	750	1,400	(1,370)	-	-	780
Zone 8 - Silver Country	99,940	76,480	(77,380)	-	-	99,040
Zone 9 - Mattazaro/Timberlane	1,940	1,540	(2,000)	-	-	1,480
Zone 12 - The Heights	23,900	8,940	(9,330)	-	-	23,510
Zone 13 - Prospect Hills	7,970	3,290	(3,790)	-	-	7,470
Zone 14 - Mitchell Ranch	7,310	2,740	(3,620)	-	-	6,430
Zone 17 - Dakota Ranch	21,240	4,980	(6,390)	-	-	19,830
Zone 18 - Allos	8,560	3,980	(4,380)	-	-	8,160
Roadway Lighting District (Zone A)	1,757,200	393,750	(238,600)	-	(1,327,000)	585,350
Roadway Lighting District (Zone B)	639,020	386,350	(453,130)	-	-	572,240
Mobile Home Park Admin.	148,350	41,100	(50,500)	-	-	138,950
<b>TOTAL OTHER FUNDS</b>	<b>\$ 5,763,350</b>	<b>\$ 6,005,960</b>	<b>\$ (4,920,830)</b>	<b>\$ 702,440</b>	<b>\$ (2,960,770)</b>	<b>\$ 4,590,150</b>

**CITY OF SANTEE  
OTHER FUNDS REVENUE DETAIL  
FY 2022-23 PROPOSED BUDGET**

ACCT NO	1003 Risk Management Reserve	FY 2020-21 Actual	FY 2021-22 Adopted	2021-22 Revised	FY 2022-23 Estimate
4701	Interest Income	2,384	1,100	1,100	1,800
4702	Unrealized Gain (Loss)	(2,487)	-	-	-
<b>Total Risk Management Reserve Fund</b>		<b>(103)</b>	<b>1,100</b>	<b>1,100</b>	<b>1,800</b>

ACCT NO	1004 Workers Comp Reserve	FY 2020-21 Actual	FY 2021-22 Adopted	2021-22 Revised	FY 2022-23 Estimate
4701	Interest Income	7,329	4,800	4,800	8,700
4702	Unrealized Gain (Loss)	(7,505)	-	-	-
<b>Total Risk Management Reserve Fund</b>		<b>(176)</b>	<b>4,800</b>	<b>4,800</b>	<b>8,700</b>

ACCT NO	1005 Vehicle Replacement	FY 2020-21 Actual	FY 2021-22 Adopted	2021-22 Revised	FY 2022-23 Estimate
4230	Grants-State	-	-	-	246,700
4690	Reimbursement Agreements	230,450	197,690	197,690	201,820
4701	Interest Income	5,209	3,700	4,000	6,200
4702	Unrealized Gain (Loss)	(10,033)	-	-	-
4821	Sale of Property	-	2,000	2,000	30,500
<b>Total Vehicle Replacement Fund</b>		<b>225,626</b>	<b>203,390</b>	<b>203,690</b>	<b>485,220</b>

ACCT NO	1006 Recreation Revolving	FY 2020-21 Actual	FY 2021-22 Adopted	2021-22 Revised	FY 2022-23 Estimate
4671	Instructional Classes	14,490	60,000	65,000	65,000
4672	Senior Trips	-	6,500	9,000	10,000
4674	Day Camps	10,077	55,000	62,000	55,000
4675	Contractual Camps	2,554	8,000	22,000	18,000
4677	Skate Park	2,352	3,000	2,200	3,000
4678	Rec Activity Donations	446	-	2,500	-
4679	Non-resident Fees	2,516	3,000	3,200	3,000
4680	Special Events	4,912	95,000	21,320	90,000
4801	Miscellaneous	-	-	-	-
<b>Total Recreation Revolving Fund</b>		<b>37,347</b>	<b>230,500</b>	<b>187,220</b>	<b>244,000</b>



**CITY OF SANTEE  
OTHER FUNDS REVENUE DETAIL  
FY 2022-23 PROPOSED BUDGET**

ACCT NO	2101 Supplemental Law Enforcement	FY 2020-21 Actual	FY 2021-22 Adopted	2021-22 Revised	FY 2022-23 Estimate
4201	Allocations	156,727	100,000	161,280	100,000
4701	Interest Income	745	200	200	400
4702	Unrealized Gain (Loss)	(771)	-	-	-
Total Supplemental Law Enforce. Fund		156,701	100,200	161,480	100,400

ACCT NO	2104 Highway 52 Coalition	FY 2020-21 Actual	FY 2021-22 Adopted	2021-22 Revised	FY 2022-23 Estimate
4802	Donations	9,000	18,000	18,000	18,000
Total Highway 52 Coalition Fund		9,000	18,000	18,000	18,000

ACCT NO	2105 PEG Fees	FY 2020-21 Actual	FY 2021-22 Adopted	2021-22 Revised	FY 2022-23 Estimate
4032	PEG Fees	152,691	151,300	142,600	135,000
4701	Interest Income	-	-	-	-
Total PEG Fees Fund		152,691	151,300	142,600	135,000

ACCT NO	2106 CASp Certification and Training	FY 2020-21 Actual	FY 2021-22 Adopted	2021-22 Revised	FY 2022-23 Estimate
4308	AB 1379 Surcharge	9,929	10,000	10,000	10,000
4701	Interest Income	-	-	-	-
Total CASp Certification and Training Fund		9,929	10,000	10,000	10,000

**CITY OF SANTEE  
OTHER FUNDS REVENUE DETAIL  
FY 2022-23 PROPOSED BUDGET**

ACCT NO	2201 Gas Tax	FY 2020-21 Actual	FY 2021-22 Adopted	2021-22 Revised	FY 2022-23 Estimate
4040	Section 2103	402,815	446,950	457,600	531,500
4041	Section 2105	299,448	328,330	319,200	348,100
4042	Section 2106	193,875	209,200	202,100	220,500
4043	Section 2107	405,237	417,570	434,900	475,600
4044	Section 2107.5	7,500	7,500	7,500	7,500
4045	Loan Repayment	-	-	-	-
4701	Interest Income	424	1,000	500	700
4702	Unrealized Gain (Loss)	(3,200)	-	-	-
4645	Cost Recovery - Subrogation	9,690	-	-	-
<b>Total Gas Tax Fund</b>		<b>1,315,789</b>	<b>1,410,550</b>	<b>1,421,800</b>	<b>1,583,900</b>

ACCT NO	2202 SAFE Program	FY 2020-21 Actual	FY 2021-22 Adopted	2021-22 Revised	FY 2022-23 Estimate
4701	Interest Income	410	200	200	200
4702	Unrealized Gain (Loss)	(488)	-	-	-
<b>Total SAFE Program Fund</b>		<b>(78)</b>	<b>200</b>	<b>200</b>	<b>200</b>

ACCT NO	2203 Road Maint. Rehab Acct. Fund	FY 2020-21 Actual	FY 2021-22 Adopted	2021-22 Revised	FY 2022-23 Estimate
4046	Gas Tax - Road Maint. and Rehab	1,075,217	1,114,180	1,117,600	1,230,000
4701	Interest Income	13,356	2,500	5,000	1,500
4702	Unrealized Gain (Loss)	(9,502)	-	-	-
<b>Total Road Maint. Rehab. Acct. Fund</b>		<b>1,079,071</b>	<b>1,116,680</b>	<b>1,122,600</b>	<b>1,231,500</b>

ACCT NO	2302 Zone 2 Flood Control District	FY 2020-21 Actual	FY 2021-22 Adopted	2021-22 Revised	FY 2022-23 Estimate
4001	Property Taxes	420,278	430,500	437,100	463,300
4701	Interest Income	932	200	500	800
4702	Unrealized Gain (Loss)	(1,162)	-	-	-
<b>Total Zone 2 Flood Control Dist. Fund</b>		<b>420,048</b>	<b>430,700</b>	<b>437,600</b>	<b>464,100</b>

**CITY OF SANTEE  
OTHER FUNDS REVENUE DETAIL  
FY 2022-23 PROPOSED BUDGET**

ACCT NO	2401 CDBG	FY 2020-21 Actual	FY 2021-22 Adopted	2021-22 Revised	FY 2022-23 Estimate
4220	Grants - Federal	551,069	307,980	307,980	320,590
4701	Interest Income	2	-	-	-
<b>Total CDBG Fund</b>		<b>551,071</b>	<b>307,980</b>	<b>307,980</b>	<b>320,590</b>

ACCT NO	2510 thru 2572 CFDs	FY 2020-21 Actual	FY 2021-22 Adopted	2021-22 Revised	FY 2022-23 Estimate
2510.4050	Special Tax - CFD No. 2015-1	1,651	1,680	1,680	1,790
2510.4701	Interest Income	40	20	20	40
2510.4702	Unrealized Gain (Loss)	(36)	-	-	-
2572.4050	Special Tax - CFD No. 2017-2	126,267	129,790	129,790	138,020
2572.4701	Interest Income	525	200	200	480
2572.4702	Unrealized Gain (Loss)	(96)	-	-	-
<b>Total CFD Funds</b>		<b>128,351</b>	<b>131,690</b>	<b>131,690</b>	<b>140,330</b>

ACCT NO	2601 thru 2604 Town Center LMD	FY 2020-21 Actual	FY 2021-22 Adopted	2021-22 Revised	FY 2022-23 Estimate
2601.4101	Assessments - Zone A	141,814	141,820	141,820	141,820
2601.4701	Interest Income - Zone A	1,507	1,140	1,140	1,450
2601.4702	Unrealized Gain (Loss)	(1,713)	-	-	-
2602.4101	Assessments - Zone B	7,425	7,520	7,520	7,520
2602.4701	Interest Income - Zone B	258	180	180	240
2602.4702	Unrealized Gain (Loss)	(275)	-	-	-
2603.4101	Assessments - Zone C	7,852	7,860	7,860	7,860
2603.4701	Interest Income - Zone C	276	180	180	250
2603.4702	Unrealized Gain (Loss)	(303)	-	-	-
2604.4101	Assessments - Zone D	164,843	164,580	164,580	164,580
2604.4701	Interest Income - Zone D	825	540	540	960
2604.4702	Unrealized Gain (Loss)	(1,086)	-	-	-
<b>Total Town Center LMD Funds</b>		<b>321,423</b>	<b>323,820</b>	<b>323,820</b>	<b>324,680</b>

**CITY OF SANTEE  
OTHER FUNDS REVENUE DETAIL  
FY 2022-23 PROPOSED BUDGET**

ACCT NO	2701 thru 2710 Santee LMD	FY 2020-21 Actual	FY 2021-22 Adopted	2021-22 Revised	FY 2022-23 Estimate
2701.4101	Assessments - Zones 1 & 2	10,292	10,480	10,480	10,840
2701.4701	Interest Income - Zones 1 & 2	73	60	60	50
2701.4702	Unrealized Gain (Loss)	-84	-	-	-
2702.4101	Assessments - Zone 3	2,066	2,070	2,070	2,070
2702.4701	Interest Income - Zone 3	28	20	20	30
2702.4702	Unrealized Gain (Loss)	-36	-	-	-
2703.4101	Assessments - Zone 4	1,384	1,390	1,390	1,390
2703.4701	Interest Income - Zone 4	14	10	10	10
2703.4702	Unrealized Gain (Loss)	-21	-	-	-
2704.4101	Assessments - Zone 8	75,472	75,740	75,740	75,740
2704.4701	Interest Income - Zone 8	803	540	540	740
2704.4702	Unrealized Gain (Loss)	-882	-	-	-
2705.4101	Assessments - Zone 9	1,526	1,530	1,530	1,530
2705.4701	Interest Income - Zone 9	18	10	10	10
2705.4702	Unrealized Gain (Loss)	-19	-	-	-
2706.4101	Assessments - Zone 12	8,750	8,760	8,760	8,760
2706.4701	Interest Income - Zone 12	194	180	180	180
2706.4702	Unrealized Gain (Loss)	-296	-	-	-
2707.4101	Assessments - Zone 13	3,183	3,230	3,230	3,230
2707.4701	Interest Income - Zone 13	75	60	60	60
2707.4702	Unrealized Gain (Loss)	-77	-	-	-
2708.4101	Assessments - Zone 14	2,773	2,690	2,690	2,690
2708.4701	Interest Income - Zone 14	57	60	60	50
2708.4702	Unrealized Gain (Loss)	-101	-	-	-
2709.4101	Assessments - Zone 17	4,824	4,830	4,830	4,830
2709.4701	Interest Income - Zone 17	177	120	120	150
2709.4702	Unrealized Gain (Loss)	-294	-	-	-
2710.4101	Assessments - Zone 18	3,919	3,920	3,920	3,920
2710.4701	Interest Income - Zone 18	81	60	60	60
2710.4702	Unrealized Gain (Loss)	-93	-	-	-
<b>Total Santee LMD Funds</b>		<b>113,806</b>	<b>115,760</b>	<b>115,760</b>	<b>116,340</b>

ACCT NO	2801 Roadway Lighting Dist Zone A	FY 2020-21 Actual	FY 2021-22 Adopted	2021-22 Revised	FY 2022-23 Estimate
4001	Property Tax	358,249	360,700	360,700	384,100
4645	Cost Recovery/Subrogation	21,068	-	900	900
4701	Interest Income	13,847	8,940	8,940	8,750
4702	Unrealized Gain (Loss)	(12,915)	-	-	-
<b>Total Street Lighting Tax Zone A Fund</b>		<b>380,249</b>	<b>369,640</b>	<b>370,540</b>	<b>393,750</b>

**CITY OF SANTEE  
OTHER FUNDS REVENUE DETAIL  
FY 2022-23 PROPOSED BUDGET**

ACCT NO	2802 Roadway Lighting Dist Zone B	FY 2020-21 Actual	FY 2021-22 Adopted	2021-22 Revised	FY 2022-23 Estimate
4101	Assessments	346,003	347,150	347,150	381,620
4645	Cost Recovery/Subrogation	6,296	-	300	300
4701	Interest Income	5,910	3,900	3,900	4,430
4702	Unrealized Gain (Loss)	(6,137)	-	-	-
4801	Miscellaneous	214	-	300	-
<b>Total Road Lighting Dist Zone B Fund</b>		<b>352,286</b>	<b>351,050</b>	<b>351,650</b>	<b>386,350</b>

ACCT NO	2901 Mobile Home Park Admin	FY 2020-21 Actual	FY 2021-22 Adopted	2021-22 Revised	FY 2022-23 Estimate
4101	Assessments	40,086	40,000	40,000	40,000
4701	Interest Income	1,507	800	800	1,100
4702	Unrealized Gain (Loss)	(1,489)	-	-	-
4801	Miscellaneous	-	-	-	-
<b>Total Mobile Home Park Admin Fund</b>		<b>40,104</b>	<b>40,800</b>	<b>40,800</b>	<b>41,100</b>

# OTHER FUNDS DETAIL



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# VEHICLE ACQUISITION & REPLACEMENT

## PROGRAM DESCRIPTION

To analyze vehicle needs of the City's various departments and purchase new vehicles and equipment as approved by the City Council. Maintain replacement vehicle schedules to ensure future years' funding for the replacement of vehicles and mobile equipment.

## FY 2021-22 ACCOMPLISHMENTS

- Entered into agreement with Enterprise Fleet Management and took the first deliveries from the program.
- Entered into agreement with California State OES and took delivery of a 2015 HME Type I Fire Engine (V-202).
- Placed orders for the following vehicles:
  - 2021 Freightliner chassis with a PB Loader 12-yard dump body
  - 2022 Ford E-450 new ambulance body and chassis
  - 2022 Ford Police Interceptor for Fire Inspector
  - 2022 Ford F-250 pickup for the Community Services Spray Truck
  - 2021 Ford Ranger for the Recreation Division
  - 2021 Ford F-150 for Development Services
  - Two 2022 Ford F-150's for Community Services
  - Two 2022 Ford Escape for Development Services and Fire - General Pool
- Took delivery of the following vehicles:
  - V-201: 2020 Ford F-450 with a 2-yard dump body
  - V-203: 2021 Ford Escape Hybrid pool car (Enterprise Fleet)
  - V-204: 2022 Ford E-450 Ambulance
  - V-205: 2022 Ford F-150 for Community Services (Enterprise Fleet)
  - V-206: 2021 Ford F-150 for Development Services (Enterprise Fleet)

## FY 2022-23 GOALS AND OBJECTIVES

- Continue to manage the City's pool vehicle program to maximize the utilization of current city vehicles
- Continue to examine fleet resources to identify opportunities to share vehicles within individual departments
- Continue to find ways to navigate the unique supply issues of the automotive market, such as finding vehicles available for purchase / lease on a dealer lot.
- Continue to manage and evaluate the Enterprise Fleet Management vehicle leasing program for the phased replacement of the City's light-duty fleet, thereby reducing maintenance time and costs while maintaining a modern, safe, and fuel-efficient fleet.
- Evaluate where all-electric vehicles may be integrated into the City fleet and the necessary infrastructure to support them.

## FY 2022-23 GOALS AND OBJECTIVES (CONTINUED)

- Modify an existing Ford F-450 (V-172) to have a 40' bucket lift for a sign truck.
- The vehicle acquisitions for FY 2022-23 will include the following new vehicles and equipment:
  - Fire Paramedic Ambulance Box Remount onto a new Ford E-450 Chassis. (V-185)
  - Pierce Type I Fire Engine
  - Pierce Type VI Fire Engine
  - Two Ford F-150's for Community Services
  - Ford F-250 for Community Services
  - Ford Escape for the Building Division





# VEHICLE ACQUISITION & REPLACEMENT BUDGET SUMMARY

VEHICLE ACQUISITION & REPLACEMENT 1005	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Operations & Maintenance	\$ -	\$ 37,760	\$ 101,560
Capital Outlay	295,477	508,831	623,520
Debt Service	302,869	258,490	258,500
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 598,347</u></b>	<b><u>\$ 805,081</u></b>	<b><u>\$ 983,580</u></b>

## OPERATIONS & MAINTENANCE

<b>Community Services - Public Services</b>			
51142 Rentals/Leases - Vehicles	\$ -	\$ 16,280	\$ 57,070
<b>Community Services - Recreation</b>			
51142 Rentals/Leases - Vehicles	-	5,480	6,300
<b>Fire &amp; Life Safety</b>			
51142 Rentals/Leases - Vehicles	-	10,210	20,580
<b>Development Services - Engineering</b>			
51142 Rentals/Leases - Vehicles	-	5,790	14,160
<b>Development Services - Building</b>			
51142 Rentals/Leases - Vehicles	-	-	3,450
<b>Total Operations and Maintenance</b>	<b><u>\$ -</u></b>	<b><u>\$ 37,760</u></b>	<b><u>\$ 101,560</u></b>

## CAPITAL OUTLAY

<b>Community Services - Public Services</b>			
60040 Automotive Equipment	\$ 84,437	\$ 212,030	\$ 99,580
<b>Community Services - Recreation</b>			
60040 Automotive Equipment	-	1,400	-
<b>Fire &amp; Life Safety</b>			
60040 Automotive Equipment	211,041	291,461	513,270
<b>Development Services - Engineering</b>			
60040 Automotive Equipment	-	3,940	9,170
<b>Development Services - Building</b>			
60040 Automotive Equipment	-	-	1,500
<b>Total Capital Outlay</b>	<b><u>\$ 295,477</u></b>	<b><u>\$ 508,831</u></b>	<b><u>\$ 623,520</u></b>



# VEHICLE ACQUISITION & REPLACEMENT BUDGET SUMMARY

VEHICLE ACQUISITION & REPLACEMENT 1005	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>DEBT SERVICE</b>			
<b>Community Services - Public Services</b>			
80020 Long Term Debt - Principal	\$ 29,557	\$ 30,470	\$ 31,400
80030 Interest Expense	3,055	2,140	1,210
<b>Fire &amp; Life Safety</b>			
80020 Long Term Debt - Principal	238,221	200,650	207,080
80030 Interest Expense	32,036	25,230	18,810
<b>Total Debt Service</b>	<b>\$ 302,869</b>	<b>\$ 258,490</b>	<b>\$ 258,500</b>
<b>GRAND TOTAL</b>	<b>\$ 598,347</b>	<b>\$ 805,081</b>	<b>\$ 983,580</b>

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# RECREATION REVOLVING

## PROGRAM DESCRIPTION

The Recreation Revolving Fund represents fees collected from participants, and augments the City of Santee's General Fund support for municipal recreation programs, enabling the City to provide affordable, diverse and enriching recreation opportunities.

Programs offered through the Recreation Revolving Fund include: instructional classes for all ages, youth camps, senior trips and programs, special activities, BMX/skateboard and scooter classes and camps, and the Santee Parks and Recreation Committee (SPARC) special event fundraiser, Twilight Brews & Bites Festival, to assist with park improvements, recreation financial assistance and enhanced programming for seniors and youth.

The Parks & Recreation Division seasonally produces a Recreation Activity Guide and Brochure and distributes them to Santee area schools electronically, at various community locations, city parks and outreach events.

## FY 2021-22 ACCOMPLISHMENTS

- \$7,500 recommended allocation from SPARC special event fundraiser to provide enhanced senior programming at a reduced cost to the participants
- \$5,000 recommended allocation from SPARC special event fundraiser to provide replacement equipment and supplies at the Santee Teen Center at Big Rock Park
- Expanded skate park camps, classes and workshops to provide an increased staff presence and support positive wheeled recreation in the community
- Recruited additional contract instructors to host instructional classes and expanded program offerings from current instructors

## FY 2022-23 GOALS AND OBJECTIVES

- Track community trends in recreation to provide new activities to participants
- Explore partnering with AARP on the Age-Friendly Communities Initiative
- Expand senior programming by implementing a regular schedule for mobile home outreach
- Identify new locations both within San Diego County and beyond for senior trips
- Explore new and engaging field trip locations for Santee Summer Camp
- Provide skate park camps during school closures, including winter break and spring break
- Continue to develop refund program policy
- Identify new contract instructors to provide weekly summer specialty camps



## RECREATION REVOLVING BUDGET SUMMARY

RECREATION REVOLVING 1006.02.5301 - 5312	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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### SUMMARY OF EXPENDITURES

Personnel	\$ 21,107	\$ 80,040	\$ 79,440
Operations & Maintenance	<u>30,076</u>	<u>138,371</u>	<u>156,210</u>
<b>TOTAL EXPENDITURES</b>	<b><u><u>\$ 51,183</u></u></b>	<b><u><u>\$ 218,411</u></u></b>	<b><u><u>\$ 235,650</u></u></b>

### SUMMARY OF FUNDED POSITIONS

Recreation Coordinator	<u>0.02</u>	<u>0.50</u>	<u>0.30</u>
<b>TOTAL POSITIONS</b>	<b><u><u>0.02</u></u></b>	<b><u><u>0.50</u></u></b>	<b><u><u>0.30</u></u></b>



# RECREATION REVOLVING BUDGET SUMMARY

RECREATION REVOLVING 1006.02.5301 - 5312	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>PERSONNEL</b>			
50010 Salaries & Wages - Regular	\$ 1,109	\$ 27,000	\$ 17,400
50020 Salaries & Wages - Part Time	13,880	41,430	47,530
50025 Overtime	-	-	-
50050 Retirement - PERS	150	2,370	1,620
50052 Retirement - Unfunded Liability	5,246	1,650	5,750
50055 Retirement - Part Time	489	1,480	1,580
50060 Medicare	217	980	950
50070 Health Insurance	-	4,380	480
50071 Dental Insurance	11	560	30
50075 Life Insurance	2	50	40
50076 Long Term Disability Insurance	4	140	60
50080 Workers Compensation Insurance	-	-	4,000
<b>Total Personnel</b>	<b>\$ 21,107</b>	<b>\$ 80,040</b>	<b>\$ 79,440</b>
<b>OPERATIONS &amp; MAINTENANCE</b>			
51040 Expert/Consulting Services	\$ 14,642	\$ 36,180	\$ 51,880
51041 Permits/Insurance	-	3,000	3,000
51104 Subscriptions/Memberships	200	200	400
51110 Professional Development	10	630	630
51120 Printing & Duplicating	323	5,000	4,500
51121 Telephone & Fax	634	700	-
51122 Postage	95	800	800
51131 Promotional Activities	1,026	2,600	2,100
51132 Voucher Incentive Program	955	4,500	4,500
51133 Banners	450	2,200	1,900
51150 Bank Fees	1,198	7,500	7,500
51150 Contract Services	-	6,500	7,500
51156 Other Services - SD County Sheriff	-	3,500	4,000
51160 Materials & Supplies	2,935	21,800	31,100
51164 Recreational Supplies	-	50	50
51172 Transportation	75	3,500	4,000
51191 Equipment Rental	-	15,500	16,800
51210 Custodial	3,047	3,250	3,550
51370 Community Enhancement	4,486	20,961	12,000
<b>Total Operations &amp; Maintenance</b>	<b>\$ 30,076</b>	<b>\$ 138,371</b>	<b>\$ 156,210</b>
<b>GRAND TOTAL</b>	<b>\$ 51,183</b>	<b>\$ 218,411</b>	<b>\$ 235,650</b>



# RECREATION REVOLVING BUDGET DETAILS

RECREATION REVOLVING 1006.02.5301 - 5312	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>OPERATIONS &amp; MAINTENANCE</b>			
<b>Expert/Consulting Services</b>	<b>\$ 14,642</b>	<b>\$ 36,180</b>	<b>\$ 51,880</b>
This appropriation includes funds for contractor and consultant fingerprinting, staff CPR and First Aid training; as well as, contract payments for programs.			
Instructional Classes [5302]	8,617	29,800	39,500
Day Camps [5305]	-	200	200
Contract Camps [5306]	6,025	6,000	12,000
Recreation Revolving Support [5311]	-	180	180
<b>Permits/Insurance</b>	<b>-</b>	<b>3,000</b>	<b>3,000</b>
Required permits and insurance for events [5309].			
<b>Subscriptions/Memberships</b>	<b>200</b>	<b>200</b>	<b>400</b>
Subscriptions and professional memberships for staff Recreation Revolving Support [5311].			
<b>Professional Development</b>	<b>10</b>	<b>630</b>	<b>630</b>
Conferences, workshops, and team building activities.			
Day Camp [5305]	10	330	330
Recreation Revolving Support [5311]	-	300	300
<b>Printing &amp; Duplicating</b>	<b>323</b>	<b>5,000</b>	<b>4,500</b>
This appropriation covers routine printing costs.			
Senior Trips [5303]	-	200	200
Special Events [5309]	-	1,300	1,300
Recreation Revolving Support [5311]	323	3,500	3,000
<b>Telephone &amp; Fax</b>	<b>634</b>	<b>700</b>	<b>-</b>
Telephone and fax charges for a Recreation Coordinator and Recreation front desk administration.			
Recreation Revolving Support [5311]	634	700	
<b>Postage</b>	<b>95</b>	<b>800</b>	<b>800</b>
Mail charges for marketing materials.			
Senior Trips [5303]	89	100	100
Special Events [5309]	1	500	500
Recreation Revolving Support [5311]	5	200	200



# RECREATION REVOLVING BUDGET DETAILS

RECREATION REVOLVING 1006.02.5301 - 5312	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>OPERATIONS &amp; MAINTENANCE (CONTINUED)</b>			
<b>Promotional Activities</b>	<b>\$ 1,026</b>	<b>\$ 2,600</b>	<b>\$ 2,100</b>
Event and program marketing and promotions.			
Special Events [5309]	216	600	600
Recreation Revolving Support [5311]	810	2,000	1,500
<b>Voucher Incentive Program</b>	<b>955</b>	<b>4,500</b>	<b>4,500</b>
Financial assistance for qualifying senior and youth participants for recreation programs and classes. Provided by recreation activity donations and Fall Festival proceeds.			
Special Events [5309]	955	4,500	4,500
<b>Banners</b>	<b>450</b>	<b>2,200</b>	<b>1,900</b>
Installing/removing, storing, purchasing, cleaning and repairing new and existing banners.			
Special Events [5309]	-	1,000	1,000
Recreation Revolving Support [5311]	450	1,200	900
<b>Bank Fees</b>	<b>1,198</b>	<b>7,500</b>	<b>7,500</b>
ACTIVENet and bank charges.			
Special Events [5309]	11	3,000	3,000
Recreation Revolving Support [5311]	1,186	4,500	4,500
<b>Other Contract Services</b>	<b>-</b>	<b>6,500</b>	<b>7,500</b>
Entertainment, light, sound and other vendor contracts for Special Events.			
Special Events [5309]	-	6,500	7,500
<b>Other Services - SD County Sheriff</b>	<b>-</b>	<b>3,500</b>	<b>4,000</b>
Provides for Sheriff services during special events.			
Special Events [5309]	-	3,500	4,000
<b>Materials &amp; Supplies</b>	<b>2,935</b>	<b>21,800</b>	<b>31,100</b>
Supplies, equipment, computer upgrades and incidental furnishings for Recreation Programs.			
Instructional Classes [5302]	-	200	200
Senior Trips [5303]	-	1,200	8,300
Day Camps [5305]	2,836	5,800	7,500
Skate Park [5308]	-	100	100
Special Events [5309]	99	13,500	14,000
Recreation Revolving Support [5311]	-	1,000	1,000



## RECREATION REVOLVING BUDGET DETAILS

RECREATION REVOLVING 1006.02.5301 - 5312	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>OPERATIONS &amp; MAINTENANCE (CONTINUED)</b>			
<b>Recreational Supplies</b>	\$ -	\$ 50	\$ 50
Miscellaneous supplies for Day Camps. Day Camps [5305]	-	50	50
<b>Transportation</b>	<b>75</b>	<b>3,500</b>	<b>4,000</b>
Bus and Transportation fees. Senior Trips [5303] Day Camps [5305]	- 75	1,000 2,500	1,000 3,000
<b>Equipment Rental</b>	-	<b>15,500</b>	<b>16,800</b>
Rental equipment - portable sanitation units, 2-way radios, and event specific equipment for Special Events. [5309]			
<b>Custodial Services</b>	<b>3,047</b>	<b>3,250</b>	<b>3,550</b>
Custodial services for the Teen Center at Big Rock Park. [5311]			
<b>Community Enhancement</b>	<b>4,486</b>	<b>20,961</b>	<b>12,000</b>
Special projects funded with proceeds from the Santee Bluegrass Festival.			
<b>Total Operations &amp; Maintenance</b>	<b>\$ 30,076</b>	<b>\$ 138,371</b>	<b>\$ 156,210</b>



# — SUPPLEMENTAL LAW ENFORCEMENT

## PROGRAM DESCRIPTION

The Supplemental Law Enforcement Services Fund provides for the expenditure of State Citizen's Option for Public Safety ("COPS") program funding. This funding is used to offset a portion of the cost of one Special Purpose Officer in the Community Oriented Policing Unit.



# SUPPLEMENTAL LAW ENFORCEMENT BUDGET SUMMARY

SUPPLEMENTAL LAW ENFORCEMENT COUNTY OF SAN DIEGO 2101.00.2101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Operations & Maintenance	\$ 157,270	\$ 159,510	\$ 161,300
<b>TOTAL EXPENDITURES</b>	<b>\$ 157,270</b>	<b>\$ 159,510</b>	<b>\$ 161,300</b>

## OPERATIONS & MAINTENANCE

<b>51152 Contract Services - SD County Sheriff</b>	<b>\$ 157,270</b>	<b>\$ 159,510</b>	<b>\$ 161,300</b>
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This appropriation provides funding for a portion of the cost of one special purpose deputy under contract with the San Diego County Sheriff's Department.

<b>Total Operations &amp; Maintenance</b>	<b>\$ 157,270</b>	<b>\$ 159,510</b>	<b>\$ 161,300</b>
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# HIGHWAY 52 COALITION

## PROGRAM DESCRIPTION

The Highway 52 Coalition is a multi-interest, economic and community minded effort focused on educating local, state and federal lawmakers and officials about funding needed to improve Highway 52 and the surrounding corridors. These improvements will reduce congestion, promote multi-modal and shared transportation opportunities, and make Highway 52 into an economic goods movement and mobility corridor that enhances the vitality of the region.

## FY 2021-22 ACCOMPLISHMENTS

- Continued communication with federal lobbyists and state legislators to support the Coalition's efforts and to educate officials on funding needed to improve the State Route 52 corridor for the benefit of the entire region

## FY 2022-23 GOALS AND OBJECTIVES

- Continue to work with federal, state and local agencies, and regional stakeholders to improve traffic flow on State Route 52 and local streets
- Continue to meet with legislators in Sacramento and Washington D.C. to educate officials on funding needed to improve the State Route 52 corridor for the benefit of the entire region
- Host additional public meetings to further develop regional support for the Coalition's efforts
- Apply for additional grant opportunities as appropriate



# HIGHWAY 52 COALITION BUDGET SUMMARY

HIGHWAY 52 COALITION 2104.00.1901	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Operations & Maintenance	\$ 60,352	\$ 70,600	\$ 66,000
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<b>TOTAL EXPENDITURES</b>	<b>\$ 60,352</b>	<b>\$ 70,600</b>	<b>\$ 66,000</b>
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## OPERATIONS & MAINTENANCE

51020 Legal Services - City Attorney	\$ 96	\$ 5,000	\$ 3,000
51040 Expert/Consulting Services	60,000	60,000	60,000
51118 Meetings and Outreach	-	5,000	2,500
51150 Bank Fees	-	100	100
51160 Materials and Supplies	-	200	200
51210 Software Maintenance and Licensing	256	300	200

<b>Total Operations &amp; Maintenance</b>	<b>\$ 60,352</b>	<b>\$ 70,600</b>	<b>\$ 66,000</b>
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# HIGHWAY 52 COALITION BUDGET DETAILS

HIGHWAY 52 COALITION 2104.00.1901	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>OPERATIONS &amp; MAINTENANCE</b>			
<b>Legal Services</b>	\$ 96	\$ 5,000	\$ 3,000
The appropriation covers the costs incurred by the City Attorney's Office in support of the Highway 52 Coalition.			
<b>Expert/Consulting Services</b>	60,000	60,000	60,000
This appropriation provides funding for the federal lobbyist hired in support of the Highway 52 Coalition, in particular as it relates to efforts to obtain federal funding for improvements to Highway 52.			
<b>Meetings and Outreach</b>	-	5,000	2,500
This appropriation provides funding for meeting expenses with local, regional, state and federal representatives and their staff in support of the Highway 52 Coalition's efforts.			
<b>Bank Fees</b>	-	100	100
The appropriation covers credit card processing charges incurred with the receipt of donations to the Highway 52 Coalition.			
<b>Materials &amp; Supplies</b>	-	200	200
The appropriation provides funding for promotional materials and other supplies incurred in support of the Highway 52 Coalition.			
<b>Software Maintenance &amp; Licensing</b>	256	300	200
This appropriation covers the cost of the website domain licensing for the Highway 52 Coalition.			
<b>Total Operations &amp; Maintenance</b>	\$ 60,352	\$ 70,600	\$ 66,000

## PROGRAM DESCRIPTION

Public, Educational and Governmental (PEG) fees are received from cable television providers, in addition to their franchise fee, in an amount equal to 1% of their gross revenues to be used by the City for capital costs related to public, educational and governmental access facilities consistent with state and federal law. These PEG fees are added to a cable subscriber's bill by the cable television providers. Section 4.08.020 of the Santee Municipal Code authorizes the City to collect the PEG fees. Funds can be used for equipment and improvements directly related to PEG programming, including livestreaming and public access broadcasting services. PEG fees may also be used to make upgrades to the City's website, public Wi-Fi, or other technology related improvements to provide residents with access to local government.

PEG fees were initially used to upgrade the City Council Chamber to provide for the livestreaming and broadcasting of City Council meetings and other public meetings on the City's website and on television for Cox Communications and AT&T cable subscribers.

## FY 2021-22 ACCOMPLISHMENTS

- Officially launched SanteeTV in June 2021, and have since successfully livestreamed and broadcast City Council meetings and other public meetings, including SPARC and COMPOC meetings, on SanteeTV
- Livestreamed City Council meetings on Facebook Live
- Provided government and community information 24 hours a day, seven days per week on SanteeTV, including City news and information, community and special events, seasonal activities, local highlights, park overviews, and information regarding City partners who provide services to Santee residents, including Padre Dam Municipal Water District and the San Diego Humane Society
- Received a Marketing & Communications Award of Excellence for SanteeTV by the California Parks & Recreation Society

## FY 2022-23 GOALS AND OBJECTIVES

- Continue to offer important civic programming and government news and updates to the community through SanteeTV, Facebook Live and other social media outlets
- Utilize PEG Fees collected to repay the advance from the General Fund, which was required to complete the City Council Chamber Upgrade Project
- Identify other uses of PEG fees for communicating public, educational and governmental information to residents, visitors and businesses such as through the Trolley Square Clock Tower video display



## PEG FEE BUDGET SUMMARY

PEG FEE 2105.50.4101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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### SUMMARY OF EXPENDITURES

Operations & Maintenance	\$ 11,097	\$ 151,300	\$ 135,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 11,097</b>	<b>\$ 151,300</b>	<b>\$ 135,000</b>

### OPERATIONS & MAINTENANCE

<b>90001 Operating Transfer Out</b>	<b>\$ 11,097</b>	<b>\$ 151,300</b>	<b>\$ 135,000</b>
Transfer to fund the Council Chamber Audio/Visual Upgrade project and to support initial set up of Santee TV. Future projects to be funded will include City Hall Fiber Optic Cable Replacement and Clock Tower Video Display.			
<b>Total Operations &amp; Maintenance</b>	<b>\$ 11,097</b>	<b>\$ 151,300</b>	<b>\$ 135,000</b>

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# CASp CERTIFICATION & TRAINING

## PROGRAM DESCRIPTION

Existing State law requires a program for voluntary certification by the State of any person who meets specified criteria as a certified access specialist (CASp). The CASp Certification and Training Fund provides for the expenditure of a State-mandated surcharge on every business license issued or renewed, to be used for certified disabled access specialist training and certification and to facilitate compliance with construction-related accessibility requirements in accordance with AB 1379.





# CASp CERTIFICATION & TRAINING BUDGET SUMMARY

CASp CERTIFICATION & TRAINING 2106.04.4108	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Operations & Maintenance	\$ -	\$ 13,300	\$ 13,300
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 13,300</b>	<b>\$ 13,300</b>

## OPERATIONS & MAINTENANCE

<b>51372 AB 1379 Disabled Access</b>	<b>\$ -</b>	<b>\$ 13,300</b>	<b>\$ 13,300</b>
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This appropriation provides funding for certified disabled access specialist training and certification and to facilitate compliance with construction-related accessibility requirements in accordance with AB 1379. This program is funded from a State mandated surcharge on every business license issued or renewed.

<b>Total Operations &amp; Maintenance</b>	<b>\$ -</b>	<b>\$ 13,300</b>	<b>\$ 13,300</b>
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## PROGRAM DESCRIPTION

Funding for maintaining the City's streets and other facilities within the public rights-of-way is derived from the Highway User's (Gas) Tax. The Development Services Department Traffic Division oversees street striping and painting, as well as the routine maintenance and emergency repairs to the City's traffic signals and intersection safety lighting. The Development Services Department CIP Division oversees the concrete repair and replacement contract. The Community Services Department Public Services Division (PSD) oversees all right-of-way landscaping maintenance, urban forestry maintenance, street sweeping, traffic sign maintenance, replacement and repair, and minor asphalt pavement maintenance and repair.

## FY 2021-22 ACCOMPLISHMENTS

- Re-striped approximately 6,000 feet of crosswalks and stop bars, and approximately 20,000 feet of lane lines on arterial, major and collector streets
- Maintained and repaired the 61 City-owned traffic signals and related communication system, as needed
- Replaced and installed traffic signs as necessary
- Installed four speed feed-back signs for traffic calming
- Repaired and replaced damaged and lifted sidewalks, performed curb and gutter repairs and performed horizontal sidewalk cutting to eliminate tripping hazards citywide
- Provided monthly street sweeping services for all public streets and intersections
- Maintained right-of-way landscaping, planted trees and replaced landscaping on medians and parkways
- Performed pothole repairs and asphalt patching citywide

## FY 2022-23 GOALS AND OBJECTIVES

- Continue to re-stripe City streets to provide clear delineation of street markings
- Continue to maintain City-owned traffic signals and related communication system
- Continue to maintain traffic signs
- Install speed feedback signs and other electronic traffic control devices at select locations for traffic calming
- Perform pothole repairs, asphalt patching and crack filling citywide
- Continue to remove and replace damaged and lifted sidewalks, perform curb and gutter repairs and perform horizontal sidewalk cutting to eliminate tripping hazards citywide
- Continue to provide monthly street sweeping services for all public streets and intersections
- Continue weed abatement program along City rights-of-way
- Continue safety meetings and training for all Public Services Staff



## GAS TAX BUDGET SUMMARY

GAS TAX	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>SUMMARY OF EXPENDITURES</b>			
Community Services	\$ 1,260,590	\$ 1,018,050	\$ 1,171,800
Development Services	<u>290,717</u>	<u>392,500</u>	<u>482,700</u>
<b>TOTAL EXPENDITURES</b>	<u>\$ 1,551,307</u>	<u>\$ 1,410,550</u>	<u>\$ 1,654,500</u>



# GAS TAX BUDGET SUMMARY

COMMUNITY SERVICES – GAS TAX 2201.02.3101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Operations & Maintenance	\$ 1,260,590	\$ 998,050	\$ 1,171,800
Capital Outlay	-	20,000	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,260,590</b>	<b>\$ 1,018,050</b>	<b>\$ 1,171,800</b>

## OPERATIONS & MAINTENANCE

51010 Accounting/Auditing	\$ 2,959	\$ 3,000	\$ 3,200
51110 Professional Development	129	2,100	2,100
51121 Telephone & Fax	3,654	3,800	3,900
51160 Materials & Supplies	8,080	10,000	24,000
51165 Wearing Apparel	2,938	3,500	3,000
51166 Small Tools	673	1,500	1,500
51181 Electricity & Gas - Grounds	2,538	2,900	2,900
51186 Water and Sewer - Grounds	202,176	176,720	221,000
51190 Signage	13,015	14,266	34,500
51191 Equipment Rental	3,740	5,470	5,470
51231 Repair/Maintenance - Grounds	344,131	399,887	388,050
51240 Contract Svc Road Maintenance	8,131	5,000	5,000
51241 Contract Svc Concrete Replacement	30,793	37,872	40,980
51242 Contract Svc Dead Animal Removal	6,300	12,220	13,240
51244 Contract Svc Street Sweeping	185,481	191,157	334,280
51252 Irrigation Materials	11,899	15,410	20,000
51253 Asphalt Materials	16,013	4,628	16,100
51399 Internal Service Charges	395,962	85,700	26,760
90001 Operating Transfer Out	21,979	22,920	25,820
<b>Total Operations &amp; Maintenance</b>	<b>\$ 1,260,590</b>	<b>\$ 998,050</b>	<b>\$ 1,171,800</b>

## CAPITAL OUTLAY

60099 Other Capital Outlay	\$ -	\$ 20,000	\$ -
<b>Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ 20,000</b>	<b>\$ -</b>

<b>GRAND TOTAL</b>	<b>\$ 1,260,590</b>	<b>\$ 1,018,050</b>	<b>\$ 1,171,800</b>
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# GAS TAX BUDGET DETAILS

COMMUNITY SERVICES – GAS TAX 2201.02.3101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## OPERATIONS & MAINTENANCE

<b>Accounting/Auditing</b>	<b>\$ 2,959</b>	<b>\$ 3,000</b>	<b>\$ 3,200</b>
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This amount will provide for the preparation of the annual Street Report and review of Gas Tax Fund expenditures by the State Controller's Office.

<b>Professional Development</b>	<b>129</b>	<b>2,100</b>	<b>2,100</b>
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This appropriation will cover specific street and road maintenance training as well as weed abatement, pest control, pesticide licensing, traffic control, and roadside safety training.

<b>Telephone &amp; Fax</b>	<b>3,654</b>	<b>3,800</b>	<b>3,900</b>
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This appropriation will cover telephones, modems, alarm systems, faxes and cell phones.

<b>Materials &amp; Supplies</b>	<b>8,080</b>	<b>10,000</b>	<b>24,000</b>
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This appropriation will cover the costs of miscellaneous traffic and street materials, and supplies not identified elsewhere in this budget. Items include lumber, hardware, tools, disposable coveralls, welding supplies, mark-out paints and other related supplies. Will also fund a walk-behind asphalt roller.

<b>Wearing Apparel</b>	<b>2,938</b>	<b>3,500</b>	<b>3,000</b>
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This appropriation provides a portion of the cost of uniforms, steel toed boots, as-needed safety clothing for the maintenance crew and staff representing the City.

<b>Small Tools</b>	<b>673</b>	<b>1,500</b>	<b>1,500</b>
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This appropriation will fund the purchase and replacement of small tools.

<b>Electricity &amp; Gas - Grounds</b>	<b>2,538</b>	<b>2,900</b>	<b>2,900</b>
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This appropriation funds the cost of electricity to irrigation controllers in rights-of-way and medians.

<b>Water &amp; Sewer - Grounds</b>	<b>202,176</b>	<b>176,720</b>	<b>221,000</b>
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This appropriation covers the cost of water within the City's rights-of-way and medians.

<b>Signage</b>	<b>13,015</b>	<b>14,266</b>	<b>34,500</b>
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This appropriation is required to cover the cost of miscellaneous traffic and street name signage replacements.



# GAS TAX BUDGET DETAILS

COMMUNITY SERVICES – GAS TAX 2201.02.3101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## OPERATIONS & MAINTENANCE (CONTINUED)

<b>Equipment Rental</b>	<b>\$ 3,740</b>	<b>\$ 5,470</b>	<b>\$ 5,470</b>
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This appropriation will provide for rental of specialized equipment required for street repairs and maintenance such as graders, gradalls, skip loaders, rollers grinders and other street related equipment.

<b>Repair/Maintenance - Grounds</b>	<b>344,131</b>	<b>399,887</b>	<b>388,050</b>
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This appropriation will be used to provide rights-of-way landscape maintenance including maintenance of medians, parkways, bike paths and street trees. This program also includes the street tree planting and replacement program:

- Area 2 Landscape Maintenance
- Urban Forestry Maintenance
- Annual Pest Control
- Plumbing Maintenance & Repairs
- Electrical Services

Median Rehabilitation Projects - Cuyamaca from Riverwalk to Mast Blvd., and Magnolia Avenue from Alphonse to Princess Joann Road.

<b>Contract Service Road Maintenance</b>	<b>8,131</b>	<b>5,000</b>	<b>5,000</b>
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This appropriation will be used to provide contractual roadway repairs such as minor asphalt patching.

<b>Contract Service Concrete Replacement</b>	<b>30,793</b>	<b>37,872</b>	<b>40,980</b>
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This appropriation will fund the City's ongoing concrete curb, gutter and sidewalk replacement program. This also includes the sidewalk cutting and grinding program.

<b>Contract Service Dead Animal Removal</b>	<b>6,300</b>	<b>12,220</b>	<b>13,240</b>
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The appropriation will enable utilization of contracted services for disposal of dead animals found within City rights-of-way.

<b>Contract Service Street Sweeping</b>	<b>185,481</b>	<b>191,157</b>	<b>334,280</b>
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This appropriation will fund the street sweeping contract for commercial and residential streets, medians and intersections. Costs have increased significantly due to the decreased supply of vendors. This appropriation also provides funds for additional emergency sweeping as required.



## GAS TAX BUDGET DETAILS

COMMUNITY SERVICES – GAS TAX 2201.02.3101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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### OPERATIONS & MAINTENANCE (CONTINUED)

<b>Irrigation Materials</b>	<b>\$ 11,899</b>	<b>\$ 15,410</b>	<b>\$ 20,000</b>
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This appropriation will cover the cost of purchasing irrigation repair supplies.

<b>Asphalt Materials</b>	<b>16,013</b>	<b>4,628</b>	<b>16,100</b>
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This appropriation will cover the cost of cold patch asphalt repair supplies.

<b>Internal Service Charges</b>	<b>395,962</b>	<b>85,700</b>	<b>26,760</b>
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This account is used to reimburse the General Fund. Reimbursements are for the cost of personnel and vehicle expenses used for right-of-way program work.

<b>Operating Transfer Out</b>	<b>21,979</b>	<b>22,920</b>	<b>25,820</b>
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Transfer to Town Center Landscape Maintenance District for median landscape maintenance costs.

<b>Total Operations &amp; Maintenance</b>	<b><u>\$ 1,260,590</u></b>	<b><u>\$ 998,050</u></b>	<b><u>\$ 1,171,800</u></b>
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### CAPTIAL OUTLAY

<b>Other Capital Outlay</b>	<b>\$ -</b>	<b>\$ 20,000</b>	<b>\$ -</b>
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This appropriation will cover the cost of a Traffic Message Board and related registration fees.

<b>Total Capital Outlay</b>	<b><u>\$ -</u></b>	<b><u>\$ 20,000</u></b>	<b><u>\$ -</u></b>
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# GAS TAX BUDGET SUMMARY

DEVELOPMENT SERVICES – GAS TAX 2201.04.4101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Operations & Maintenance	\$ 279,644	\$ 364,500	\$ 462,700
Capital Outlay	11,073	28,000	20,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 290,716</b>	<b>\$ 392,500</b>	<b>\$ 482,700</b>

## OPERATIONS & MAINTENANCE

51040 Expert/Consulting Services	\$ 2,812	\$ 3,500	\$ 2,600
51180 Electricity & Gas	59,640	67,400	78,100
51201 Software Maintenance & Licensing	-	1,600	-
51214 Repair/Maintenance - Traffic Signals	108,500	130,000	130,000
51243 Contract Services Street Striping/Painting	75,096	90,000	110,000
51256 Traffic Signal Materials	-	-	2,000
51399 Internal Service Charges	25,155	25,000	20,000
90001 Operating Transfer Out	8,441	47,000	120,000
<b>Total Operations &amp; Maintenance</b>	<b>\$ 279,644</b>	<b>\$ 364,500</b>	<b>\$ 462,700</b>

## CAPITAL OUTLAY

60099 Other Capital Outlay	\$ 11,073	\$ 28,000	\$ -
60080 Traffic Calming Safety Equipment	-	-	20,000
<b>Total Capital Outlay</b>	<b>\$ 11,073</b>	<b>\$ 28,000</b>	<b>\$ 20,000</b>

<b>GRAND TOTAL</b>	<b>\$ 290,717</b>	<b>\$ 392,500</b>	<b>\$ 482,700</b>
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# GAS TAX BUDGET DETAILS

DEVELOPMENT SERVICES – GAS TAX FUND 2201.04.4101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## OPERATIONS & MAINTENANCE

<b>Expert/Consulting Services</b>	\$ 2,812	\$ 3,500	\$ 2,600
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This appropriation provides funds for the execution of special traffic studies requested by Council or not funded elsewhere. Also included in this appropriation is funding for services provided by Underground Service Alert for notices of potential conflicts with City owned underground electrical facilities.

<b>Electricity &amp; Gas</b>	59,640	67,400	78,100
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This appropriation funds the cost of energy for traffic signals, flashing beacons, sign lighting and the cost of State-owned freeway off-ramp/on-ramp facilities per agreement with Caltrans.

<b>Software Maintenance &amp; Licensing</b>	-	1,600	-
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This appropriation funds the cost of software licensing for the City's Traffic Signal Optimization Program which has an annual maintenance cost and for purchase of traffic engineering materials.

<b>Repair/Maintenance - Traffic Signals</b>	108,500	130,000	130,000
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This appropriation funds contract services to provide routine and emergency maintenance and repairs to the City's traffic signals and intersection safety lighting.

<b>Contract Services Street Striping/Painting</b>	75,096	90,000	110,000
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This appropriation provides funds for the annual Street Striping Program. Funds are used to change, remove and repaint new or existing street and legends.

<b>Traffic Signal Materials</b>	-	-	2,000
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This appropriation funds the purchase of traffic signal materials such as count-down timers, push buttons, detector cards, etc.

<b>Internal Service Charges</b>	25,155	25,000	20,000
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This appropriation will reimburse the General Fund for the cost of personnel expenses used for right-of-way program work.

<b>Operating Transfer Out</b>	8,441	47,000	120,000
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This appropriation funds the transfer to the Capital Improvement fund for the Traffic Signal LED Replacement project.

<b>Total Operations &amp; Maintenance</b>	<u>\$ 279,644</u>	<u>\$ 364,500</u>	<u>\$ 462,700</u>
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## GAS TAX BUDGET DETAILS

<b>DEVELOPMENT SERVICES – GAS TAX FUND 2201.04.4101</b>	<b>ACTUAL FY 2020-21</b>	<b>AMENDED FY 2021-22</b>	<b>PROPOSED FY 2022-23</b>
<b>CAPTIAL OUTLAY</b>			
<b>Other Capital Outlay</b>	<b>\$ 11,073</b>	<b>\$ 28,000</b>	<b>\$ -</b>
This appropriation will provide for rental of specialized equipment required for street repairs and maintenance such as graders, gradalls, skip loaders, rollers grinders and other street related equipment.			
<b>Traffic Calming Safety Equipment</b>	<b>-</b>	<b>-</b>	<b>20,000</b>
This appropriation funds the installation of traffic calming devices such as speed feedback signs, sign enhancing flashers, etc.			
<b>Total Operations &amp; Maintenance</b>	<b><u>\$ 11,073</u></b>	<b><u>\$ 28,000</u></b>	<b><u>\$ 20,000</u></b>

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# SAFE PROGRAM

## PROGRAM DESCRIPTION

The Service Authority for Freeway Emergencies (SAFE) Program Fund provides for the expenditure of Santee's share of excess program reserve funds that were distributed to all cities and the county in accordance with Assembly Bill 1572. This funding is used to support the City's traffic management and traffic operations center activities.

On January 1, 2013, the San Diego Association of Governments (SANDAG) assumed responsibilities for SAFE. AB 1572 requires that SANDAG distribute to the 18 cities and the County all SAFE program reserves in the amount of \$9.85 million that existed on September 13, 2012, in proportion to the vehicle registration fees paid in FY 2011 by the residents of each city and the unincorporated areas. In accordance with AB 1572, the distributed funds shall be used by the recipient jurisdictions in compliance with the provisions of Section 2557 of the California Streets and Highway Code.

## FY 2021-22 ACCOMPLISHMENTS

- Utilized a portion of available resources to continue to operate and maintain the City's traffic operations center

## FY 2022-23 GOALS AND OBJECTIVES

- Utilize a portion of available resources to continue to operate and maintain the City's traffic operations center



## SAFE PROGRAM BUDGET SUMMARY

SAFE PROGRAM 2202.04.4101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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### SUMMARY OF EXPENDITURES

Operations & Maintenance	\$ 6,292	\$ 10,000	\$ 10,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 6,292</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>

### OPERATIONS & MAINTENANCE

<b>51399 Internal Service Charges</b>	<b>\$ 6,292</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>
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This appropriation will reimburse the General Fund for personnel costs associated with traffic management/traffic operations center activities.

<b>Total Operations &amp; Maintenance</b>	<b>\$ 6,292</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>
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# GAS TAX – RMRA (SB1)

## PROGRAM DESCRIPTION

The Road Repair and Accountability Act of 2017 (SB 1) represents a significant enhanced investment in California’s transportation systems of over \$5 billion per year. The Act increases per gallon fuel excise taxes, diesel fuel sales taxes and vehicle registration taxes, stabilizes the problematic price-based fuel tax rates and provides for inflationary adjustments to rates in future years. The Act more than doubles local street and road funds allocated through the State Highway Users Tax Account (HUTA), allocating funds from new taxes through a new “Road Maintenance and Rehabilitation Account (RMRA).

The use of RMRA local streets and road funds is similar, but not identical to, existing HUTA use rules. The Road Repair and Accountability Act contains a local agency maintenance of effort requirement that applies to funds allocated through the RMRA in order to ensure that these new road funds do not supplant existing levels of local general revenue spending on streets and roads. The Act requires the submission of a project list prior to receiving RMRA funds in a fiscal year and requires the submission of an annual report of project completion in order to continue to receive RMRA funds.

## FY 2021-22 ACCOMPLISHMENTS

- Completed the Citywide Pavement Repair & Maintenance Program 2021 Projects utilizing RMRA funding combined with Transnet funding
- Began the construction of the first Bridge Retrofit and Repairs Project for the Magnolia Avenue Bridge over the San Diego River
- Bid, awarded and began construction of the Concrete Repair and Replacement program

## FY 2022-23 GOALS AND OBJECTIVES

- Effectively utilize RMRA funds to address important street and road capital projects including the following:
  - Pavement Repair and Rehabilitation program
  - Pavement Roadway Maintenance program
  - Concrete Repair and Replacement program
  - Bridge Retrofits and Repairs, Magnolia Avenue Bridge



## GAS TAX - RMRA (SB1) BUDGET SUMMARY

GAS TAX - RMRA (SB1) 2203.04.4101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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### SUMMARY OF EXPENDITURES

Operations & Maintenance	\$ 489,281	\$ 3,027,728	\$ 1,161,480
<b>TOTAL EXPENDITURES</b>	<b>\$ 489,281</b>	<b>\$ 3,027,728</b>	<b>\$ 1,161,480</b>

Note: Gas Tax-RMRA funds are now being used exclusively to fund certain capital improvement project costs. Please see the separately issued Capital Improvement Program document for more information regarding the use of these funds.

### OPERATIONS & MAINTENANCE

<b>90001 Operating Transfer Out</b>	<b>\$ 489,281</b>	<b>\$ 3,027,728</b>	<b>\$ 1,161,480</b>
This appropriation provides funding for certain projects in the Capital Improvement Program.			
<b>Total Operations &amp; Maintenance</b>	<b>\$ 489,281</b>	<b>\$ 3,027,728</b>	<b>\$ 1,161,480</b>

# — ZONE 2 FLOOD CONTROL DISTRICT

## MISSION STATEMENT

To implement programs that protect and enhance surface water quality within the City of Santee. Strive to keep the City in compliance with the Regional Storm Water Permit and coordinate on regional program implementation. Increase cooperation between City Departments/Divisions to achieve compliance expectations and reduce risk. Participate in Co-Permittee workgroups and advocate for improvements to policies and regulations.

## PROGRAM DESCRIPTION

The San Diego River flows through the center of our city, making it one of the City's most prominent features and a major part of our City's parks and trails system. The river and associated trails and open space are a draw for residents, businesses and outdoor enthusiasts alike. As such, the City's Storm Water Program makes it a priority to protect this valuable resource and strives to comply with all federal, state and local regulations which pertain to protecting water quality. Through the implementation of a suite of programs, the City works to prevent pollution and eliminate discharges to the storm water conveyance system and waterways to the maximum extent practicable. Program components include; development and planning review, construction site compliance, commercial and industrial business inspections, documentation of the routine maintenance of the City's storm water conveyance systems, community education and outreach, regional coordination, complaint/hotline response, water quality monitoring (sampling), and residential area program implementation.

## FY 2021-22 ACCOMPLISHMENTS

- Collaborated with 21 other local jurisdictions (Co-Permittees) to develop and implement regional education, monitoring, land development programs, cost-share budgets and reporting to the State
- Provided feedback to Regional Water Quality Control Board staff regarding pending regulations and permits
- Participated in developing a regional strategy, implementation plan, correspondence, and reports addressing requirements under the Bacteria Investigative Order and pending Time Sensitive Order (TSO)
- Implemented program components of the City's Jurisdictional Plans and the San Diego River Water Quality Improvement Plan
- Provided outreach and education via online methods, due to the Covid-19 pandemic
- Worked on phase two implementation of the City's Trash Order Compliance Plan
- Facilitated multiple contracts to help manage storm water related tasks and duties
- Conducted a special monitoring study to narrow down locations where human contributions of bacteria to the storm drain system are identified within the City

## FY 2021-22 ACCOMPLISHMENTS (CONTINUED)

- Collaborated with several departments on the application for a Hazard Mitigation Grant to remove invasive and plants and create defensible spaces in the San Diego River.

## FY 2022-23 GOALS AND OBJECTIVES

- Continue to review, develop and implement programs which protect Santee's water ways
- Strive to ensure that the City of Santee remains in compliance with applicable water quality laws and regulations
- Continuously seek process improvements for existing efforts and infrastructure maintenance programs
- Facilitate the use of GIS map layers which will display the inventory of businesses and structural Best Management Practices (BMPs) inventory so that staff can further strategize efforts
- Seek to decrease human sourced bacteria in our storm drain system by performing additional microbial source tracking, and identifying a suite of structural controls which may be utilized to address "hot spots"
- Continue to monitor and ensure the timely implementation of the Trash Order compliance plan
- Continue to collaborate with other named parties to implement the monitoring plan in accordance with the Bacteria Investigative Order
- Regularly participate in the co-permittee workgroups and work towards collaboratively addressing common regulatory requirements
- Continue to work collaboratively with the likely hazard mitigation grant approval efforts to reduce hazards in the San Diego River by removing invasive plants in an effort to improve water quality through management of the vegetation





## ZONE 2 FLOOD CONTROL DISTRICT BUDGET SUMMARY

ZONE 2 FLOOD CONTROL DISTRICT	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>SUMMARY OF EXPENDITURES</b>			
Community Services	\$ 78,810	\$ 100,000	\$ -
Development Services	<u>282,337</u>	<u>482,637</u>	<u>489,860</u>
<b>TOTAL EXPENDITURES</b>	<u><u>\$ 361,147</u></u>	<u><u>\$ 582,637</u></u>	<u><u>\$ 489,860</u></u>



# ZONE 2 FLOOD CONTROL DISTRICT BUDGET SUMMARY

COMMUNITY SERVICES - ZONE 2 FLOOD CONTROL DISTRICT 2302.02.3102	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Operations & Maintenance	\$ 78,810	\$ 100,000	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 78,810</b>	<b>\$ 100,000</b>	<b>\$ -</b>

## OPERATIONS & MAINTENANCE

<b>51399 Internal Service Charges</b>	<b>\$ 78,810</b>	<b>\$ 100,000</b>	<b>\$ -</b>
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This account is used to reimburse the General Fund for costs incurred by the Public Services Division in Storm Water activities.

<b>Total Operations &amp; Maintenance</b>	<b>\$ 78,810</b>	<b>\$ 100,000</b>	<b>\$ -</b>
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# ZONE 2 FLOOD CONTROL DISTRICT BUDGET SUMMARY

DEVELOPMENT SERVICES – ZONE 2 FLOOD CONTROL DISTRICT 2302.04.4102	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Operations & Maintenance	\$ 282,337	\$ 482,637	\$ 489,860
<b>TOTAL EXPENDITURES</b>	<b>\$ 282,337</b>	<b>\$ 482,637</b>	<b>\$ 489,860</b>

Note: Development Services Department Storm Water Program personnel costs are reflected in the General Fund.

## OPERATIONS & MAINTENANCE

51040 Expert/Consulting Services	\$ 24,814	\$ 138,015	\$ 114,000
51042 State Permit Renewal Fee	23,160	27,306	28,000
51044 Regional Coordination	48,699	112,274	142,530
51045 Water Quality Monitoring	50,089	133,027	73,550
51046 Outreach & Education	35	500	200
51104 Subscriptions/Memberships	360	400	400
51110 Professional Development	375	2,000	2,000
51112 Mileage Reimbursement	-	100	100
51120 Printing & Duplicating	302	1,000	1,000
51121 Telephone & Fax	2,538	2,700	1,400
51122 Postage	247	1,000	500
51160 Materials & Supplies	443	1,000	1,000
51165 Wearing Apparel	-	500	500
51180 Electricity & Gas	1,226	4,400	1,400
51211 Repair/Maintenance - Equipment	198	300	500
51399 Internal Service Charges	129,850	58,115	122,780
<b>Total Operations &amp; Maintenance</b>	<b>\$ 282,337</b>	<b>\$ 482,637</b>	<b>\$ 489,860</b>



# ZONE 2 FLOOD CONTROL DISTRICT BUDGET DETAILS

DEVELOPMENT SERVICES – ZONE 2 FLOOD CONTROL DISTRICT 2302.04.4102	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## OPERATIONS & MAINTENANCE

<b>Expert/Consulting Services</b>	<b>\$ 24,814</b>	<b>\$ 138,015</b>	<b>\$ 114,000</b>
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This appropriation provides for as-needed engineering consultant services to fulfill state and federal requirements for compliance with the City's National Pollutant Discharge Elimination System (NPDES) permit including general Storm Water assistance and treatment control best management practices (TCBMP) inspections.

<b>State Permit Renewal Fee</b>	<b>23,160</b>	<b>27,306</b>	<b>28,000</b>
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This appropriation provides for the annual renewal of the City's National Pollutant Discharge Elimination System (NPDES) permit administered by the State of California.

<b>Regional Coordination</b>	<b>48,699</b>	<b>112,274</b>	<b>142,530</b>
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This appropriation provides for regionally shared costs for the development and implementation of water quality programs, including: Program Development and Reporting, Water Quality Improvement Planning, Water Quality Monitoring, Data Clearinghouse Services and Education and Outreach.

<b>Water Quality Monitoring</b>	<b>50,089</b>	<b>133,027</b>	<b>73,550</b>
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This appropriation provides for wet and dry weather waterway monitoring including: sampling, analysis and reporting on discharges from Santee's storm water conveyance system. Also included is monitoring of compliance with the San Diego River Water Quality Improvement Plan.

<b>Outreach &amp; Education</b>	<b>35</b>	<b>500</b>	<b>200</b>
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This appropriation provides for booth displays, demonstration models and incentive items.

<b>Subscriptions/Memberships</b>	<b>360</b>	<b>400</b>	<b>400</b>
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This appropriation provides for membership in the California Storm Water Quality Association. Also included are subscriptions to industry BMP (best management practice) handbooks.

<b>Professional Development</b>	<b>375</b>	<b>2,000</b>	<b>2,000</b>
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This appropriation provides for continuing education, technical storm water management training and certification classes. Also included is funding for staff to attend the annual Storm Water Conference and travel and miscellaneous expenses associated with attending training seminars and professional association meetings.



# ZONE 2 FLOOD CONTROL DISTRICT BUDGET DETAILS

<b>DEVELOPMENT SERVICES – ZONE 2 FLOOD CONTROL DISTRICT 2302.04.4102</b>	<b>ACTUAL FY 2020-21</b>	<b>AMENDED FY 2021-22</b>	<b>PROPOSED FY 2022-23</b>
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## OPERATIONS & MAINTENANCE (CONTINUED)

<b>Mileage Reimbursement</b>	\$ -	\$ 100	\$ 100
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This appropriation provides for reimbursement of the expense of using a personal vehicle in the performance of assigned duties.

<b>Printing &amp; Duplicating</b>	302	1,000	1,000
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This appropriation provides for the production of day to day work (letters, reports, etc.), mail outs, and outreach materials. Also included is production of maps, plans and exhibits, and photo documentation of development projects.

<b>Telephone &amp; Fax</b>	2,538	2,700	1,400
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This appropriation provides for the cost of telephone, fax machine, monthly hot spot and modem line charges.

<b>Postage</b>	247	1,000	500
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This appropriation provides for the cost of mailing correspondence, compliance notices and other documents.

<b>Materials &amp; Supplies</b>	443	1,000	1,000
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This appropriation provides for office and field supplies.

<b>Wearing Apparel</b>	-	500	500
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This appropriation provides for the purchase of apparel, including safety vests/jackets, work boots, hard hats and rain gear.

<b>Electricity &amp; Gas</b>	1,226	4,400	1,400
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This appropriation provides for cost of electricity and gas allocated to the Flood Control/Storm Water Division.

<b>Repair/Maintenance - Equipment</b>	198	300	500
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This appropriation provides for service contracts and as-needed repairs for miscellaneous office equipment, including the Flood Control\Storm Water Division's share of photocopiers and the large format plan copier.



## ZONE 2 FLOOD CONTROL DISTRICT BUDGET DETAILS

DEVELOPMENT SERVICES – ZONE 2 FLOOD CONTROL DISTRICT 2302.04.4102	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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### OPERATIONS & MAINTENANCE (CONTINUED)

<b>Internal Service Charges</b>	<b>129,850</b>	<b>58,115</b>	<b>122,780</b>
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This account is used to reimburse the General Fund for personnel costs incurred in Storm Water activities.

<b>Total Operations &amp; Maintenance</b>	<b><u>\$ 282,337</u></b>	<b><u>\$ 482,637</u></b>	<b><u>\$ 489,860</u></b>
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# COMMUNITY DEVELOPMENT BLOCK GRANT

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## PROGRAM DESCRIPTION

The Department of Development Services serves as the liaison to the federal Department of Housing and Urban Development (HUD) managing the City's Community Development Block Grant (CDBG) program. Staff ensures that social service agencies and community projects that receive CDBG funds are managed in compliance with HUD's regulations.

## FY 2021-22 ACCOMPLISHMENTS

- Administered the allocation of CDBG monies for eligible programs and projects, and provided contract administration in support of eight program activities
- Continued the administration of \$543,106 in CARES Act CDBG-CV monies allocated for programs to support COVID-19 impacted persons, businesses and organizations
- Completed the Annual Action/Funding Plan and the Consolidated Annual Performance and Evaluation Report (CAPER) for submittal to HUD

## FY 2022-23 GOALS AND OBJECTIVES

- Complete the expenditure of CARES Act CDBG-CV funds for programs to support COVID-19 impacted persons, businesses and organizations
- Administer the allocation of CDBG monies for eligible programs and projects, and provided contract administration in support of seven program activities
- Complete Annual Action/Funding Plan and the Consolidated Annual Performance and Evaluation Report (CAPER)
- Complete the Section 108 Loan application process to receive an approximately \$1.3 million loan for the Citywide ADA Pedestrian Ramp project



# COMMUNITY DEVELOPMENT BLOCK GRANT BUDGET SUMMARY

CDBG 2401.04.4201	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Operations & Maintenance	\$ 42,725	\$ 60,420	\$ 59,030
Special Programs	104,153	45,310	44,270
Public Facility Projects	165,139	87,650	217,290
Capital Outlay	-	114,610	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 312,017</b>	<b>\$ 307,990</b>	<b>\$ 320,590</b>

## OPERATIONS & MAINTENANCE

51010 Accounting/Auditing	\$ -	\$ 5,000	\$ 2,000
51040 Expert/Consulting Services	-	-	3,000
51110 Professional Development	-	200	200
51112 Mile Reimbursement	-	100	100
51120 Printing & Duplicating	-	100	100
51122 Postage	49	100	100
51123 Advertising	868	900	1,200
51160 Materials & Supplies	20	300	300
51211 Repair/Maintenance - Equipment	-	100	100
51399 Internal Service Charge	26,865	38,120	36,430
51401 CSA San Diego County	14,924	15,500	15,500
<b>Total Operations &amp; Maintenance</b>	<b>\$ 42,725</b>	<b>\$ 60,420</b>	<b>\$ 59,030</b>

## SPECIAL PROGRAMS

52001 Santee Boys & Girls Club	\$ 9,094	\$ -	\$ -
52002 Crisis House	6,822	6,660	5,270
52003 Cameron Family YMCA	13,578	2,770	3,960
52004 Elderhelp	24,310	3,880	6,860
52005 Meals on Wheels	10,500	4,990	5,270
52006 Santee Food Bank	15,519	16,650	17,640
52007 Santee Santas	20,330	7,030	-
51010 Voices for Children	4,000	3,330	5,270
<b>Total Special Programs</b>	<b>\$ 104,153</b>	<b>\$ 45,310</b>	<b>\$ 44,270</b>





# COMMUNITY DEVELOPMENT BLOCK GRANT BUDGET SUMMARY

CDBG 2401.04.4201	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>PUBLIC FACILITY PROJECTS</b>			
53003 Microenterprise Assistance	\$ 19,840	\$ -	\$ -
80020 Debt Service (Section 108 Loan)	145,299	-	-
90001 Operating Transfers Out	-	87,650	217,290
<b>Total Public Facility Projects</b>	<b>\$ 165,139</b>	<b>\$ 87,650</b>	<b>\$ 217,290</b>
<b>CAPITAL OUTLAY</b>			
60099 Other Capital Outlay	\$ -	\$ 114,610	\$ -
<b>Total Capital Outlay</b>	<b>\$ -</b>	<b>\$ 114,610</b>	<b>\$ -</b>
<b>GRAND TOTAL</b>	<b>\$ 312,017</b>	<b>\$ 307,990</b>	<b>\$ 320,590</b>



# COMMUNITY DEVELOPMENT BLOCK GRANT BUDGET DETAILS

CDBG 2401.04.4201	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## OPERATIONS & MAINTENANCE

<b>Administrative Activities</b>	<b>\$ 27,802</b>	<b>\$ 44,920</b>	<b>\$ 43,530</b>
Identified below are the estimated program administration costs:			
Accounting/Auditing	-	5,000	2,000
Expert/Consulting Services	-	-	3,000
Professional Development	-	200	200
Mileage Reimbursement	-	100	100
Printing & Duplicating	-	100	100
Postage	49	100	100
Advertising	868	900	1,200
Materials & Supplies	20	300	300
Repair/Maintenance - Equipment	-	100	100
Internal Service Charges	26,865	38,120	36,430
<b>CSA San Diego County</b>	<b>14,924</b>	<b>15,500</b>	<b>15,500</b>
Provides Fair Housing Services and landlord/tenant counseling services.			
<b>Total Operations &amp; Maintenance</b>	<b>\$ 42,725</b>	<b>\$ 60,420</b>	<b>\$ 59,030</b>

## SPECIAL PROGRAMS

<b>Santee Boys &amp; Girls Club</b>	<b>\$ 9,094</b>	<b>\$ -</b>	<b>\$ -</b>
Provides funding support for day camp for low- and moderate-income families.			
<b>Crisis House</b>	<b>6,822</b>	<b>6,660</b>	<b>5,270</b>
Provides emergency assistance, housing and supportive services to promote self-sufficiency and prevent homelessness.			
<b>Cameron Family YMCA</b>	<b>13,578</b>	<b>2,770</b>	<b>3,960</b>
Provides funding support to subsidize swim, gymnastics and other recreation program fees for disadvantaged youth.			
<b>Elderhelp</b>	<b>24,310</b>	<b>3,880</b>	<b>6,860</b>
Provides assistance to homebound seniors who need assistance to live independently in their own homes.			



# COMMUNITY DEVELOPMENT BLOCK GRANT BUDGET DETAILS

CDBG 2401.04.4201	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SPECIAL PROGRAMS (CONTINUED)

<b>Meals on Wheels</b>	<b>\$ 10,500</b>	<b>\$ 4,990</b>	<b>\$ 5,270</b>
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Provides nutrition for the City's elderly and handicapped who cannot provide for their own meals. The seniors can remain independent. Contact with the person delivering meals provides a security base for home-bound citizens.

<b>Santee Food Bank</b>	<b>15,519</b>	<b>16,650</b>	<b>17,640</b>
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Provides food staples to low income residents on an emergency basis. This service provides a basic necessity for those in the community unable to meet these needs.

<b>Santee Santas</b>	<b>20,330</b>	<b>7,030</b>	<b>-</b>
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Provides funding support to assist with emergency food for Santee residents during the holiday season.

<b>Voices for Children</b>	<b>4,000</b>	<b>3,330</b>	<b>5,270</b>
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Provides volunteer Court Appointed Special Advocates (CASAs) for Santee based foster children.

<b>Total Special Programs</b>	<b><u>\$ 104,153</u></b>	<b><u>\$ 45,310</u></b>	<b><u>\$ 44,270</u></b>
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# COMMUNITY DEVELOPMENT BLOCK GRANT BUDGET DETAILS

CDBG 2401.04.4201	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## PUBLIC FACILITY PROJECTS

<b>Microenterprise Assistance</b>	\$ 19,840	\$ -	\$ -
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Provides assistance to low- and moderate-income Santee business owners that have suffered financial losses as a result of the Coronavirus Pandemic.

<b>Debt Service (Section 108 Loan)</b>	145,299	-	-
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Provided funding for debt service payments for a \$1.5 million Section 108 loan for the rehabilitation of infrastructure along Buena Vista Avenue and Railroad Avenue. The final debt service payment was made in August 2021 (funded with an FY 2020-21 allocation) and the loan is now paid in full.

<b>Operating Transfers Out</b>	-	87,650	217,290
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To fund the pending Citywide ADA Pedestrian Ramp project.

<b>Total Public Facility Projects</b>	<u>\$ 165,139</u>	<u>\$ 87,650</u>	<u>\$ 217,290</u>
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## CAPITAL OUTLAY

<b>Other Capital Outlay</b>	\$ -	\$ 114,610	\$ -
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This appropriation was originally programmed to fund public facilities improvements in LMI census tracts in the Capital Improvement Program.

<b>Total Capital Outlay</b>	<u>\$ -</u>	<u>\$ 114,610</u>	<u>\$ -</u>
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# COMMUNITY FACILITIES DISTRICTS

## PROGRAM DESCRIPTION

Community Facilities District No. 2015-1 (Municipal Maintenance Services) currently provides a funding mechanism to meet storm water facility maintenance requirements for the 10 single family residential unit El Nopal Estates II subdivision in accordance with the City's Storm Water Ordinance and Standard Urban Storm Water Mitigation Plan. CFD No. 2015-1 is established as a "services" CFD and does not involve the issuance of any debt.

Community Facilities District No. 2017-2 (Weston Municipal Services) provides a funding mechanism for various public services in the Weston development, a 415-unit residential development, such as the following: public safety; community development; maintenance, lighting and repair of parks, parkways, streets, open space, irrigation facilities, buildings, storm water and drainage facilities in the public right of way. Contingent services that may be funded under certain circumstances include costs attributable to maintaining, servicing, cleaning, repairing and/or replacing storm water and drainage facilities.

## FY 2021-22 ACCOMPLISHMENTS

- Administered all CFDs efficiently and in accordance with applicable regulations/laws.

## FY 2022-23 GOALS AND OBJECTIVES

- Administer all CFDs efficiently and in accordance with applicable regulations/laws.



## CFD NO. 2015-1 BUDGET SUMMARY

CFD NO. 2015-1  
2510.02.3101

ACTUAL  
FY 2020-21

AMENDED  
FY 2021-22

PROPOSED  
FY 2022-23

### SUMMARY OF EXPENDITURES

Operations & Maintenance	\$ 720	\$ 2,690	\$ 1,730
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<b>TOTAL EXPENDITURES</b>	<b>\$ 720</b>	<b>\$ 2,690</b>	<b>\$ 1,730</b>
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### OPERATIONS & MAINTENANCE

51020 Legal Services - City Attorney	\$ -	\$ 100	\$ 100
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51231 Repair/Maintenance - Grounds	720	2,490	1,530
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51399 Internal Service Charges	-	100	100
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<b>Total Operations &amp; Maintenance</b>	<b>\$ 720</b>	<b>\$ 2,690</b>	<b>\$ 1,730</b>
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## CFD NO. 2015-1 BUDGET DETAILS

CFD NO. 2015-1 2510.02.3101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>OPERATIONS &amp; MAINTENANCE</b>			
<b>Legal Services - City Attorney</b>	\$ -	\$ 100	\$ 100
This appropriation is to cover as-needed legal services.			
<b>Repair/Maintenance - Grounds</b>	720	2,490	1,530
This appropriation is to cover the cost of storm water facilities maintenance.			
<b>Internal Services Charges</b>	-	100	100
This appropriation is to cover the cost of staff time related to storm water facilities maintenance.			
<b>Total Operations &amp; Maintenance</b>	<u>\$ 720</u>	<u>\$ 2,690</u>	<u>\$ 1,730</u>



## CFD NO. 2017-2 BUDGET SUMMARY

CFD NO. 2017-2 2572.02.3101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>SUMMARY OF EXPENDITURES</b>			
Operations & Maintenance	<u>\$ 107,767</u>	<u>\$ 110,840</u>	<u>\$ 117,870</u>
<b>TOTAL EXPENDITURES</b>	<u><u>\$ 107,767</u></u>	<u><u>\$ 110,840</u></u>	<u><u>\$ 117,870</u></u>
<b>OPERATIONS &amp; MAINTENANCE</b>			
51040 Expert/Consulting Services	\$ 3,917	\$ 2,810	\$ 2,820
51399 Internal Service Charges	<u>103,850</u>	<u>108,030</u>	<u>115,050</u>
<b>Total Operations &amp; Maintenance</b>	<u><u>\$ 107,767</u></u>	<u><u>\$ 110,840</u></u>	<u><u>\$ 117,870</u></u>





## CFD NO. 2017-2 BUDGET DETAILS

CFD NO. 2017-2 2572.02.3101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>OPERATIONS &amp; MAINTENANCE</b>			
<b>Expert/Consulting Services</b>	<b>\$ 3,917</b>	<b>\$ 2,810</b>	<b>\$ 2,820</b>
This appropriation is to cover the cost of contract special district administration services.			
<b>Internal Services Charges</b>	<b>103,850</b>	<b>108,030</b>	<b>115,050</b>
This appropriation is to reimburse the City for costs incurred in providing public safety, maintenance and other public services within the District and staff costs related to the administration of the District.			
<b>Total Operations &amp; Maintenance</b>	<b><u>\$ 107,767</u></b>	<b><u>\$ 110,840</u></b>	<b><u>\$ 117,870</u></b>

# TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT

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## PROGRAM DESCRIPTION

Property owner assessments enable the Community Services Department Public Services Division to provide landscape maintenance services, primarily utilizing contract forces, within the Town Center Landscape Maintenance District that is comprised of four separate zones that are assessed: Town Center, The Lakes, San Remo and Mission Creek.

## FY 2021-22 ACCOMPLISHMENTS

- Maintained the landscaping of the commercial zones within the district at a Level A service (highest maintenance level)
- Installed annual color, which is changed out three times a year, fronting all four of the monument signs in the Town Center Zone A
- Repaired and maintained eight fountains within the District

## FY 2022-23 GOALS AND OBJECTIVES

- Ensure maintenance contractor compliance in order to enhance the maintenance of the landscaping in the entire District
- Complete the transition of maintenance responsibilities for The Lakes to the Magnolia Lakes Homeowners Association (HOA) pursuant to a request from the HOA
- Install additional Cal Sense “smart” irrigation controllers that can be integrated into the City’s centralized irrigation system
- Continue to replace shrubs, trees, groundcover and irrigation that are damaged in order to sustain the beauty of the landscaping within the District
- Continue to maintain eight fountains
- Convert high water use landscape materials to drought tolerant / low water use materials, where feasible
- Modify the level of landscape maintenance where necessary in order to maintain the fiscal sustainability of all zones in the District



# TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT BUDGET SUMMARY

TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT (TCLMD)	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>SUMMARY OF EXPENDITURES</b>			
Zone A - Town Center	\$ 147,870	\$ 152,790	\$ 171,820
Zone B - The Lakes	6,682	11,750	6,100
Zone C - San Remo	6,870	8,860	9,820
Zone D - Mission Creek	156,266	161,410	176,550
<b>TOTAL EXPENDITURES</b>	<b>\$ 317,688</b>	<b>\$ 334,810</b>	<b>\$ 364,290</b>



## TCLMD ZONE A - TOWN CENTER BUDGET SUMMARY

TCLMD ZONE A - TOWN CENTER 2601.02.3101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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### SUMMARY OF EXPENDITURES

Operations & Maintenance	\$ 147,870	\$ 152,790	\$ 171,820
<b>TOTAL EXPENDITURES</b>	<b>\$ 147,870</b>	<b>\$ 152,790</b>	<b>\$ 171,820</b>

### OPERATIONS & MAINTENANCE

51040 Expert/Consulting Services	\$ 3,700	\$ 2,700	\$ 2,720
51123 Advertising	417	210	210
51181 Electricity & Gas - Grounds	18,997	22,000	32,380
51186 Water & Sewer - Grounds	46,909	34,000	49,250
51231 Repair/Maintenance - Grounds	73,478	77,880	78,260
51252 Irrigation Materials	-	1,000	-
51399 Internal Service Charge	4,369	15,000	9,000
<b>Total Operations &amp; Maintenance</b>	<b>\$ 147,870</b>	<b>\$ 152,790</b>	<b>\$ 171,820</b>



## TCLMD ZONE B - THE LAKES BUDGET SUMMARY

TCLMD ZONE B - THE LAKES 2602.02.3101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>SUMMARY OF EXPENDITURES</b>			
Operations & Maintenance	\$ 6,682	\$ 11,750	\$ 6,100
<b>TOTAL EXPENDITURES</b>	<b>\$ 6,682</b>	<b>\$ 11,750</b>	<b>\$ 6,100</b>
<b>OPERATIONS &amp; MAINTENANCE</b>			
51020 Legal Services - City Attorney	\$ -	\$ 2,000	\$ -
51040 Expert/Consulting Services	197	140	140
51123 Advertising	20	10	20
51186 Water & Sewer - Grounds	4,683	4,300	4,600
51231 Repair/Maintenance - Grounds	1,510	4,700	1,070
51399 Internal Service Charge	272	600	270
<b>Total Operations &amp; Maintenance</b>	<b>\$ 6,682</b>	<b>\$ 11,750</b>	<b>\$ 6,100</b>



## TCLMD ZONE C - SAN REMO BUDGET SUMMARY

TCLMD ZONE C - SAN REMO 2603.02.3101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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### SUMMARY OF EXPENDITURES

Operations & Maintenance	\$ 6,870	\$ 8,860	\$ 9,820
<b>TOTAL EXPENDITURES</b>	<b>\$ 6,870</b>	<b>\$ 8,860</b>	<b>\$ 9,820</b>

### OPERATIONS & MAINTENANCE

51040 Expert/Consulting Services	\$ 210	\$ 150	\$ 150
51123 Advertising	21	10	20
51186 Water & Sewer - Grounds	3,959	3,000	3,890
51231 Repair/Maintenance - Grounds	2,275	5,470	5,530
51399 Internal Service Charge	405	230	230
<b>Total Operations &amp; Maintenance</b>	<b>\$ 6,870</b>	<b>\$ 8,860</b>	<b>\$ 9,820</b>



## TCLMD ZONE D - MISSION CREEK BUDGET SUMMARY

TCLMD ZONE D - MISSION CREEK 2604.02.3101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>SUMMARY OF EXPENDITURES</b>			
Operations & Maintenance	\$ 156,266	\$ 161,410	\$ 176,550
<b>TOTAL EXPENDITURES</b>	<b>\$ 156,266</b>	<b>\$ 161,410</b>	<b>\$ 176,550</b>
<b>OPERATIONS &amp; MAINTENANCE</b>			
51040 Expert/Consulting Services	\$ 4,293	\$ 3,130	\$ 3,150
51123 Advertising	487	240	250
51181 Electricity & Gas	21,612	30,000	26,700
51186 Water & Sewer - Grounds	67,676	60,000	78,500
51231 Repair/Maintenance - Grounds	46,191	43,540	57,950
51252 Irrigation Materials	-	500	-
51399 Internal Service Charge	16,008	24,000	10,000
<b>Total Operations &amp; Maintenance</b>	<b>\$ 156,266</b>	<b>\$ 161,410</b>	<b>\$ 176,550</b>

# SANTEE LANDSCAPE MAINTENANCE DISTRICT

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## PROGRAM DESCRIPTION

Property owner assessments enable the Community Services Department Public Services Division to provide landscape maintenance services, primarily utilizing contract forces, within the Santee Landscape Maintenance District which is comprised of ten separate zones that are assessed: El Nopal, Country Scenes, Camelot Heights, Silver Country, Timberlane, The Heights, Prospect Hills, Allos, Mitchell Ranch and Dakota Ranch.

## FY 2021-22 ACCOMPLISHMENTS

- Maintained the landscaping of the commercial zones within the district at a Level A service (highest maintenance level)
- Installed annual color, which is changed out three times a year, fronting all four of the monument signs in the Town Center Zone A
- Repaired and maintained eight fountains within the District

## FY 2022-23 GOALS AND OBJECTIVES

- Ensure maintenance contractor compliance in order to enhance the maintenance of the landscaping in the entire District
- Complete the transition of maintenance responsibilities for The Lakes to the Magnolia Lakes Homeowners Association (HOA) pursuant to a request from the HOA
- Install additional Cal Sense “smart” irrigation controllers that can be integrated into the City’s centralized irrigation system
- Continue to replace shrubs, trees, groundcover and irrigation that are damaged in order to sustain the beauty of the landscaping within the District
- Continue to maintain eight fountains
- Convert high water use landscape materials to drought tolerant / low water use materials, where feasible
- Modify the level of landscape maintenance where necessary in order to maintain the fiscal sustainability of all zones in the District





# SANTEE LANDSCAPE MAINTENANCE DISTRICT BUDGET SUMMARY

SANTEE LANDSCAPE MAINTENANCE DISTRICT (SLMD)	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>SUMMARY OF EXPENDITURES</b>			
Zones 1 & 2 - El Nopal	\$ 7,845	\$ 9,050	\$ 9,790
Zone 3 - Country Scenes	2,129	2,720	1,990
Zone 4 - Camelot Heights	1,868	2,610	1,370
Zone 8 - Silver Country	74,961	69,580	77,380
Zone 9 - Timberlane	1,479	1,370	2,000
Zone 12 - The Heights	8,572	8,920	9,330
Zone 13 - Prospect Hills	2,972	4,100	3,790
Zone 14 - Mitchell Ranch	2,946	3,140	3,620
Zone 17 - Dakota Ranch	4,136	4,940	6,390
Zone 18 - Allos	3,986	5,250	4,380
<b>TOTAL EXPENDITURES</b>	<b>\$ 110,894</b>	<b>\$ 111,680</b>	<b>\$ 120,040</b>



## SLMD ZONES 1 & 2 - EL NOPAL BUDGET SUMMARY

SLMD ZONES 1 & 2 - EL NOPAL 2701.02.3101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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### SUMMARY OF EXPENDITURES

Operations & Maintenance	\$ 7,845	\$ 9,050	\$ 9,790
<b>TOTAL EXPENDITURES</b>	<b>\$ 7,845</b>	<b>\$ 9,050</b>	<b>\$ 9,790</b>

### OPERATIONS & MAINTENANCE

51040 Expert/Consulting Services	\$ 237	\$ 170	\$ 690
51123 Advertising	81	40	50
51181 Electricity & Gas - Grounds	132	150	140
51186 Water & Sewer - Grounds	3,489	1,400	1,710
51231 Repair/Maintenance - Grounds	3,906	4,120	4,030
51399 Internal Service Charge	-	400	400
80020 Long Terms Dept - Principal		2,770	2,770
<b>Total Operations &amp; Maintenance</b>	<b>\$ 7,845</b>	<b>\$ 9,050</b>	<b>\$ 9,790</b>



## SLMD ZONE 3 - COUNTRY SCENES BUDGET SUMMARY

SLMD ZONE 3 - COUNTRY SCENES 2702.02.3101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>SUMMARY OF EXPENDITURES</b>			
Operations & Maintenance	\$ 2,129	\$ 2,720	\$ 1,990
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,129</b>	<b>\$ 2,720</b>	<b>\$ 1,990</b>
<b>OPERATIONS &amp; MAINTENANCE</b>			
51040 Expert/Consulting Services	\$ 77	\$ 50	\$ 210
51123 Advertising	16	10	10
51181 Electricity & Gas - Grounds	169	190	190
51186 Water & Sewer - Grounds	1,430	1,500	820
51231 Repair/Maintenance - Grounds	437	910	700
51399 Internal Service Charge	-	60	60
<b>Total Operations &amp; Maintenance</b>	<b>\$ 2,129</b>	<b>\$ 2,720</b>	<b>\$ 1,990</b>



## SLMD ZONE 4 - CAMELOT HEIGHTS BUDGET SUMMARY

SLMD ZONE 4 - CAMELOT HEIGHTS 2703.02.3101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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### SUMMARY OF EXPENDITURES

Operations & Maintenance	\$ 1,868	\$ 2,610	\$ 1,370
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,868</b>	<b>\$ 2,610</b>	<b>\$ 1,370</b>

### OPERATIONS & MAINTENANCE

51040 Expert/Consulting Services	\$ 53	\$ 40	\$ 150
51123 Advertising	14	10	10
51181 Electricity & Gas - Grounds	146	170	160
51186 Water & Sewer - Grounds	595	1,300	630
51231 Repair/Maintenance - Grounds	1,061	1,090	420
51399 Internal Service Charge	-	-	-
<b>Total Operations &amp; Maintenance</b>	<b>\$ 1,868</b>	<b>\$ 2,610</b>	<b>\$ 1,370</b>



## SLMD ZONE 8 - SILVER COUNTRY BUDGET SUMMARY

SLMD ZONE 8 - SILVER COUNTRY 2704.02.3101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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### SUMMARY OF EXPENDITURES

Operations & Maintenance	\$ 74,961	\$ 69,580	\$ 77,380
<b>TOTAL EXPENDITURES</b>	<b>\$ 74,961</b>	<b>\$ 69,580</b>	<b>\$ 77,380</b>

### OPERATIONS & MAINTENANCE

51040 Expert/Consulting Services	\$ 800	\$ 580	\$ 2,350
51123 Advertising	620	310	320
51181 Electricity & Gas - Grounds	1,308	1,390	1,490
51186 Water & Sewer - Grounds	26,217	20,000	22,220
51231 Repair/Maintenance - Grounds	44,719	45,800	49,500
51399 Internal Service Charge	1,296	1,500	1,500
<b>Total Operations &amp; Maintenance</b>	<b>\$ 74,961</b>	<b>\$ 69,580</b>	<b>\$ 77,380</b>



## SLMD ZONE 9 - TIMBERLANE BUDGET SUMMARY

SLMD ZONE 9 - TIMBERLANE 2705.02.3101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>SUMMARY OF EXPENDITURES</b>			
Operations & Maintenance	\$ 1,479	\$ 1,370	\$ 2,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,479</b>	<b>\$ 1,370</b>	<b>\$ 2,000</b>
<b>OPERATIONS &amp; MAINTENANCE</b>			
51040 Expert/Consulting Services	\$ 183	\$ 130	\$ 520
51123 Advertising	14	10	10
51186 Water & Sewer - Grounds	706	500	870
51231 Repair/Maintenance - Grounds	575	660	600
51399 Internal Service Charge	-	70	-
<b>Total Operations &amp; Maintenance</b>	<b>\$ 1,479</b>	<b>\$ 1,370</b>	<b>\$ 2,000</b>



## SLMD ZONE 12 - THE HEIGHTS BUDGET SUMMARY

SLMD ZONE 12 - THE HEIGHTS 2706.02.3101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>SUMMARY OF EXPENDITURES</b>			
Operations & Maintenance	\$ 8,572	\$ 8,920	\$ 9,330
<b>TOTAL EXPENDITURES</b>	<b>\$ 8,572</b>	<b>\$ 8,920</b>	<b>\$ 9,330</b>
<b>OPERATIONS &amp; MAINTENANCE</b>			
51040 Expert/Consulting Services	\$ 313	\$ 230	\$ 920
51123 Advertising	76	40	40
51186 Water & Sewer - Grounds	6,653	4,500	5,630
51231 Repair/Maintenance - Grounds	1,531	3,540	2,130
51399 Internal Service Charge	-	610	610
<b>Total Operations &amp; Maintenance</b>	<b>\$ 8,572</b>	<b>\$ 8,920</b>	<b>\$ 9,330</b>



# SLMD ZONE 13 - PROSPECT HILLS BUDGET SUMMARY

SLMD ZONE 13 - PROSPECT HILLS 2707.02.3101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Operations & Maintenance	\$ 2,972	\$ 4,100	\$ 3,790
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,972</b>	<b>\$ 4,100</b>	<b>\$ 3,790</b>

## OPERATIONS & MAINTENANCE

51040 Expert/Consulting Services	\$ 223	\$ 160	\$ 660
51123 Advertising	29	10	20
51186 Water & Sewer - Grounds	1,600	1,400	1,680
51231 Repair/Maintenance - Grounds	1,068	2,070	1,370
51399 Internal Service Charge	51	460	60
<b>Total Operations &amp; Maintenance</b>	<b>\$ 2,972</b>	<b>\$ 4,100</b>	<b>\$ 3,790</b>





## SLMD ZONE 14 - MITCHELL RANCH BUDGET SUMMARY

SLMD ZONE 14 - MITCHELL RANCH 2708.02.3101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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### SUMMARY OF EXPENDITURES

Operations & Maintenance	\$ 2,946	\$ 3,140	\$ 3,620
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,946</b>	<b>\$ 3,140</b>	<b>\$ 3,620</b>

### OPERATIONS & MAINTENANCE

51040 Expert/Consulting Services	\$ 80	\$ 60	\$ 240
51123 Advertising	19	10	20
51186 Water & Sewer - Grounds	1,379	1,400	830
51231 Repair/Maintenance - Grounds	1,008	1,170	2,070
51399 Internal Service Charge	460	500	460
<b>Total Operations &amp; Maintenance</b>	<b>\$ 2,946</b>	<b>\$ 3,140</b>	<b>\$ 3,620</b>



## SLMD ZONE 17 - DAKOTA RANCH BUDGET SUMMARY

SLMD ZONE 17 - DAKOTA RANCH 2709.02.3101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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### SUMMARY OF EXPENDITURES

Operations & Maintenance	\$ 4,136	\$ 4,940	\$ 6,390
<b>TOTAL EXPENDITURES</b>	<b>\$ 4,136</b>	<b>\$ 4,940</b>	<b>\$ 6,390</b>

### OPERATIONS & MAINTENANCE

51040 Expert/Consulting Services	\$ 107	\$ 90	\$ 310
51123 Advertising	44	20	20
51181 Electricity & Gas - Grounds	138	150	150
51186 Water & Sewer - Grounds	2,378	1,000	2,340
51231 Repair/Maintenance - Grounds	1,469	2,920	3,570
51399 Internal Service Charge	-	760	-
<b>Total Operations &amp; Maintenance</b>	<b>\$ 4,136</b>	<b>\$ 4,940</b>	<b>\$ 6,390</b>



## SLMD ZONE 18 - ALLOS BUDGET SUMMARY

SLMD ZONE 18 - ALLOS 2710.02.3101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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### SUMMARY OF EXPENDITURES

Operations & Maintenance	\$ 3,986	\$ 5,250	\$ 4,380
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,986</b>	<b>\$ 5,250</b>	<b>\$ 4,380</b>

### OPERATIONS & MAINTENANCE

51040 Expert/Consulting Services	\$ 27	\$ 20	\$ 90
51123 Advertising	32	20	20
51181 Electricity & Gas - Grounds	126	140	140
51186 Water & Sewer - Grounds	1,536	1,200	2,360
51231 Repair/Maintenance - Grounds	2,064	3,670	1,570
51399 Internal Service Charge	200	200	200
<b>Total Operations &amp; Maintenance</b>	<b>\$ 3,986</b>	<b>\$ 5,250</b>	<b>\$ 4,380</b>

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# ROADWAY LIGHTING DISTRICT ZONE A

## PROGRAM DESCRIPTION

Utilizing property tax proceeds directed to the City as a result of the 1983 dissolution of a prior street light maintenance district, the City funds the electrical, maintenance and capital costs for street lights of general benefit within the City limits. There are 3,413 streetlights within the City. The City owns 2,235 (2,064 LS2 and 171 metered) of the total number of streetlights and SDG&E owns 1,178 (LS1). Zone A funds a portion of each streetlight's energy and maintenance cost based on an updated Street Lighting Traffic Study completed in 2020.

## FY 2021-22 ACCOMPLISHMENTS

- SDG&E owned and maintained streetlights – LS1 (1,178 total streetlights)
- Managed payment for the energy and maintenance cost to SDG&E. Zone A funds 27.5% of the total LS1 energy cost. The LS1 cost includes both energy and maintenance for these streetlights
- City owned and maintained streetlights – LS2 (2,064) and metered (171)
  - Managed the City owned streetlight maintenance contract
  - Responded to 154 burnouts or other streetlight maintenance needs
  - Responded to 186 utility mark-out requests
  - Replaced fourteen knocked-down street light poles
- Updated the streetlight inventory for new streetlights

## FY 2022-23 GOALS AND OBJECTIVES

- Continue to maintain city-owned street lights through warranty and repair damaged lights and wiring as needed
- Continue to monitor and replace damaged brown square metal poles as necessary
- Install new street lights in areas where there are currently none, as funding becomes available



# ROADWAY LIGHTING DISTRICT ZONE A BUDGET SUMMARY

ROADWAY LIGHTING DISTRICT ZONE A 2801.04.4101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Operations & Maintenance	\$ 225,602	\$ 207,101	\$ 1,565,600
<b>TOTAL EXPENDITURES</b>	<b>\$ 225,602</b>	<b>\$ 207,101</b>	<b>\$ 1,565,600</b>

## OPERATIONS & MAINTENANCE

51040 Expert/Consulting Services	\$ -	\$ 3,000	\$ 3,000
51180 Electricity & Gas	109,358	128,200	155,600
51213 Repair/Maintenance - Street Lights	38,038	55,901	60,000
51399 Internal Service Charges	18,069	20,000	20,000
90001 Operating Transfers Out	60,137	-	1,327,000
<b>Total Operations &amp; Maintenance</b>	<b>\$ 225,602</b>	<b>\$ 207,101</b>	<b>\$ 1,565,600</b>



# ROADWAY LIGHTING DISTRICT ZONE A BUDGET DETAILS

ROADWAY LIGHTING DISTRICT ZONE A 2801.04.4101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>OPERATIONS &amp; MAINTENANCE</b>			
<b>Expert/Consulting Services</b>	\$ -	\$ 3,000	\$ 3,000
This appropriation provides funding for dig alert services related to the street light system as required by State law.			
<b>Electricity &amp; Gas</b>	109,358	128,200	155,600
This appropriation funds Zone A's share of the estimated total cost of electricity for all street lights within the City.			
<b>Repair/Maintenance - Street Lights</b>	38,038	55,901	60,000
This appropriation funds maintenance and repair costs for street lights located in Zone A.			
<b>Internal Service Charges</b>	18,069	20,000	20,000
This appropriation reimburses the General Fund for staff time associated with the administration of Zone A.			
<b>Operating Transfers Out</b>	60,137	-	1,327,000
This operating transfer to the Capital Improvement Program will fund the replacement of existing street light fixtures on arterial and residential streets, as well as walkway lights along roadways, with more energy efficient LED lighting.			
<b>Total Operations &amp; Maintenance</b>	<b>\$ 225,602</b>	<b>\$ 207,101</b>	<b>\$ 1,565,600</b>

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# ROADWAY LIGHTING DISTRICT ZONE B

## PROGRAM DESCRIPTION

Utilizing assessment proceeds received from benefiting property owners, the City funds a portion of the electrical, maintenance and capital cost for streetlights of special benefit within the City. This assessment district was formed in a 1983 election. There are 3,413 streetlights within the City. The City owns 2,235 (2,064 LS2 and 171 metered) of the total number of streetlights and SDG&E owns 1,178 (LS1). Zone B funds a portion of each streetlight's energy and maintenance cost based on an updated Street Light Traffic Study completed in 2020.

## FY 2021-22 ACCOMPLISHMENTS

- SDG&E owned and maintained streetlights – LS1 (1,178 total streetlights)
  - Managed payment for the energy and maintenance cost to SDG&E. Zone B funds 72.5% of the total LS1 energy cost. The LS1 cost includes both energy and maintenance for these streetlights
- City owned and maintained streetlights – LS2 (2,064) and metered (171)
  - Managed the City owned streetlight maintenance contract
  - Responded to 154 burnouts or other streetlight maintenance needs
  - Responded to 186 utility mark-out requests
  - Replaced fourteen knocked-down street light poles
- Updated the streetlight inventory for new streetlights
- Assisted in the yearly preparation of the Santee Roadway Lighting District Engineer's Report that reviews the tax assessment for Zone B

## FY 2022-23 GOALS AND OBJECTIVES

- Continue to maintain city-owned street lights through warranty and repair damaged lights and wiring as needed
- Continue to monitor and replace damaged brown square metal poles as necessary
- Install new street lights in areas where there are currently no lights as funding becomes available



# ROADWAY LIGHTING DISTRICT ZONE B BUDGET SUMMARY

ROADWAY LIGHTING DISTRICT ZONE B 2802.04.4101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Operations & Maintenance	\$ 317,536	\$ 390,952	\$ 453,130
<b>TOTAL EXPENDITURES</b>	<b>\$ 317,536</b>	<b>\$ 390,952</b>	<b>\$ 453,130</b>

## OPERATIONS & MAINTENANCE

51040 Expert/Consulting Services	\$ 8,000	\$ 6,120	\$ 6,160
51123 Advertising	942	480	470
51180 Electricity & Gas	285,113	336,200	406,500
51213 Repair/Maintenance - Street Lights	18,575	43,152	40,000
51399 Internal Service Charges	4,906	5,000	-
<b>Total Operations &amp; Maintenance</b>	<b>\$ 317,536</b>	<b>\$ 390,952</b>	<b>\$ 453,130</b>





# ROADWAY LIGHTING DISTRICT ZONE B BUDGET DETAILS

ROADWAY LIGHTING DISTRICT ZONE B 2802.04.4101	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>OPERATIONS &amp; MAINTENANCE</b>			
<b>Expert/Consulting Services</b>	<b>\$ 8,000</b>	<b>\$ 6,120</b>	<b>6,160</b>
This appropriation provides for the preparation of the annual Engineer's Report, as required by State law. The report determines the benefit which accrues to various land uses, thus enabling the equitable spread of assessments.			
<b>Advertising</b>	<b>942</b>	<b>480</b>	<b>470</b>
This appropriation funds the cost of publishing public hearing notices for the annual levy of assessments.			
<b>Electricity &amp; Gas</b>	<b>285,113</b>	<b>336,200</b>	<b>406,500</b>
This appropriation funds Zone B's share of the estimated total cost of electricity for all street lights within the City.			
<b>Repair/Maintenance - Street Lights</b>	<b>18,575</b>	<b>43,152</b>	<b>40,000</b>
This appropriation provides funds for maintenance and repair costs for street lights located in Zone B.			
<b>Internal Service Charges</b>	<b>4,906</b>	<b>5,000</b>	<b>-</b>
This appropriation reimburses the General Fund for staff time associated with the administration of Zone B.			
<b>Total Operations &amp; Maintenance</b>	<b><u>\$ 317,536</u></b>	<b><u>\$ 390,952</u></b>	<b><u>\$ 453,130</u></b>

# MOBILE HOME PARK ADMINISTRATIVE ASSESSMENT

## PROGRAM DESCRIPTION

The Mobile Home Park Administrative Assessment Fund provides for the administration of the City's Manufactured Home Fair Practices Ordinance which protects the owners of manufactured homes from unreasonable space rental increases while recognizing and providing for manufactured home park owners to receive a just and reasonable return on their investment. The Department of Development Services provides support and technical assistance to the Santee Mobile Home Fair Practices Commission which is appointed by the City Council.



# MOBILE HOME PARK ADMINISTRATIVE ASSESSMENT BUDGET SUMMARY

MOBILE HOME PARK ADMINISTRATIVE ASSESSMENT 2901.04.4104 & 4106	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## SUMMARY OF EXPENDITURES

Personnel	\$ 24,168	\$ 26,650	\$ 28,290
Operations & Maintenance	<u>5,286</u>	<u>22,300</u>	<u>22,210</u>
<b>TOTAL EXPENDITURES</b>	<b><u><u>\$ 29,454</u></u></b>	<b><u><u>\$ 48,950</u></u></b>	<b><u><u>\$ 50,500</u></u></b>

## SUMMARY OF FUNDED POSITIONS

Senior Management Analyst	0.10	0.10	0.10
Administrative Secretary	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>
<b>TOTAL POSITIONS</b>	<b><u><u>0.20</u></u></b>	<b><u><u>0.20</u></u></b>	<b><u><u>0.20</u></u></b>



# MOBILE HOME PARK ADMINISTRATIVE ASSESSMENT BUDGET SUMMARY

MOBILE HOME PARK ADMINISTRATIVE ASSESSMENT 2901.04.4104 & 4106	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
<b>PERSONNEL</b>			
50010 Salaries & Wages - Regular	\$ 16,137	\$ 17,700	\$ 18,810
50050 Retirement - PERS	1,247	1,330	1,380
50052 Retirement - Unfunded Liability	2,839	3,310	3,770
50060 Medicare	234	260	270
50070 Health Insurance	3,403	3,720	3,770
50071 Dental Insurance	237	260	210
50075 Life Insurance	20	20	20
50076 Long Term Disability Insurance	49	50	60
<b>Total Personnel</b>	<b>\$ 24,168</b>	<b>\$ 26,650</b>	<b>\$ 28,290</b>
<b>OPERATIONS &amp; MAINTENANCE</b>			
51020 Legal Services	\$ 263	\$ 10,000	\$ 12,000
51040 Expert/Consultant Services	250	5,500	3,500
51120 Printing & Duplicating	-	100	100
51121 Telephone & Fax	127	200	100
51122 Postage	67	200	200
51123 Advertising	-	100	100
51160 Materials & Supplies	-	160	160
51180 Electricity & Gas	245	300	300
51345 Rental Assistance	4,334	5,740	5,750
<b>Total Operations &amp; Maintenance</b>	<b>\$ 5,286</b>	<b>\$ 22,300</b>	<b>\$ 22,210</b>
<b>GRAND TOTAL</b>	<b>\$ 29,454</b>	<b>\$ 48,950</b>	<b>\$ 50,500</b>



# MOBILE HOME PARK ADMINISTRATIVE ASSESSMENT BUDGET DETAILS

MOBILE HOME PARK ADMINISTRATIVE ASSESSMENT 2901.04.4104 & 4106	ACTUAL FY 2020-21	AMENDED FY 2021-22	PROPOSED FY 2022-23
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## OPERATIONS & MAINTENANCE

<b>Legal Services</b>	\$ 263	\$ 10,000	\$ 12,000
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This appropriation provides for legal services in support of commission activities and rent control matters.

<b>Expert/Consulting Services</b>	250	5,500	3,500
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This appropriation provides for as-needed economic analysis and other consulting support related to mobile home rent control issues. It also provides commissioners with a \$50 stipend per meeting.

<b>Printing &amp; Duplicating</b>	-	100	100
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This appropriation funds printing and copying of agendas and related materials.

<b>Telephone &amp; Fax</b>	127	200	100
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This appropriation funds a proportionate cost of telephone and fax charges allocated to MHFP activities.

<b>Postage</b>	67	200	200
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This appropriation funds the cost of postage related to staff administration of the MHFP Ordinance and Commission activities.

<b>Advertising</b>	-	100	100
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This appropriation funds the costs for mandatory public noticing.

<b>Materials &amp; Supplies</b>	-	160	160
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This appropriation provides for office supplies and for publications used by staff and the Commission.

<b>Electricity &amp; Gas</b>	245	300	300
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This appropriation funds a proportionate cost of electricity and gas expenses allocated to MHFP activities.

<b>Rental Assistance</b>	4,334	5,740	5,750
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Monthly rental assistance payment to eligible low-income participants in the Meadowbrook (mobile home park) Hardship Program. This program was created as a result of the September 2013 Settlement and is funded by Meadowbrook.

<b>Total Operations &amp; Maintenance</b>	\$ 5,286	\$ 22,300	\$ 22,210
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