



**City Council**  
Mayor John W. Minto  
Vice Mayor Dustin Trotter - District 4  
Councilmember Rob McNelis - District 1  
Councilmember Ronn Hall - District 2  
Councilmember Laura Koval - District 3

## CITY OF SANTEE REGULAR MEETING AGENDA Santee City Council

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

### MEETING INFORMATION

Wednesday, June 26, 2024  
6:30 p.m.  
Council Chamber | Building 2  
10601 Magnolia Ave • Santee, CA 92071

### TO WATCH LIVE:

AT&T U-verse channel 99 (SD Market) | Cox channel 117 (SD County)  
[www.cityofsanteeca.gov](http://www.cityofsanteeca.gov)

### IN-PERSON ATTENDANCE

Members of the public who wish to view the Council Meeting live, can watch the live taping of the Council meeting in the Council Chamber on the meeting date and time listed above.

### LIVE PUBLIC COMMENT

Members of the public who wish to comment on matters on the City Council agenda or during Non-Agenda Public Comment may appear in person and submit a speaker slip, before the item is called. Your name will be called when it is time to speak.

**PLEASE NOTE:** Public Comment will be limited to 3 minutes and speaker slips will only be accepted until the item is called. The timer will begin when the participant begins speaking.



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

**ROLL CALL:** Mayor John W. Minto  
 Vice Mayor Dustin Trotter – District 4  
 Councilmember Rob McNelis – District 1  
 Councilmember Ronn Hall – District 2  
 Councilmember Laura Koval – District 3

**LEGISLATIVE INVOCATION:** Sonrise Community Church – Pastor Jerry Phillips

**PLEDGE OF ALLEGIANCE**

**ADJOURNMENT IN MEMORY:** Sergeant Major Bill Paxton

**PROCLAMATION:** Proclaiming July 2024 as Parks and Recreation Month – Where You Belong

**PRESENTATION:** Presentation from the County of San Diego Regarding the New County Animal Shelter to be Built in Santee

**CONSENT CALENDAR:**

**PLEASE NOTE:** Consent Calendar items are considered routine and will be approved by one motion, with no separate discussion prior to voting. The public, staff or Councilmembers may request specific items be removed from the Consent Calendar for separate discussion or action. Speaker slips for this category must be presented to the City Clerk at the start of the meeting. Speakers are limited to 3 minutes.

- (1) **Approval of Reading by Title Only and Waiver of Reading in Full, of Ordinances and Resolutions on the Agenda. (City Clerk – Ortiz)**
- (2) **Approval of Payment of Demands as Presented. (Finance – Jennings)**
- (3) **City Conflict of Interest Code – Biennial Review. (City Clerk – Ortiz)**
- (4) **Adoption of a Resolution Accepting the Fanita Drive and Mission Gorge Road Asphalt Repairs (CIP 2024-11) Project as Complete and Finding the Action is Not a Project Subject to the California Environmental Quality Act (“CEQA”). (Engineering – Schmitz)**
- (5) **Adoption of a Resolution Establishing the Appropriations Limit for FY 2024-25. (Finance – Jennings)**
- (6) **Adoption of a Resolution Levying Charges for Fire Suppression Service (“Fire Benefit Fee”) for Fiscal Year 2024-25. (Finance – Jennings)**
- (7) **Adoption of a Resolution Levying Special Taxes to be Collected During Fiscal Year 2024-25 to Pay the Annual Cost of Municipal Maintenance Services within Community Facilities District No. 2015-1 (Municipal Maintenance Services) of the City of Santee. (Finance – Jennings)**



- (8) **Adoption of a Resolution Levying Special Taxes to be Collected During Fiscal Year 2024-25 to Pay Costs Related to the Authorized Public Improvements within Community Facilities District No. 2017-1 (Weston Infrastructure) of the City of Santee. (Finance – Jennings)**
- (9) **Adoption of a Resolution Levying Special Taxes to be Collected During Fiscal Year 2024-25 to Pay the Annual Cost of Municipal Services within Community Facilities District No. 2017-2 (Weston Municipal Services) of the City of Santee. (Finance – Jennings)**

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

*Persons wishing to address the City Council regarding items not on the posted agenda may do so at this time. In accordance with State law, Council may not take action on an item not scheduled on the Agenda. If appropriate, the item will be referred to the City Manager or placed on a future agenda. This first Non-Agenda Public Comment period is limited to a total of 15 minutes. Additional Non-Agenda Public Comment is received prior to Council Reports.*

#### PUBLIC HEARING:

- (10) **Public Hearing for the FY 2024-25 Santee Landscape Maintenance District (SLMD) Annual Levy of Assessments. (Finance – Jennings)**

Recommendation:

1. Conduct and close the Public Hearing; and
2. Adopt the Resolution confirming an assessment diagram and assessment and providing for the FY 2024-25 SLMD annual levy of assessments.

- (11) **Public Hearing for the FY 2024-25 Town Center Landscape Maintenance District (TCLMD) Annual Levy of Assessments. (Finance – Jennings)**

Recommendation:

1. Conduct and close the Public Hearing; and
2. Adopt the Resolution confirming an assessment diagram and assessment and providing for the FY 2024-25 TCLMD annual levy of assessments.

- (12) **Public Hearing for the FY 2024-25 Santee Roadway Lighting District (SRLD) Annual Levy of Assessments. (Finance – Jennings)**

Recommendation:

1. Conduct and close the Public Hearing; and
2. Adopt the Resolution confirming an assessment diagram and assessment and providing for the FY 2024-25 SRLD annual levy of assessments.



- (13) Resolution Approving the Annual Levy, as a Successor Agency to County Services Area (CSA) 69, a Special Tax within the Santee-Lakeside Emergency Medical Services Authority Boundary for FY 2024-2025 and Collection on the Property Tax Roll. (Finance – Jennings)**

Recommendation:

Adopt the Resolution approving the annual levy of a special tax within its territory within the CSA 69 Reorganization Boundary for FY 2024-25 and collection on the property tax roll.

**CONTINUED BUSINESS:**

- (14) Second Reading and Adoption of an Ordinance Amending Santee Municipal Code Title 13, “Zoning” (Case File ZOA-2024-0002), and Second Reading and Adoption of an Ordinance Amending Santee Municipal Code Title 3, “Revenue and Finance”, Title 8, “Streets, Sidewalks and Public Property”, Title 10, “Vehicles and Traffic”, and Title 12, “Subdivision of Land, Development Fees, and Dedications”, and Finding that the Actions are Exempt from Environmental Review Under the California Environmental Quality Act (“CEQA”). (City Attorney – Hagerty)**

Recommendation:

1. Conduct the Second Reading of and Adopt the Ordinance Amending Title 13; and
2. Conduct the Second Reading of and Adopt the Ordinance Amending Titles 3, 8, 10, and 12; and
3. Provide direction on the presented Legislative calendar agenda and priorities.

- (15) Continued Discussion Regarding the General Fund Reserve Policy. (Finance – Jennings)**

Recommendation:

Choose from the proposed options provided or determine a new option.

- (16) Continued Review of the Proposed Operating Budget for Fiscal Year 2024-25, and Resolution Adopting the Operating Budget for Fiscal Year 2024-25 and Taking Related Actions. (City Manager/Finance – Best/Jennings)**

Recommendation:

Adopt the Resolution adopting the Operating Budget for Fiscal Year 2024-25 and taking related actions, including any changes directed by the City Council.

**NEW BUSINESS:**

- (17) Acceptance of Certificate of Sufficiency for a Half Cent Special Sales Tax Initiative Petition and Request for Further Direction from City Council Pursuant to Elections Code Section 9215. (City Clerk – Ortiz)**

Recommendation:

1. Receive, file, and accept the Certificate of Sufficiency; and
2. Adopt a Resolution either placing the Measure on the November 2024 ballot or order a report regarding the impact of the Measure.

- (18) Resolution Rejecting the Bid Submitted by Pavement Coatings Co. and Awarding the Construction Contract to American Asphalt South, Inc. for the Citywide Slurry Seal And Roadway Maintenance Program 2024 (CIP 2024-02) Project and Determining the Project is Categorically Exempt from Environmental Review Under the California Environmental Quality Act (“CEQA”) per State CEQA Guidelines Section 15301(c). (Engineering – Schmitz)**

Recommendation:

Adopt the Resolution:

1. Rejecting the apparent low bidder, Pavement Coatings Co., due to the omission of required documents to be submitted at the time of bid submission; and
2. Awarding the construction contract for the Citywide Slurry Seal and Roadway Maintenance Program 2024 (CIP 2024-02) Project to American Asphalt South, Inc. for a total amount of \$1,477,324.09; and
3. Authorizing the City Manager to execute all necessary documents to execute the contract on behalf of the City; and
4. Authorizing the Director of Engineering/City Engineer to approve change orders in a total amount not to exceed \$369,331.00; and
5. Determining this action is categorically exempt from the California Environmental Quality Act (“CEQA”) pursuant to Section 15301(c), Existing Facilities, of the CEQA Guidelines.

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

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

**CITY COUNCIL REPORTS:****CITY MANAGER REPORTS:****CITY ATTORNEY REPORTS:**

**CLOSED SESSION:**

**(19) Conference with Legal Counsel—Existing Litigation**

(Gov. Code section 54956.9(d)(1))

Name of Case: Hope for the Homeless Lakeside, Inc. et al. v. County of San Diego et al., USDC 24-cv-01009-L-MSB

**(20) Threat to Public Services or Facilities**

(Gov. Code section 54957)

Consultation with: City Attorney regarding threat to public services

**ADJOURNMENT:**



**BOARDS, COMMISSIONS & COMMITTEES  
JUNE & JULY MEETINGS**

Jun	06	SPARC		Council Chamber
Jun	10	Community Oriented Policing Committee		Council Chamber
Jun	12	Council Meeting		Council Chamber
Jun	26	Council Meeting		Council Chamber
Jul	04	SPARC	<b>CANCELLED</b>	Council Chamber
Jul	08	Community Oriented Policing Committee	<b>CANCELLED</b>	Council Chamber
Jul	10	Council Meeting		Council Chamber
Jul	24	Council Meeting	<b>CANCELLED</b>	Council Chamber

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

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

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



**MEETING DATE** June 26, 2024

**ITEM TITLE** ADJOURNMENT IN MEMORY OF SERGEANT MAJOR BILL PAXTON

**DIRECTOR/DEPARTMENT** John W. Minto, Mayor

**SUMMARY**

Tonight's meeting will be adjourned in memory of Sergeant Major Bill Paxton. After arriving for boot camp at Marine Corps Recruit Depot San Diego (MCRDSD) in 1956 aboard a troop train from Indiana, Bill's decades in the military included two tours in Vietnam. He earned the Bronze Star for heroic actions in Vietnam and several Purple Heart Medals for wounds he received in battle. He retired after 30 years, having achieved the rank of Sergeant Major.

In 1986, Bill returned to MCRD to work as a civilian clothing fitter and material handler. He retired from MCRD in 2009, though he would have worked longer had he not suffered major injuries in a car crash. Bill lived in Santee and was an active volunteer in the Santee Veterans of Foreign Wars, American Legion and Marine Corps League. The United Veterans Council of San Diego County chose him as its Veteran of the Year in 2006.

Having served as a drill instructor twice, Bill was one of the Marines responsible for the creation of the Drill Instructor Monument at MCRDSD. He was one of numerous Marines and Sailors from MCRD, as well as retired Marines, who attended rededication of the monument in June of 2021. He is credited with the saying, "May we never forget our fallen comrades. Freedom isn't free."

Sergeant Major Bill "Oorah" Paxton passed away on February 11, 2024. We honor his memory tonight.

**FINANCIAL STATEMENT**

N/A

**CITY ATTORNEY REVIEW**  N/A •  Completed

**RECOMMENDATION** *MJB*

Adjourn in memory of Sergeant Major Bill Paxton.

**ATTACHMENT**

Adjournment Certificate





# City of Santee In Deepest Sympathy

*On the 26th day of June 2024, the Santee City Council meeting adjourned in memory of*

## Sergeant Major Bill Paxton

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Mayor  
John W. Minto

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Vice Mayor  
Dustin Trotter

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Councilmember  
Ronn Hall

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Councilmember  
Laura Koval



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Councilmember  
Rob McNelis

DO MORE ► DUE EAST



**MEETING DATE** June 26, 2024

**ITEM TITLE** PROCLAIMING JULY 2024 AS PARKS AND RECREATION MONTH – WHERE YOU BELONG

**DIRECTOR/DEPARTMENT** John W. Minto, Mayor

**SUMMARY**

July is nationally recognized as Parks and Recreation month and is the time to celebrate the variety of opportunities offered by the Community Services Department that can be enjoyed by youth, adults, seniors, and families.

As we celebrate Parks and Recreation Month citizens of Santee are reminded that parks and recreation enrich the lives of residents and visitors, as well as adding value to the community's homes and neighborhoods.

This Proclamation recognizes the importance of access to local parks, recreation, trails, open space, and facilities. We therefore declare the month of July 2024 as Parks and Recreation Month.

While the majority of the City's recreational amenities and programs are funded through the City's General Fund, others receive support from fundraising efforts and donations from various community organizations.

In FY 2023/24 fundraising and donation proceeds helped provide \$169,347.00:

- \$60,350 towards Town Center Community Park East – Artificial Turf Replacement
- \$50,000 for Big Rock Park Improvements
- \$34,000 for Big Rock Park Pickleball court resurfacing
- \$17,000 towards Senior & Teen Recreation programs and activities
- \$4,797 towards Youth and Senior Recreation program financial assistance
- \$2,000 towards Santee Special Events
- \$1,200 for the Santee Veterans Memorial Banner program

Dean Velasco, Chair of the Santee Park and Recreation Committee (SPARC) and SPARC committee members will accept the proclamation. The purpose of the Committee is to act in an advisory capacity to the City Council on matters pertaining to municipal parks and recreation programs in the City of Santee.

**FINANCIAL STATEMENT**

N/A

**CITY ATTORNEY REVIEW**  N/A  Completed

**RECOMMENDATION** *MLB*

Present the proclamation.

**ATTACHMENTS**

Proclamation





# | Proclamation

**WHEREAS**, parks and recreation is an integral part of communities throughout this country, including the City of Santee; and

**WHEREAS**, this year's focus is "Where you Belong", celebrating the many ways parks foster a sense of belonging and contribute to strong, vibrant and resilient communities; and

**WHEREAS**, the services that parks and recreation professionals provide are vital to our community from protecting open spaces and natural resources to helping improve wellness and providing activities and resources for all people; and

**WHEREAS**, parks and recreation promotes time spent in nature, which positively impacts mental health and well-being; and

**WHEREAS**, parks and recreation encourages physical activities by providing space for sports, hiking, biking and swimming and many other activities designed to promote active lifestyles; and

**WHEREAS**, parks and recreation programming and enrichment activities, such as the Santee Teen Center, Santee Day Camp, youth sports and environmental education, are critical to youth development; and

**WHEREAS**, parks and recreation increases a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, and the attraction and retention of businesses; and

**WHEREAS**, combined fundraising and donations received in Fiscal Year 2023/24 totaled \$169,347 have assisted in funding projects such as veterans memorial banners, improving facilities, sports courts and fields, and enhancing recreation programs and events; and

**WHEREAS**, the Santee Park & Recreation Committee (SPARC) acts in an advisory capacity to the City Council on matters pertaining to municipal parks and recreation programs in the City of Santee.

**NOW, THEREFORE**, I, John W. Minto, Mayor of the city of Santee, on behalf of the City Council do hereby proclaim July 2024 as

## **"Parks and Recreation Month - Where You Belong"**

in the city of Santee, and encourage all Santee residents to recognize the importance of access to local parks, recreation, trails, open space and facilities.

IN WITNESS WHEREOF, I have hereunto set my hand this twenty-sixth day of June, two thousand twenty-four, and have caused the Official Seal of the city of Santee to be affixed.

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Mayor John W. Minto

**MEETING DATE** June 26, 2024

**ITEM TITLE** PRESENTATION FROM THE COUNTY OF SAN DIEGO REGARDING THE NEW COUNTY ANIMAL SHELTER TO BE BUILT IN SANTEE

**DIRECTOR/DEPARTMENT** John W. Minto, Mayor

**SUMMARY**

The County of San Diego will build a new animal shelter on County-owned land near Riverview Parkway and Magnolia Avenue in Santee. This new facility will replace the County's current animal shelter in Bonita. The project will include kennels, administrative space, a veterinary clinic, barns, parking areas, and a drop-off yard. The building will be zero net energy and include embodied carbon reductions. Offsite improvements will include curb/gutter, hardscape and landscape features, along with a meandering sidewalk that extends to the intersection of Riverview Parkway and Magnolia Avenue. Mobilization has begun, with groundbreaking anticipated in July.

The City of Santee's agreement with the San Diego Humane Society will remain in place for animal control services and all shelter services. While the County will not provide animal control services, the County will allow Santee residents to access shelter services, such as adoption of animals, if they choose.

The County's website for the project is [Santee Animal Care Shelter \(sandiegocounty.gov\)](http://santeeanimalcare.org).

**FINANCIAL STATEMENT**

N/A

**CITY ATTORNEY REVIEW**  N/A •  Completed

**RECOMMENDATION** *MSB*

Hear presentation.

**ATTACHMENT**

None

**MEETING DATE** June 26, 2024

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

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

**SUMMARY**

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

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

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

**FINANCIAL STATEMENT**

N/A

**CITY ATTORNEY REVIEW**  N/A  Completed

**RECOMMENDATION**

It is recommended that the Council waive the reading of all Ordinances and Resolutions in their entirety and read by title only.

**ATTACHMENT**

None



**MEETING DATE** June 26, 2024

**ITEM TITLE** APPROVAL OF PAYMENT OF DEMANDS

**DIRECTOR/DEPARTMENT** Heather Jennings, Finance *HJ*

**SUMMARY**

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

**FINANCIAL STATEMENT**

Adequate budgeted funds are available for the Payment of Demands per the attached listing.

**CITY ATTORNEY REVIEW**  N/A  Completed

**RECOMMENDATION** *MSB*

Approve the Payment of Demands as presented.

**ATTACHMENT**

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

Payment of Demands  
Summary of Payments Issued

<u>Date</u>	<u>Description</u>	<u>Amount</u>
05/29/24	Accounts Payable	\$ 129,929.77
05/31/24	Accounts Payable	45,387.20
06/03/24	Retiree Health	5,203.00
06/04/24	Accounts Payable	149,237.15
06/05/24	Accounts Payable	361,037.37
06/13/24	Accounts Payable	795,725.72
06/13/24	Accounts Payable	258,846.85
06/13/24	Payroll	<u>442,095.82</u>
	TOTAL	<u><u>\$2,187,462.88</u></u>

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

  
 \_\_\_\_\_  
 Heather Jennings, Director of Finance

vchlist  
05/29/2024 4:52:45PM

Voucher List  
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
91453	5/29/2024	10956 FRANCHISE TAX BOARD	PPE 5/22/24		CA STATE TAX WITHHELD	33,026.80
					<b>Total :</b>	<b>33,026.80</b>
91485	5/29/2024	10955 DEPARTMENT OF THE TREASURY	PPE 5/22/24		FED WITHHOLDING & MEDICARE	96,902.97
					<b>Total :</b>	<b>96,902.97</b>

2 Vouchers for bank code : ubgen

Bank total : 129,929.77

2 Vouchers in this report

Total vouchers : 129,929.77

Prepared by: Juc M  
 Date: 5-29-24  
 Approved by: E-Bule  
 Date: 6-5-24


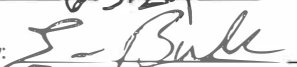


vchlist  
06/03/2024 12:30:59PM

Voucher List  
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
6210340	5/31/2024	14704 457 MISSIONSQUARE	PPE 5/22/24		ICMA - 457	39,970.10
					<b>Total :</b>	<b>39,970.10</b>
6246195	5/31/2024	14705 RHS MISSIONSQUARE	PPE 5/22/24		RETIREE HSA	5,417.10
					<b>Total :</b>	<b>5,417.10</b>
<b>2 Vouchers for bank code : ubgen</b>						<b>Bank total : 45,387.20</b>
<b>2 Vouchers in this report</b>						<b>Total vouchers : 45,387.20</b>

Prepared by:   
Date: 6.3.24  
Approved by:   
Date: 6.5.24

PyBatch  
06/03/2024 8:02:35AM

Payroll Processing Report  
CITY OF SANTEE  
6/1/2024 to 6/30/2024-1 Cycle m

EARNINGS SECTION					DEDUCTIONS SECTION				LEAVE SECTION				
Type	Hours/units	Rate	Amount	Src	Plan	Base Wages	Deduction	Benefit/Cont	LvPlan	Accrued	Taken	Banked	Lost
Grand Totals					Employees: 30								
reth			5,460.00		catax	5,460.00	46.00						
					fedtax	5,460.00	211.00						
Grand Totals	0.00		5,460.00				257.00	0.00					

Gross:	5,460.00
Net:	5,203.00

<< No Errors / No Warnings >>

*PPE 6/30/24*  
*Paydate 6/3/24*  
*EB 6/3/24*

vchlist  
06/04/2024 12:21:02PM

Voucher List  
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
5244	6/4/2024	10353 PERS	05 24 4		RETIREMENT PAYMENT	149,237.15

Total : 149,237.15

1 Vouchers for bank code : ubgen

Bank total : 149,237.15

1 Vouchers in this report

Total vouchers : 149,237.15

Prepared by: Juan M  
Date: 6-4-24  
Approved by: E Bull  
Date: 6-5-24

vchlist  
06/05/2024 11:23:40AM

Voucher List  
CITY OF SANTEE

Bank code : ubqen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
136675	6/5/2024	10412 AT&T	301053963; JUN24		MAST PARK	159.79
					<b>Total :</b>	<b>159.79</b>
136676	6/5/2024	13990 C.P. RICHARDS SIGNS, INC.	64447	54356	VEHICLE SUPPLIES	158.73
					<b>Total :</b>	<b>158.73</b>
136677	6/5/2024	10478 CALIFORNIA DEPARTMENT OF	USE TAX JAN-MAR 2024		USE TAX JANUARY - MARCH 2024	1,032.53
					<b>Total :</b>	<b>1,032.53</b>
136678	6/5/2024	10032 CINTAS CORPORATION 694	4192600752	54635	MISC SHOP RENTALS	76.07
					<b>Total :</b>	<b>76.07</b>
136679	6/5/2024	10050 CITY OF EL CAJON	1768		HTFA FY 2023-24 4TH QTR	7,433.00
					<b>Total :</b>	<b>7,433.00</b>
136680	6/5/2024	15152 COAR DESIGN GROUP	22282	54666	NEW FIRE STATION AT CITY OPER	29,500.00
					<b>Total :</b>	<b>29,500.00</b>
136681	6/5/2024	10333 COX COMMUNICATIONS	112256001; MAY24		9130 CARLTON OAKS DR	96.00
					<b>Total :</b>	<b>96.00</b>
136682	6/5/2024	12655 DELL MARKETING LP	10748325101		COMPUTER SOFTWARE RENEWAI	423.47
					<b>Total :</b>	<b>423.47</b>
136683	6/5/2024	13558 KIFER HYDRAULICS CO, INC	83103	54375	VEHICLE REPAIR PARTS	569.91
					<b>Total :</b>	<b>569.91</b>
136684	6/5/2024	10204 LIFE ASSIST INC	1433942	54377	EMS EQUIPMENT	4,579.38
			1434385	54377	EMS SUPPLIES	13.78
			1434850	54377	EMS SUPPLIES	392.74
			1435563	54377	EMS SUPPLIES	120.51
					<b>Total :</b>	<b>5,106.41</b>
136685	6/5/2024	13155 LIFETIME DOG TRAINING, LLC	5009		INSTRUCTOR PAYMENT	4,461.00
					<b>Total :</b>	<b>4,461.00</b>
136686	6/5/2024	10174 LN CURTIS AND SONS	INV822163	54551	SAFETY APPAREL	2,081.73

vchlist  
06/05/2024 11:23:40AM

Voucher List  
CITY OF SANTEE

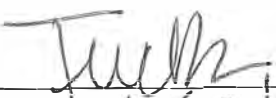
Bank code : ubqen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
136686	6/5/2024	10174 10174 LN CURTIS AND SONS	(Continued)			<b>Total : 2,081.73</b>
136687	6/5/2024	15137 MDG ASSOCIATES INC	18482	54686	CDBG PROGRAM ADMINISTRATIO	308.00
						<b>Total : 308.00</b>
136688	6/5/2024	14690 PATH INC	Q7-Jan24-Mar2423	54265	ARPA - PATH HOMELESS OUTREA	6,441.82
						<b>Total : 6,441.82</b>
136689	6/5/2024	14559 PATHSOLUTIONS INC	6842		NETWORK SECURITY SOFTWARE	2,278.50
						<b>Total : 2,278.50</b>
136690	6/5/2024	10095 RASA	5798	54512	MAP CHECK - LAKE CANYON SUBI	1,750.00
						<b>Total : 1,750.00</b>
136691	6/5/2024	14937 ROBINSON, DAVID	09242024		CFED CONFERENCE REIMBURSEM	337.32
						<b>Total : 337.32</b>
136692	6/5/2024	10407 SAN DIEGO GAS & ELECTRIC	04229703218; MAY24 22373580042; MAY24		STREET LIGHTS TRAFFIC SIGNALS	70,206.95 7,161.28
						<b>Total : 77,368.23</b>
136693	6/5/2024	14881 SANCON TECHNOLOGIES, INC.	2 2R-CIP2023-20	54600	CITYWIDE CMP LINING AND REHA RETENTION #2 CIP 2023-20	225,290.00 -11,264.25
						<b>Total : 214,025.75</b>
136694	6/5/2024	13171 SC COMMERCIAL, LLC	264049-IN		PROPANE & FUEL	585.49
						<b>Total : 585.49</b>
136695	6/5/2024	10110 SECTRAN SECURITY INC	24050599	54445	FY 23/24 ARMORED CAR TRANSPC	171.42
						<b>Total : 171.42</b>
136696	6/5/2024	10217 STAPLES ADVANTAGE	6002239636 6002259162	54403 54402	OFFICE SUPPLIES OFFICE SUPPLIES - P&B, E	71.87 77.56
						<b>Total : 149.43</b>
136697	6/5/2024	10250 THE EAST COUNTY	00142259 00142265		NOTICE OF PUBLIC HEARING - AM RFP ADVERTISING	245.00 906.50

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Voucher List  
CITY OF SANTEE

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
136697	6/5/2024	10250 THE EAST COUNTY	(Continued)			<b>Total : 1,151.50</b>
136698	6/5/2024	15091 T-MOBILE USA INC	993045165; APR24		CITY HALL	235.97 <b>Total : 235.97</b>
136699	6/5/2024	14543 TOPCON SOLUTIONS INC	INV282790		BLUEBEAM STUDIO SOFTWARE R	3,940.00 <b>Total : 3,940.00</b>
136700	6/5/2024	12480 UNITED SITE SERVICES	114-13853900	54339	PORTABLE TOILET AND FENCE RE	268.10 <b>Total : 268.10</b>
136701	6/5/2024	11305 VELOCITY TRUCK CENTERS	XA290193374:01	54455	VEHICLE REPAIR PART	12.70 <b>Total : 12.70</b>
136702	6/5/2024	10706 WALLACE, HARLEY	5232024		CFED CONFERENCE PER DIEM	310.50 <b>Total : 310.50</b>
136703	6/5/2024	10318 ZOLL MEDICAL CORPORATION	90100854	54556	CASE REVIEW SOFTWARE	604.00 <b>Total : 604.00</b>
<b>29 Vouchers for bank code : ubgen</b>						<b>Bank total : 361,037.37</b>
<b>29 Vouchers in this report</b>						<b>Total vouchers : 361,037.37</b>

Prepared by:   
 Date: 6/5/24  
 Approved by: \_\_\_\_\_  
 Date: 6/5/24

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06/13/2024 11:16:37AM

Voucher List  
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
136704	6/13/2024	14650 A GARAGE DOOR AND GATE STORE	104569917	54547	APPARATUS DOOR AND GATE REF	299.90
					<b>Total :</b>	<b>299.90</b>
136705	6/13/2024	10292 ALL STAR FIRE EQUIPMENT INC	255970	54348	SAFETY APPAREL	752.64
					<b>Total :</b>	<b>752.64</b>
136706	6/13/2024	10516 AWARDS BY NAVAJO	0324627	54351	NAMETAGS	23.71
					<b>Total :</b>	<b>23.71</b>
136707	6/13/2024	14624 CABRERA, ANTONIO	6224		CFED CONFERENCE	172.50
					<b>Total :</b>	<b>172.50</b>
136708	6/13/2024	10569 CHARLENE'S DANCE N CHEER	411		INSTRUCTOR PAYMENT	15,282.00
					<b>Total :</b>	<b>15,282.00</b>
136709	6/13/2024	10032 CINTAS CORPORATION 694	4193303199	54635	MISC SHOP RENTALS	72.31
					<b>Total :</b>	<b>72.31</b>
136710	6/13/2024	12328 CINTAS CORP. #2	5211679313	54538	FIRST-AID KIT SERVICE	351.31
					<b>Total :</b>	<b>351.31</b>
136711	6/13/2024	10039 COUNTY MOTOR PARTS COMPANY INC	614577	54427	VEHICLE REPAIR PARTS	122.06
					<b>Total :</b>	<b>122.06</b>
136712	6/13/2024	10486 COUNTY OF SAN DIEGO	CIP2024-02 CHECK		ENVIRONMENTAL REVIEW	50.00
					<b>Total :</b>	<b>50.00</b>
136713	6/13/2024	10839 COUNTY OF SAN DIEGO	FY24/25-105554 FY2425 - 203484		FY 24/25 HAZ MAT PERMIT-STA 4 FY 24/25 HAZ MAT PERMIT - STA 5	1,438.00 1,008.00
					<b>Total :</b>	<b>2,446.00</b>
136714	6/13/2024	10333 COX COMMUNICATIONS	038997401; JUN24		9951 RIVERWALK DR	57.00
					<b>Total :</b>	<b>57.00</b>
136715	6/13/2024	15153 CROSS CONNECTIONS	2024115-SANTEE FD #1 2024115-SANTEE FD #3	54667 54667	VHF MOBILE RADIO VHF MOBILE RADIO	2,539.98 3,487.62

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Voucher List  
CITY OF SANTEE

Bank code : ubqen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
136715	6/13/2024	15153 15153 CROSS CONNECTIONS	(Continued)		<b>Total :</b>	<b>6,027.60</b>
136716	6/13/2024	10046 D MAX ENGINEERING INC	8538 8539	54476 54475	STORMWATER INSPECTIONS & RE STORMWATER PROGRAM ASSIST/	2,855.57 10,695.50 <b>Total : 13,551.07</b>
136717	6/13/2024	15290 DELLAGALA, ZAAK	060324		EMPLOYEE REIMBURSEMENT	259.00 <b>Total : 259.00</b>
136718	6/13/2024	14811 DIGITECH COMPUTER LLC	60005415	54504	SLEMSA BILLING CONTRACT SERV	21,517.60 <b>Total : 21,517.60</b>
136719	6/13/2024	13582 DOWNSTREAM SERVICES INC	183225	54428	MAST PARK STORMWATER INTERI	11,048.30 <b>Total : 11,048.30</b>
136720	6/13/2024	14926 EAGLES POINT SECURITY INC	20578	54366	SPECIAL EVENT SECURITY	210.00 <b>Total : 210.00</b>
136721	6/13/2024	14412 EKOLOJIK, INC	EKOST-04-2024	54316	SB1383 CONSULTANT	1,782.50 <b>Total : 1,782.50</b>
136722	6/13/2024	14446 ENTERPRISE FM TRUST	282938A-060524		VEHICLE LEASING PROGRAM	12,728.20 <b>Total : 12,728.20</b>
136723	6/13/2024	14233 RARESTSTEP, INC DBA FLEETIO	700726		SOFTWARE ADJUSTMENT	92.61 <b>Total : 92.61</b>
136724	6/13/2024	12876 FUN 4 KIDS ENTERTAINMENT	000335		FRIDAY NIGHT LIVE FACE PAINTIN	660.00 <b>Total : 660.00</b>
136725	6/13/2024	10065 GLOBAL POWER GROUP INC	95860	54414	GENERATOR MAINT & REPAIRS	665.72 <b>Total : 665.72</b>
136726	6/13/2024	11196 HD SUPPLY FACILITIES	9226046508	54415	STATION SUPPLIES	1,074.07 <b>Total : 1,074.07</b>
136727	6/13/2024	10600 HINDERLITER DE LLAMAS & ASSOC	SIN038549 (A) SIN038549 (B)	54330	FY 23/24 QRTLTY SALES TAX PREP AUDIT SERVICES - SALES TAX Q4/	2,391.00 9,569.61



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Voucher List  
CITY OF SANTEE

Bank code : ubqen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
136727	6/13/2024	10600	10600 HINDERLITER DE LLAMAS & ASSOC (Continued)			<b>Total : 11,960.61</b>	
136728	6/13/2024	14833	INTERWEST CONSULTING GROUP	263231 303730 376084 431449	54594 54594 54594 54594	INTERWEST BLDG. SVCS - GEN PL CITY OF SANTEE BUILDING & SAFI CITY OF SANTEE BUILDING & SAFI FIRE PLAN REVIEWS	1,344.00 12,487.50 16,106.92 3,190.00
						<b>Total : 33,128.42</b>	
136729	6/13/2024	15289	JACKSON, KAYDENCE	05302024		FUEL	99.86
						<b>Total : 99.86</b>	
136730	6/13/2024	14229	JOBSITE SUPPLY CO	81580300	54433	ENIGNEERING FIELD SUPPLIES	268.64
						<b>Total : 268.64</b>	
136731	6/13/2024	11292	LIEBERT CASSIDY WHITMORE	267258		LEGAL SERVICES	1,566.00
						<b>Total : 1,566.00</b>	
136732	6/13/2024	10204	LIFE ASSIST INC	1436966 1436971 1437044 1437181 1437192 1437237	54377 54377 54377 54377 54377 54377	EMS SUPPLIES EMS SUPPLIES EMS SUPPLIES EMS SUPPLIES EMS SUPPLIES EMS SUPPLIES	219.80 219.80 219.80 2,552.46 1,735.53 5,897.75
						<b>Total : 10,845.14</b>	
136733	6/13/2024	10174	LN CURTIS AND SONS	INV826101	54727	FIREFIGHTING EQUIPMENT	1,778.68
						<b>Total : 1,778.68</b>	
136734	6/13/2024	10207	LOCKHART TRAINING	2472		INSTRUCTOR PAYMENT	667.55
						<b>Total : 667.55</b>	
136735	6/13/2024	10720	MALL MEDIA INC	25494U		SPECIAL EVENT SUPPLIES	880.00
						<b>Total : 880.00</b>	
136736	6/13/2024	10507	MITEL TECHNOLOGIES INC / GREAT	36646180; JUN24		MITEL MXE III CONTROLLER SATA	1,588.52
						<b>Total : 1,588.52</b>	
136737	6/13/2024	11666	MONTGOMERY, TREVIN	53124		EMPLOYEE REIMBURSEMENT	250.00

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Voucher List  
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
136737	6/13/2024	11666	11666 MONTGOMERY, TREVIN		(Continued)	<b>Total : 250.00</b>	
136738	6/13/2024	14470	MW STEELE GROUP INC	2200-21 2200HAP-12 2200SGIP-12	53741 53741 53741	SANTEE ART AND ENTERTAINMEN HAP - HOUSING ACCELERATION P SGIP - SMART GROWTH INCENTIV	2,925.00 70,850.63 7,200.00 <b>Total : 80,975.63</b>
136739	6/13/2024	10344	PADRE DAM MUNICIPAL WATER DIST	29700015; MAY24 90000366; MAY24		CONSTRUCTION METER GROUP BILL	270.12 47,837.80 <b>Total : 48,107.92</b>
136740	6/13/2024	12904	PAT DAVIS DESIGN GROUP INC	7781	54338	GRAPHIC DESIGN FOR SUMMER 2	5,925.00 <b>Total : 5,925.00</b>
136741	6/13/2024	14690	PATH INC	Q7 Jan24-Mar2423	54096	CDBG-CV PATH HOMELESS OUTRI	12,567.54 <b>Total : 12,567.54</b>
136742	6/13/2024	11901	PECK'S HEAVY FRICTION INC	307255	54388	VEHICLE REPAIR PART	12.82 <b>Total : 12.82</b>
136743	6/13/2024	15191	QUALITY CONSTRUCTION &	1R-CIP2024-11 PP1- CIP2024-11	54717	RETENTION #1 CIP 2024-11 FANITA DR. AND MGR ASPHALT RE	-24,653.80 493,076.06 <b>Total : 468,422.26</b>
136744	6/13/2024	10407	SAN DIEGO GAS & ELECTRIC	43940205509; MAY24		LMD	2,113.48 <b>Total : 2,113.48</b>
136745	6/13/2024	10107	SANTEE MINISTERIAL COUNCIL	PY 2023 Q2 PY 2024 Q3	54501 54501	CDBG SUBRECIPIENT CDBG SUBRECIPIENT	5,905.07 3,905.65 <b>Total : 9,810.72</b>
136746	6/13/2024	10212	SANTEE SCHOOL DISTRICT	9544	54480	BUS TRANSPORTATION TEEN CEN	136.56 <b>Total : 136.56</b>
136747	6/13/2024	10768	SANTEE SCHOOL DISTRICT	9551	54394	CHET HARRITT LIGHTS - APRIL 20;	842.70 <b>Total : 842.70</b>
136748	6/13/2024	10624	STATE OF CALIFORNIA	TR 2068-2024		LICENSE RENEWAL - MEI	180.00

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06/13/2024 11:16:37AM

Voucher List  
CITY OF SANTEE

Bank code : ubgen

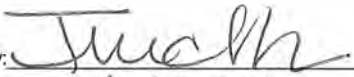

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
136748	6/13/2024	10624 10624 STATE OF CALIFORNIA	(Continued)			<b>Total : 180.00</b>
136749	6/13/2024	10250 THE EAST COUNTY	00142501		RFP - ADMIN. HEARING OFFICER C	87.50
						<b>Total : 87.50</b>
136750	6/13/2024	15186 THE GARLAND COMPANY, INC	CI-GUS0225437	54705	OPS YARD ROOF PATCHING AND F	3,390.82
						<b>Total : 3,390.82</b>
136751	6/13/2024	15091 T-MOBILE USA INC	993045165; MAY24		CITY HALL	1,189.81
						<b>Total : 1,189.81</b>
136752	6/13/2024	12316 ULTIMATE; LEDGENT; ADAMS & MAR	16158981		TEMP STAFFING	65.26
						<b>Total : 65.26</b>
136753	6/13/2024	12480 UNITED SITE SERVICES	114-13856128	54339	PORTABLE TOILET RENTAL	352.58
						<b>Total : 352.58</b>
136754	6/13/2024	12276 VARGAS, CROSSBY	105		ENTERTAINMENT SERVICES	225.00
						<b>Total : 225.00</b>
136755	6/13/2024	10255 VECTOR SOLUTIONS / TARGET SOLU	INV94611	54747	SOFTWARE SUBSCRIPTION	8,734.09
						<b>Total : 8,734.09</b>
136756	6/13/2024	10537 WETMORE'S	06P85474	54457	VEHICLE REPAIR PARTS	186.51
						<b>Total : 186.51</b>
136757	6/13/2024	14868 YOGATREX	0018		WELLNESS EVENT	120.00
						<b>Total : 120.00</b>
<b>54 Vouchers for bank code : ubgen</b>						<b>Bank total : 795,725.72</b>
<b>54 Vouchers in this report</b>						<b>Total vouchers : 795,725.72 ✓</b>

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06/13/2024 11:16:37AM

Voucher List  
CITY OF SANTEE

Bank code : ubgen

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>PO #</u>	<u>Description/Account</u>	<u>Amount</u>
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Prepared by:   
Date: 6.13.24  
Approved by:   
Date: 6/13/24

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06/13/2024 12:03:02PM

Voucher List  
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
136758	6/13/2024	12903 AMERICAN FIDELITY ASSURANCE CO	2353909C		FLEXIBLE SPENDING ACCOUNT	3,064.37
					<b>Total :</b>	<b>3,064.37</b>
136759	6/13/2024	10334 CHLIC	3367376		HEALTH INSURANCE	231,572.10
					<b>Total :</b>	<b>231,572.10</b>
136760	6/13/2024	14793 CONTROLLING INS COST IN CA, SCHOO 2024-6			EMPLOYEE ASSISTANCE PROGRA	393.46
					<b>Total :</b>	<b>393.46</b>
136761	6/13/2024	12722 FIDELITY SECURITY LIFE	166279245		EYEMED - VOLUNTARY VISION	1,187.29
					<b>Total :</b>	<b>1,187.29</b>
136762	6/13/2024	14458 METROPOLITAN LIFE INSURANCE	81502617		DENTAL INSURANCE	14,359.55
					<b>Total :</b>	<b>14,359.55</b>
136763	6/13/2024	10785 RELIANCE STANDARD LIFE	June 2024		VOLUNTARY LIFE INSURANCE	366.62
					<b>Total :</b>	<b>366.62</b>
136764	6/13/2024	10424 SANTEE FIREFIGHTERS	PPE 6/5/2024		DUES/PEC/BENEVOLENT/BC EXP	4,586.21
					<b>Total :</b>	<b>4,586.21</b>
136765	6/13/2024	10776 STATE OF CALIFORNIA	PPE 6/5/24		WITHHOLDING ORDER	449.53
					<b>Total :</b>	<b>449.53</b>
136766	6/13/2024	10776 STATE OF CALIFORNIA	PPE 6/5/24		WITHHOLDING ORDER	260.30
					<b>Total :</b>	<b>260.30</b>
136767	6/13/2024	10001 US BANK	PPE 6/5/24		PARS RETIREMENT	1,855.58
					<b>Total :</b>	<b>1,855.58</b>
136768	6/13/2024	14600 WASHINGTON STATE SUPPORT	PPE 6/5/24		WITHHOLDING ORDER	751.84
					<b>Total :</b>	<b>751.84</b>
<b>11 Vouchers for bank code : ubgen</b>						<b>Bank total : 258,846.85</b>
<b>11 Vouchers in this report</b>						<b>Total vouchers : 258,846.85</b>

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Voucher List  
CITY OF SANTEE

Bank code : ubqen

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>PO #</u>	<u>Description/Account</u>	<u>Amount</u>
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Prepared by: Juan M

Date: 6-13-24

Approved by: E. Bullock

Date: 6-13-24

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06/11/2024 12:55:34PM

Payroll Processing Report  
CITY OF SANTEE  
5/23/2024 to 6/5/2024-1 Cycle b

EARNINGS SECTION					DEDUCTIONS SECTION			LEAVE SECTION					
Type	Hours/units	Rate	Amount	Src	Plan	Base Wages	Deduction	Benefit/Cont	LvPlan	Accrued	Taken	Banked	Lost
					roth	70,704.33	8,380.52						
					sb-1		86.49						
					sb-3		67.31						
					sffa		3,499.62						
					sffapc		944.70						
					st1cs3	87,959.72	2,638.82	-2,638.82					
					st2cs3	14,997.96	449.94	-449.94					
					texlif		249.71						
					vaccpr		587.50						
					vaccpt		214.13						
					vcanpr		318.41						
					vcanpt		90.25						
					vgcipt		88.70						
					vghpr		15.56						
					vision	11,906.15	540.77						
					voladd		17.55						
					voldis		218.13						
					vollad			183.29					
					vollif		183.33						
<b>Grand Totals</b>	15,419.01		689,880.74				247,784.92	309,881.53					

Gross:	689,880.74
Net:	442,095.82

<< No Errors / 8 Warnings >>

*Handwritten notes:*  
 WSA 6/11/24  
 EB 6/11/24  
 JPE 6/5/24  
 Pay date 6/13/24

**MEETING DATE** June 26, 2024

**ITEM TITLE** CITY CONFLICT OF INTEREST CODE – BIENNIAL REVIEW

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

**SUMMARY**

The Political Reform Act requires every local government agency to review its Conflict of Interest Code biennially to determine if it needs to be amended. Once the determination has been made, a notice must be submitted to the code reviewing body no later than October 1, of even-numbered years.

The City Council is the code reviewing body for the City of Santee. Therefore, the City Council must, no later than July 1, 2024, direct review of its code and, no later than October 1, 2024, receive notice that an amendment is or is not required. If an amendment is required, it must be completed prior to December 31, 2024.

**FINANCIAL STATEMENT** *HF*

There is no expected financial impact for this action.

**CITY ATTORNEY REVIEW**  N/A •  Completed

**RECOMMENDATION** *MSB*

Direct staff to review the Conflict of Interest Code and submit a notice to the City Council prior to October 1, 2024, that either an amendment is required or that no amendment is necessary.

**ATTACHMENT**

None.



**MEETING DATE** June 26, 2024

**ITEM TITLE** RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA ACCEPTING THE FANITA DRIVE AND MISSION GORGE ROAD ASPHALT REPAIRS (CIP 2024-11) PROJECT AS COMPLETE AND FINDING THE ACTION IS NOT A PROJECT SUBJECT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (“CEQA”)

**DIRECTOR/DEPARTMENT** Carl Schmitz, Engineering 

**SUMMARY**

This item requests that the City Council accept the Fanita Drive and Mission Gorge Road Asphalt Repairs (CIP 2024-11) Project (“Project”) as complete.

At the February 14, 2024, City Council meeting, the City Council awarded the construction contract for the Fanita Drive and Mission Gorge Road Asphalt Repairs (CIP 2024-11) Project for a total contract amount of \$465,928.51 to Quality Construction & Engineering, Inc. and authorized the Director of Engineering/City Engineer to approve contract change orders in a total amount not to exceed \$116,482.00 for unforeseen items and additional work.

A Notice to Proceed was issued on April 29, 2024, and the work was completed on June 13, 2024. Six change orders were approved in the amount of \$57,597.55 for unforeseen conditions and additional work. The total contract for the project was \$523,526.06, which includes \$1,168.86 for work performed for Padre Dam Municipal Water District and was reimbursed to the City. The net project cost after the reimbursement was \$522,357.20.

Staff recommends that the City Council accept the Project as complete and direct the City Clerk to file a Notice of Completion with the San Diego County Clerk.

**ENVIRONMENTAL REVIEW**

Per California Environmental Quality Act (CEQA) Guidelines Section 15378, this action is not a project under CEQA as it involves an administrative activity of government without the potential of a significant impact on the environment.

**FINANCIAL STATEMENT** 

Funding for this Capital Improvement Program project was provided by the General Fund. Padre Dam Municipal Water District (“PDMWD”) reimbursed the City for asphalt patching near PDMWD facilities in the amount of \$1,168.86 during the project.

Original Construction Contract	\$ 465,928.51
Padre Dam Municipal Water District Reimbursement	(1,168.86)
Construction Change Orders	<u>57,597.55</u>
Total Project Cost	<u>\$ 522,357.20</u>

**CITY ATTORNEY REVIEW**

N/A

Completed



**RECOMMENDATION** *MAB*

Adopt the attached Resolution accepting the Fanita Drive and Mission Gorge Road Asphalt Repairs (CIP 2024-11) Project as complete.

**ATTACHMENT**

Resolution  
Project Map

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

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA  
ACCEPTING THE FANITA DRIVE AND MISSION GORGE ROAD ASPHALT  
REPAIRS (CIP 2024-11) PROJECT AS COMPLETE AND FINDING THE ACTION IS  
NOT A PROJECT SUBJECT TO THE CALIFORNIA ENVIRONMENTAL QUALITY  
ACT (“CEQA”)**

**WHEREAS**, the City Council awarded the construction contract for the Fanita Drive and Mission Gorge Road Asphalt Repairs (CIP 2024-11) Project (“Project”) to Quality Construction & Engineering, Inc. on February 14, 2024, for \$465,928.51; and

**WHEREAS**, the City Council also authorized the Director of Engineering/City Engineer to approve construction change orders in a total amount not to exceed \$116,482.00 and

**WHEREAS**, six change orders in the amount of \$57,597.55 were approved for unforeseen conditions and additional work; and

**WHEREAS**, Padre Dam Municipal Water District reimbursed the City \$1,168.86 for asphalt repairs near their facilities; and

**WHEREAS**, the Project was completed for a total net contract amount of \$522,357.20 on June 13, 2024; and

**WHEREAS**, Quality Construction & Engineering, Inc. has completed the project in accordance with the contract plans and specifications; and

**WHEREAS**, the City Council desires to accept the Project as complete; and

**WHEREAS**, acceptance of the Project as complete will not result in a direct or indirect impact on the environment, is an administrative activity of government, and is therefore not a “project” under CEQA pursuant to State CEQA Guidelines § 15378.

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Santee, California, that the work for the construction of the Fanita Drive and Mission Gorge Road Asphalt Repairs (CIP 2024-11) Project is accepted as complete on this date and the City Clerk is directed to record a Notice of Completion.

**SECTION 1:** The work for the construction of the Fanita Drive and Mission Gorge Road Asphalt Repairs (CIP 2024-11) Project is accepted as complete on this date.

**SECTION 2:** The City Clerk is directed to record a Notice of Completion.

**SECTION 3:** The action is not a project subject to the California Environmental Quality Act (“CEQA”) per CEQA Guidelines Section 15378 as it involves an administrative activity of government without the potential of a significant impact on the environment.

**SECTION 4:** This Resolution shall take effect immediately upon its passage.

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

**ADOPTED** by the City Council of the City of Santee, California, at a Regular meeting thereof held this 26<sup>th</sup> day of June 2024, by the following roll call vote to wit:

**AYES:**

**NOES:**

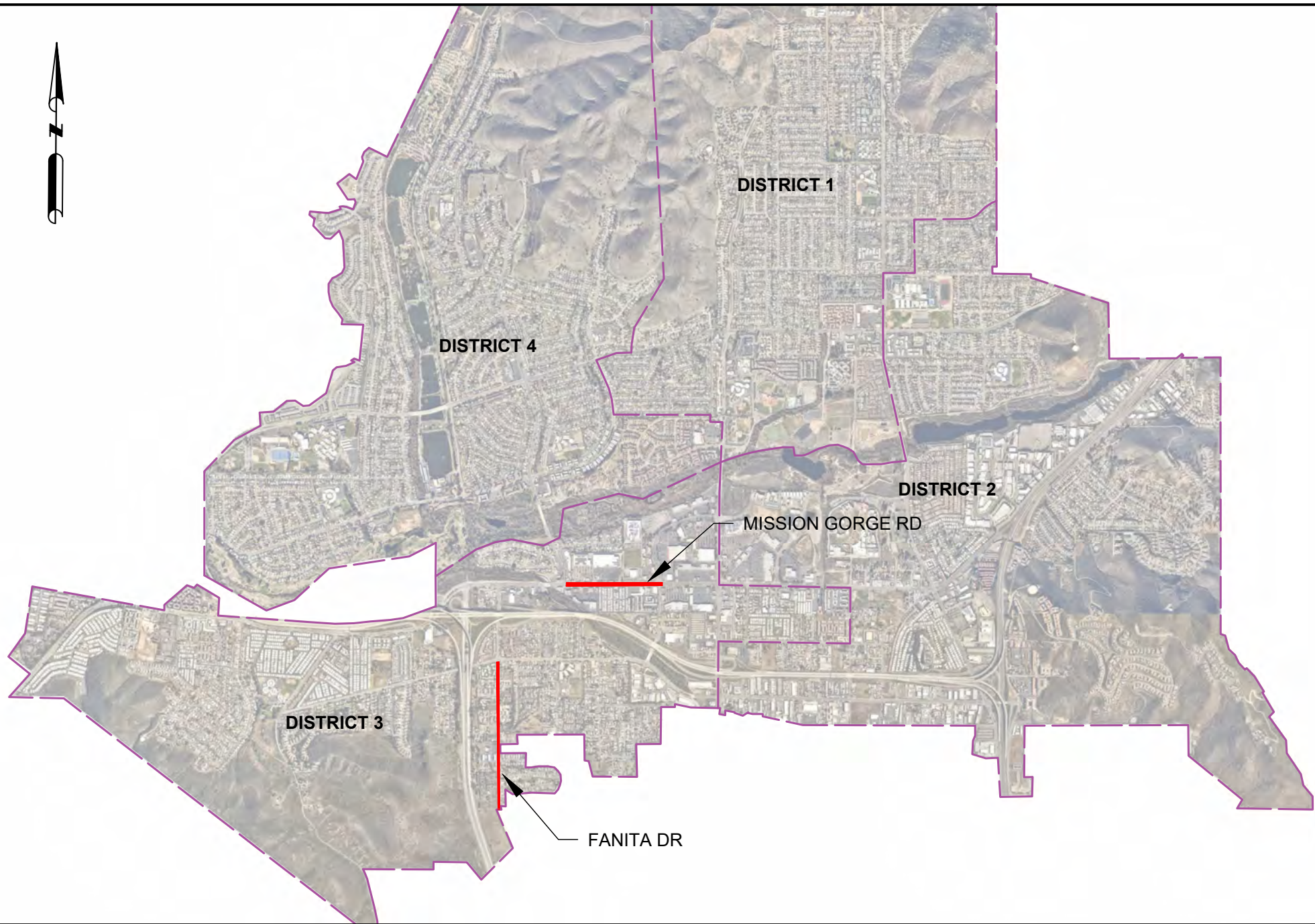
**ABSENT:**

**APPROVED:**

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

**ATTEST:**

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



**MEETING DATE** June 26, 2024

**ITEM TITLE** RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE  
ESTABLISHING THE APPROPRIATIONS LIMIT FOR FY 2024-25

**DIRECTOR/DEPARTMENT** Heather Jennings, Finance *HJ*

**SUMMARY**

In accordance with Article XIII-B of the California Constitution, as amended, the City Council is required to adopt by resolution an appropriations limit prior to the beginning of each fiscal year. The appropriations limit creates a restriction on the amount of revenue that may be appropriated in any fiscal year. Not all revenues are restricted by the limit, only those which are considered proceeds of taxes.

The appropriations limit is adjusted each year based on a combination of population and inflation or assessed valuation factors. Population and inflation data is provided by the State Department of Finance, and the change in assessed valuation due to non-residential new construction data is provided by the City's property tax consultant HDL Coren & Cone. The appropriations limit for FY 2024-25 is calculated to be \$476,592,310, which is an increase of \$13,687,323 from the FY 2023-24 calculation based on the change in the County of San Diego population and the change in per capita personal income. Appropriations of tax revenues subject to the limit total \$47,847,543 which is \$428,744,767 less than the calculated limit.

Additional appropriations in FY 2024-25 funded by non-tax sources such as service charges, restricted revenues from other agencies, or grants are not affected by the appropriations limit. However, any supplemental appropriations funded through increased tax sources may not exceed the \$428,744,767, the difference between the FY 2024-25 appropriations limit of \$476,592,310 and the City's current appropriation of tax revenues, \$47,847,543. Based on the amount of the variance, the City's appropriations limit will not be exceeded in the foreseeable future.

**FINANCIAL STATEMENT**

The appropriations limit for FY 2024-25 will be \$476,592,310.

**CITY ATTORNEY REVIEW**  N/A  Completed

**RECOMMENDATION** *MSB*

Adopt the attached resolution establishing the appropriations limit for FY 2024-25

**ATTACHMENTS (Listed Below)**

Resolution (with Exhibit A - Appropriations Limit Calculation)



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

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA  
ESTABLISHING THE APPROPRIATIONS LIMIT FOR FY 2024-25**

**WHEREAS**, Article XIII-B of the California State Constitution, as amended, requires local jurisdictions to annually adjust their appropriations limit for inflation and population changes; and

**WHEREAS**, the City has received population and per capita personal income data from the State Department of Finance, used to calculate the FY 2024-25 appropriations limit; and

**WHEREAS**, the required calculations to determine the appropriations limit for FY 2024-25 have been performed by the Finance Department and are on file with the office of the City Clerk and are available for public review; and

**WHEREAS**, these calculations are provided on Exhibit "A", which is herein incorporated by reference and attached hereto.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Santee, California that the appropriations limit for FY 2022-23 shall be \$476,592,310 based upon the calculations provided on Exhibit "A".

**ADOPTED** by the City Council of the City of Santee, California, at a regular meeting thereof held this 26<sup>th</sup> day of June, 2024, by the following roll call vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

**APPROVED:**

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

**ATTEST:**

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

Attachment: Exhibit A

Exhibit "A"

Appropriations Limit Calculation  
FY 2024-25

FY 2023-24 Limit (per Resolution No.072-2023)		\$ 462,904,987
Inflation Index Options:		
California per capita personal income (CCPI) change	3.62 %	
Change in assessed valuation due to non-residential new construction	0.51 %	
Inflation Factor to Use		1.0362
Population Index Options:		
City Population Growth	(0.64) %	
County Population Growth	0.07 %	
Population Factor to Use		0.9936
Cumulative Factor (Inflation Factor x Population Factor)		<u>1.029568</u>
FY 2024-25 Limit		<u>\$ 476,592,310</u>



**MEETING DATE** June 26, 2024

**ITEM TITLE** RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA LEVYING CHARGES FOR FIRE SUPPRESSION SERVICE ("FIRE BENEFIT FEE") FOR FISCAL YEAR 2024-25

**DIRECTOR/DEPARTMENT** Heather Jennings, Finance *HJ*

**SUMMARY**

The Fire Benefit Fee was established in 1980 when it was approved by the voters of the Santee Fire Protection District. The maximum charge allowed under the measure was reached in 1993, resulting in an annual charge to residential properties of \$41.00 per dwelling unit and an annual maximum charge to commercial/industrial properties of \$492.00 per building.

The attached resolution is required to be adopted by the City Council in order to place the Fire Benefit Fee levy on the FY 2024-25 property tax roll.

**FINANCIAL STATEMENT**

An estimated \$1,138,912 is expected to be received in FY 2024-25 as a result of the Fire Benefit Fee levy. This represents a \$301 increase from the FY 2023-24 levy.

**CITY ATTORNEY REVIEW**  N/A •  Completed

**RECOMMENDATION** *MSB*

Adopt the attached Resolution levying charges for fire suppression service for FY 2024-25.

**ATTACHMENT**

Resolution

**RESOLUTION NO.**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE,  
CALIFORNIA, LEVYING CHARGES FOR FIRE SUPPRESSION  
SERVICE FOR FISCAL YEAR 2024-25**

**WHEREAS**, a proposition authorizing the levying of charges for fire suppression service pursuant to Government Code Sections 53972-77 was approved by the voters of the Santee Fire Protection District at an election held on April 9, 1980; and

**WHEREAS**, the Santee Fire Protection District merged with the City of Santee on April 8, 1985, with the City of Santee assuming full financial responsibility for the former Fire Protection District, to include the ability to levy the assessment for fire suppression service; and

**WHEREAS**, the City Council of the City of Santee desires to levy charges for fire suppression service for Fiscal Year 2024-25.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Santee, California, approves the levying of annual fire suppression service charges for Fiscal Year 2024-25 in the amount of \$4.10 per benefit unit, which equates to an annual charge of \$41.00 per residential dwelling unit and a maximum charge of \$492.00 per commercial/industrial building, and that all benefit receipts shall be used exclusively to provide fire suppression services.

**ADOPTED** by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 26<sup>th</sup> day of June 2024, by the following roll call vote, to wit:

**AYES:**

**NOES:**

**ABSENT:**

**APPROVED:**

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

**ATTEST:**

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

**MEETING DATE** June 26, 2024

**ITEM TITLE** RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA LEVYING SPECIAL TAXES TO BE COLLECTED DURING FISCAL YEAR 2024-25 TO PAY THE ANNUAL COST OF MUNICIPAL MAINTENANCE SERVICES WITHIN COMMUNITY FACILITIES DISTRICT NO. 2015-1 (MUNICIPAL MAINTENANCE SERVICES) OF THE CITY OF SANTEE

**DIRECTOR/DEPARTMENT** Heather Jennings, Finance *HJ*

**SUMMARY**

The City Council established Community Facilities District No. 2015-1 (Municipal Maintenance Services) of the City of Santee ("CFD No. 2015-1") and Tax Zone 1 ("Tax Zone 1") therein to provide a funding mechanism to meet ongoing maintenance requirements of storm water improvements for property within Tax Zone 1 of CFD No. 2015-1.

Ordinance No. 537, adopted on January 13, 2016, authorized the City Council, by resolution, to annually determine the special tax to be levied within CFD No. 2015-1 for the then current tax year or future tax years provided that the special tax to be levied shall not exceed the maximum special tax authorized in the Rates and Method of Apportionment of Special Tax (the "Rates and Method").

Staff requests City Council to adopt the Resolution and direct the Director of Finance to remit the certified Resolution to the County of San Diego Auditor and Controller, with a request that the special taxes be collected on the tax bills for parcels within Tax Zone 1 of CFD No. 2015-1, along with the ordinary ad valorem property taxes to be levied on and collected from the owners of said parcels.

**FINANCIAL STATEMENT**

A special tax will be levied on parcels within Tax Zone 1 of CFD No. 2015-1, as set forth in Exhibit A of the Resolution, in the amount of \$201.34 per residential unit in fiscal year 2024-25 for a total levy amount of \$2,013.40 to fund the cost of the authorized municipal maintenance services. This reflects a 4.75% increase from the fiscal year 2023-24 amount. Such special taxes to be levied do not exceed the maximum special tax authorized in the Rates and Method.

**CITY ATTORNEY REVIEW**  N/A •  Completed

**RECOMMENDATION** *MSB*

Adopt the attached Resolution levying special taxes to be collected during FY 2024-25 to pay the annual cost of municipal maintenance services within CFD No. 2015-1.

**ATTACHMENTS**

1. Resolution (w/ Exhibit A)
2. Assessment Diagram

**RESOLUTION NO.****RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, LEVYING SPECIAL TAXES TO BE COLLECTED DURING FISCAL YEAR 2024-25 TO PAY THE ANNUAL COST OF MUNICIPAL MAINTENANCE SERVICES WITHIN COMMUNITY FACILITIES DISTRICT NO. 2015-1 (MUNICIPAL MAINTENANCE SERVICES) OF THE CITY OF SANTEE**

**WHEREAS**, it is necessary that the City Council of the City of Santee (the "City") levy special taxes pursuant to Section 53340 of the California Government Code for the payment of the annual cost of the maintenance of municipal maintenance services, within Community Facilities District No. 2015-1 (Municipal Maintenance Services) of the City of Santee, County of San Diego, State of California (the "District") and in the surrounding area, and for the payment of administrative expenses incurred in connection with the levy and collection of said special taxes; and

**WHEREAS**, pursuant to Section 53340 of the Government Code, the City Council may by resolution provide for the levy of special taxes on parcels of taxable property in the District at a rate provided by ordinance or at a lower rate; and

**WHEREAS**, the rates of the special taxes that will be levied on the taxable parcels for fiscal year 2024-25 will not exceed the maximum rates of the special taxes as provided by Ordinance No. 537.

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

**Section 1.** The above recitals are all true and correct.

**Section 2.** Special taxes shall be and are hereby levied for the 2024-25 fiscal year on all taxable parcels of real property within the District which are subject to taxation, which are identified in Exhibit A attached hereto, and in the amount set forth for each such parcel in said Exhibit A. The total amount of the special taxes which shall be levied in fiscal year 2024-25 to pay the annual cost of the municipal maintenance services within the District is \$2,013.40. Such total amount includes a portion of the amount of the special taxes which shall be levied to pay administrative expenses during that fiscal year. Pursuant to Section 53340 of the California Government Code, such special taxes shall be collected in the same manner as ordinary *ad valorem* property taxes are collected and shall be subject to the same penalties and the same procedure, sale, and lien priority in case of delinquency as is provided for *ad valorem* taxes.

**Section 3.** The Director of Finance shall immediately, following adoption of this Resolution, transmit a copy hereof to the San Diego County Auditor and Controller together with a request that the special taxes as levied hereby be collected on the tax bills for the parcels identified in Exhibit A hereto, along with the ordinary *ad valorem* property taxes to be levied on and collected from the owners of said parcels. City staff and consultants are hereby authorized and directed to take all such necessary and further actions to carry out the directives and requirements of this Resolution.

**RESOLUTION NO.**

**Section 4.** This Resolution shall become effective upon its adoption.

**ADOPTED** by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 26<sup>th</sup> day of June, 2024, by the following roll call vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

**APPROVED:**

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

**ATTEST:**

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

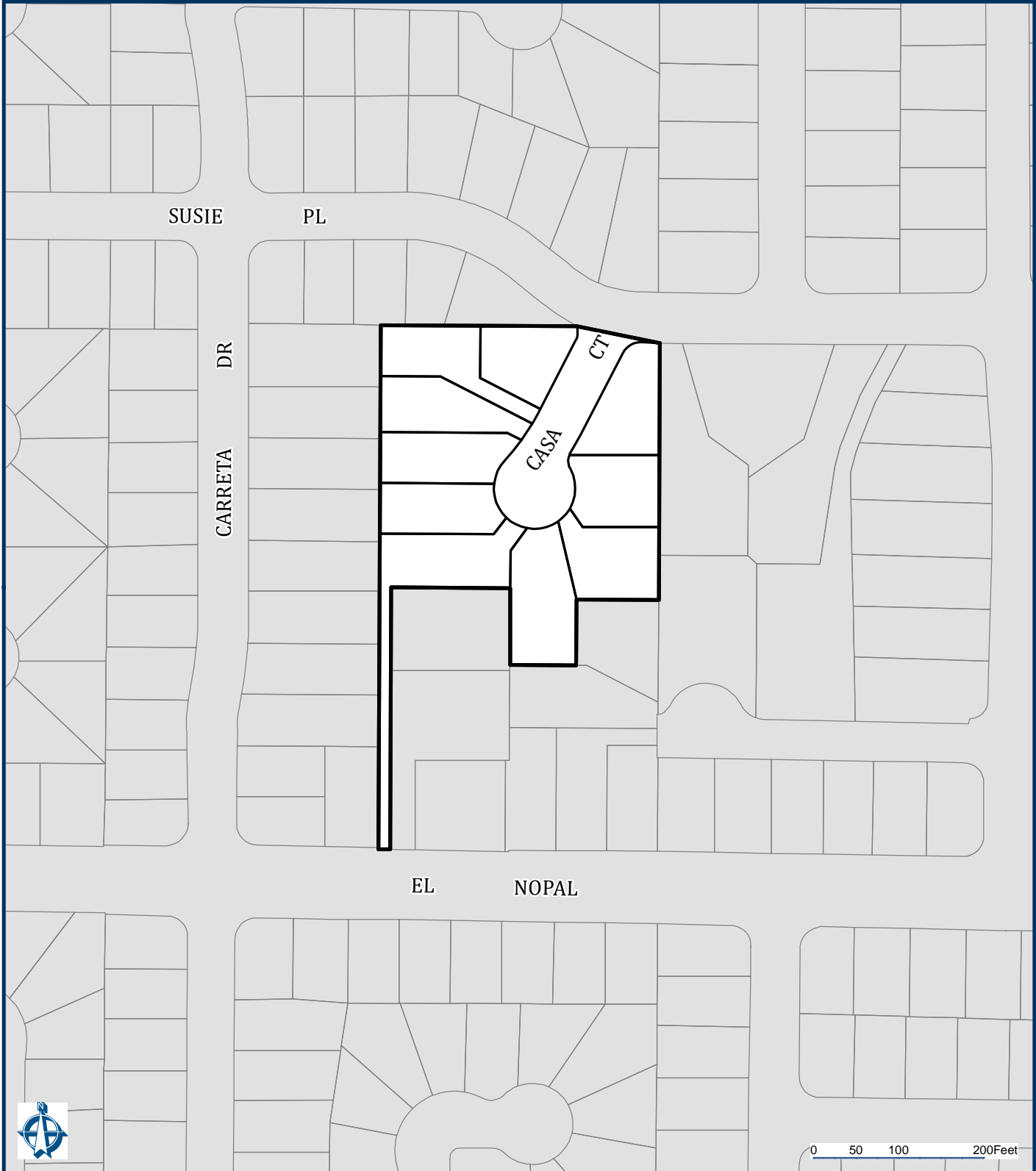
Attachment: Exhibit A

**EXHIBIT A**

**CITY OF SANTEE**

**COMMUNITY FACILITIES DISTRICT NO. 2015-1 (MUNICIPAL MAINTENANCE SERVICES)**

<b>APN</b>	<b>LEVY AMOUNT</b>
3817500100	\$201.34
3817500200	\$201.34
3817500300	\$201.34
3817500400	\$201.34
3817500500	\$201.34
3817500600	\$201.34
3817500700	\$201.34
3817500800	\$201.34
3817500900	\$201.34
3817501000	\$201.34
<b>Total</b>	<b>\$2,013.40</b>



# CITY OF SANTEE BOUNDARY MAP

COMMUNITY FACILITIES DISTRICT NO. 2015-1  
(MUNICIPAL MAINTENANCE SERVICES)



**MEETING DATE** June 26, 2024

**ITEM TITLE** RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA LEVYING SPECIAL TAXES TO BE COLLECTED DURING FISCAL YEAR 2024-25 TO PAY COSTS RELATED TO THE AUTHORIZED PUBLIC IMPROVEMENTS WITHIN COMMUNITY FACILITIES DISTRICT NO. 2017-1 (WESTON INFRASTRUCTURE) OF THE CITY OF SANTEE

**DIRECTOR/DEPARTMENT** Heather Jennings, Finance *HJ*

**SUMMARY**

The City Council established Community Facilities District No. 2017-1 (Weston Infrastructure) of the City of Santee ("CFD No. 2017-1") to provide a funding mechanism for various public improvements in connection with the Weston development project.

Ordinance No. 548, adopted on October 11, 2017, authorized the City Council, by resolution, to annually determine the special tax to be levied within CFD No. 2017-1 for the then current tax year or future tax years provided that the special tax to be levied shall not exceed the maximum special tax authorized in the Rate and Method of Apportionment of Special Tax (the "Rate and Method").

Staff requests City Council to adopt the Resolution and direct the Director of Finance to remit the certified Resolution to the County of San Diego Auditor and Controller, with a request that the special taxes be collected on the tax bills for parcels within CFD No. 2017-1, along with the ordinary ad valorem property taxes to be levied on and collected from the owners of said parcels.

**FINANCIAL STATEMENT**

A special tax will be levied on parcels within CFD No. 2017-1, as set forth in Exhibit A of the Resolution, for a total levy amount of \$539,923.66 to fund costs related to the authorized public improvements, including debt service, District administration and maintaining a reserve fund. This reflects a \$1,104.82 increase from the FY 2023-24 total levy amount. Such special taxes to be levied do not exceed the maximum special tax authorized in the Rate and Method.

**CITY ATTORNEY REVIEW**  N/A •  Completed

**RECOMMENDATION** *MAB*

Adopt the attached Resolution levying special taxes to be collected during FY 2024-25 to pay costs related to the authorized public improvements within CFD No. 2017-1.

**ATTACHMENTS**

1. Resolution (w/ Exhibit A)
2. Assessment Diagram



**RESOLUTION NO.****RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA,  
LEVYING SPECIAL TAXES TO BE COLLECTED DURING FISCAL YEAR 2024-25  
TO PAY COSTS RELATED TO THE AUTHORIZED PUBLIC IMPROVEMENTS  
WITHIN COMMUNITY FACILITIES DISTRICT NO. 2017-1 (WESTON  
INFRASTRUCTURE) OF THE CITY OF SANTEE**

**WHEREAS**, it is necessary that the City Council of the City of Santee (the “City”) levy special taxes pursuant to Section 53340 of the California Government Code for the payment of costs related to the authorized public improvements within Community Facilities District No. 2017-1 (Weston Infrastructure) of the City of Santee, County of San Diego, State of California (the “District”) and in the surrounding area, and for the payment of administrative expenses incurred in connection with the levy and collection of said special taxes; and

**WHEREAS**, pursuant to Section 53340 of the Government Code, the City Council may by resolution provide for the levy of special taxes on parcels of taxable property in the District at a rate provided by ordinance or at a lower rate; and

**WHEREAS**, the rates of the special taxes that will be levied on the taxable parcels for fiscal year 2024-25 will not exceed the maximum rates of the special taxes as provided by Ordinance No. 548.

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

**Section 1.** The above recitals are all true and correct.

**Section 2.** Special taxes shall be and are hereby levied for the 2024-25 fiscal year on all taxable parcels of real property within the District which are subject to taxation, which are identified in Exhibit A attached hereto, and in the amount set forth for each such parcel in said Exhibit A. The total amount of the special taxes which shall be levied in fiscal year 2024-25 to pay the costs related to the authorized public improvements is \$539,923.66. Such total amount includes a portion of the amount of the special taxes which shall be levied to pay administrative expenses during that fiscal year. Pursuant to Section 53340 of the California Government Code, such special taxes shall be collected in the same manner as ordinary *ad valorem* property taxes are collected and shall be subject to the same penalties and the same procedure, sale, and lien priority in case of delinquency as is provided for *ad valorem* taxes.

**Section 3.** The Director of Finance shall immediately, following adoption of this Resolution, transmit a copy hereof to the San Diego County Auditor and Controller together with a request that the special taxes as levied hereby be collected on the tax bills for the parcels identified in Exhibit A hereto, along with the ordinary *ad valorem* property taxes to be levied on and collected from the owners of said parcels. City staff and consultants are hereby authorized and directed to take all such necessary and further actions to carry out the directives and requirements of this Resolution.

**RESOLUTION NO.**

**Section 4.** This Resolution shall become effective upon its adoption.

**ADOPTED** by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 26<sup>th</sup> day of June, 2024, by the following roll call vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

**APPROVED:**

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

**ATTEST:**

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

Attachment: Exhibit A

**EXHIBIT A**

**CITY OF SANTEE**

**COMMUNITY FACILITIES DISTRICT NO. 2017-1 (WESTON INFRASTRUCTURE)**

<b>APN</b>	<b>LEVY AMOUNT</b>
3660510100	\$1,468.40
3660510200	\$1,632.04
3660510300	\$1,222.94
3660510400	\$1,468.40
3660510500	\$1,468.40
3660510600	\$1,304.76
3660510700	\$1,304.76
3660510800	\$1,304.76
3660510900	\$1,304.76
3660511000	\$1,222.94
3660511100	\$1,304.76
3660512800	\$1,632.04
3660512900	\$1,550.22
3660513000	\$1,632.04
3660513100	\$1,550.22
3660513200	\$1,632.04
3660516000	\$1,468.40
3660516100	\$1,550.22
3660516200	\$1,632.04
3660516300	\$1,550.22
3660516400	\$1,468.40
3660516500	\$1,550.22
3660516600	\$1,632.04
3660516700	\$1,550.22
3660516800	\$1,468.40
3660516900	\$1,550.22
3660517000	\$1,632.04
3660517100	\$1,468.40
3660517200	\$1,632.04
3660517300	\$1,550.22
3660517400	\$1,632.04
3660517500	\$1,468.40
3660517600	\$1,468.40
3660517700	\$1,632.04
3660517800	\$1,550.22
3660517900	\$1,632.04
3660518000	\$1,468.40
3660518100	\$1,632.04

**EXHIBIT A**

**CITY OF SANTEE**

**COMMUNITY FACILITIES DISTRICT NO. 2017-1 (WESTON INFRASTRUCTURE)**

<u>APN</u>	<u>LEVY AMOUNT</u>
3660518200	\$1,550.22
3660518300	\$1,632.04
3660518400	\$1,550.22
3660518500	\$1,632.04
3660518600	\$1,468.40
3660518700	\$1,550.22
3660518800	\$1,468.40
3660518900	\$1,468.40
3660519000	\$1,550.22
3660519100	\$1,468.40
3660519200	\$1,550.22
3660519300	\$1,468.40
3660519400	\$1,304.76
3660519500	\$1,222.94
3660521600	\$1,632.04
3660521700	\$1,222.94
3660521800	\$1,468.40
3660521900	\$1,632.04
3660522000	\$1,468.40
3660522100	\$1,632.04
3660522200	\$1,550.22
3660532700	\$1,632.04
3660533400	\$1,632.04
3660533500	\$1,550.22
3660533600	\$1,222.94
3660533700	\$1,550.22
3660533800	\$1,468.40
3660533900	\$1,550.22
3660534000	\$1,632.04
3660534100	\$1,304.76
3660534200	\$1,632.04
3660534300	\$1,468.40
3660534400	\$1,632.04
3660534500	\$1,222.94
3660534600	\$1,632.04
3660534700	\$1,632.04
3660534800	\$1,222.94
3660534900	\$1,468.40

**EXHIBIT A**

**CITY OF SANTEE**

**COMMUNITY FACILITIES DISTRICT NO. 2017-1 (WESTON INFRASTRUCTURE)**

<b>APN</b>	<b>LEVY AMOUNT</b>
3660535000	\$1,632.04
3660535100	\$1,222.94
3660535200	\$1,632.04
3660535300	\$1,550.22
3660535400	\$1,468.40
3660535500	\$1,304.76
3660535600	\$1,468.40
3660535700	\$1,550.22
3660535800	\$1,632.04
3660535900	\$1,304.76
3660904601	\$1,141.14
3660904602	\$1,059.32
3660904603	\$1,141.14
3660904604	\$1,141.14
3660904605	\$1,059.32
3660904606	\$1,141.14
3660904607	\$1,141.14
3660904608	\$1,141.14
3660904609	\$1,059.32
3660904610	\$1,141.14
3660904611	\$1,141.14
3660904612	\$1,141.14
3660904613	\$1,141.14
3660904614	\$1,059.32
3660904615	\$1,141.14
3660904616	\$1,141.14
3660904617	\$1,141.14
3660904618	\$1,141.14
3660904619	\$1,141.14
3660904620	\$1,141.14
3660904621	\$1,059.32
3660904622	\$1,141.14
3660904623	\$1,141.14
3660904624	\$1,141.14
3660904625	\$1,141.14
3660904626	\$1,059.32
3660904627	\$1,141.14
3660904628	\$1,141.14

**EXHIBIT A**

**CITY OF SANTEE**

**COMMUNITY FACILITIES DISTRICT NO. 2017-1 (WESTON INFRASTRUCTURE)**

<b>APN</b>	<b>LEVY AMOUNT</b>
3660904629	\$1,141.14
3660904630	\$1,059.32
3660904631	\$1,141.14
3660904632	\$1,141.14
3660904633	\$1,059.32
3660904634	\$1,141.14
3660904635	\$1,059.32
3660904636	\$1,141.14
3660904637	\$1,141.14
3660904638	\$1,141.14
3660904639	\$1,059.32
3660904640	\$1,141.14
3660904641	\$1,059.32
3660904642	\$1,141.14
3660904643	\$1,059.32
3660904644	\$1,141.14
3660904645	\$1,059.32
3660904646	\$1,141.14
3660904647	\$1,059.32
3660904648	\$1,141.14
3660904649	\$1,141.14
3660904650	\$1,141.14
3660904651	\$1,059.32
3660904652	\$1,141.14
3660904653	\$1,141.14
3660904654	\$1,059.32
3660904655	\$1,059.32
3660904656	\$1,141.14
3660904657	\$1,141.14
3660904658	\$1,141.14
3660904659	\$1,141.14
3660904660	\$1,059.32
3660904661	\$1,141.14
3660904662	\$1,141.14
3660904663	\$1,141.14
3660904664	\$1,059.32
3660904665	\$1,141.14
3660904666	\$1,059.32

**EXHIBIT A**

**CITY OF SANTEE**

**COMMUNITY FACILITIES DISTRICT NO. 2017-1 (WESTON INFRASTRUCTURE)**

<u>APN</u>	<u>LEVY AMOUNT</u>
3660904667	\$1,059.32
3660904668	\$1,141.14
3660904669	\$1,141.14
3660904670	\$1,141.14
3660904671	\$1,141.14
3660904672	\$1,059.32
3660904673	\$1,141.14
3660904674	\$1,141.14
3660904675	\$1,059.32
3660904676	\$1,141.14
3660904677	\$1,059.32
3660904678	\$1,141.14
3660904679	\$1,141.14
3660904701	\$1,141.14
3660904702	\$1,059.32
3660904703	\$1,141.14
3660904704	\$1,141.14
3660904705	\$1,059.32
3660904706	\$1,141.14
3660904707	\$1,059.32
3660904708	\$1,141.14
3660904709	\$1,141.14
3660904710	\$1,141.14
3660904711	\$1,141.14
3660904712	\$1,059.32
3660904713	\$1,141.14
3660904714	\$1,141.14
3660904715	\$1,141.14
3660904716	\$1,141.14
3660904717	\$1,141.14
3660904718	\$1,059.32
3660904719	\$1,141.14
3660904720	\$1,059.32
3660904721	\$1,141.14
3660904722	\$1,141.14
3660904723	\$1,141.14
3660904724	\$1,141.14
3660904725	\$1,059.32

**EXHIBIT A**

**CITY OF SANTEE**

**COMMUNITY FACILITIES DISTRICT NO. 2017-1 (WESTON INFRASTRUCTURE)**

<u>APN</u>	<u>LEVY AMOUNT</u>
3660904726	\$1,141.14
3660904727	\$1,059.32
3660904728	\$1,141.14
3660904729	\$1,141.14
3660904730	\$1,059.32
3660904731	\$1,141.14
3660904732	\$1,141.14
3660904733	\$1,059.32
3660904734	\$1,141.14
3660904735	\$1,059.32
3660904736	\$1,141.14
3660904737	\$1,059.32
3660904738	\$1,141.14
3660904739	\$1,141.14
3660904740	\$1,141.14
3660904741	\$1,059.32
3660904742	\$1,141.14
3660904743	\$1,059.32
3660904744	\$1,141.14
3660904745	\$1,141.14
3660904746	\$1,059.32
3660904747	\$1,059.32
3660904748	\$1,141.14
3660904749	\$1,141.14
3660904750	\$1,141.14
3660904751	\$1,141.14
3660904752	\$1,141.14
3660904753	\$1,141.14
3660904754	\$1,141.14
3660904755	\$1,059.32
3660904756	\$1,059.32
3660904757	\$1,141.14
3660904758	\$1,141.14
3660904759	\$1,141.14
3660904760	\$1,141.14
3660904761	\$1,059.32
3660904762	\$1,141.14
3660904763	\$1,141.14



**EXHIBIT A**

**CITY OF SANTEE  
COMMUNITY FACILITIES DISTRICT NO. 2017-1 (WESTON INFRASTRUCTURE)**

<b>APN</b>	<b>LEVY AMOUNT</b>
3660910100	\$1,222.94
3660910200	\$1,304.76
3660910300	\$1,222.94
3660910400	\$1,304.76
3660910500	\$1,304.76
3660910600	\$1,386.58
3660910700	\$1,304.76
3660910800	\$1,304.76
3660910900	\$1,468.40
3660911000	\$1,550.22
3660911100	\$1,632.04
3660911200	\$1,304.76
3660911300	\$1,304.76
3660911400	\$1,550.22
3660911500	\$1,222.94
3660911600	\$1,550.22
3660911700	\$1,468.40
3660911800	\$1,550.22
3660911900	\$1,632.04
3660912000	\$1,222.94
3660912100	\$1,222.94
3660912200	\$1,632.04
3660912300	\$1,550.22
3660912400	\$1,222.94
3660912500	\$1,632.04
3660912600	\$1,304.76
3660912700	\$1,550.22
3660920100	\$1,550.22
3660920200	\$1,632.04
3660920300	\$1,550.22
3660920400	\$1,468.40
3660920500	\$1,550.22
3660920600	\$1,632.04
3660920700	\$1,304.76
3660920800	\$1,222.94
3660920900	\$1,468.40
3660921000	\$1,632.04
3660921100	\$1,222.94

**EXHIBIT A**

**CITY OF SANTEE**

**COMMUNITY FACILITIES DISTRICT NO. 2017-1 (WESTON INFRASTRUCTURE)**

<b>APN</b>	<b>LEVY AMOUNT</b>
3660921200	\$1,222.94
3660921300	\$1,222.94
3660921400	\$1,304.76
3660921500	\$1,304.76
3660921600	\$1,304.76
3660921700	\$1,304.76
3660921800	\$1,222.94
3660921900	\$1,304.76
3660922000	\$1,304.76
3660922100	\$1,304.76
3660922200	\$1,304.76
3660922300	\$1,304.76
3660922400	\$1,304.76
3660922500	\$1,222.94
3660922600	\$1,222.94
3660922700	\$1,304.76
3660922800	\$1,304.76
3660922900	\$1,304.76
3660923000	\$1,304.76
3660923100	\$1,304.76
3660923200	\$1,304.76
3660923300	\$1,304.76
3660923400	\$1,222.94
3660923500	\$1,304.76
3660923600	\$1,304.76
3660923700	\$1,222.94
3660923800	\$1,304.76
3660923900	\$1,304.76
3660924000	\$1,304.76
3660924100	\$1,304.76
3660924200	\$1,222.94
3660924300	\$1,304.76
3660924400	\$1,304.76
3660924500	\$1,304.76
3660924600	\$1,386.58
3660924700	\$1,304.76
3660924800	\$1,386.58
3660924900	\$1,304.76

**EXHIBIT A**

**CITY OF SANTEE**

**COMMUNITY FACILITIES DISTRICT NO. 2017-1 (WESTON INFRASTRUCTURE)**

<u>APN</u>	<u>LEVY AMOUNT</u>
3660925000	\$1,304.76
3660925100	\$1,304.76
3660925200	\$1,386.58
3660925300	\$1,386.58
3660925400	\$1,304.76
3660925500	\$1,304.76
3660925600	\$1,304.76
3660925700	\$1,386.58
3660925800	\$1,304.76
3660925900	\$1,304.76
3660926000	\$1,304.76
3660926100	\$1,386.58
3660926200	\$1,304.76
3660926300	\$1,386.58
3660926400	\$1,304.76
3660926500	\$1,304.76
3660926600	\$1,304.76
3660926700	\$1,386.58
3660926800	\$1,304.76
3660926900	\$1,304.76
3660927000	\$1,304.76
3660930100	\$1,304.76
3660930200	\$1,304.76
3660930300	\$1,304.76
3660930400	\$1,304.76
3660930500	\$1,222.94
3660930600	\$1,304.76
3660930700	\$1,632.04
3660930800	\$1,632.04
3660930900	\$1,550.22
3660931000	\$1,632.04
3660931100	\$1,304.76
3660931200	\$1,632.04
3660931300	\$1,468.40
3660931400	\$1,386.58
3660931500	\$1,304.76
3660931600	\$1,304.76
3660931700	\$1,386.58

**EXHIBIT A**

**CITY OF SANTEE**

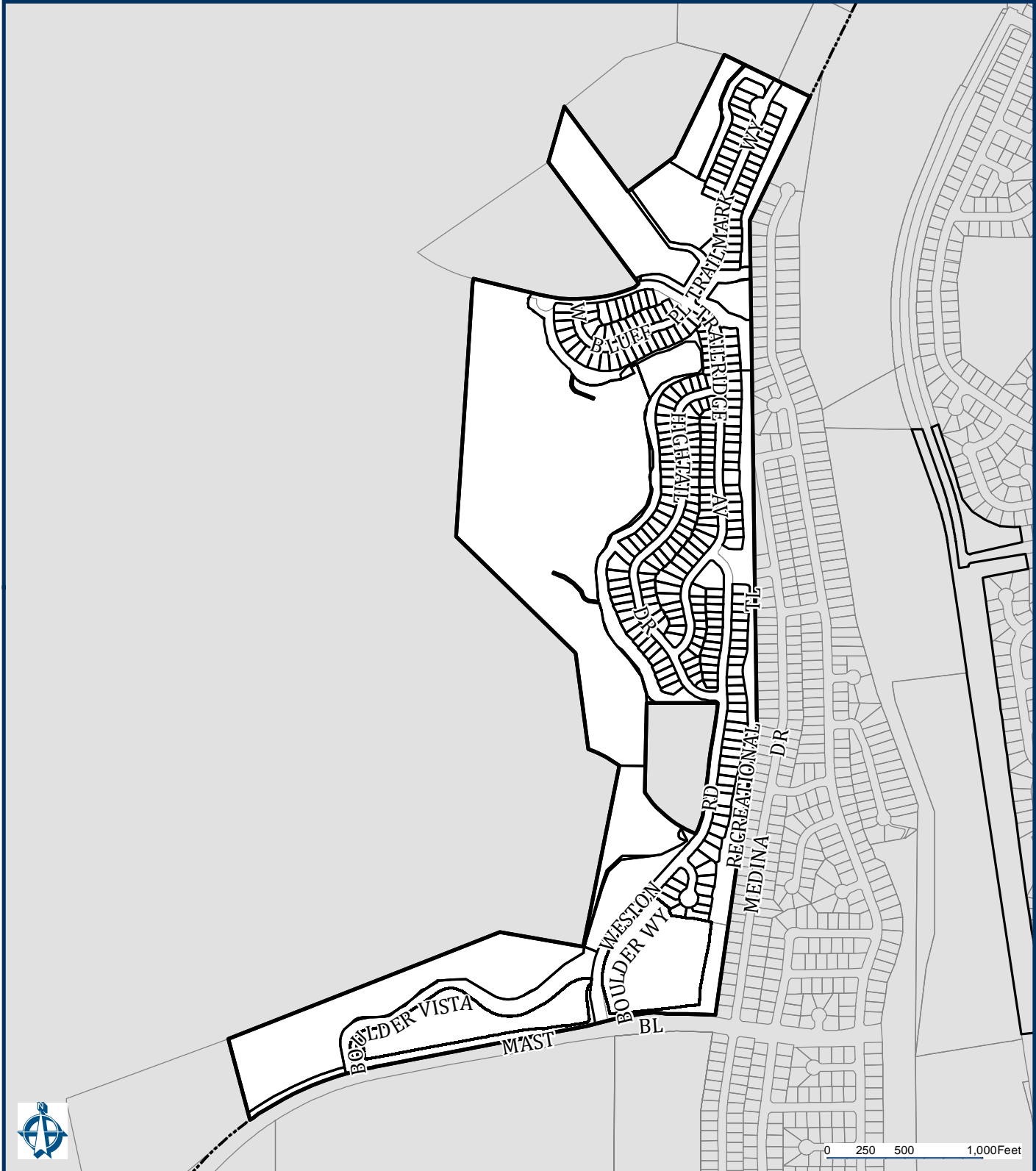
**COMMUNITY FACILITIES DISTRICT NO. 2017-1 (WESTON INFRASTRUCTURE)**

<u>APN</u>	<u>LEVY AMOUNT</u>
3660931800	\$1,304.76
3660931900	\$1,304.76
3660932000	\$1,386.58
3660932100	\$1,304.76
3660932200	\$1,304.76
3660932300	\$1,304.76
3660932400	\$1,386.58
3660932500	\$1,386.58
3660932600	\$1,304.76
3660932700	\$1,386.58
3660932800	\$1,304.76
3660932900	\$1,386.58
3660933000	\$1,304.76
3660933100	\$1,386.58
3660933200	\$1,304.76
3660933300	\$1,304.76
3660933400	\$1,304.76
3660933500	\$1,304.76
3660933600	\$1,304.76
3660933700	\$1,304.76
3660933800	\$1,222.94
3660933900	\$1,304.76
3660934000	\$1,304.76
3660934100	\$1,304.76
3660934200	\$1,222.94
3660934300	\$1,304.76
3660934400	\$1,304.76
3660934500	\$1,304.76
3660940100	\$1,468.40
3660940200	\$1,632.04
3660940300	\$1,222.94
3660940400	\$1,550.22
3660940500	\$1,632.04
3660940600	\$1,222.94
3660940700	\$1,222.94
3660940800	\$1,550.22
3660940900	\$1,632.04
3660941000	\$1,222.94

**EXHIBIT A**

**CITY OF SANTEE  
COMMUNITY FACILITIES DISTRICT NO. 2017-1 (WESTON INFRASTRUCTURE)**

<b>APN</b>	<b>LEVY AMOUNT</b>
3660941100	\$1,632.04
3660941200	\$1,304.76
3660941300	\$1,304.76
3660941400	\$1,304.76
3660941500	\$1,386.58
3660941600	\$1,304.76
3660941700	\$1,386.58
3660941800	\$1,304.76
3660941900	\$1,386.58
3660942000	\$1,304.76
3660942100	\$1,304.76
3660942200	\$1,386.58
3660942300	\$1,304.76
3660942400	\$1,304.76
3660942500	\$1,386.58
3660942600	\$1,304.76
3660942700	\$1,222.94
3660942800	\$1,304.76
3660942900	\$1,304.76
3660943000	\$1,304.76
3660943100	\$1,304.76
3660943200	\$1,222.94
3660943300	\$1,304.76
3660943400	\$1,304.76
3660943500	\$1,304.76
3660943600	\$1,304.76
3660943700	\$1,304.76
3660943800	\$1,304.76
3660943900	\$1,304.76
3660944000	\$1,304.76
3660944100	\$1,304.76
3660944200	\$1,304.76
3660944300	\$1,304.76
3660944400	\$1,222.94
3660944500	\$1,304.76
<b>Total</b>	<b>\$539,923.66</b>



# CITY OF SANTEE BOUNDARY MAP

COMMUNITY FACILITIES DISTRICT NO. 2017-1  
(WESTON INFRASTRUCTURE)

**MEETING DATE** June 26, 2024

**ITEM TITLE** RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA LEVYING SPECIAL TAXES TO BE COLLECTED DURING FISCAL YEAR 2024-25 TO PAY THE ANNUAL COST OF MUNICIPAL SERVICES WITHIN COMMUNITY FACILITIES DISTRICT NO. 2017-2 (WESTON MUNICIPAL SERVICES) OF THE CITY OF SANTEE

**DIRECTOR/DEPARTMENT** Heather Jennings, Finance *HJ*

**SUMMARY**

The City Council established Community Facilities District No. 2017-2 (Weston Municipal Services) of the City of Santee ("CFD No. 2017-2") to provide a funding mechanism to meet the incremental cost of public services necessitated as a result of the Weston development project.

Ordinance No. 549, adopted on October 11, 2017, authorized the City Council, by resolution, to annually determine the special tax to be levied within CFD No. 2017-2 for the then current tax year or future tax years provided that the special tax to be levied shall not exceed the maximum special tax authorized in the Rate and Method of Apportionment of Special Tax (the "Rate and Method").

Staff requests City Council to adopt the Resolution and direct the Director of Finance to remit the certified resolution to the County of San Diego Auditor and Controller, with a request that the special taxes be collected on the tax bills for parcels within CFD No. 2017-2, along with the ordinary ad valorem property taxes to be levied on and collected from the owners of said parcels.

**FINANCIAL STATEMENT**

A special tax will be levied on parcels within CFD No. 2017-2, as set forth in Exhibit A of the Resolution, in the amount of \$373.74 per residential unit for a total levy amount of \$155,102.10 in fiscal year 2024-25 to fund the incremental cost of municipal services. This reflects a 4.75% increase from the fiscal year 2023-24 amount. Such special taxes to be levied do not exceed the maximum special tax authorized in the Rate and Method.

**CITY ATTORNEY REVIEW**  N/A •  Completed

**RECOMMENDATION** *MSB*

Adopt the attached Resolution levying special taxes to be collected during FY 2024-25 to pay the annual cost of municipal services for properties within CFD No. 2017-2.

**ATTACHMENTS**

1. Resolution (w/Exhibit A)
2. Assessment Diagram



**RESOLUTION NO.****RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA,  
LEVYING SPECIAL TAXES TO BE COLLECTED DURING FISCAL YEAR 2024-25  
TO PAY THE ANNUAL COST OF MUNICIPAL SERVICES WITHIN COMMUNITY  
FACILITIES DISTRICT NO. 2017-2 (WESTON MUNICIPAL SERVICES)  
OF THE CITY OF SANTEE**

**WHEREAS**, it is necessary that the City Council of the City of Santee (the "City") levy special taxes pursuant to Section 53340 of the California Government Code for the payment of the annual cost of municipal services, within Community Facilities District No. 2017-2 (Weston Municipal Services) of the City of Santee, County of San Diego, State of California (the "District") and in the surrounding area, and for the payment of administrative expenses incurred in connection with the levy and collection of said special taxes; and

**WHEREAS**, pursuant to Section 53340 of the Government Code, the City Council may by resolution provide for the levy of special taxes on parcels of taxable property in the District at a rate provided by ordinance or at a lower rate; and

**WHEREAS**, the rates of the special taxes that will be levied on the taxable parcels for fiscal year 2024-25 will not exceed the maximum rates of the special taxes as provided by Ordinance No. 549.

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

**Section 1.** The above recitals are all true and correct.

**Section 2.** Special taxes shall be and are hereby levied for the 2024-25 fiscal year on all taxable parcels of real property within the District which are subject to taxation, which are identified in Exhibit A attached hereto, and in the amount set forth for each such parcel in said Exhibit A. The total amount of the special taxes which shall be levied in fiscal year 2024-25 to pay the annual cost of the municipal services within the District is \$155,102.10. Such total amount includes a portion of the amount of the special taxes which shall be levied to pay administrative expenses during that fiscal year. Pursuant to Section 53340 of the California Government Code, such special taxes shall be collected in the same manner as ordinary *ad valorem* property taxes are collected and shall be subject to the same penalties and the same procedure, sale, and lien priority in case of delinquency as is provided for ad valorem taxes.

**Section 3.** The Director of Finance shall immediately, following adoption of this Resolution, transmit a copy hereof to the San Diego County Auditor and Controller together with a request that the special taxes as levied hereby be collected on the tax bills for the parcels identified in Exhibit A hereto, along with the ordinary ad valorem property taxes to be levied on and collected from the owners of said parcels. City staff and consultants are hereby authorized and directed to take all such necessary and further actions to carry out the directives and requirements of this Resolution.



**RESOLUTION NO.**

**Section 4.** This Resolution shall become effective upon its adoption.

**ADOPTED** by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 26<sup>th</sup> day of June, 2024, by the following roll call vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

**APPROVED:**

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

**ATTEST:**

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

Attachment: Exhibit A

**EXHIBIT A**

**CITY OF SANTEE  
COMMUNITY FACILITIES DISTRICT NO. 2017-2 (WESTON MUNICIPAL SERVICES)**

<b>APN</b>	<b>LEVY AMOUNT</b>
3660510100	\$373.74
3660510200	\$373.74
3660510300	\$373.74
3660510400	\$373.74
3660510500	\$373.74
3660510600	\$373.74
3660510700	\$373.74
3660510800	\$373.74
3660510900	\$373.74
3660511000	\$373.74
3660511100	\$373.74
3660512800	\$373.74
3660512900	\$373.74
3660513000	\$373.74
3660513100	\$373.74
3660513200	\$373.74
3660516000	\$373.74
3660516100	\$373.74
3660516200	\$373.74
3660516300	\$373.74
3660516400	\$373.74
3660516500	\$373.74
3660516600	\$373.74
3660516700	\$373.74
3660516800	\$373.74
3660516900	\$373.74
3660517000	\$373.74
3660517100	\$373.74
3660517200	\$373.74
3660517300	\$373.74
3660517400	\$373.74
3660517500	\$373.74
3660517600	\$373.74
3660517700	\$373.74
3660517800	\$373.74
3660517900	\$373.74
3660518000	\$373.74
3660518100	\$373.74

**EXHIBIT A**

**CITY OF SANTEE**

**COMMUNITY FACILITIES DISTRICT NO. 2017-2 (WESTON MUNICIPAL SERVICES)**

<u>APN</u>	<u>LEVY AMOUNT</u>
3660518200	\$373.74
3660518300	\$373.74
3660518400	\$373.74
3660518500	\$373.74
3660518600	\$373.74
3660518700	\$373.74
3660518800	\$373.74
3660518900	\$373.74
3660519000	\$373.74
3660519100	\$373.74
3660519200	\$373.74
3660519300	\$373.74
3660519400	\$373.74
3660519500	\$373.74
3660521600	\$373.74
3660521700	\$373.74
3660521800	\$373.74
3660521900	\$373.74
3660522000	\$373.74
3660522100	\$373.74
3660522200	\$373.74
3660532700	\$373.74
3660533400	\$373.74
3660533500	\$373.74
3660533600	\$373.74
3660533700	\$373.74
3660533800	\$373.74
3660533900	\$373.74
3660534000	\$373.74
3660534100	\$373.74
3660534200	\$373.74
3660534300	\$373.74
3660534400	\$373.74
3660534500	\$373.74
3660534600	\$373.74
3660534700	\$373.74
3660534800	\$373.74
3660534900	\$373.74

**EXHIBIT A**

**CITY OF SANTEE**

**COMMUNITY FACILITIES DISTRICT NO. 2017-2 (WESTON MUNICIPAL SERVICES)**

<u>APN</u>	<u>LEVY AMOUNT</u>
3660535000	\$373.74
3660535100	\$373.74
3660535200	\$373.74
3660535300	\$373.74
3660535400	\$373.74
3660535500	\$373.74
3660535600	\$373.74
3660535700	\$373.74
3660535800	\$373.74
3660535900	\$373.74
3660904601	\$373.74
3660904602	\$373.74
3660904603	\$373.74
3660904604	\$373.74
3660904605	\$373.74
3660904606	\$373.74
3660904607	\$373.74
3660904608	\$373.74
3660904609	\$373.74
3660904610	\$373.74
3660904611	\$373.74
3660904612	\$373.74
3660904613	\$373.74
3660904614	\$373.74
3660904615	\$373.74
3660904616	\$373.74
3660904617	\$373.74
3660904618	\$373.74
3660904619	\$373.74
3660904620	\$373.74
3660904621	\$373.74
3660904622	\$373.74
3660904623	\$373.74
3660904624	\$373.74
3660904625	\$373.74
3660904626	\$373.74
3660904627	\$373.74
3660904628	\$373.74

**EXHIBIT A**

**CITY OF SANTEE  
COMMUNITY FACILITIES DISTRICT NO. 2017-2 (WESTON MUNICIPAL SERVICES)**

<b><u>APN</u></b>	<b><u>LEVY AMOUNT</u></b>
3660904629	\$373.74
3660904630	\$373.74
3660904631	\$373.74
3660904632	\$373.74
3660904633	\$373.74
3660904634	\$373.74
3660904635	\$373.74
3660904636	\$373.74
3660904637	\$373.74
3660904638	\$373.74
3660904639	\$373.74
3660904640	\$373.74
3660904641	\$373.74
3660904642	\$373.74
3660904643	\$373.74
3660904644	\$373.74
3660904645	\$373.74
3660904646	\$373.74
3660904647	\$373.74
3660904648	\$373.74
3660904649	\$373.74
3660904650	\$373.74
3660904651	\$373.74
3660904652	\$373.74
3660904653	\$373.74
3660904654	\$373.74
3660904655	\$373.74
3660904656	\$373.74
3660904657	\$373.74
3660904658	\$373.74
3660904659	\$373.74
3660904660	\$373.74
3660904661	\$373.74
3660904662	\$373.74
3660904663	\$373.74
3660904664	\$373.74
3660904665	\$373.74
3660904666	\$373.74

**EXHIBIT A**

**CITY OF SANTEE  
COMMUNITY FACILITIES DISTRICT NO. 2017-2 (WESTON MUNICIPAL SERVICES)**

<u>APN</u>	<u>LEVY AMOUNT</u>
3660904667	\$373.74
3660904668	\$373.74
3660904669	\$373.74
3660904670	\$373.74
3660904671	\$373.74
3660904672	\$373.74
3660904673	\$373.74
3660904674	\$373.74
3660904675	\$373.74
3660904676	\$373.74
3660904677	\$373.74
3660904678	\$373.74
3660904679	\$373.74
3660904701	\$373.74
3660904702	\$373.74
3660904703	\$373.74
3660904704	\$373.74
3660904705	\$373.74
3660904706	\$373.74
3660904707	\$373.74
3660904708	\$373.74
3660904709	\$373.74
3660904710	\$373.74
3660904711	\$373.74
3660904712	\$373.74
3660904713	\$373.74
3660904714	\$373.74
3660904715	\$373.74
3660904716	\$373.74
3660904717	\$373.74
3660904718	\$373.74
3660904719	\$373.74
3660904720	\$373.74
3660904721	\$373.74
3660904722	\$373.74
3660904723	\$373.74
3660904724	\$373.74
3660904725	\$373.74

**EXHIBIT A**

**CITY OF SANTEE  
COMMUNITY FACILITIES DISTRICT NO. 2017-2 (WESTON MUNICIPAL SERVICES)**

<u>APN</u>	<u>LEVY AMOUNT</u>
3660904726	\$373.74
3660904727	\$373.74
3660904728	\$373.74
3660904729	\$373.74
3660904730	\$373.74
3660904731	\$373.74
3660904732	\$373.74
3660904733	\$373.74
3660904734	\$373.74
3660904735	\$373.74
3660904736	\$373.74
3660904737	\$373.74
3660904738	\$373.74
3660904739	\$373.74
3660904740	\$373.74
3660904741	\$373.74
3660904742	\$373.74
3660904743	\$373.74
3660904744	\$373.74
3660904745	\$373.74
3660904746	\$373.74
3660904747	\$373.74
3660904748	\$373.74
3660904749	\$373.74
3660904750	\$373.74
3660904751	\$373.74
3660904752	\$373.74
3660904753	\$373.74
3660904754	\$373.74
3660904755	\$373.74
3660904756	\$373.74
3660904757	\$373.74
3660904758	\$373.74
3660904759	\$373.74
3660904760	\$373.74
3660904761	\$373.74
3660904762	\$373.74
3660904763	\$373.74

**EXHIBIT A**

**CITY OF SANTEE  
COMMUNITY FACILITIES DISTRICT NO. 2017-2 (WESTON MUNICIPAL SERVICES)**

<b><u>APN</u></b>	<b><u>LEVY AMOUNT</u></b>
3660910100	\$373.74
3660910200	\$373.74
3660910300	\$373.74
3660910400	\$373.74
3660910500	\$373.74
3660910600	\$373.74
3660910700	\$373.74
3660910800	\$373.74
3660910900	\$373.74
3660911000	\$373.74
3660911100	\$373.74
3660911200	\$373.74
3660911300	\$373.74
3660911400	\$373.74
3660911500	\$373.74
3660911600	\$373.74
3660911700	\$373.74
3660911800	\$373.74
3660911900	\$373.74
3660912000	\$373.74
3660912100	\$373.74
3660912200	\$373.74
3660912300	\$373.74
3660912400	\$373.74
3660912500	\$373.74
3660912600	\$373.74
3660912700	\$373.74
3660920100	\$373.74
3660920200	\$373.74
3660920300	\$373.74
3660920400	\$373.74
3660920500	\$373.74
3660920600	\$373.74
3660920700	\$373.74
3660920800	\$373.74
3660920900	\$373.74
3660921000	\$373.74
3660921100	\$373.74



**EXHIBIT A**

**CITY OF SANTEE  
COMMUNITY FACILITIES DISTRICT NO. 2017-2 (WESTON MUNICIPAL SERVICES)**

<b>APN</b>	<b>LEVY AMOUNT</b>
3660921200	\$373.74
3660921300	\$373.74
3660921400	\$373.74
3660921500	\$373.74
3660921600	\$373.74
3660921700	\$373.74
3660921800	\$373.74
3660921900	\$373.74
3660922000	\$373.74
3660922100	\$373.74
3660922200	\$373.74
3660922300	\$373.74
3660922400	\$373.74
3660922500	\$373.74
3660922600	\$373.74
3660922700	\$373.74
3660922800	\$373.74
3660922900	\$373.74
3660923000	\$373.74
3660923100	\$373.74
3660923200	\$373.74
3660923300	\$373.74
3660923400	\$373.74
3660923500	\$373.74
3660923600	\$373.74
3660923700	\$373.74
3660923800	\$373.74
3660923900	\$373.74
3660924000	\$373.74
3660924100	\$373.74
3660924200	\$373.74
3660924300	\$373.74
3660924400	\$373.74
3660924500	\$373.74
3660924600	\$373.74
3660924700	\$373.74
3660924800	\$373.74
3660924900	\$373.74

**EXHIBIT A**

**CITY OF SANTEE  
COMMUNITY FACILITIES DISTRICT NO. 2017-2 (WESTON MUNICIPAL SERVICES)**

<b>APN</b>	<b>LEVY AMOUNT</b>
3660925000	\$373.74
3660925100	\$373.74
3660925200	\$373.74
3660925300	\$373.74
3660925400	\$373.74
3660925500	\$373.74
3660925600	\$373.74
3660925700	\$373.74
3660925800	\$373.74
3660925900	\$373.74
3660926000	\$373.74
3660926100	\$373.74
3660926200	\$373.74
3660926300	\$373.74
3660926400	\$373.74
3660926500	\$373.74
3660926600	\$373.74
3660926700	\$373.74
3660926800	\$373.74
3660926900	\$373.74
3660927000	\$373.74
3660930100	\$373.74
3660930200	\$373.74
3660930300	\$373.74
3660930400	\$373.74
3660930500	\$373.74
3660930600	\$373.74
3660930700	\$373.74
3660930800	\$373.74
3660930900	\$373.74
3660931000	\$373.74
3660931100	\$373.74
3660931200	\$373.74
3660931300	\$373.74
3660931400	\$373.74
3660931500	\$373.74
3660931600	\$373.74
3660931700	\$373.74

**EXHIBIT A**

**CITY OF SANTEE**

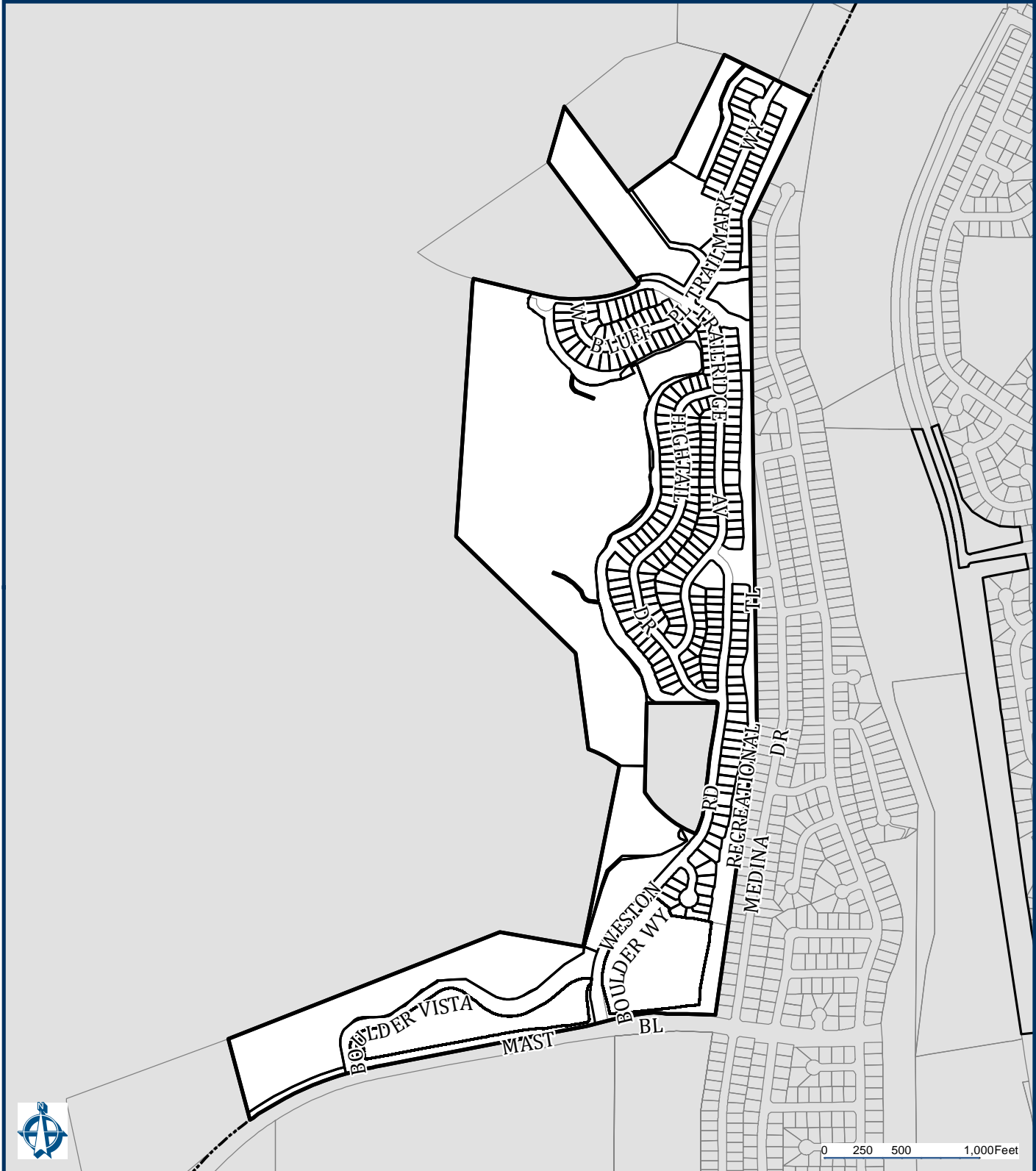
**COMMUNITY FACILITIES DISTRICT NO. 2017-2 (WESTON MUNICIPAL SERVICES)**

<u>APN</u>	<u>LEVY AMOUNT</u>
3660931800	\$373.74
3660931900	\$373.74
3660932000	\$373.74
3660932100	\$373.74
3660932200	\$373.74
3660932300	\$373.74
3660932400	\$373.74
3660932500	\$373.74
3660932600	\$373.74
3660932700	\$373.74
3660932800	\$373.74
3660932900	\$373.74
3660933000	\$373.74
3660933100	\$373.74
3660933200	\$373.74
3660933300	\$373.74
3660933400	\$373.74
3660933500	\$373.74
3660933600	\$373.74
3660933700	\$373.74
3660933800	\$373.74
3660933900	\$373.74
3660934000	\$373.74
3660934100	\$373.74
3660934200	\$373.74
3660934300	\$373.74
3660934400	\$373.74
3660934500	\$373.74
3660940100	\$373.74
3660940200	\$373.74
3660940300	\$373.74
3660940400	\$373.74
3660940500	\$373.74
3660940600	\$373.74
3660940700	\$373.74
3660940800	\$373.74
3660940900	\$373.74
3660941000	\$373.74

**EXHIBIT A**

**CITY OF SANTEE  
COMMUNITY FACILITIES DISTRICT NO. 2017-2 (WESTON MUNICIPAL SERVICES)**

<b>APN</b>	<b>LEVY AMOUNT</b>
3660941100	\$373.74
3660941200	\$373.74
3660941300	\$373.74
3660941400	\$373.74
3660941500	\$373.74
3660941600	\$373.74
3660941700	\$373.74
3660941800	\$373.74
3660941900	\$373.74
3660942000	\$373.74
3660942100	\$373.74
3660942200	\$373.74
3660942300	\$373.74
3660942400	\$373.74
3660942500	\$373.74
3660942600	\$373.74
3660942700	\$373.74
3660942800	\$373.74
3660942900	\$373.74
3660943000	\$373.74
3660943100	\$373.74
3660943200	\$373.74
3660943300	\$373.74
3660943400	\$373.74
3660943500	\$373.74
3660943600	\$373.74
3660943700	\$373.74
3660943800	\$373.74
3660943900	\$373.74
3660944000	\$373.74
3660944100	\$373.74
3660944200	\$373.74
3660944300	\$373.74
3660944400	\$373.74
3660944500	\$373.74
<b>Total</b>	<b>\$155,102.10</b>



# CITY OF SANTEE BOUNDARY MAP

COMMUNITY FACILITIES DISTRICT NO. 2017-2  
(WESTON MUNICIPAL SERVICES)



**MEETING DATE** June 26, 2024

**ITEM TITLE** PUBLIC HEARING FOR THE FY 2024-25 **SANTEE LANDSCAPE MAINTENANCE DISTRICT ANNUAL LEVY OF ASSESSMENTS**

**DIRECTOR/DEPARTMENT** Heather Jennings, Finance *HJ*

**SUMMARY**

The Santee Landscape Maintenance District (“SLMD”) is a City-wide district and is comprised of eighteen (18) zones, ten (10) of which are assessed and maintained by the City. A combination of contract maintenance and City forces maintain the zones. Maps depicting each zone and the areas of maintenance are included in the attached Engineer’s Report.

Tonight’s public hearing for the SLMD FY 2024-25 annual levy of assessments is the final step in the annual assessment process. On April 24, 2024, the City Council initiated proceedings and ordered the preparation of an Engineer’s Report. On May 22, 2024, the City Council approved the Engineer’s Report and set tonight’s meeting as the time and place for the required public hearing for the FY 2024-25 SLMD levy of assessments. The Engineer’s Report describes the legal and physical nature of the SLMD, its improvements, budget and the proposed spread of assessments. Included in the Engineer’s Report are detailed budgets of each assessed zone.

The attached Assessment Summary reflects SLMD assessments and costs for FY 2024-25. The assessment for Zone 1- EI Nopal Estates reflects a 3.5% CPI increase from \$249.27 to \$258.00. All other zones will have the same assessments in FY 2024-25 as they had last fiscal year. Seven zones are at the maximum approved assessment amount allowed.

**FINANCIAL STATEMENT**

A total of \$115,744 would be assessed on property owners within the ten assessed zones of the SLMD in FY 2024-25 for the cost of maintenance and administration.

**CITY ATTORNEY REVIEW**  N/A •  Completed

**RECOMMENDATION** *MAB*

1. Conduct and close the Public Hearing.
2. Adopt the attached Resolution confirming an assessment diagram and assessment and providing for the FY 2024-25 SLMD annual levy of assessments.

**ATTACHMENTS**

1. Assessment Summary
2. Resolution
3. Engineer’s Report

**FY 2024-25 SANTEE LANDSCAPE MAINTENANCE DISTRICT  
ASSESSMENT SUMMARY FOR ZONES PROPOSED TO BE ASSESSED**

ZONE	ZONE NAME	NUMBER OF UNITS	FY 2024-25 MAINTENANCE & ADMINISTRATION	RESERVES 7/1/24	FY 2024-25 TOTAL ASSESSMENT	FY 2024-25 ASSESSMENT RATE/UNIT	FY 2023-24 ASSESSMENT RATE/UNIT	MAXIMUM APPROVED ASSESSMENT
1	EL NOPAL ESTATES <sup>(1)</sup>	45	\$ 10,490.00	\$ 11,333.00	\$ 11,610.00	\$ 258.00	\$ 249.27	\$ 258.00
3	COUNTRY SCENES	14	\$ 2,220.00	\$ 4,989.00	\$ 2,067.00	\$ 147.64	\$ 147.64	\$ 147.64
4	CAMELOT HEIGHTS	10	\$ 1,328.00	\$ 906.00	\$ 1,385.00	\$ 138.50	\$ 138.50	\$ 138.50
8	SILVER COUNTRY ESTATES	153	\$ 84,900.00	\$ 104,189.00	\$ 75,735.00	\$ 495.00	\$ 495.00	\$ 495.00
9	MATTAZARO/ TIMBERLANE	34	\$ 1,952.00	\$ 944.00	\$ 1,529.00	\$ 44.98	\$ 44.98	\$ 44.98
12	THE HEIGHTS	60	\$ 10,610.00	\$ 24,579.00	\$ 8,757.00	\$ 145.95	\$ 145.95	\$ 375.00
13	PROSPECT HILLS	43	\$ 4,360.00	\$ 5,299.00	\$ 3,225.00	\$ 75.00	\$ 75.00	\$ 75.00
14	MITCHELL RANCH	16	\$ 3,850.00	\$ 8,047.00	\$ 2,690.00	\$ 168.14	\$ 168.14	\$ 168.14
17	DAKOTA RANCH <sup>(2)</sup>	20	\$ 7,300.00	\$ 24,072.00	\$ 4,826.00	\$ 241.30	\$ 241.30	\$ 418.68
18	ALLOS <sup>(2)</sup>	6	\$ 4,970.00	\$ 11,464.00	\$ 3,920.00	\$ 653.34	\$ 653.34	\$ 805.13

(1) Zone 1 - Each fiscal year, beginning Fiscal Year 2020/21, the Maximum Approved Assessment may be increased by the percentage increase calculated for the period between January of the previous calendar year and January of the current calendar year in the San Diego Consumer Price Index All Items for all Urban Consumers (CPI-U), not to exceed 3.5% per fiscal year.

(2) Zone 17 and Zone 18- reflect an allowable 2% increase in the maximum approved assessment for FY 2024-25.

TABLE 1

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

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA  
CONFIRMING AN ASSESSMENT DIAGRAM AND ASSESSMENT  
AND PROVIDING FOR THE FY 2024-25  
SANTEE LANDSCAPE MAINTENANCE DISTRICT  
ANNUAL LEVY OF ASSESSMENTS**

**WHEREAS**, on April 24, 2024, pursuant to Resolution No. 037-2024, the City Council of the City of Santee initiated proceedings for the annual levy of the assessments for a landscape district pursuant to the terms and provisions of the "Landscaping and Lighting Act of 1972," being Division 15, Part 2 of the Streets and Highways Code of the State of California, Article XIII D of the California Constitution, and the Proposition 218 Omnibus Implementation Act (commencing with California Government Code Section 53750) (collectively the "Law"), in what is known and designated as **SANTEE LANDSCAPE MAINTENANCE DISTRICT** ("District"); and

**WHEREAS**, on April 24, 2024 also pursuant to Resolution No. 037-2024, the City Council ordered the preparation of an Engineer's Report ("Report") and the Director of Finance filed with this City Council said Report pursuant to the Law for its consideration and subsequently thereto, on May 22, 2024, pursuant to Resolution No. 053-2024, this City Council did adopt its Resolution of Intention to levy and collect assessments for Fiscal Year 2024-25 relating to the District, and further did proceed to give notice of the time and place for a public hearing on all matters relating to said annual levy of the proposed assessment in accordance with the law; and

**WHEREAS**, at this time this City Council has heard all testimony and evidence, and is desirous of proceeding with said annual levy of assessments.

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

**SECTION 1.** That the above recitals are all true and correct.

**SECTION 2.** That this City Council hereby confirms the assessment diagram and assessment as submitted and orders the annual levy of the assessment for maintenance of improvements for Fiscal Year 2024-25 and in the amounts as set forth in the Report and as referred to in the Resolution of Intention as previously adopted relating to said annual assessment levy.

**SECTION 3.** That the assessment diagram and assessment for maintenance of improvements as set forth and contained in said Report are hereby confirmed and adopted by this City Council as originally proposed.

**SECTION 4.** That the adoption of this Resolution constitutes the levy of the assessment for the Fiscal Year 2024-25.

**SECTION 5.** That the estimates of costs, the assessment diagram, the assessments and all other matters as set forth in the Report, pursuant to the Law, as submitted, are hereby approved, adopted and confirmed by this City Council, all as originally proposed.



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

**SECTION 6.** That the maintenance of improvements contemplated by the Resolution of Intention shall be performed pursuant to law and the County of San Diego Auditor shall enter on the County of San Diego Assessment Roll the amount of the assessment and said assessment shall then be collected at the same time and in the same manner as the County taxes are collected. After collection by the County of San Diego, the net amount of the assessment shall be paid to the Director of Finance of the City for the benefit of the District.

**SECTION 7.** That the Director of Finance has established a special fund known as the **SANTEE LANDSCAPE MAINTENANCE DISTRICT** into which the Director of Finance shall place all monies collected by the County of San Diego Tax Collector pursuant to the provisions of this Resolution and Law, and said transfer shall be accomplished as soon as said monies have been made available to said Director of Finance.

**SECTION 8.** That the City Clerk is hereby ordered and directed to file a certified copy of the assessment diagram and assessment roll with the County of San Diego Auditor, together with a certified copy of this Resolution immediately upon its adoption, but in no event later than August 10, 2024.

**SECTION 9.** That a certified copy of the assessment diagram and assessment roll shall be filed in the office of the Director of Finance, with a duplicate copy on file in the office of the City Clerk and open for public inspection.

**ADOPTED** by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 26<sup>th</sup> day of June, 2024, by the following roll call vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

**APPROVED:**

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

**ATTEST:**

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



# CITY OF SANTEE

## Final Engineer's Report



**Fiscal Year 2024-25**

Santee Landscape Maintenance District

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## Appendices

- Appendix A – SLMD Budget Detail
- Appendix B – Assessment Rolls
- Appendix C – Assessment Diagrams

AGENCY: CITY OF SANTEE  
 PROJECT: SANTEE LANDSCAPING MAINTENANCE DISTRICT  
 TO: CITY COUNCIL  
 CITY OF SANTEE  
 STATE OF CALIFORNIA

REPORT PURSUANT TO "LANDSCAPING AND LIGHTING ACT OF 1972"

Pursuant to direction from the City Council (the "City Council") of the City of Santee (the "City"), State of California, submitted herewith is the Engineer's Report for Santee Landscaping Maintenance District (the "Report"), consisting of the following parts, pursuant to the provisions of Division 15, Part 2 of the Streets and Highways Code of the State of California, being the "Landscaping and Lighting Act of 1972", as amended, commencing with Section 22500, and which is in accordance with Resolution No. 037-2024 adopted by the City of Santee City Council, San Diego County, California ordering preparation of the Report for Santee Landscaping Maintenance District (the "SLMD" or the "District"). This Report is applicable for the ensuing 12-month period, being the Fiscal Year commencing July 1, 2024, to June 30, 2025.

- Section 1 PLANS AND SPECIFICATIONS of the improvements to be maintained and/or improved for the Fiscal Year. The plans and specifications show and describe the existing improvements, and are sufficient in showing and describing the general nature, location and extent of the improvements.
- Section 2 A COST ESTIMATE of the improvements to be maintained and/or improved for the mentioned Fiscal Year.
- Section 3 A METHOD OF APPORTIONMENT OF ASSESSMENT calculates the receipt of special benefit and the general benefit derived from the installation and maintenance and servicing of the respective improvements located throughout the District, and the methodology used to apportion the total assessment to the properties within the District.
- Section 4 ASSESSMENT ROLLS showing the proportionate amount of the assessment to be charged in proportion to the benefits to be received by each lot or parcel within the boundaries as shown on the below-referenced Diagram. The Assessment Rolls can be found in Appendix A.
- Section 5 The ASSESSMENT DIAGRAMS of the District. Said Diagrams shall show the boundaries of the District and the boundaries of any zones within the District. Reference is made to the County Assessor's Maps for a detailed description of the lines and dimensions of any lots or parcels. The lines and dimensions of each lot shall conform to those shown on the County Assessor's Maps for the Fiscal Year to which the Report applies. The Assessment Diagrams can be found in Appendix B.

The District is comprised of 18 separate zones of maintenance. For FY 2024-25 the District will have the following Zones.

Zone	Zone Name	Tract/Map	Units	Total FY 2024-25 Assessment	Per Unit Assessment <sup>1</sup>
1	El Nopal Estates	88-04	45	\$11,609.94	\$258.00
3	Country Scenes	89-01	14	\$2,066.96	\$147.64
4	Camelot Heights	89-02	10	\$1,385.00	\$138.50
5	Mesa Heights <sup>2</sup>	88-08	44	\$0.00	\$0.00
6	Prospect Point <sup>2</sup>	89-05	9	\$0.00	\$0.00
7	Treviso <sup>2</sup>	03-01	186	\$0.00	\$0.00
8	Silver Country Estates	93-02	153	\$75,735.00	\$495.00
9	Mattazaro/Timberlane	88-07/92-03	34	\$1,529.32	\$44.98
10	Lakes West Condos <sup>2</sup>	90-02	78	\$0.00	\$0.00
11	Padre Hills <sup>3</sup>	89-04	35	\$0.00	\$0.00
12	The Heights	96-01	60	\$8,757.00	\$145.95
13	Prospect Hills	96-02	43	\$3,225.00	\$75.00
14	Mitchell Ranch	92-04	16	\$2,690.24	\$168.14
15	Vista Este <sup>2</sup>	00-03	33	\$0.00	\$0.00
16	Prospect Glen <sup>2</sup>	01-01	48	\$0.00	\$0.00
17	Dakota Ranch	01-02	20	\$4,826.00	\$241.30
18	Allos	98-02	6	\$3,920.04	\$653.34
19	Sky Ranch <sup>2</sup>	04-08	371	\$0.00	\$0.00

Ten of the existing zones – Zones 1, 3, 4, 8, 9, 12, 13, 14, 17, and 18 – will be active, and will be assessed and their improvements maintained by City or contract forces. Zones 5, 6, 7, 10, 11, 15, 16, and 19 have been annexed to the District, but have no assessment because they are responsible for their own maintenance; if not maintained to City standards, the City will assume maintenance and levy assessments. Further details are provided in the body of this Engineer’s Report.

**Background**

The City Council of the City of Santee approved the formation of Santee Landscaping Maintenance District in FY 1989-90. The District was formed pursuant to the requirements of the Landscaping and Lighting Act of 1972 (the “72 Act”).

The District was formed to provide a source of funds for the operation, servicing, maintenance and repair of landscaping within public streets, right-of-way, easements, and appurtenant facilities within the District. The Report sets forth the methodology to be used in apportioning the assessment to the different land use types and benefit zones within the City based upon the benefit they receive.

The original District was formed in FY 1989-90, then several “benefit zones” were annexed into the District in the following years. These benefit zones were established to ensure a source of funds for the ongoing maintenance of public landscaping which are of local benefit to the parcels within the benefit zone. Currently there are eighteen (18) Zones of Benefit that have been annexed into the District (see Appendix C – Assessment Diagrams).

Parcels within these special benefit zones are assessed their proportionate share of the cost for the maintenance of local improvements including, but not limited to, landscaping and appurtenant facilities. These improvements provide a special benefit to those parcels due to their nature and location.

<sup>1</sup> The actual assessment roll might have a minimal variance due to rounding.  
<sup>2</sup> Maintenance responsibilities assumed by homeowners’ association or property owners.  
<sup>3</sup> Assessment not approved by property owners.

## Effects of Proposition 218 Legislation

In November 1996, Prop 218 - the "Right to Vote on Taxes Act" – added Article XIII D to the State Constitution. The amendment created new substantive and procedural requirements for '72 Act districts. Now, when a new or increased levy is proposed for a district or a zone therein the local agency must mail a notice and "ballot" to each property owner of record affected by the new or increased assessment. The ballot procedure enables property owners to approve or disapprove the proposed new or increased assessment. The vote is determined by the weighted proportional financial obligation of the ballots returned. A "majority protest" exists if ballots submitted in opposition exceed ballots in favor of the new or increased levy. If a majority protest exists for a new assessment, the local agency cannot levy the assessment. If a majority protest exists for an increase in an existing assessment, the increase cannot be collected but, the base amount (the amount levied last fiscal year) can continue to be levied.

The '72 Act enables the governing body to adjust assessment rates as it directs at the approval stage or the public hearings. Therefore, the rates shown herein are proposed but are not confirmed until approved by the City Council. Once the Engineer's Report has been approved by the City Council, the ballots tabulated (if applicable), and the public hearing(s) completed, final assessment information will be provided to the County of San Diego for inclusion on the appropriate property tax bills.

## Current Annual Administration

As required by the '72 Act, the Report includes: (1) a description of the improvements to be operated, maintained, and serviced by the District, (2) an estimated budget for the District, and (3) a listing of the proposed Fiscal Year 2024-25 assessments to be levied upon each assessable lot or parcel within the District.

The City of Santee will hold a Public Hearing on June 26, 2024, regarding the District which will provide an opportunity for any interested person to be heard. At the conclusion of the Public Hearing, the City Council may adopt a resolution confirming the assessment rates as originally proposed or as modified.

Payment of these annual assessments for each parcel will be made in the same manner and at the same time as payments are made for their annual property taxes. All funds collected through the assessments must be placed in a special fund and can only be used for the purposes stated within this Report.

## District Description

The District will be divided into 18 separate zones of benefit, as described below. Dimensions of each parcel are shown on Assessor's maps located in the County of San Diego Administration Building, 1600 Pacific Highway, San Diego, CA 92101. As provided in the '72 Act, the boundaries may be adjusted in the future by annexations to this District. The boundary for each zone is depicted on the Assessment Diagrams in Appendix C.

### Active Zones

In FY 2024-25, the SLMD consists of 18 separate zones of benefit. The 18 zones are comprised of both active and inactive zones. "Active" means the zones will have maintenance activities during FY 2024-25. Maintenance activities are comprised of both contract and City forces. The ten active zones are:

#### *ZONE 1 - EL NOPAL ESTATES (TM88-04)*

Assessor's Parcel Numbers (the "APNs") 381-221-10 through 381-221-42, inclusive, and 381-221-44, -45, -46, and -47, and 381-221-58 through -65, inclusive. Established in FY 1989-90, this was the first subdivision in the District and was originally comprised of two zones. Zone 2 was eliminated in FY 1997-98 because its maintenance was subsumed under Zone 1 to be consistent with current assessment district laws.

#### *ZONE 3 - COUNTRY SCENES (TM89-01)*

APNs 381-260-49 through 381-260-62, inclusive. This 14-unit single-family subdivision located near Conejo and Mast Blvd. was annexed in FY 1992-93.

#### *ZONE 4 - CAMELOT HEIGHTS (TM89-02)*

APNs 378-420-46 through 378-420-55, inclusive. Annexed in FY 1993-94, this subdivision's ten single-family homes located off Princess Joanne Rd. share maintenance costs.

#### *ZONE 8 - SILVER COUNTRY ESTATES (TM93-02)*

APNs 378-440-01 through -29, inclusive, 378-441-01 through -26, inclusive, 378-441-29 through -41, inclusive, 378-441-44 and -45, 378-450-01 through -20, inclusive, 378-450-22 through -53, inclusive, 378-450-55, and 381-710-01 through -30, inclusive. 153 Single-family homes make up this subdivision at the north end of Cuyamaca St. The first unit was annexed in FY 1995-96, but the improvements were not accepted so there was no assessment. Once the project was completed, property owners cast ballots regarding assessments in FY 1998-99, and the affirmative vote set an initial assessment and maximum rate.

#### *ZONE 9 - TIMBERLANE/MATTAZARO (TM88-07/TM92-03)*

APNs 381-690-02 through -12, inclusive, 381-690-15 through -26, inclusive, 381-690-34 through -40, inclusive, 381-690-47 through -49, inclusive, and 381-690-51. Due to their physical proximity, improvements for the 25-unit single-family home development called "Timberlane" and the nine-unit "Mattazaro" single-family home project were combined into one zone. Zone 9 had no assessment in its first year because the improvements were not accepted before the start of FY 1996-97. In FY 1997-98, improvements were accepted and an affirmative majority vote was made for the initial and maximum assessment rates.

#### *ZONE 12 - THE HEIGHTS (TM96-01)*

APNs 378-460-01 through -06, inclusive, 378-460-09 through -40, inclusive, 378-460-43 and -44, and 378-461-01 through -06, inclusive, 378-461-09 through -20, inclusive, and 378-460-021 and -22. Annexed in FY 1998-99, this 60-unit single-family project is at the northwest end of Magnolia Ave. Maintenance was assumed by the City in FY 2002-03. The project had affirmative assessment ballot proceedings establishing initial and maximum assessments rates.

#### *ZONE 13 - PROSPECT HILLS (TM96-02)*

APNs 386-680-01 through -20, inclusive. Also annexed in FY 1998-99, the 43 single-family homes off Prospect Ave. east of Holden Rd. share in the cost of landscaping fronting the project on Prospect Ave. The zone also had an affirmative assessment ballot proceedings to establish initial and maximum assessment rates.

### *ZONE 14 - MITCHELL RANCH (TM92-04)*

APNs 381-720-01 through -16, inclusive. This 16-unit single-family subdivision is at the southwest corner of Magnolia Ave. and El Nopal. An affirmative assessment ballot proceeding setting initial and maximum assessment rates was undertaken prior to its FY 2000-01 annexation.

### *ZONE 17 - DAKOTA RANCH (TM01-02)*

APNs 378-420-56 through -75, inclusive. This 20-unit single family home development located at Dakota Ranch Rd. off Princess Joann was annexed in FY 2004-05. This zone also had affirmative assessment ballot proceedings to establish initial and maximum assessment rates.

### *ZONE 18 - ALLOS (TM98-02)*

APNs 386-280-50 through -55, inclusive. Also annexed in FY 2004-05, the six single-family homes are on Prospect Ct. adjacent to Prospect Ave. near Mesa Rd. Improvements were reduced from originally approved plans to provide a reasonable assessment. The project had affirmative assessment ballot proceedings establishing initial and maximum assessment rates.

### *Inactive Zones*

Eight of the 18 zones are "inactive", i.e., there is no assessment and they are responsible for their own maintenance. These zones are:

### *ZONE 5 - MESA HEIGHTS (TM88-08)*

APNs 386-670-01 through 386-670-44, inclusive. This zone was originally annexed in 1993-94. Due to the rising costs, in FY 1997-98, the Mesa Heights HOA assumed maintenance responsibilities for their 44-unit single-family subdivision's landscaped improvements.

### *ZONE 6 - PROSPECT POINT (TM89-05)*

APNs 386-250-07, -11, -12, -13, -14, -17, -19, -22, and -24. Nine single-family homes comprise this zone located off Prospect Ave. This zone has had no assessments since FY 1996-97.

### *ZONE 7 - TREVISO (TM03-01)*

APNs 383-061-07-01 through -28, inclusive, 383-061-08-01 through -36, inclusive, 383-061-09-01 through -32, inclusive, 383-061-10-01 through -32, inclusive, 383-061-11-01 through -30, inclusive, and 383-061-12-01 through -28, inclusive. Formerly commercially-zoned, the 186-unit multi-family Treviso property carries out its own maintenance, so there is no assessment.

### *ZONE 10 - LAKES WEST (TM90-02)*

APN 386-300-58. The Navy-owned 78-unit condominium project is located on Mission Gorge Rd. at Simeon Dr. and Bushy Hill Dr. It is responsible for its own maintenance and has not been assessed since its FY 1996-97 annexation.

### *ZONE 11 - PADRE HILLS (TM89-04)*

APNs 386-270-53 through -63, inclusive, and 386-270-70 through -93, inclusive. A 35-unit single-family home subdivision located off Prospect Ave., Padre Hills underwent an unsuccessful assessment ballot proceeding upon its FY 1997-98 annexation. Consequently, the subdivision is responsible for maintaining its landscaping and is not assessed.

### *ZONE 15 - VISTA ESTE (TM00-03)*

APNs 386-690-01 through -33, inclusive. The 33 attached homes included in this zone are responsible for their own maintenance through a homeowners' association and was annexed in FY 2004-05. The subdivision is located off Fanita Dr. at Watson Pl.

### *ZONE 16 - PROSPECT GLEN (TM01-01)*

APNs 383-490-01 through -48, inclusive. The development's homeowners' association takes care of the maintenance for the 48 single-family homes in this project, which was annexed in FY 2004-05. The project is located on the northwest corner of Prospect Ave. and Fanita Dr.

### *ZONE 19 - SKY RANCH (TM04-08)*

APNs 385-430-01 through -22, inclusive, 385-431-01 through -08, inclusive, and 385-432-01 through -03, inclusive. The development's homeowners' association takes care of the maintenance for the 223 single-family and 148 multi-family homes in this project, which was annexed in FY 2007-08. The project is located off Graves Ave. and Sevilla St.



## Description of Improvements

Facilities or improvements include landscaping within public streets, rights-of-way, easements, and their appurtenances and the costs of installing, operating, and maintaining them. Improvements to be maintained generally comprise frontage landscaping and hardscaping. Maintenance includes, but not limited to, weeding, fertilizing, trimming, cleaning, energy, water, materials, personnel/equipment costs, contract services and other items needed to deliver these services. Zones responsible for their own maintenance are not included in the following section. The following describes zones that will be assessed and/or maintained by the District in FY 2024-25.

*Zone 1* - The facilities within the public right-of-way that are to be maintained and serviced include landscaping, walks and retaining wall faces on El Nopal St. and Julio Pl.

*Zone 3* - The facilities within the public right-of-way that are to be maintained and serviced include landscaping, walks, and entry monument faces on Conejo Rd. and Country Scenes Ct.

*Zone 4* - The facilities within the public right-of-way that are to be maintained and serviced include landscaping and retaining wall face on Princess Joann Rd. adjacent to subdivision.

*Zone 8* - The facilities within the public right-of-way that are to be maintained and serviced include landscaping and faces of retaining walls along Cuyamaca St., El Nopal, Woodglen Vista Dr., and Cardoza Dr. adjacent to the site.

*Zone 9* - The facilities within the public right-of-way that are to be maintained and serviced include landscaping and faces of block retaining walls along Bilteer Dr. and Theresa Ln. adjacent to the subdivision.

*Zone 12* - The facilities within the public right-of-way that are to be maintained and serviced include landscaping along Magnolia Avenue and along the pedestrian trail adjacent to the site.

*Zone 13* - The facilities within the public right-of-way that are to be maintained and serviced include landscaping and faces of privacy wall along Prospect Ave. and on Holden Rd. adjacent to the subdivision.

*Zone 14* - The facilities within the public right-of-way that are to be maintained and serviced include landscaping and faces of block retaining walls on El Nopal and Magnolia Ave. adjacent to the site.

*Zone 17* - The facilities within the public right-of-way that are to be maintained and serviced include landscaping on Princess Joann Rd. and Dakota Ranch Rd. adjacent to the site and entrance to the Dakota Ranch project.

*Zone 18* - The facilities within the public right-of-way that are to be maintained and serviced include parkway and slope landscaping between Prospect Ave. and Lot #1 of Allos; ten foot wide landscaped strip along the west side of Prospect Ct.

## General

The '72 Act provides that the total cost of installation, construction, maintenance, and servicing of the public landscaping and hardscaping facilities can be recovered by the District. Maintenance may include the repair and/or replacement of existing facilities. Servicing may include electrical, water, and public utility costs. Incidental expenses, including administration of the District, data processing fees, annual Engineer's Report, engineering fees, legal fees, printing, posting, mailing of notices, and all other costs associated with the maintenance of the District may also be included.

## Budget

Estimated FY 2024-25 expenditures are shown in the table located in Appendix A. Budgets for Zones 1, 3, 4, 8, 9, 12, 13, 14, 17, and 18 are covered. There are no budgets for Zones 5, 6, 7, 10, 11, 15, 16, and 19 because the respective property owners are directly responsible for maintenance.

## Basic Data

Data has been compiled from the County Assessor's maps, Development Services Department records, and a field review by Community Services Department staff.

## Findings

Individual parcels within a district receive benefits based on land use, size and location of landscaping improvements to be installed or maintained. In the Santee Landscape Maintenance District, all parcels are zoned for residential uses.

*Table 2-1  
Benefit Zones by Land Use, Size, and Location*

Zone	Name	Tract/Map #	Assessable Units	Zoning
1	El Nopal Estates	88-04	45	Residential
3	Country Scenes	89-01	14	Residential
4	Camelot Heights	89-02	10	Residential
5	Mesa Heights	88-08	44	Residential
6	Prospect Point	89-05	9	Residential
7	Treviso	03-01	186	Residential
8	Silver Country Estates	93-02	153	Residential
9	Mattazaro / Timberlane	88-07/92-03	34	Residential
10	Lakes West Condos	90-02	1 (78 Condo Parcels)	Residential
11	Padre Hills	89-04	35	Residential
12	The Heights	96-01	60	Residential
13	Prospect Hills	96-02	43	Residential
14	Mitchell Ranch	92-04	16	Residential
15	Vista Este	00-03	33	Residential
16	Prospect Glen	01-01	48	Residential
17	Dakota Ranch	01-02	20	Residential
18	Allos	98-02	6	Residential
19	Sky Ranch	04-08	371	Residential

## General

The '72 Act permits the establishment of assessment districts by cities for the purpose of providing and maintaining certain public improvements. The '72 Act requires that assessments be levied according to the benefit received rather than assessed value. Section 22573 states:

*"The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements."*

The '72 Act also permits the designation of zones of benefit within any individual assessment district if "by reason of variations in the nature, location, and extent of the improvements, the various areas will receive different degrees of benefit from the improvement" (Sec. 22574). Thus, the '72 Act requires the levy of a true "assessment" rather than a "special tax." Excepted from the assessment are the areas of all public streets, avenues, lanes, roads, drives, courts, and alleys; public parks, greenbelts, and parkways; and public-school property, other public property, and zoned agricultural open space.

Article XIII D of the California Constitution also requires that the Engineer's Report identify all parcels receiving a special benefit, and identify the extent of the special benefit conferred. It defines "special benefit" as: "...a particular and distinct benefit over and above general benefits conferred on real property located in the district or to the public at large. General enhancement of property value does not constitute 'special benefit.'" Article XIII D then states:

*"An agency which proposes to levy an assessment shall identify all parcels which will have a special benefit conferred upon them and upon which an assessment will be imposed. The proportionate special benefit derived by each identified parcel shall be determined in relationship to the entirety of...the maintenance and operation expenses of a public improvement. No assessment shall be imposed on any parcel which exceeds the reasonable cost of the proportionate special benefit conferred on that parcel. Only special benefits are assessable, and an agency shall separate the general benefits from the special benefits conferred on a parcel."*

Article XIII D requirements for assessments are similar to those of traditional assessment district law, including the '72 Act. The purpose of the above cited section is to allow assessments to be used, again, as a legitimate financing mechanism and not as a means to impose a "flat rate parcel tax." Thus, while a benefit determination is still made, the Engineer's Report is now required to draw a stronger relationship, or nexus, between the property, the benefit received and the subsequent assessment.

### Assessment Methodology

One of Article XIII D's most significant changes is the "calculation requirement." Local agencies must now determine whether or not property owners would receive a "special benefit" from services financed by the assessment. An Engineer's Report is required to estimate the special benefit and general benefit property owners would receive. This step is needed because Article XIII D allows only the recoupment of the proportionate share of costs of the special benefit. Individual levies must be set so that no property owner pays over the proportional share of the total cost. The Jarvis-Gann Group, in Prop 218's "Statement of Drafter's Intent," notes that:

*"What constitutes a special benefit will depend on the nature of the... service being provided. It must be more than a mere increase in the value of the property because, arguably, the availability of any public service could provide additional value. It must be a direct and special benefit conferred on the property that exceeds the benefit conferred on the public at large or even to other similar properties."*

Clearly an additional level of analysis is required; however, this additional analysis parallels the analyses presented in prior Engineer's Reports which were prepared in compliance with the '72 Act. It differs only in the determination of special vs. general benefit. This requires establishing the facts surrounding each subdivision included or proposed to be included in a district, and requires that these facts support the conferral of the special benefit.

All residential subdivisions included in the Santee Landscape Maintenance District have improvements directly associated with the exterior entrances and internal circulation elements of each particular subdivision. These improvements are features of each subdivision's overall design, are consistent with the City of Santee General Plan Development Standards and Subdivision Ordinance, and were included as a component of each project's Tentative Map approval.

No improvements included within each zone's maintenance responsibility are located outside the boundaries of each subdivision's Tentative Map, or outside the limits of the improvements that fulfill the requirements of project approval. Improvements were installed as part of subdivision construction. If each subdivision had not been built, the improvements associated with each subdivision would not have been installed nor provided later. Thus, the existence of the improvements is a direct function of the construction of each subdivision, and the special benefit of the associated improvements therefore inures to each subdivision. No general benefit is assigned because the improvements would not have been installed without the subdivision.

The approval of each subdivision's landscaping plan is part of the approval of each subdivision's Tentative Map. Thus, construction could not have proceeded without an approved Tentative Map, of which the landscaping plan is an integral part. Similarly, occupancy would not have occurred without fulfilling the conditions of development approval, which includes the installation of the improvements. Therefore, the special benefits of the improvements accrue directly to each home in each subdivision.

The method of assessment spread remains unchanged from prior fiscal years. Assessment spreads are based upon a single-family home being equal to one benefit unit. Total assessment costs are divided by the total benefit units to determine a per benefit unit cost. The portion of the District addressed by this Engineer's Report is split into zones representing different levels of benefit. Developments with no assessment determination are not described in the "Assessment Determination" section.

### Annual Assessment Rate Increases

Per Article XIII D, the levy of maximum rates is contingent on obtaining a majority approval of property owners. The maximum assessment rate per unit for Zone 1 may be increased annually by the percentage increase in the San Diego Consumer Price Index for All Urban Consumers (CPI-U), in an amount not to exceed 3.5%. Based on an analysis of maintenance costs and the repayment of capital costs for a recent renovation, the CPI adjustment was applied and the rate per unit increased to \$258.00. The maximum assessment rates per unit in Zones 17 and 18 may be increased by up to 2% annually by City Council action. Based on an analysis of the projected maintenance costs associated with existing public improvements, the maximum cap per unit have been established as \$418.68 in Zone 17, \$805.13 in Zone 18. Please note that all proposed assessments for FY 2024-25 are at or below the approved maximum, fulfilling Article XIII D requirements.

### Assessment Determination

Proposed FY 2024-25 assessments are based on the previous methodology and use data available from subdivisions' plans and Assessor's information. Maintenance costs are developed by the Community Services Department. The Finance Department believes the data to be accurate. Final assessments will be based upon these preliminary assessments and any changes made due to Council action and/or input received during the public hearings.

Assessment

**Zone 1 - El Nopal Estates**

Operations, Maintenance, Administration and Engineering, net of total available:	\$11,609.94
Assessment Formula: [45 parcels (1 unit/parcel)], \$11,609.94/45 Units = \$258.00 Per Unit	
<b>Zone 1 - El Nopal Estates Single-Family Parcel Cost Per Year:</b>	<b>\$258.00</b>
<b>Maximum Assessment:</b>	<b>\$258.00</b>

**Zone 3 - Country Scenes**

Operations, Maintenance, Administration and Engineering, net of total available:	\$2,066.96
Assessment Formula: [14 parcels (1 unit/parcel)], \$2,066.96/14 Units = \$147.64 Per Unit	
<b>Zone 3 - Country Scenes Single-Family Parcel Cost Per Year:</b>	<b>\$147.64</b>
<b>Maximum Assessment:</b>	<b>\$147.64</b>

**Zone 4 - Camelot Heights**

Operations, Maintenance, Administration and Engineering, net of total available:	\$1,385.00
Assessment Formula: [10 parcels (1 unit/parcel)], \$1,385.00/10 Units = \$138.50 Per Unit	
<b>Zone 4 - Camelot Heights Single-Family Parcel Cost Per Year:</b>	<b>\$138.50</b>
<b>Maximum Assessment:</b>	<b>\$138.50</b>

**Zone 8 - Silver Country Estates**

Operations, Maintenance, Administration and Engineering, net of total available:	\$75,735.00
Assessment Formula: [153 parcels (1 unit/parcel)], \$75,735.00/153 Units = \$495.00 Per Unit	
<b>Zone 8 - Silver Country Estates Single-Family Parcel Cost Per Year:</b>	<b>\$495.00</b>
<b>Maximum Assessment:</b>	<b>\$495.00</b>

**Zone 9 - Mattazaro/Timberlane**

Operations, Maintenance, Administration and Engineering, net of total available:	\$1,529.32
Assessment Formula: [34 parcels (1 unit/parcel)], \$1,529.32/34 Units = \$44.98 Per Unit	
<b>Zone 9 - Mattazaro/Timberlane Single-Family Parcel Cost Per Year:</b>	<b>\$44.98</b>
<b>Maximum Assessment:</b>	<b>\$44.98</b>

**Zone 12 - The Heights**

Operations, Maintenance, Administration and Engineering, net of total available:	\$8,757.00
Assessment Formula: [60 parcels (1 unit/parcel)], \$8,757.00/60 Units = \$145.95 Per Unit	
<b>Zone 12 - The Heights Single-Family Parcel Cost Per Year:</b>	<b>\$145.95</b>
<b>Maximum Assessment:</b>	<b>\$375.00</b>

**Zone 13 - Prospect Hills**

Operations, Maintenance, Administration and Engineering, net of total available:	\$3,225.00
Assessment Formula: [43 parcels (1 unit/parcel)], \$3,225.00/43 Units = \$75.00 Per Unit	
<b>Zone 13 - Prospect Hills Single-Family Parcel Cost Per Year:</b>	<b>\$75.00</b>
<b>Maximum Assessment:</b>	<b>\$75.00</b>

**Zone 14 - Mitchell Ranch**

Operations, Maintenance, Administration and Engineering, net of total available:	\$2,690.24
Assessment Formula: [16 parcels (1 unit/parcel)], \$2,690.24/16 Units = \$168.14 Per Unit	
<b>Zone 14 - Mitchell Ranch Single-Family Parcel Cost Per Year:</b>	<b>\$168.14</b>
<b>Maximum Assessment:</b>	<b>\$168.14</b>

**Zone 17 - Dakota Ranch**

Operations, Maintenance, Administration and Engineering, net of total available:	\$4,826.00
Assessment Formula: [20 parcels (1 unit/parcel)], \$4,826.00/20 Units = \$241.30 Per Unit	
<b>Zone 17 - Dakota Ranch Single-Family Parcel Cost Per Year:</b>	<b>\$241.30</b>
<b>Maximum Assessment:</b>	<b>\$418.68</b>

**Zone 18 - Allos**

Operations, Maintenance, Administration and Engineering, net of total available:	\$3,920.04
Assessment Formula: [6 parcels (1 unit/parcel)], \$3,920.04/6 Units = \$653.34 Per Unit	
<b>Zone 18 - Allos Single-Family Parcel Cost Per Year:</b>	<b>\$653.34</b>
<b>Maximum Assessment:</b>	<b>\$805.13</b>

Executed this 26<sup>th</sup> day of June 2024.



FRANCISCO MARTINEZ JR  
PROFESSIONAL CIVIL ENGINEER NO. 84640  
ENGINEER OF WORK  
CITY OF SANTEE  
STATE OF CALIFORNIA

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and Assessment Diagrams thereto attached, was filed with me on the \_\_\_\_\_ day of \_\_\_\_\_, 2024, by adoption of Resolution No. \_\_\_\_\_ by City Council.

\_\_\_\_\_  
CITY CLERK  
CITY OF SANTEE  
STATE OF CALIFORNIA

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and Assessment Diagrams thereto attached, was approved and confirmed by the City Council of the City of Santee, California on the \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
CITY CLERK  
CITY OF SANTEE  
STATE OF CALIFORNIA

The actual assessment and the amount of the assessment for the Fiscal Year 2024-25 apportioned to each parcel as shown on the latest equalized roll at the County Assessor's office are listed in Appendix B of this Report. The description of each lot or parcel is part of the records of the County Assessor of the County of San Diego and such records are, by reference, made part of this Report.

The total assessment for the Fiscal Year 2024-25 is **\$115,744.50**<sup>4</sup>.

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<sup>4</sup> The actual assessment roll amount might have a minimal variance due to rounding.



The assessment diagrams showing the boundaries of the District and the zones addressed by this Engineer's Report and which will be assessed in FY 2024-25 are on file in the offices of the City Clerk and the Director of Finance. Copies of each diagram are included in this report in Appendix C. For exact details of parcels and dimensions, please refer to the Assessor's maps located in the office of the San Diego County Recorder.



# Appendix A:

SLMD Budget Detail

Appendix A Budget Detail

SLMD Budget Detail

Description	Zone 1 El Nopal Estates	Zone 3 Country Scenes	Zone 4 Camelot Heights	Zone 8 Silver Country	Zone 9 Timberlane	Zone 12 The Heights	Zone 13 Prospect Hills	Zone 14 Mitchell Ranch	Zone 17 Dakota Ranch	Zone 18 Allos	Grand Total
Fund Balance, beginning	\$11,333	\$4,989	\$906	\$104,189	\$944	\$24,579	\$5,299	\$8,047	\$24,072	\$11,464	\$195,823
<b>Estimated Revenues:</b>											
Assessments	\$11,610	\$2,070	\$1,390	\$75,740	\$1,530	\$8,760	\$3,230	\$2,690	\$4,830	\$3,920	\$115,770
Interest	\$50	\$30	\$10	\$740	\$10	\$180	\$60	\$50	\$150	\$60	\$1,340
<b>Total Estimated Revenues</b>	<b>\$11,660</b>	<b>\$2,100</b>	<b>\$1,400</b>	<b>\$76,480</b>	<b>\$1,540</b>	<b>\$8,940</b>	<b>\$3,290</b>	<b>\$2,740</b>	<b>\$4,980</b>	<b>\$3,980</b>	<b>\$117,110</b>
<b>Expenditures</b>											
Administration	\$730	\$210	\$170	\$2,440	\$560	\$940	\$680	\$260	\$340	\$90	\$6,420
Advertising	\$50	\$10	\$10	\$320	\$10	\$40	\$20	\$20	\$20	\$20	\$520
Electricity & Gas – Grounds	\$140	\$190	\$160	\$1,540	\$0	\$0	\$0	\$0	\$150	\$100	\$2,280
Water & Sewer – Grounds	\$1,710	\$1,010	\$700	\$22,220	\$950	\$6,800	\$2,400	\$830	\$2,990	\$1,860	\$41,469
Repair/Maintenance – Grounds	\$4,690	\$740	\$288	\$56,880	\$432	\$2,220	\$1,200	\$2,280	\$3,800	\$2,700	\$75,230
Internal Service Charges	\$400	\$60	\$0	\$1,500	\$0	\$610	\$60	\$460	\$0	\$200	\$3,290
General Fund Repayment	\$2,770	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,770
<b>Total Budget</b>	<b>\$10,490</b>	<b>\$2,220</b>	<b>\$1,328</b>	<b>\$84,900</b>	<b>\$1,952</b>	<b>\$10,610</b>	<b>\$4,360</b>	<b>\$3,850</b>	<b>\$7,300</b>	<b>\$4,970</b>	<b>\$131,979</b>
Fund Balance, ending	\$12,503	\$4,869	\$978	\$95,769	\$532	\$22,909	\$4,229	\$6,937	\$21,752	\$10,474	\$180,954



# Appendix B:

## Assessment Rolls

**Assessment Roll**  
 6091-16 - SLMD Zone 1  
 Fiscal Year 2024-25



APN	Levy	APN	Levy	APN	Levy
3812230100	\$257.98	3812230200	\$257.98	3812230300	\$257.98
3812230400	\$257.98	3812230500	\$257.98	3812230600	\$257.98
3812230700	\$257.98	3812230800	\$257.98	3812230900	\$257.98
3812231000	\$257.98	3812231100	\$257.98	3812231200	\$257.98
3812231300	\$257.98	3812231400	\$257.98	3812231500	\$257.98
3812231600	\$257.98	3812231700	\$257.98	3812231800	\$257.98
3812231900	\$257.98	3812232000	\$257.98	3812232100	\$257.98
3812232200	\$257.98	3812232300	\$257.98	3812232400	\$257.98
3812232500	\$257.98	3812232600	\$257.98	3812232700	\$257.98
3812232800	\$257.98	3812232900	\$257.98	3812233000	\$257.98
3812233100	\$257.98	3812233200	\$257.98	3812233300	\$257.98
3812233400	\$257.98	3812233500	\$257.98	3812233600	\$257.98
3812233700	\$257.98	3812233800	\$257.98	3812233900	\$257.98
3812234000	\$257.98	3812234100	\$257.98	3812234200	\$257.98
3812234300	\$257.98	3812234400	\$257.98	3812234500	\$257.98
<b>Totals</b>		<b>Parcels 45</b>	<b>Levy \$11,609.10</b>		

\*The County of San Diego only allows even numbered dollar amount to be submitted on the Tax Rolls so the Dollar amounts shown will be slightly different from what is stated in the Assessment section of this Report.

**Assessment Roll**  
 6091-24 - SLMD Zone 3  
 Fiscal Year 2024-25



APN	Levy	APN	Levy	APN	Levy
3812604900	\$147.64	3812605000	\$147.64	3812605100	\$147.64
3812605200	\$147.64	3812605300	\$147.64	3812605400	\$147.64
3812605500	\$147.64	3812605600	\$147.64	3812605700	\$147.64
3812605800	\$147.64	3812605900	\$147.64	3812606000	\$147.64
3812606100	\$147.64	3812606200	\$147.64		
<b>Totals</b>		<b>Parcels 14</b>	<b>Levy \$2,066.96</b>		

**Assessment Roll**  
 6091-25 - SLMD Zone 4  
 Fiscal Year 2024-25



APN	Levy	APN	Levy	APN	Levy
3784204600	\$138.50	3784204700	\$138.50	3784204800	\$138.50
3784204900	\$138.50	3784205000	\$138.50	3784205100	\$138.50
3784205200	\$138.50	3784205300	\$138.50		
3784205400	\$138.50	3784205500	\$138.50		
<b>Totals</b>		<b>Parcels 10</b>	<b>Levy \$1,385.00</b>		

**Assessment Roll**  
 6091-29 - SLMD Zone 8  
 Fiscal Year 2024-25



APN	Levy	APN	Levy	APN	Levy
3784400100	\$495.00	3784400200	\$495.00	3784400300	\$495.00
3784400400	\$495.00	3784400700	\$495.00	3784400800	\$495.00
3784400900	\$495.00	3784401000	\$495.00	3784401100	\$495.00
3784401200	\$495.00	3784401300	\$495.00	3784401400	\$495.00
3784401500	\$495.00	3784401600	\$495.00	3784401700	\$495.00
3784401800	\$495.00	3784401900	\$495.00	3784402000	\$495.00
3784402100	\$495.00	3784402200	\$495.00	3784402300	\$495.00
3784402400	\$495.00	3784402500	\$495.00	3784402600	\$495.00
3784402700	\$495.00	3784402800	\$495.00	3784402900	\$495.00
3784403200	\$495.00	3784403300	\$495.00	3784410100	\$495.00
3784410200	\$495.00	3784410300	\$495.00	3784410400	\$495.00
3784410500	\$495.00	3784410600	\$495.00	3784410700	\$495.00
3784410800	\$495.00	3784410900	\$495.00	3784411000	\$495.00
3784411100	\$495.00	3784411200	\$495.00	3784411300	\$495.00
3784411400	\$495.00	3784411500	\$495.00	3784411600	\$495.00
3784411700	\$495.00	3784411800	\$495.00	3784412100	\$495.00
3784412200	\$495.00	3784412300	\$495.00	3784412400	\$495.00
3784412500	\$495.00	3784412600	\$495.00	3784412900	\$495.00
3784413000	\$495.00	3784413100	\$495.00	3784413200	\$495.00
3784413300	\$495.00	3784413400	\$495.00	3784413500	\$495.00
3784413600	\$495.00	3784413700	\$495.00	3784413800	\$495.00
3784413900	\$495.00	3784414000	\$495.00	3784414100	\$495.00
3784414400	\$495.00	3784414500	\$495.00	3784414700	\$495.00
3784414900	\$495.00	3784500100	\$495.00	3784500200	\$495.00
3784500300	\$495.00	3784500400	\$495.00	3784500500	\$495.00
3784500600	\$495.00	3784500700	\$495.00	3784500800	\$495.00
3784500900	\$495.00	3784501000	\$495.00	3784501100	\$495.00
3784501200	\$495.00	3784501300	\$495.00	3784501400	\$495.00
3784501500	\$495.00	3784501600	\$495.00	3784501700	\$495.00
3784501800	\$495.00	3784501900	\$495.00	3784502000	\$495.00
3784502200	\$495.00	3784502300	\$495.00	3784502400	\$495.00
3784502500	\$495.00	3784502600	\$495.00	3784502700	\$495.00
3784502800	\$495.00	3784502900	\$495.00	3784503000	\$495.00
3784503100	\$495.00	3784503200	\$495.00	3784503300	\$495.00
3784503400	\$495.00	3784503500	\$495.00	3784503600	\$495.00
3784503700	\$495.00	3784503800	\$495.00	3784503900	\$495.00
3784504000	\$495.00	3784504100	\$495.00	3784504200	\$495.00
3784504300	\$495.00	3784504400	\$495.00	3784504500	\$495.00
3784504600	\$495.00	3784504700	\$495.00	3784504800	\$495.00
3784504900	\$495.00	3784505000	\$495.00	3784505100	\$495.00
3784505200	\$495.00	3784505300	\$495.00	3784505500	\$495.00
3817100100	\$495.00	3817100200	\$495.00	3817100300	\$495.00
3817100400	\$495.00	3817100500	\$495.00	3817100600	\$495.00
3817100700	\$495.00	3817100800	\$495.00	3817100900	\$495.00
3817101000	\$495.00	3817101100	\$495.00	3817101200	\$495.00
3817101300	\$495.00	3817101400	\$495.00	3817101500	\$495.00



**Assessment Roll**  
 6091-29 - SLMD Zone 8  
 Fiscal Year 2024-25



APN	Levy	APN	Levy	APN	Levy
3817101600	\$495.00	3817101700	\$495.00	3817101800	\$495.00
3817101900	\$495.00	3817102000	\$495.00	3817102100	\$495.00
3817102200	\$495.00	3817102300	\$495.00	3817102400	\$495.00
3817102500	\$495.00	3817102600	\$495.00	3817102700	\$495.00
3817102800	\$495.00	3817102900	\$495.00	3817103000	\$495.00
<b>Totals</b>		<b>Parcels 153</b>	<b>Levy \$75,735.00</b>		

**Assessment Roll**  
 6091-30 - SLMD Zone 9  
 Fiscal Year 2024-25



APN	Levy	APN	Levy	APN	Levy
3816900200	\$44.98	3816900300	\$44.98	3816900400	\$44.98
3816900500	\$44.98	3816900600	\$44.98	3816900700	\$44.98
3816900800	\$44.98	3816900900	\$44.98	3816901000	\$44.98
3816901100	\$44.98	3816901200	\$44.98	3816901500	\$44.98
3816901600	\$44.98	3816901700	\$44.98	3816901800	\$44.98
3816901900	\$44.98	3816902000	\$44.98	3816902100	\$44.98
3816902200	\$44.98	3816902300	\$44.98	3816902400	\$44.98
3816902500	\$44.98	3816902600	\$44.98	3816903400	\$44.98
3816903500	\$44.98	3816903600	\$44.98	3816903700	\$44.98
3816903800	\$44.98	3816903900	\$44.98	3816904000	\$44.98
3816904700	\$44.98	3816904800	\$44.98		
3816904900	\$44.98	3816905100	\$44.98		

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<b>Totals</b>	<b>Parcels</b>	<b>34</b>	<b>Levy</b>	<b>\$1,529.32</b>
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**Assessment Roll**  
 6091-33 - SLMD Zone 12  
 Fiscal Year 2024-25



APN	Levy	APN	Levy	APN	Levy
3784600100	\$145.94	3784600200	\$145.94	3784600300	\$145.94
3784600400	\$145.94	3784600500	\$145.94	3784600600	\$145.94
3784600900	\$145.94	3784601000	\$145.94	3784601100	\$145.94
3784601200	\$145.94	3784601300	\$145.94	3784601400	\$145.94
3784601500	\$145.94	3784601600	\$145.94	3784601700	\$145.94
3784601800	\$145.94	3784601900	\$145.94	3784602000	\$145.94
3784602100	\$145.94	3784602200	\$145.94	3784602300	\$145.94
3784602400	\$145.94	3784602500	\$145.94	3784602600	\$145.94
3784602700	\$145.94	3784602800	\$145.94	3784602900	\$145.94
3784603000	\$145.94	3784603100	\$145.94	3784603200	\$145.94
3784603300	\$145.94	3784603400	\$145.94	3784603500	\$145.94
3784603600	\$145.94	3784603700	\$145.94	3784603800	\$145.94
3784603900	\$145.94	3784604000	\$145.94	3784604300	\$145.94
3784604400	\$145.94	3784610100	\$145.94	3784610200	\$145.94
3784610300	\$145.94	3784610400	\$145.94	3784610500	\$145.94
3784610600	\$145.94	3784610900	\$145.94	3784611000	\$145.94
3784611100	\$145.94	3784611200	\$145.94	3784611300	\$145.94
3784611400	\$145.94	3784611500	\$145.94	3784611600	\$145.94
3784611700	\$145.94	3784611800	\$145.94	3784611900	\$145.94
3784612000	\$145.94	3784612100	\$145.94	3784612200	\$145.94
<b>Totals</b>		<b>Parcels 60</b>	<b>Levy \$8,756.40</b>		

\*The County of San Diego only allows even numbered dollar amount to be submitted on the Tax Rolls so the Dollar amounts shown will be slightly different from what is stated in the Assessment section of this Report.

**Assessment Roll**  
 6091-34 - SLMD Zone 13  
 Fiscal Year 2024-25



APN	Levy	APN	Levy	APN	Levy
3866800100	\$75.00	3866800200	\$75.00	3866800300	\$75.00
3866800400	\$75.00	3866800500	\$75.00	3866800600	\$75.00
3866800700	\$75.00	3866800800	\$75.00	3866800900	\$75.00
3866801000	\$75.00	3866801100	\$75.00	3866801200	\$75.00
3866801300	\$75.00	3866801400	\$75.00	3866801500	\$75.00
3866801600	\$75.00	3866801700	\$75.00	3866801800	\$75.00
3866801900	\$75.00	3866802000	\$75.00	3866802100	\$75.00
3866802200	\$75.00	3866802300	\$75.00	3866810100	\$75.00
3866810200	\$75.00	3866810300	\$75.00	3866810400	\$75.00
3866810500	\$75.00	3866810600	\$75.00	3866810700	\$75.00
3866810800	\$75.00	3866810900	\$75.00	3866811000	\$75.00
3866811100	\$75.00	3866811200	\$75.00	3866811300	\$75.00
3866811400	\$75.00	3866811500	\$75.00	3866811600	\$75.00
3866811700	\$75.00	3866811800	\$75.00		
3866811900	\$75.00	3866812000	\$75.00		

**Totals**

**Parcels 43**

**Levy \$3,225.00**

**Assessment Roll**  
 6091-35 - SLMD Zone 14  
 Fiscal Year 2024-25



APN	Levy	APN	Levy	APN	Levy
3817200100	\$168.14	3817200200	\$168.14	3817200300	\$168.14
3817200400	\$168.14	3817200500	\$168.14	3817200600	\$168.14
3817200700	\$168.14	3817200800	\$168.14	3817200900	\$168.14
3817201000	\$168.14	3817201100	\$168.14	3817201200	\$168.14
3817201300	\$168.14	3817201400	\$168.14		
3817201500	\$168.14	3817201600	\$168.14		

**Totals**

**Parcels 16**

**Levy \$2,690.24**

**Assessment Roll**  
 6091-40 - SLMD Zone 17  
 Fiscal Year 2024-25



APN	Levy	APN	Levy	APN	Levy
3784205600	\$241.30	3784205700	\$241.30	3784205800	\$241.30
3784205900	\$241.30	3784206000	\$241.30	3784206100	\$241.30
3784206200	\$241.30	3784206300	\$241.30	3784206400	\$241.30
3784206500	\$241.30	3784206600	\$241.30	3784206700	\$241.30
3784206800	\$241.30	3784206900	\$241.30	3784207000	\$241.30
3784207100	\$241.30	3784207200	\$241.30	3784207300	\$241.30
3784207400	\$241.30	3784207500	\$241.30		
<b>Totals</b>		<b>Parcels 20</b>	<b>Levy \$4,826.00</b>		

**Assessment Roll**  
 6091-41 - SLMD Zone 18  
 Fiscal Year 2024-25



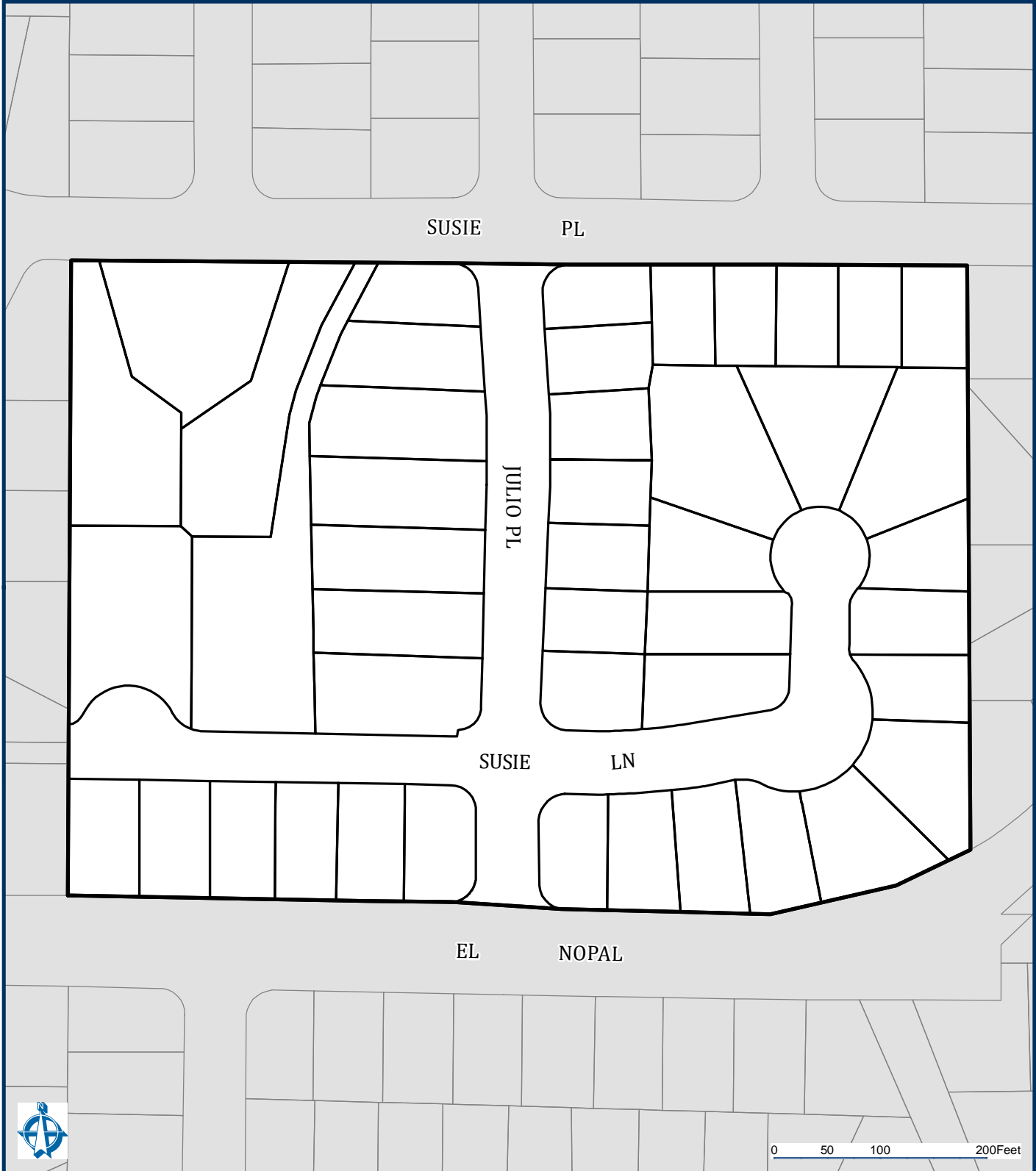
APN	Levy	APN	Levy	APN	Levy
3862805000	\$653.34	3862805100	\$653.34	3862805200	\$653.34
3862805300	\$653.34	3862805400	\$653.34	3862805500	\$653.34
<b>Totals</b>		<b>Parcels 6</b>	<b>Levy \$3,920.04</b>		



# Appendix C:

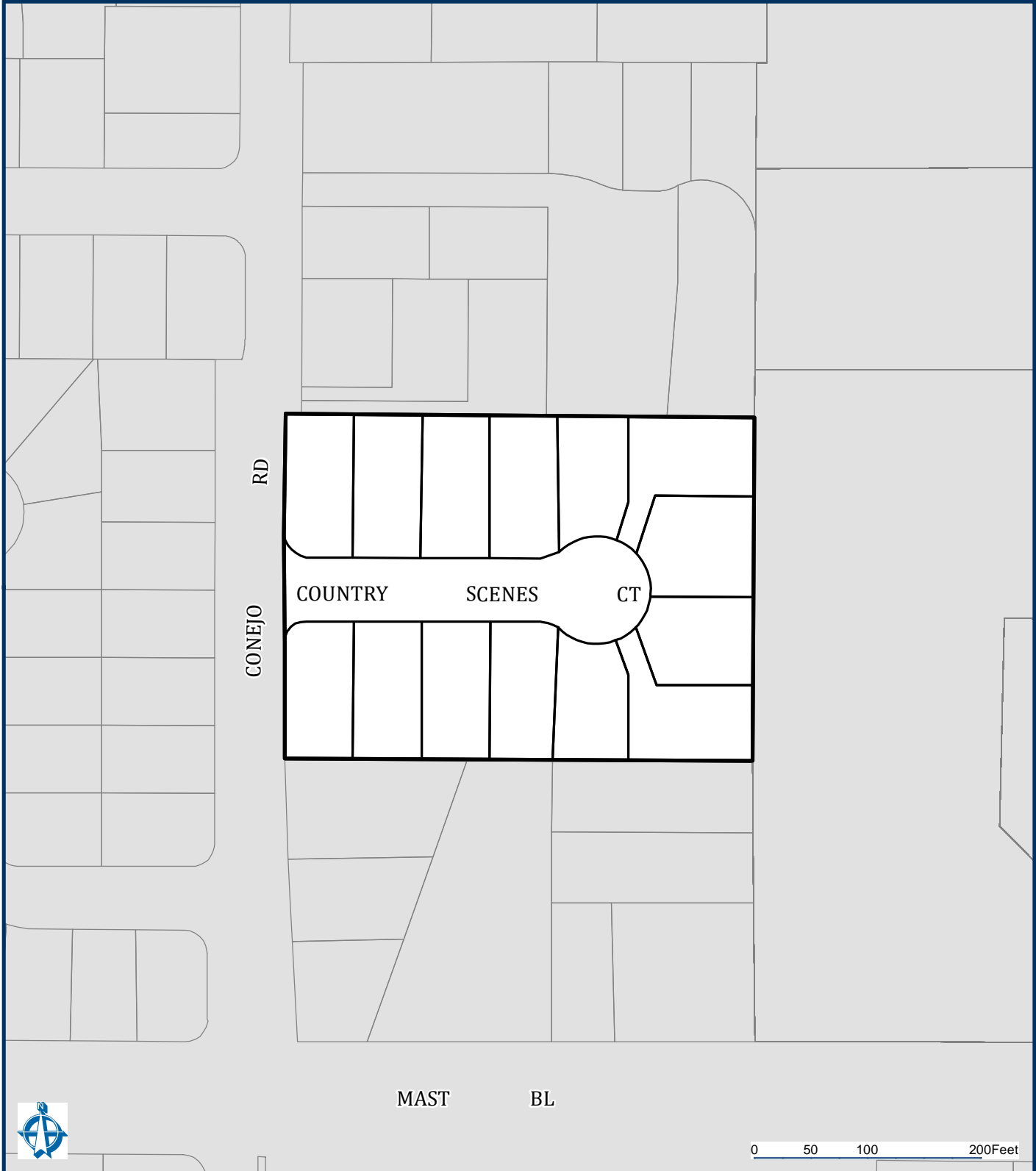
## Assessment Diagrams





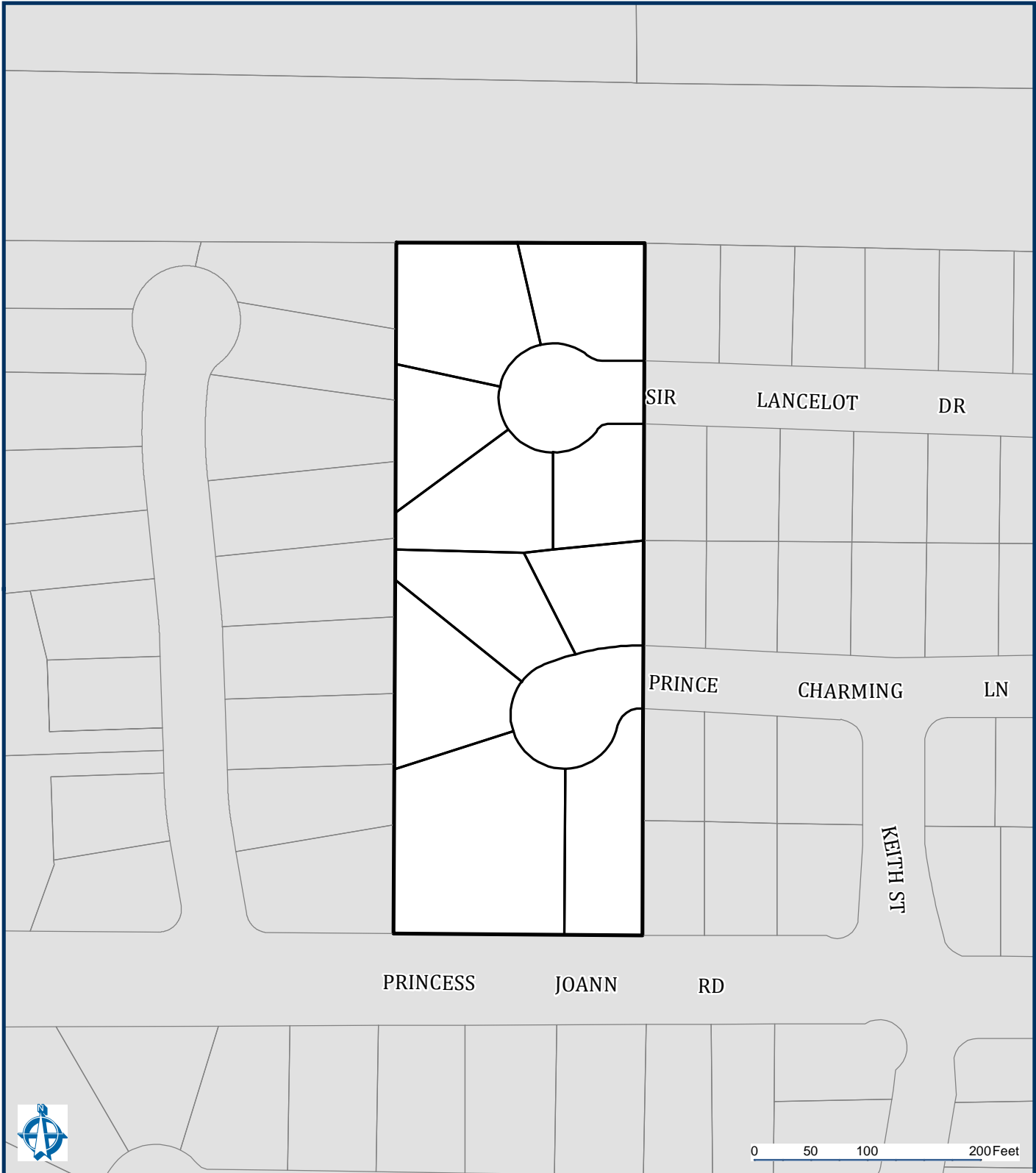
# CITY OF SANTEE ASSESSMENT DIAGRAM

SANTEE LANDSCAPE MAINTENANCE DISTRICT  
ZONE 1  
(EL NOPAL ESTATES)



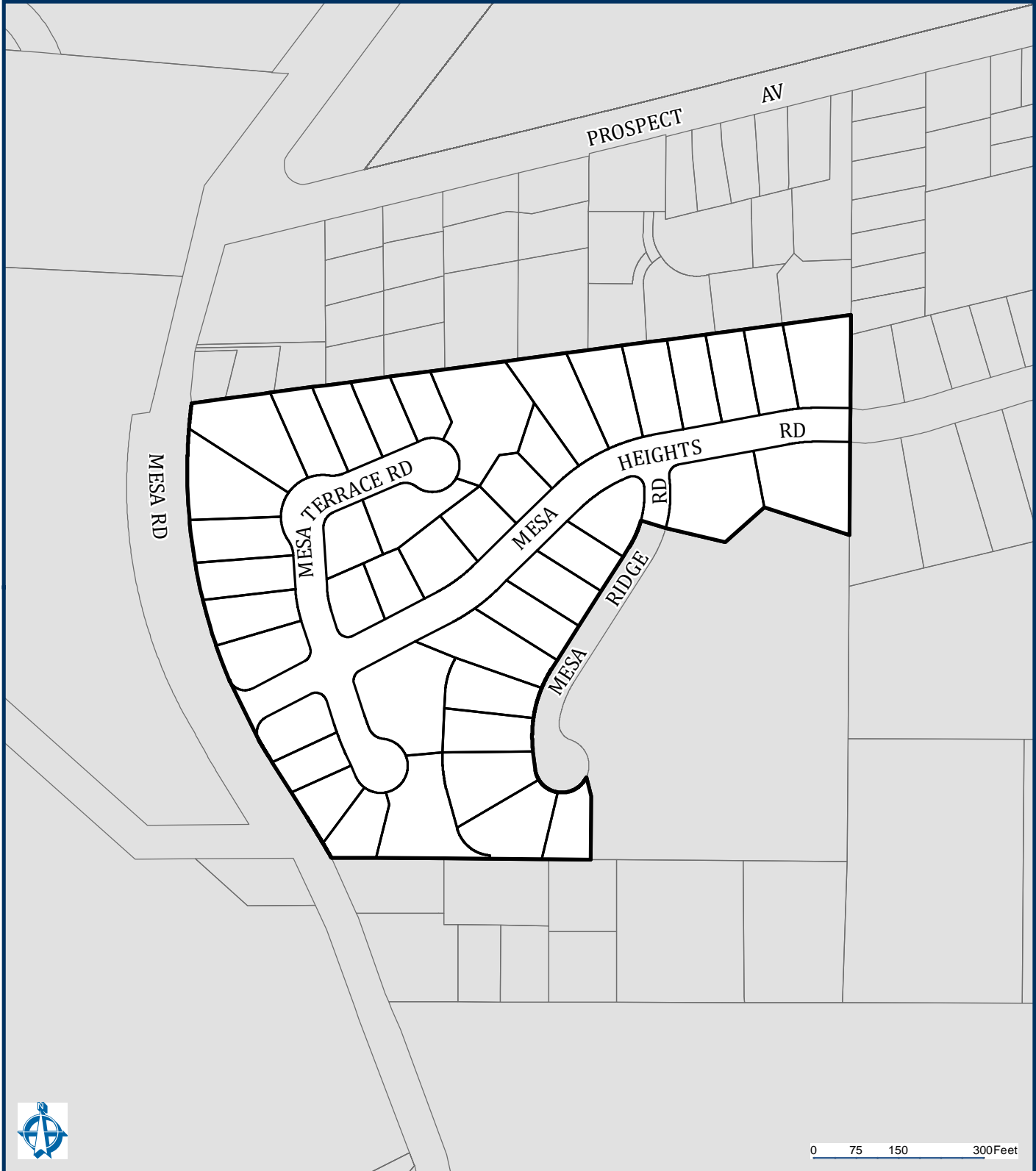
# CITY OF SANTEE ASSESSMENT DIAGRAM

SANTEE LANDSCAPE MAINTENANCE DISTRICT  
ZONE 3  
(COUNTRY SCENES)



# CITY OF SANTEE ASSESSMENT DIAGRAM

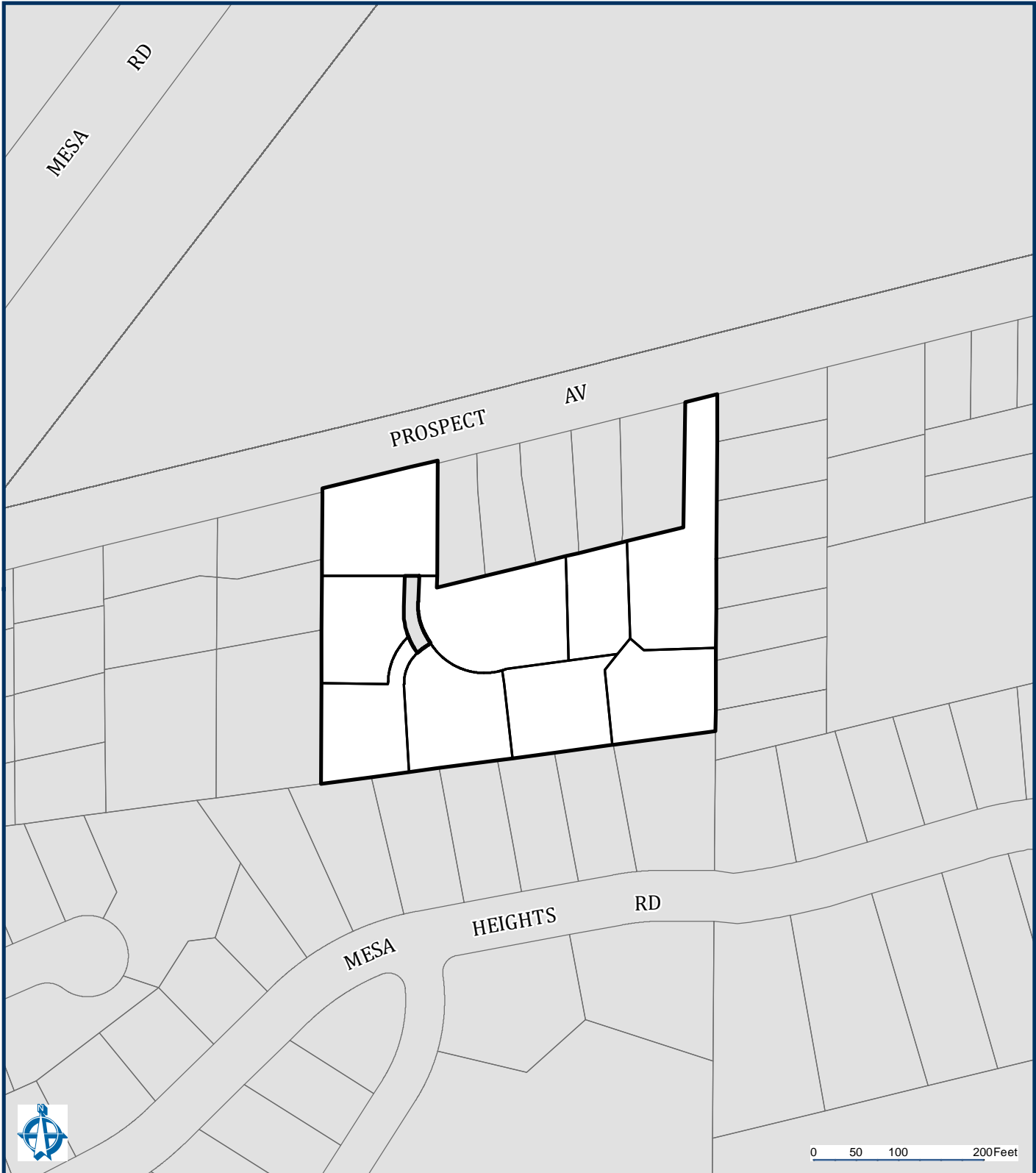
SANTEE LANDSCAPE MAINTENANCE DISTRICT  
ZONE 4  
(CAMELOT HEIGHTS)



# CITY OF SANTEE ASSESSMENT DIAGRAM

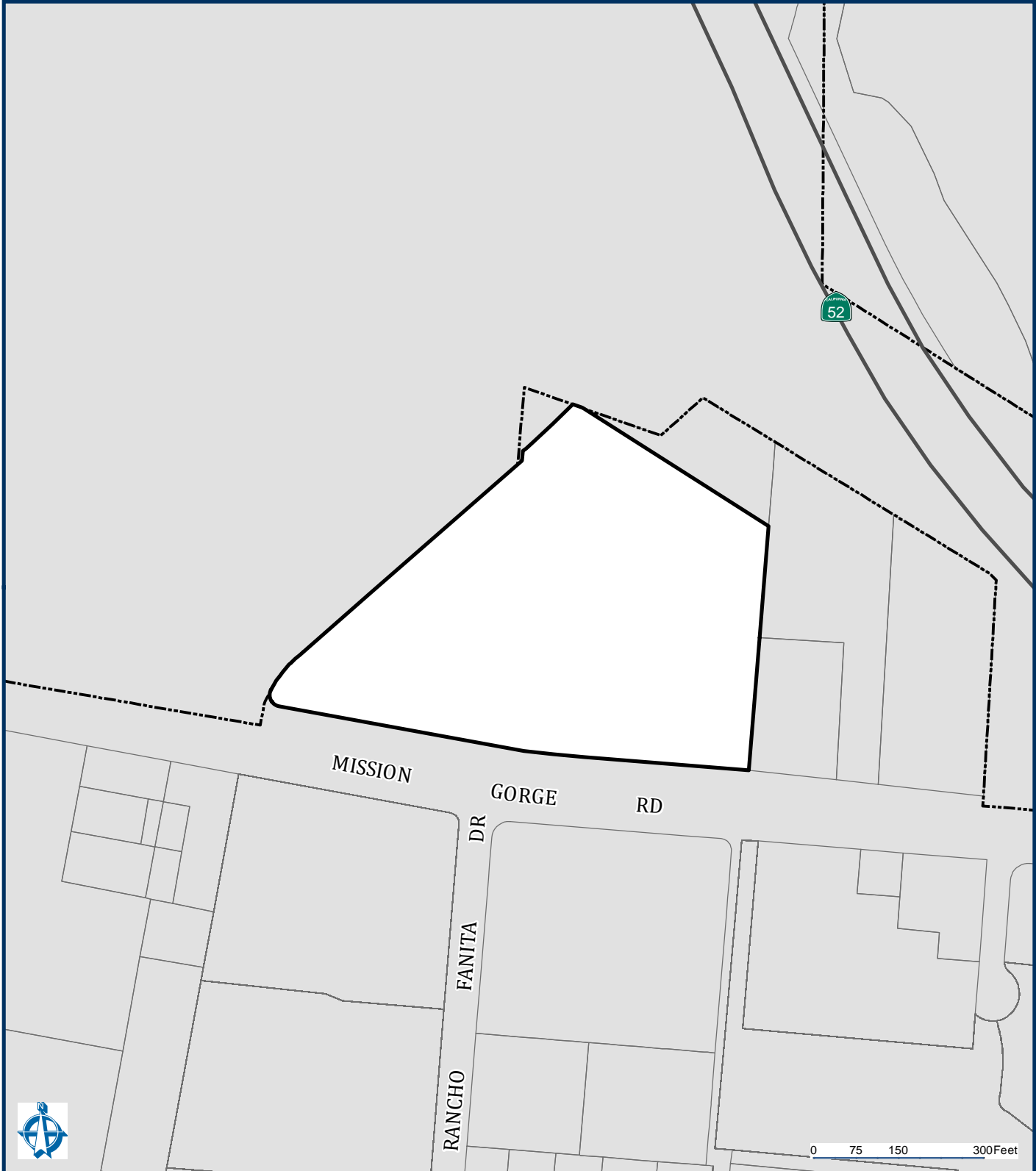
SANTEE LANDSCAPE MAINTENANCE DISTRICT  
ZONE 5  
(MESA HEIGHTS)





# CITY OF SANTEE ASSESSMENT DIAGRAM

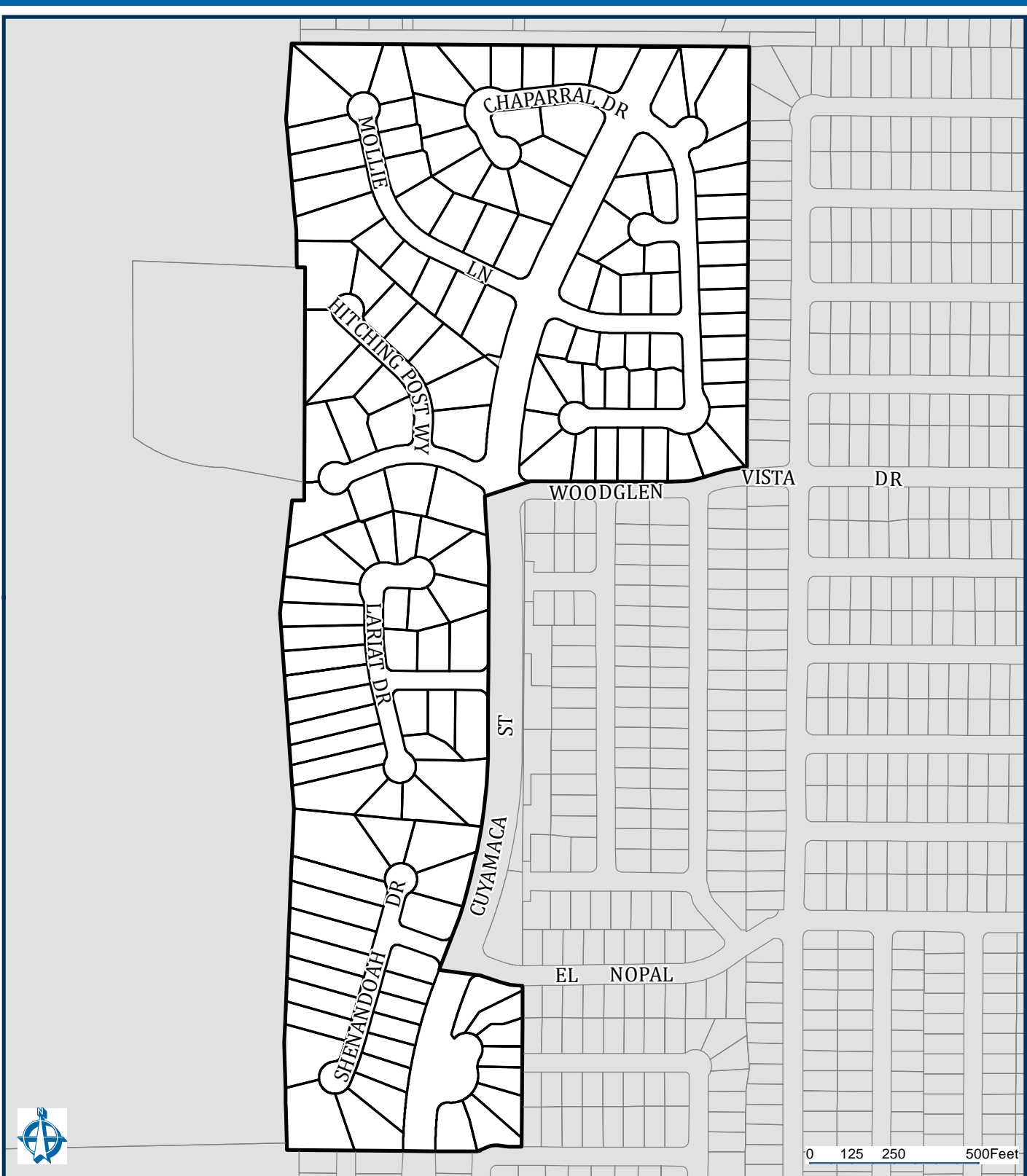
SANTEE LANDSCAPE MAINTENANCE DISTRICT  
ZONE 6  
(PROSPECT POINT)



# CITY OF SANTEE ASSESSMENT DIAGRAM

SANTEE LANDSCAPE MAINTENANCE DISTRICT  
ZONE 7  
(TREVISO)





# CITY OF SANTEE ASSESSMENT DIAGRAM

SANTEE LANDSCAPE MAINTENANCE DISTRICT  
ZONE 8  
(SILVER COUNTRY ESTATES)

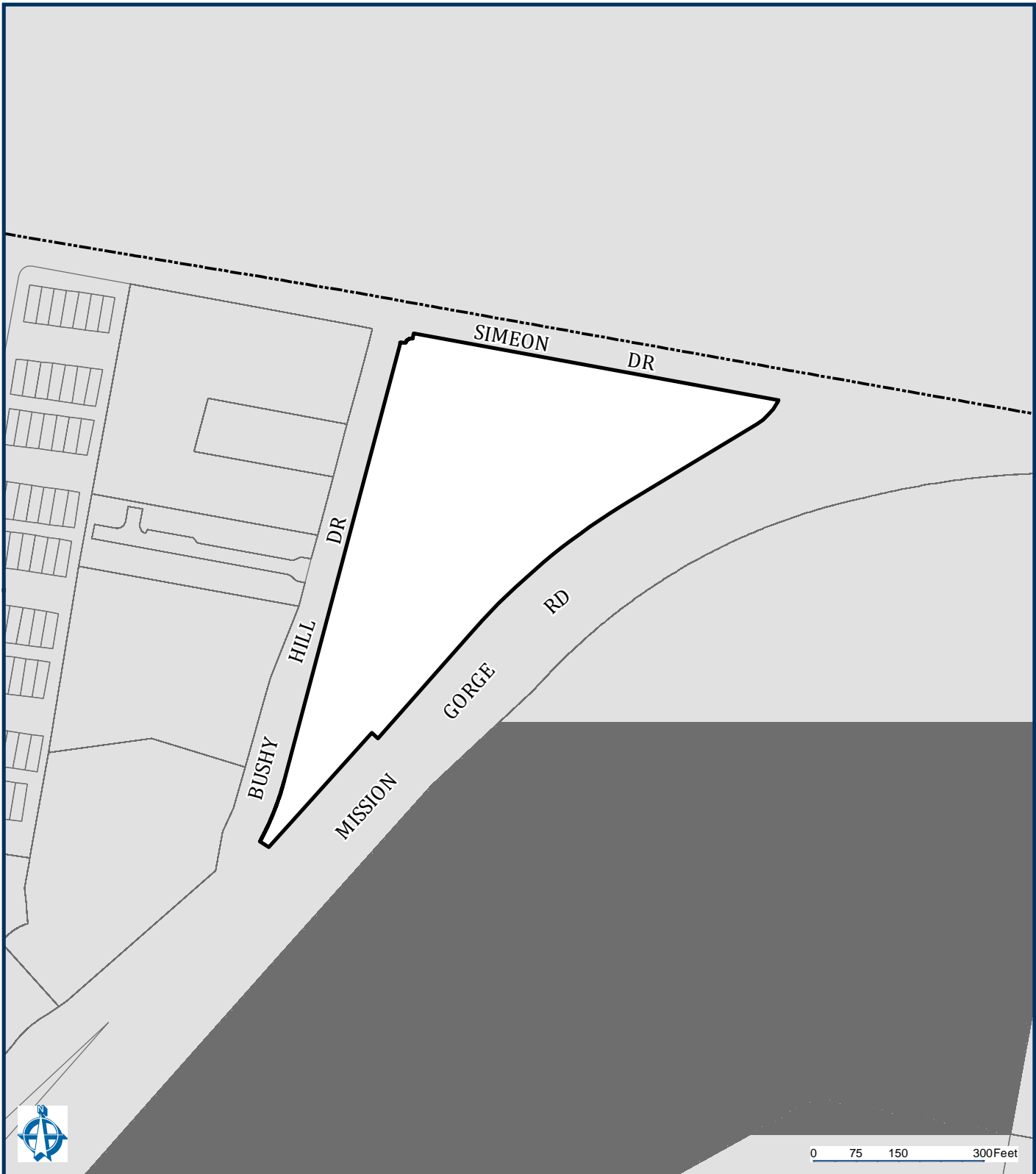


# CITY OF SANTEE ASSESSMENT DIAGRAM

SANTEE LANDSCAPE MAINTENANCE DISTRICT  
ZONE 9  
(TIMBERLANE/MATTAZARO)

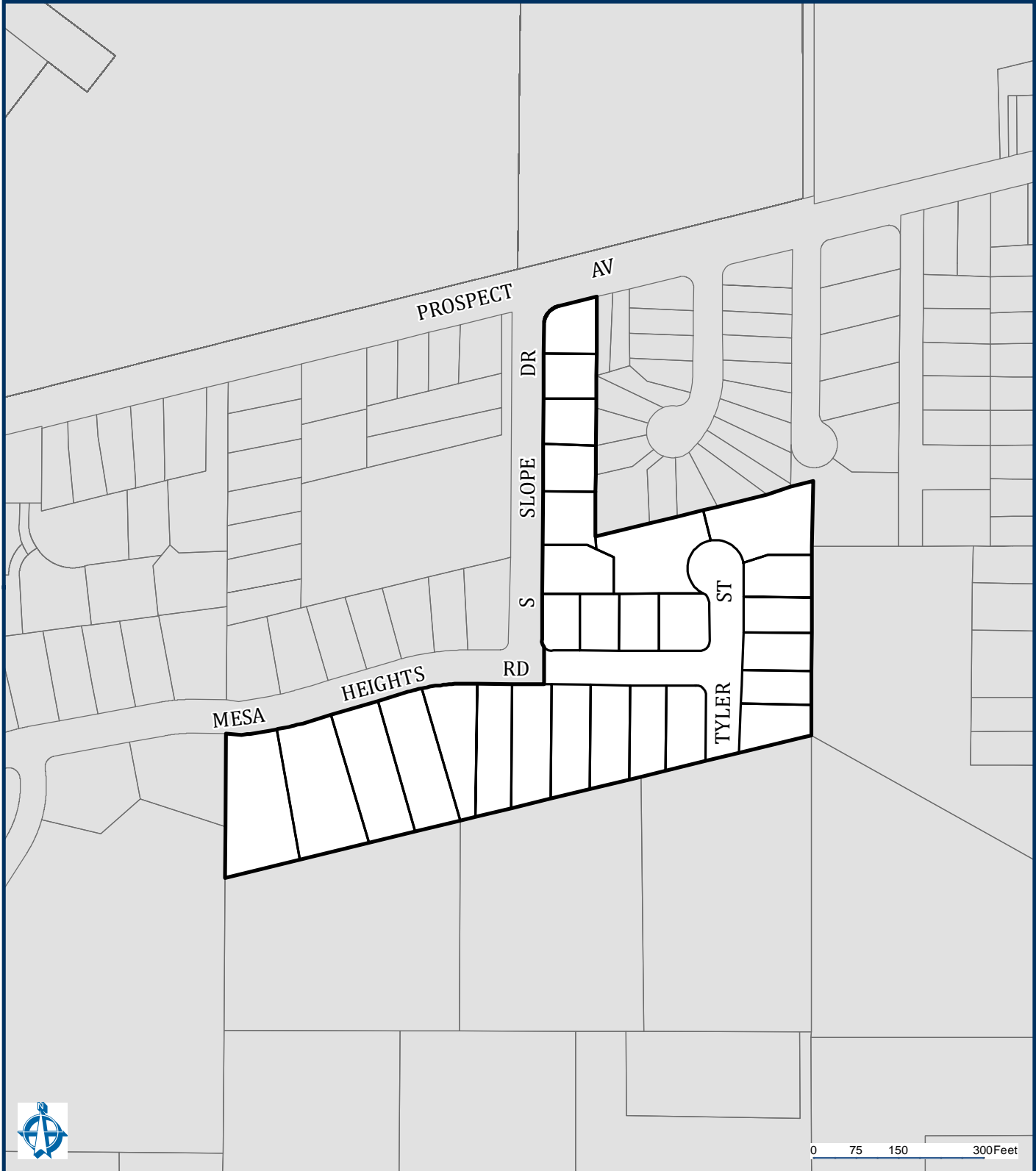






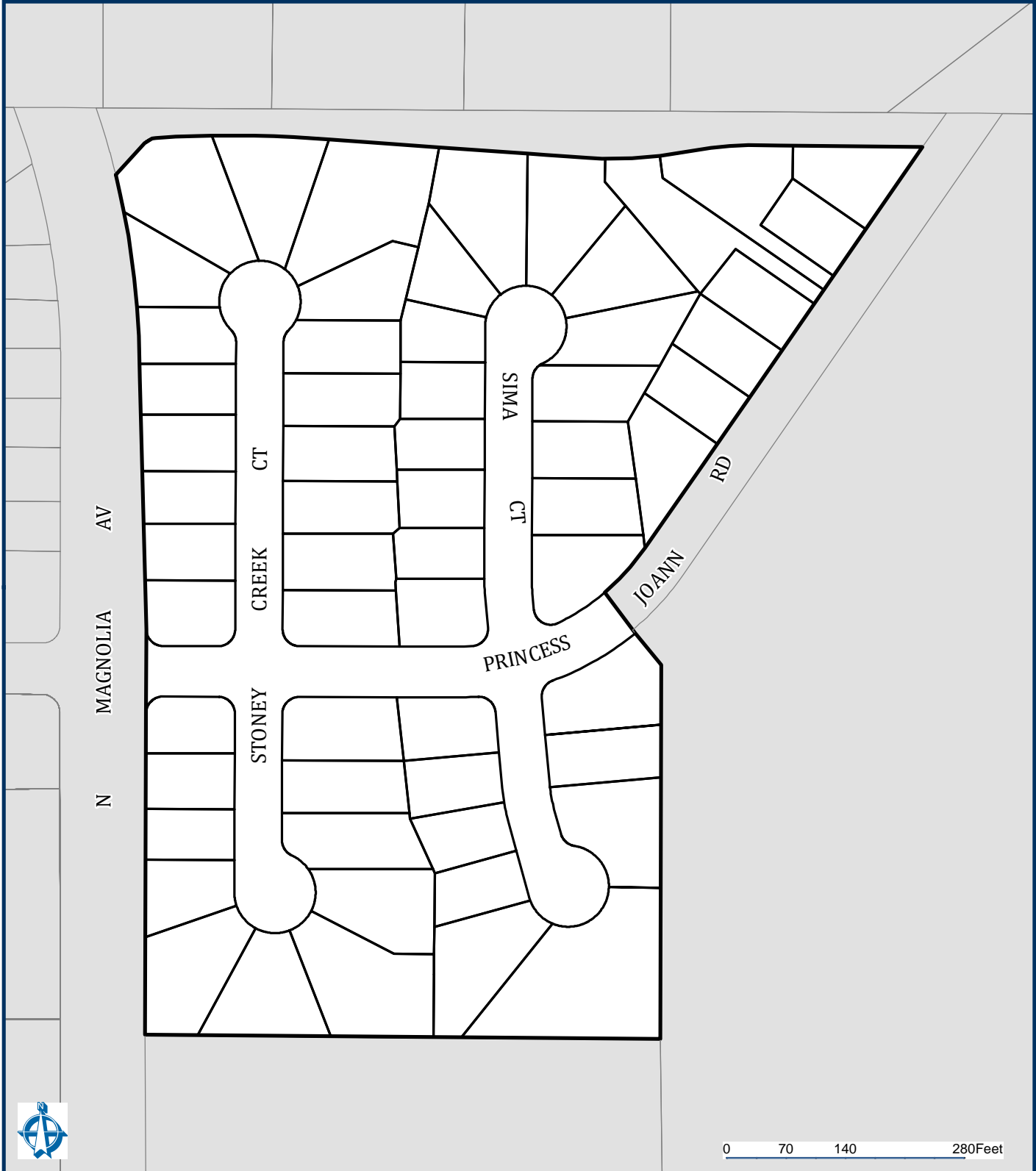
# CITY OF SANTEE ASSESSMENT DIAGRAM

SANTEE LANDSCAPE MAINTENANCE DISTRICT  
ZONE 10  
(LAKES WEST)



# CITY OF SANTEE ASSESSMENT DIAGRAM

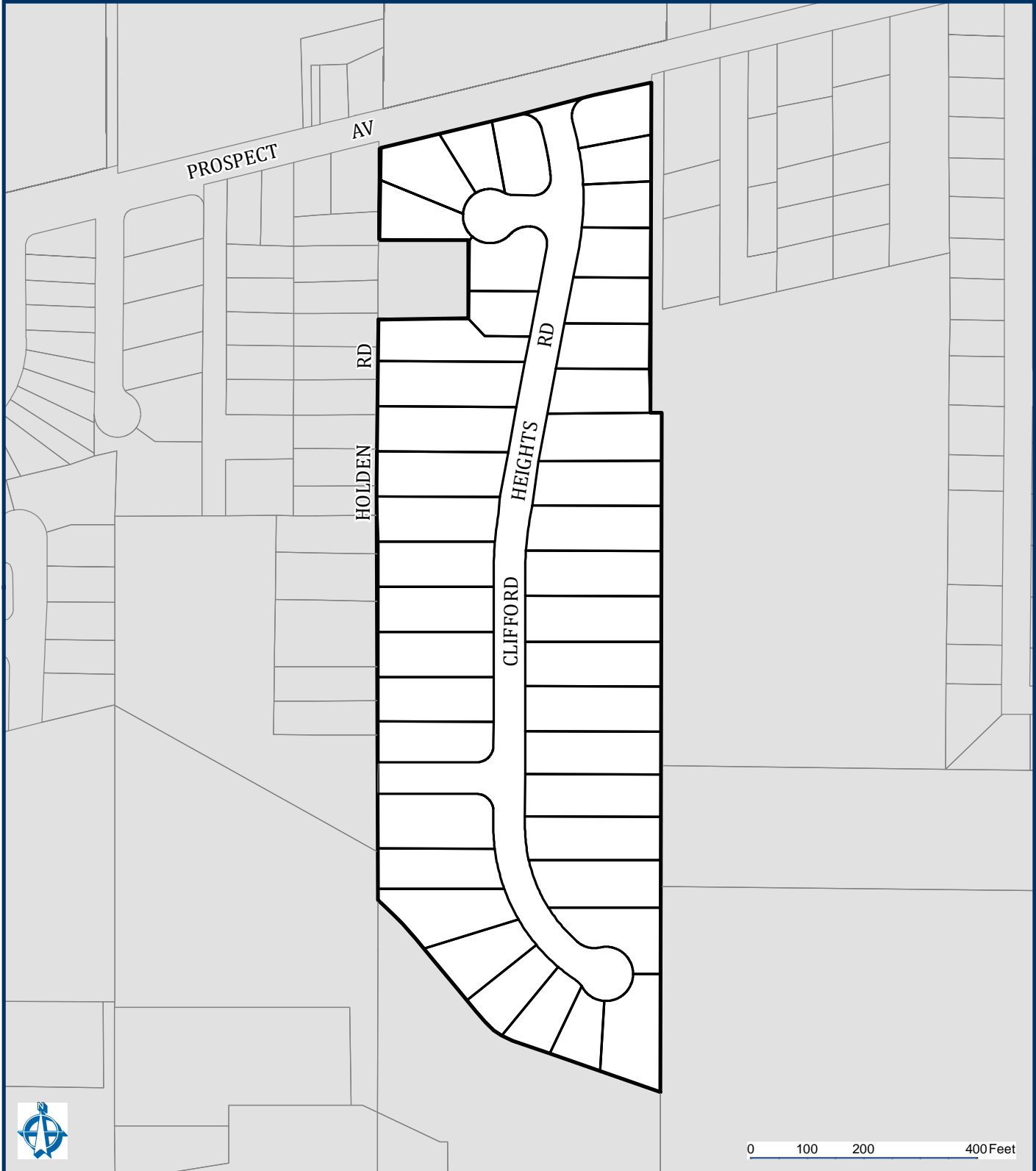
SANTEE LANDSCAPE MAINTENANCE DISTRICT  
ZONE 11  
(PADRE HILLS)



# CITY OF SANTEE ASSESSMENT DIAGRAM

SANTEE LANDSCAPE MAINTENANCE DISTRICT  
ZONE 12  
(THE HEIGHTS)

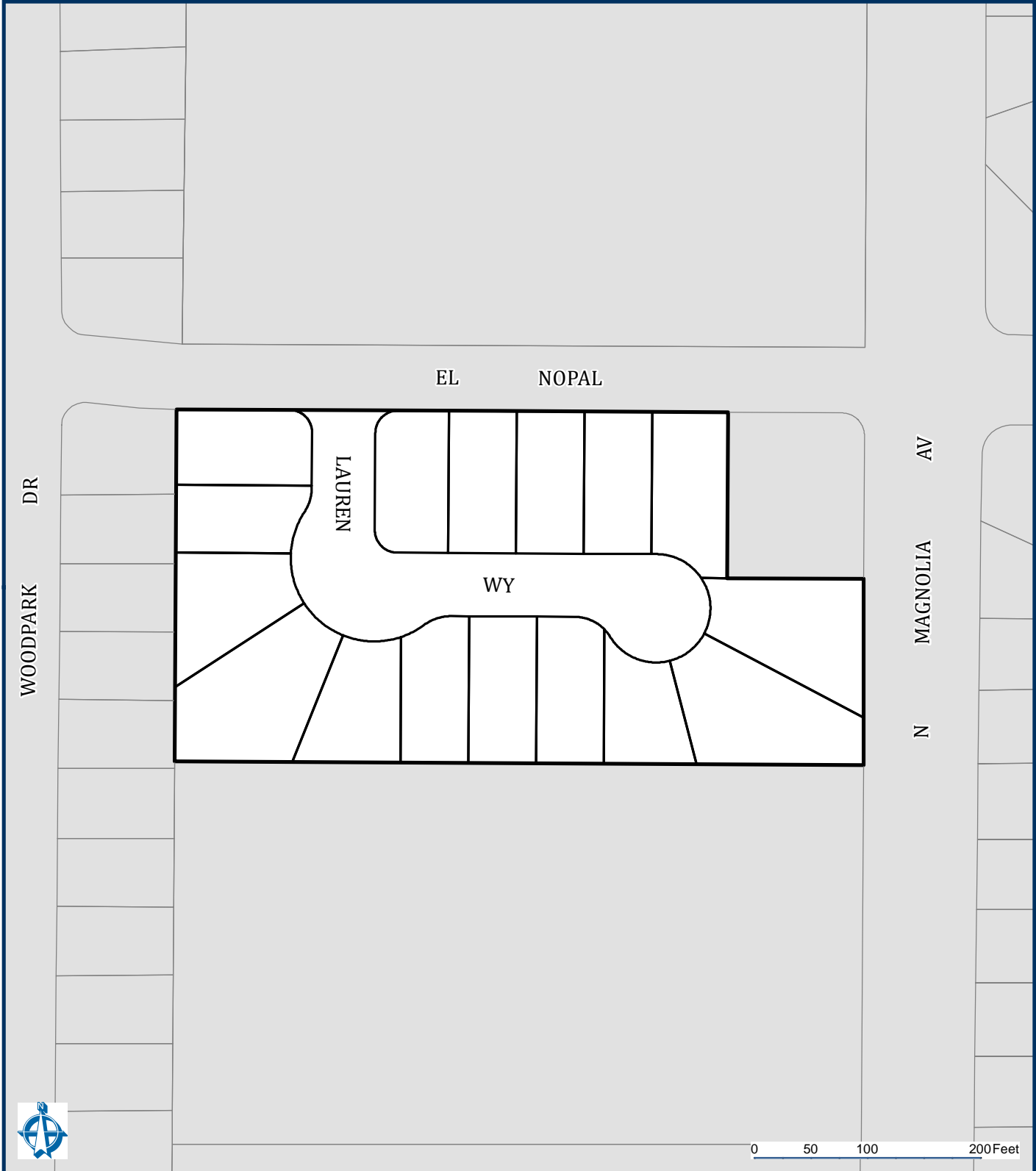




# CITY OF SANTEE ASSESSMENT DIAGRAM

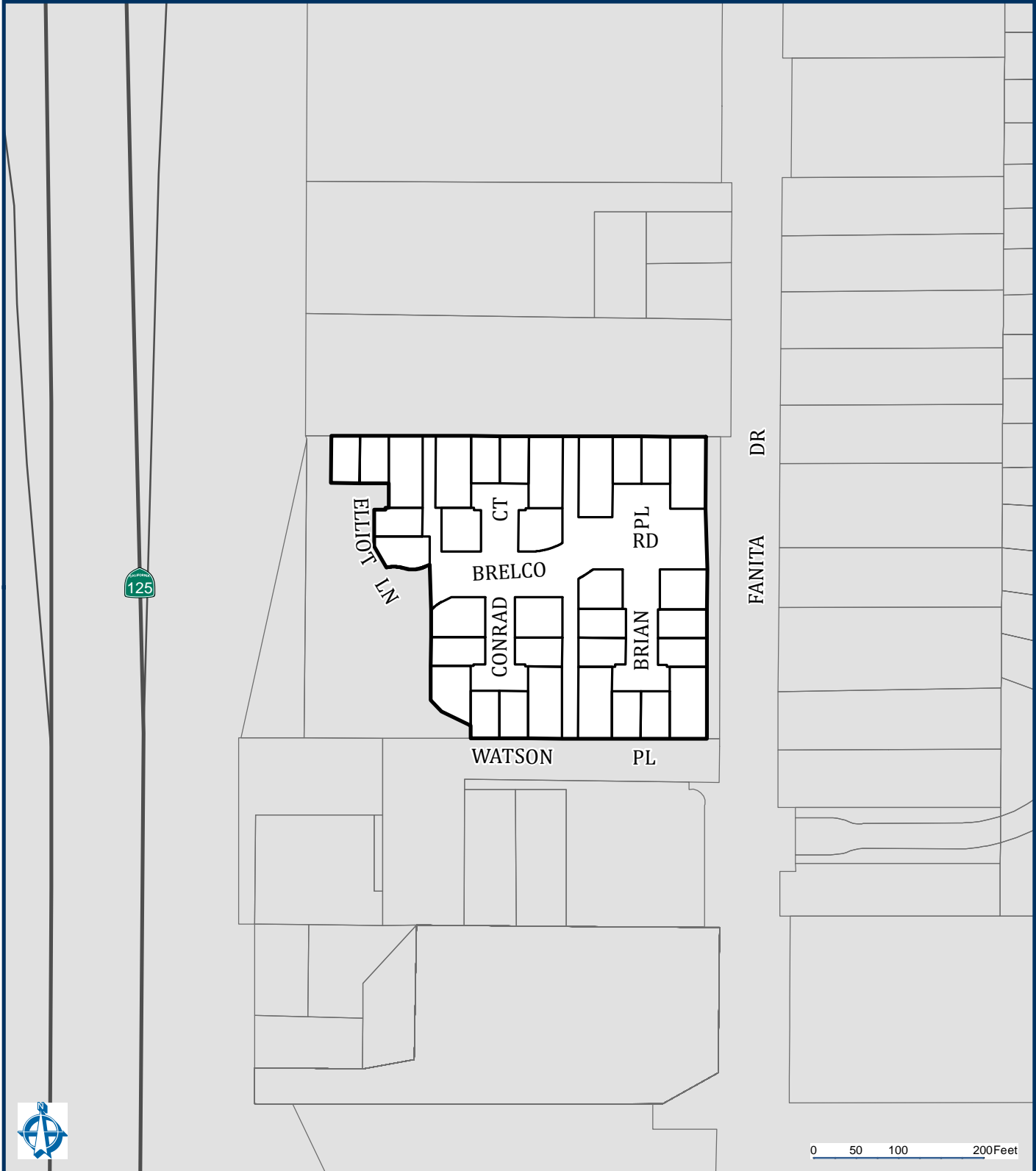
SANTEE LANDSCAPE MAINTENANCE DISTRICT  
ZONE 13  
(PROSPECT HILLS)





# CITY OF SANTEE ASSESSMENT DIAGRAM

SANTEE LANDSCAPE MAINTENANCE DISTRICT  
ZONE 14  
(MITCHELL RANCH)



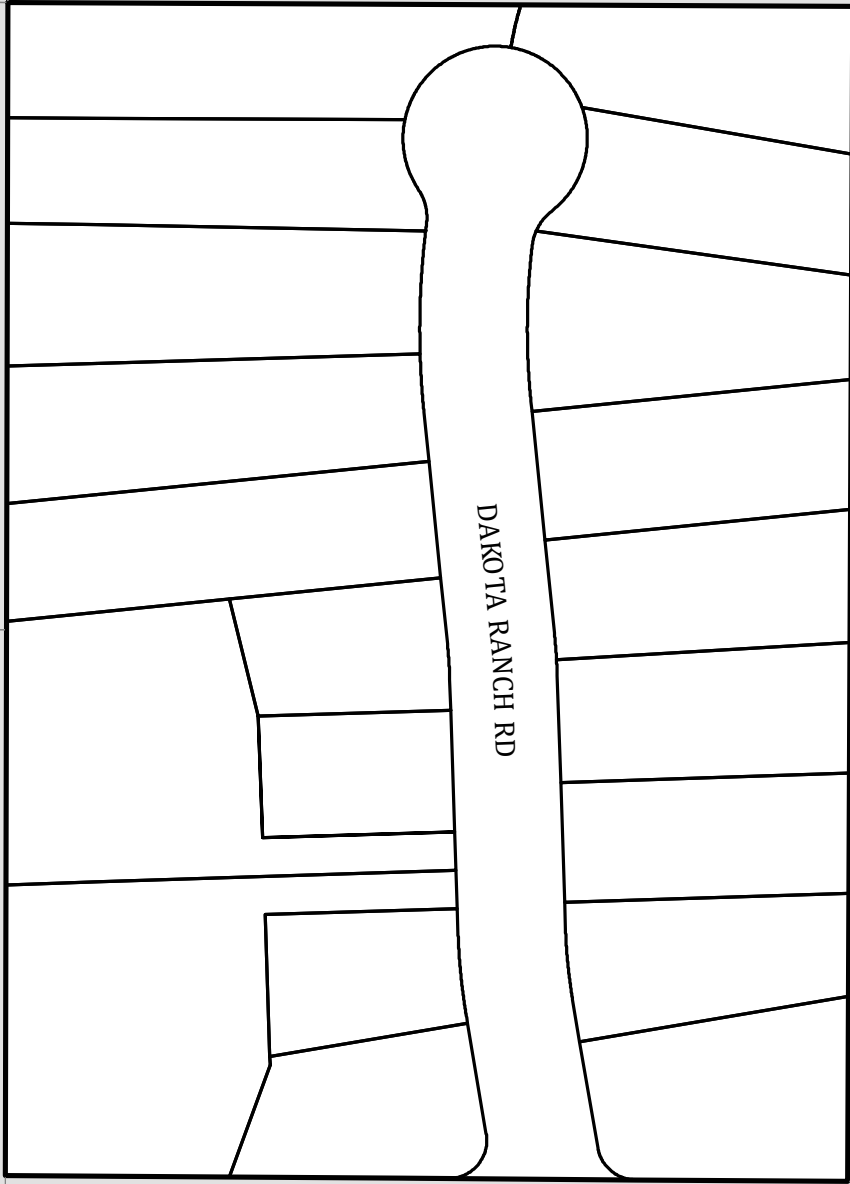
# CITY OF SANTEE ASSESSMENT DIAGRAM

SANTEE LANDSCAPE MAINTENANCE DISTRICT  
ZONE 15  
(VISTA ESTE)



# CITY OF SANTEE ASSESSMENT DIAGRAM

SANTEE LANDSCAPE MAINTENANCE DISTRICT  
ZONE 16  
(PROSPECT GLEN)



PRINCESS JOANN RD



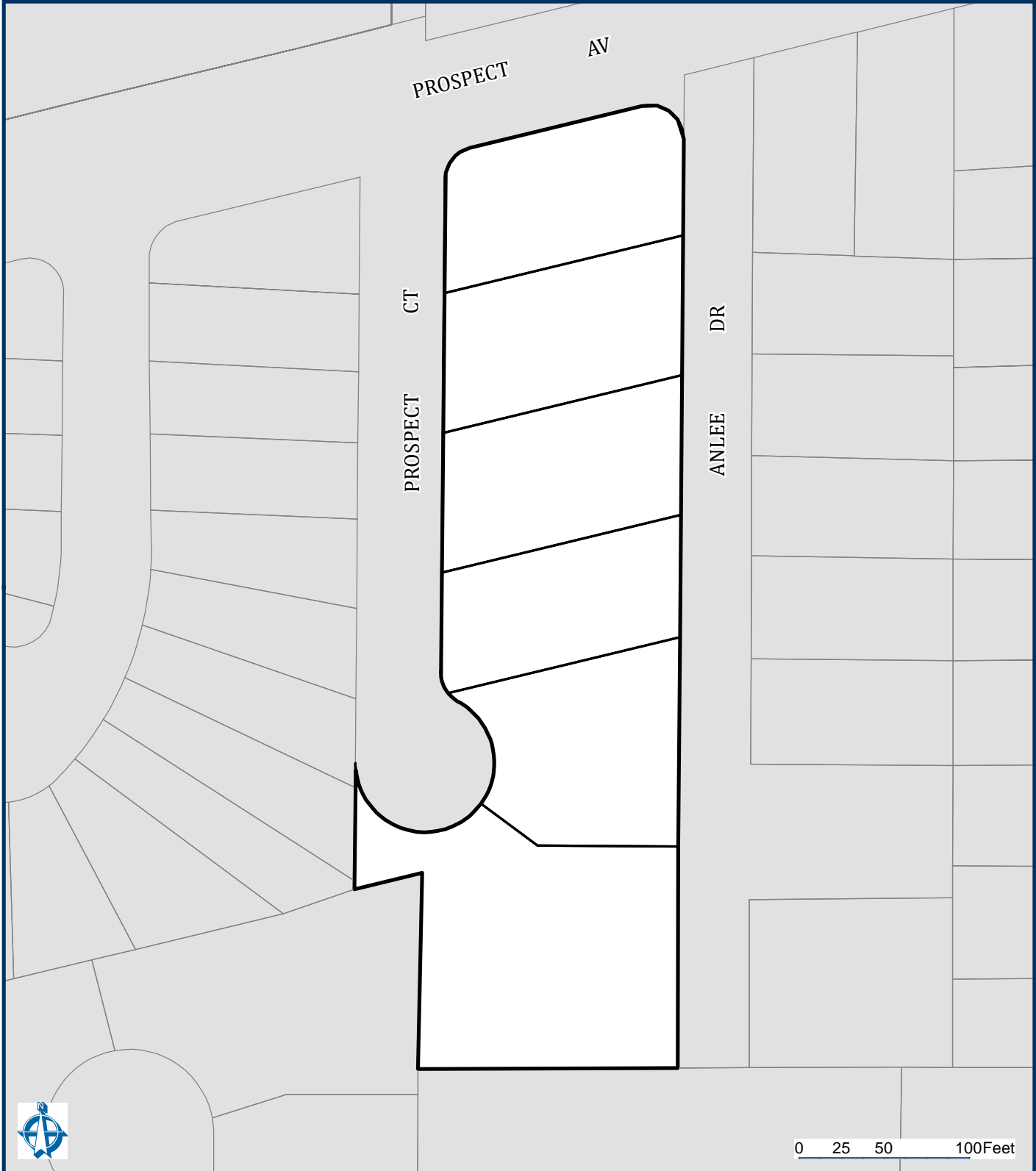
0 25 50 100Feet

# CITY OF SANTEE ASSESSMENT DIAGRAM

SANTEE LANDSCAPE MAINTENANCE DISTRICT  
ZONE 17  
(DAKOTA RANCH)

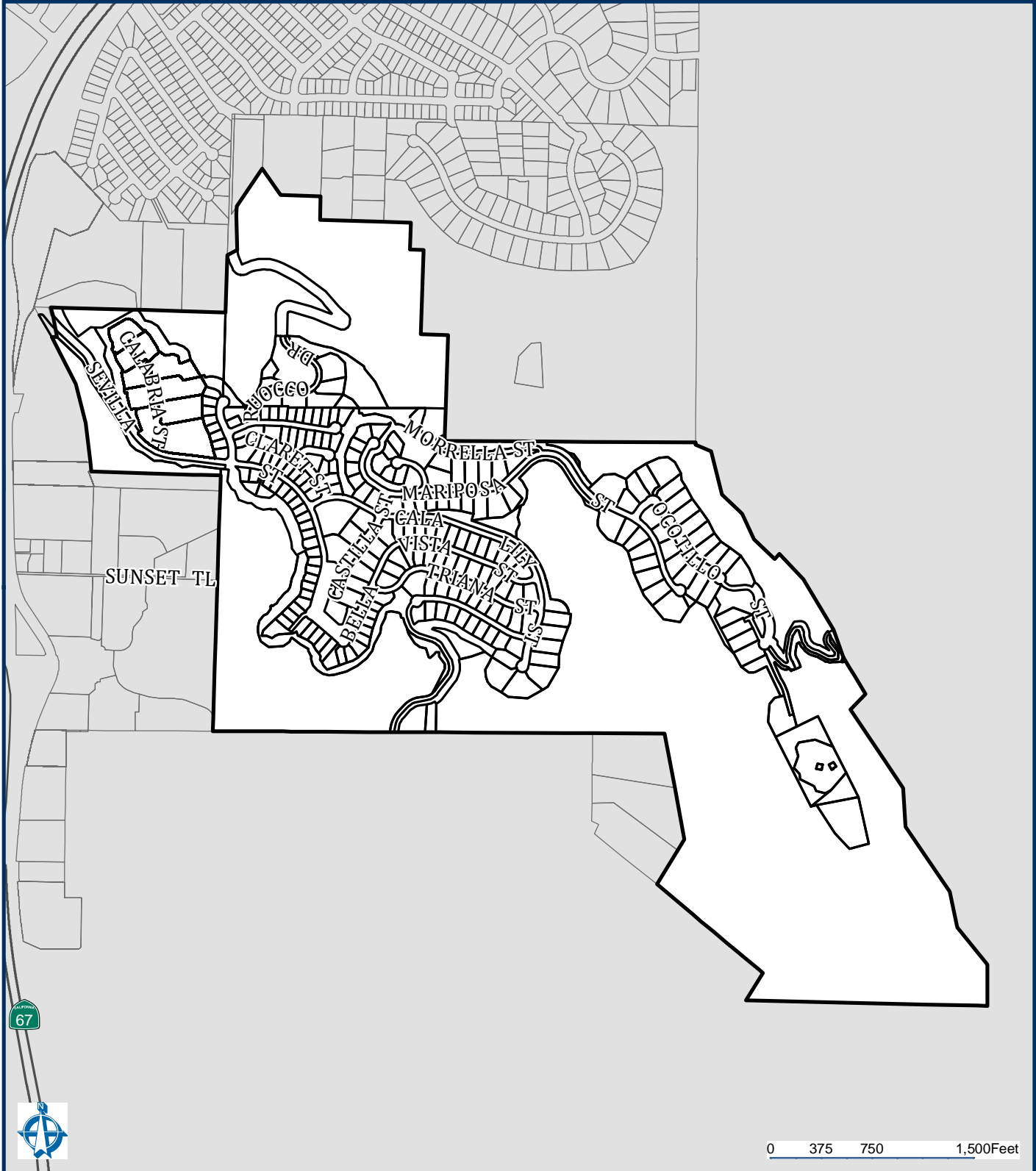






# CITY OF SANTEE ASSESSMENT DIAGRAM

SANTEE LANDSCAPE MAINTENANCE DISTRICT  
ZONE 18  
(ALLOS)



# CITY OF SANTEE ASSESSMENT DIAGRAM

SANTEE LANDSCAPE MAINTENANCE DISTRICT  
ZONE 19  
(SKY RANCH)



**S P I C E R**  

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**CONSULTING GROUP**

**MEETING DATE** June 26, 2024

**ITEM TITLE** PUBLIC HEARING FOR THE FY 2024-25 TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT ANNUAL LEVY OF ASSESSMENTS

**DIRECTOR/DEPARTMENT** Heather Jennings, Finance *HJK*

**SUMMARY**

The Town Center Landscape Maintenance District (“TCLMD”) was originally formed in 1987. It now comprises eight (8) distinct zones, four (4) of which have been historically assessed: Zone A – “Town Center Parkway,” Zone B – “The Lakes,” Zone C – “San Remo,” and Zone D – the mixed use project known as “Mission Creek.” Contractors provide landscape and lighting maintenance services to the assessed zones. Maps depicting each zone and the areas of maintenance are attached.

Tonight’s public hearing for the TCLMD FY 2024-25 annual levy of assessments is the final step in the annual assessment process. On April 24, 2024, the City Council initiated proceedings and ordered the preparation of an Engineer’s Report. On May 22, 2024, the City Council approved the Engineer’s Report and set tonight’s meeting as the time and place for the required public hearing for the FY 2024-25 TCLMD’s annual levy of assessments. The Engineer’s Report describes the legal and physical nature of the TCLMD, its improvements, budget and the proposed spread of assessments.

The attached Assessment Summary reflects TCLMD assessments, costs and available balances for FY 2024-25. There will be no change in the assessment for Zones A, B, C and D, as they are at the maximum assessment.

**FINANCIAL STATEMENT**

A total of \$321,772.54 is proposed to be assessed on property owners within Zones A, B, C and D of the TCLMD in FY 2024-25 for the cost of maintenance and administration.

**CITY ATTORNEY REVIEW**  N/A •  Completed

**RECOMMENDATION** *MDB*

1. Conduct and close the Public Hearing.
2. Adopt the attached Resolution confirming an assessment diagram and assessment and providing for the FY 2024-25 TCLMD annual levy of assessments.

**ATTACHMENTS**

1. Assessment Summary
2. Resolution
3. Engineer’s Report

**ASSESSMENT SUMMARY FOR  
TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT**

**FY 2024-25 ASSESSMENTS VS. FY 2023-24 ASSESSMENTS  
AND APPROVED MAXIMUM ASSESSMENT**

Zone	Title	Benefit Unit Used	FY 2023-24 Maintenance & Administration	Reserves 7/1/2024	FY 23-24 Levy Per Benefit Unit	FY 24-25 Levy Per Benefit Unit	FY 24-25 Total Levy	Maximum Total Levy
A	Town Center Parkway	Acre	\$157,750.00	\$248,885.00	\$1,627.00/ \$2,973.00 (1)	<b>\$1,627.00/ \$2,973.00 (1)</b>	<b>\$141,816.82</b>	\$141,816.82
B	The Lakes	SFH (2)	\$5,140.00	\$32,638.00	\$84.48	<b>\$84.48</b>	<b>\$7,518.72</b>	\$7,518.72
C	San Remo	SFH (2)	\$8,730.00	\$31,268.00	\$218.22	<b>\$218.22</b>	<b>\$7,855.92</b>	\$7,855.92
D	Mission Creek - Commercial	Acre	N/A	N/A	\$5,481.35	<b>\$5,481.35</b>	<b>\$46,749.08</b>	\$46,749.08
	Mission Creek - Residential	SFH (2)	N/A	N/A	\$286.00	<b>\$286.00</b>	<b>\$117,832.00</b>	\$117,832.00
	Mission Creek - All Uses	N/A	\$166,380.00	\$170,429.00	N/A	<b>N/A</b>	<b>\$164,581.08</b>	\$164,581.08

Notes:

- (1) Based on a 1987 agreement with the RDA and The Price Company, the Costco parcel is levied a lower overall assessment. All other parcels are charged the second-shown rate.
- (2) "SFH" means Single Family Home.

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

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE  
CONFIRMING AN ASSESSMENT DIAGRAM AND ASSESSMENT  
AND PROVIDING FOR THE FY 2024-25  
TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT  
ANNUAL LEVY OF ASSESSMENTS**

**WHEREAS**, on April 24, 2024, pursuant to Resolution No. 036-2024, the City Council of the City of Santee initiated proceedings for the annual levy of the assessments for a street lighting and landscaping district pursuant to the terms and provisions of the "Landscaping and Lighting Act of 1972," being Division 15, Part 2 of the Streets and Highways Code of the State of California, Article XIII D of the California Constitution, and the Proposition 218 Omnibus Implementation Act (commencing with California Government Code Section 53750) (collectively the "Law"), in a district known and designated as **TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT** ("District"); and

**WHEREAS**, on April 24, 2024, also pursuant to Resolution No. 036-2024, the City Council ordered the preparation of an Engineer's Report ("Report") and the Director of Finance filed with this City Council said Report pursuant to the Law for its consideration and subsequently thereto, on May 22, 2024, pursuant to Resolution No. 055-2024, this City Council did adopt its Resolution of Intention to levy and collect assessments for Fiscal Year 2024-25 relating to the District, and further did proceed to give notice of the time and place for a public hearing on all matters relating to said annual levy of the proposed assessment in accordance with the Law; and

**WHEREAS**, at this time this City Council has heard all testimony and evidence, and is desirous of proceeding with said annual levy of assessments.

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

**SECTION 1.** That the above recitals are all true and correct.

**SECTION 2.** That this City Council hereby confirms the assessment diagram and assessment as submitted and orders the annual levy of the assessment for maintenance of improvements for the Fiscal Year 2024-25 in the amounts as set forth in the Report and as referred to in the Resolution of Intention as previously adopted relating to said annual assessment levy.

**SECTION 3.** That the assessment diagram and assessment for maintenance of improvements as set forth and contained in said Report are hereby confirmed and adopted by this City Council as originally proposed.

**SECTION 4.** That the adoption of this Resolution constitutes the levy of the assessment for the Fiscal Year 2024-25.

**SECTION 5.** That the estimates of costs, the assessment diagram, the assessments and all other matters as set forth in the Report, pursuant to the Law, as submitted, are hereby approved, adopted and confirmed by this City Council, all as originally proposed.

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

**SECTION 6.** That the maintenance of improvements contemplated by the Resolution of Intention shall be performed pursuant to law and the County of San Diego Auditor shall enter on the County of San Diego Assessment Roll the amount of the assessment and said assessment shall then be collected at the same time and in the same manner as the County taxes are collected. After collection by the County of San Diego, the net amount of the assessment shall be paid to the Director of Finance of the City for the benefit of the District.

**SECTION 7.** That the Director of Finance has established a special fund known as the **TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT** into which the Director of Finance shall place all monies collected by the County of San Diego Tax Collector pursuant to the provisions of this Resolution and law and said transfer shall be made and accomplished as soon as said monies have been made available to said Director of Finance.

**SECTION 8.** That the City Clerk is hereby ordered and directed to file a certified copy of the assessment diagram and assessment roll with the County of San Diego Auditor, together with a certified copy of this Resolution immediately upon its adoption, but in no event later than August 10, 2024.

**SECTION 9.** That a certified copy of the assessment diagram and assessment roll shall be filed in the office of the Director of Finance, with a duplicate copy on file in the office of the City Clerk and open for public inspection.

**ADOPTED** by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 26<sup>th</sup> day of June, 2024, by the following roll call vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

**APPROVED:**

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

**ATTEST:**

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



# CITY OF SANTEE

## Final Engineer's Report



**Fiscal Year 2024-25**

Santee Town Center  
Landscape Maintenance District



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AGENCY: CITY OF SANTEE  
PROJECT: SANTEE TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT  
TO: CITY COUNCIL  
CITY OF SANTEE  
STATE OF CALIFORNIA

#### REPORT PURSUANT TO "LANDSCAPING AND LIGHTING ACT OF 1972"

Pursuant to direction from the City Council, submitted herewith is the Engineer's Report (the "Report"), consisting of the following parts, pursuant to the provisions of Division 15, Part 2 of the Streets and Highways Code of the State of California, being the "Landscape and Lighting Act of 1972," as amended, commencing with Section 22500, and which is in accordance with Resolution No. 036-2024 adopted by the City of Santee, City Council, San Diego County, California ordering preparation of the Engineer's Report for Santee Town Center Landscape Maintenance District (the "District"). This Report is applicable for the ensuing 12-month period, being the Fiscal Year commencing July 1, 2024, to June 30, 2025. Please note that Spicer Consulting Group, LLC provides engineering advice and related consulting engineering services.

- Section 1** **PLANS AND SPECIFICATIONS** of the improvements to be maintained and/or improved for the Fiscal Year. The plans and specifications show and describe the existing improvements, and are sufficient in showing and describing the general nature, location and extent of the improvements.
- Section 2** A **COST ESTIMATE** of the improvements to be maintained and/or improved for the mentioned Fiscal Year.
- Section 3** A **METHOD OF APPORTIONMENT OF ASSESSMENT** calculates the receipt of special benefit and the general benefit derived from the installation and maintenance and servicing of the respective improvements located throughout the District, and the methodology used to apportion the total assessment to the properties within the District.
- Section 4** **ASSESSMENT ROLLS** showing the proportionate amount of the assessment to be charged in proportion to the benefits to be received by each lot or parcel within the boundaries as shown on the below-referenced Diagram. The Assessment Rolls can be found in Appendix A.
- Section 5** The **ASSESSMENT DIAGRAMS** of the District. Said Diagrams shall show the boundaries of the District and the boundaries of any zones within the District. Reference is made to the County Assessor's Maps for a detailed description of the lines and dimensions of any lots or parcels. The lines and dimensions of each lot shall conform to those shown on the County Assessor's Maps for the Fiscal Year to which the Report applies. The Assessment Diagrams can be found in Appendix B.

## Description of the Boundaries and Improvement Services of Santee Town Center Maintenance District

Landscaping facilities or improvements are defined as landscaping within public streets and public right-of-way and easements, their appurtenances and the costs of installing, operating and maintaining them. Improvements to be performed generally consist of maintenance of median and right-of-way landscaping, including but not limited to personnel costs, electrical energy, water, materials, contracting services and other items necessary for the satisfactory delivery of these services.

### *Benefit Zone A – Town Center*

- ◆ Town Center is located north of Mission Gorge Road and west of Cuyamaca Street, and all parcels along Town Center Parkway between Mission Gorge Road and Cuyamaca Street within the incorporated territory of the City of Santee. The zone consists of 30 commercial units with 54.04 acres of land.
- ◆ The primary improvements provided within Zone A may include but are not limited to: medians within Town Center Parkway, open space and landscape easements, public alleyways within the boundaries of the District, and public walkways and pathways within the District.

### *Benefit Zone B – The Lakes*

- ◆ The Lakes is located north of Palm Glen Drive and west of Magnolia Avenue within the incorporated territory of the City of Santee. The zone consists of 89 residential units.
- ◆ The primary improvements provided within Zone B may include but are not limited to: public walkways and landscape easements, and walkways and parkway landscaping within the public right-of-way on Palm Glen Drive and Magnolia Avenue.

### *Benefit Zone C – San Remo*

- ◆ San Remo is located south of Mast Boulevard with parcels along both sides of San Remo Court and Bilter Court within the incorporated territory of the City of Santee. The zone consists of 36 residential units.
- ◆ The primary improvements provided within Zone C may include but are not limited to: public walkways and sound walls on Mast Boulevard, open space, landscape and drainage easements.

### *Benefit Zone D – Mission Creek*

- ◆ Mission Creek is located west of Cuyamaca Street and all parcels on cul-de-sacs off of Mission Creek Drive and River Park Drive west of Cuyamaca Street within the incorporated territory of the City of Santee. The zone consists of 181 single family residential units, 231 multi-family residential units, 19 commercial units, and one exempt parcel.
- ◆ The primary improvements provided within Zone D may include but are not limited to: landscape easements, public access, walkways and parkways throughout the Mission Creek development, Western bike path, entrance monuments on the corners of Cuyamaca Street and River Park Drive, San Diego River Channel improvements (i.e., Linear Park, Pedestrian Bridge, Riparian Habitat, etc.), landscape easements, public access, walkways and parkways at Commercial Unit No. 3, landscape easements, public access, walkways and parkways at Residential Units 1 and 2, landscape easements, public access, walkways and parkways at the Mission Creek Townhomes, and landscape easements, public access, walkways and parkways at the Mission Creek Cluster Homes.

### *Benefit Zone E – Trolley Square*

- ◆ Trolley Square is located north of Mission Gorge Road and south of Town Center Parkway, east of Cuyamaca Street and west of Civic Center Drive within the incorporated territory of the City of Santee. The zone consists of 12 commercial units with 44.43 acres of land.
- ◆ The primary improvements provided within Zone E may include but are not limited to: landscape, maintenance and access easements, parkway landscaping and appurtenances within the public right-of-way on the north side of Mission Gorge Road between Cuyamaca Street and Civic Center Drive, parkway landscaping and appurtenances within the public right-of-way on the west side of Civic Center Drive between Mission Gorge Road and Street B, parkway landscaping and appurtenances within the public right-of-way on the south side of Street B between Civic Center Drive and Town Center Parkway, parkway landscaping and appurtenances within the public right-of-way on the south side of Town Center Parkway between Street B and Cuyamaca Street, parkway landscaping and appurtenances within the public right-of-way on the east side of Cuyamaca Street between Town Center Parkway and Mission Gorge Road, water feature at corner of Cuyamaca Street and Mission

Gorge Road, water feature at corner of Mission Gorge Road and Civic Center Drive, and water feature at the north end of the trolley station.

#### *Benefit Zone F – Hartford Property*

- ◆ Hartford Property is located east of Cuyamaca Street and Civic Center Drive and west of Cottonwood Avenue, south of River Park Drive and northeast of Town Center Parkway, and Street B Drive within the incorporated territory of the City of Santee. The zone consists of 1 commercial unit with 7.97 acres of land.
- ◆ The primary improvements provided within Zone F may include but are not limited to: landscape, maintenance and access easements, parkway landscaping and appurtenances within the public right-of-way on the north side of Mission Gorge Road between Willow Avenue and Civic Center Drive, parkway landscaping and appurtenances within the public right-of-way on the east side of Civic Center Drive between Mission Gorge Road and Street B.

#### *Benefit Zone G – Riverwalk*

- ◆ Riverwalk is located east of Cuyamaca Street and east of Park Center Drive, south of Mast Boulevard and along the north side of Riverwalk Drive within the incorporated territory of the City of Santee. The zone consists of 218 residential units.
- ◆ The primary improvements provided within Zone G may include but are not limited to: landscaping along Riverwalk Drive and Park Center Drive adjacent to the site and the entrance to the Riverwalk project (approximately 22,259 SF).

#### *Benefit Zone H – Riverview*

- ◆ Riverview is located east of Cuyamaca Street and west of Magnolia Avenue, southeast of Riverwalk Drive and north of Mission Gorge Road within the incorporated territory of the City of Santee. The zone has 6 units of commercial/residential property with 78.30 acres of land.
- ◆ The primary improvements provided within Zone H may include but are not limited to: landscaping along the east side of Cuyamaca Street, landscaping along the north side of Town Center Parkway, landscaping along the north side of Transit Way, landscaping along the west and north sides of Riverview Parkway, and landscaping along the north side of Mission Gorge Road, landscaping along the east and south sides of Riverview Parkway, landscaping along the north side of Riverview Parkway, landscaping along the west side of Magnolia Avenue, and pedestrian easement.

The 1972 Act provides that the total cost of installation, construction, maintenance and servicing of the public landscaping and park facilities that can be recovered by the District. Maintenance can include the repair and/or replacement of existing facilities. Servicing can include electrical and associated costs from a public utility. Incidental expenses, including administration of the District, engineering fees, legal fees, printing, posting, and mailing of notices, and all other costs associated with the formation and maintenance of the District can also be included. The estimated expenditures for maintenance and the assessments to be levied for Fiscal Year 2024-25 under consideration for this report have been provided by the City and are as follows for each zone.

*Table 2-1  
Benefit Zone A – Town Center*

Description	Fiscal Year 2024-25 Estimated Through June 30, 2025
<b>Revenues</b>	
Assessments	\$141,820
Interest	\$1,870
City of Santee Contribution	\$25,820
Reserve Fund Contribution/(Collection)	(\$11,760)
<b>Total Revenues</b>	<b>\$157,750</b>
<b>Expenditures</b>	
Administration	\$2,820
Advertising	\$210
Electricity & Gas - Grounds	\$13,390
Water & Sewer - Grounds	\$50,930
Repair/Maintenance - Grounds	\$86,000
Irrigation Materials	\$0
Internal Service Charges	\$4,400
<b>Total Expenditures/Proposed Budget</b>	<b>\$157,750</b>

*Table 2-2  
Benefit Zone B – The Lakes*

Description	Fiscal Year 2024-25 Estimated Through June 30, 2025
<b>Revenues</b>	
Assessments	\$7,520
Interest	\$200
Reserve Fund Contribution/(Collection)	(\$2,580)
<b>Total Revenues</b>	<b>\$5,140</b>
<b>Expenditures</b>	
Administration	\$150
Advertising	\$20
Water & Sewer - Grounds	\$2,500
Repair/Maintenance - Grounds	\$2,200
Internal Service Charges	\$270
<b>Total Expenditures/Proposed Budget</b>	<b>\$5,140</b>

Table 2-3  
Benefit Zone C – San Remo

Description	Fiscal Year 2024-25 Estimated Through June 30, 2025
<b>Revenues</b>	
Assessments	\$7,860
Interest	\$250
Reserve Fund Contribution/(Collection)	\$620
<b>Total Revenues</b>	<b>\$8,730</b>
<b>Expenditures</b>	
Administration	\$160
Advertising	\$20
Water & Sewer - Grounds	\$2,750
Repair/Maintenance - Grounds	\$5,570
Internal Service Charges	\$230
<b>Total Expenditures/Proposed Budget</b>	<b>\$8,730</b>

Table 2-4  
Benefit Zone D – Mission Creek

Description	Fiscal Year 2024-25 Estimated Through June 30, 2025
<b>Revenues</b>	
Assessments	\$164,580
Interest	\$960
Reserve Fund Contribution/(Collection)	\$840
<b>Total Revenues</b>	<b>\$166,380</b>
<b>Expenditures</b>	
Administration	\$3,280
Advertising	\$250
Electricity & Gas - Grounds	\$19,760
Water & Sewer - Grounds	\$86,350
Repair/Maintenance - Grounds	\$51,640
Irrigation Materials	\$0
Internal Service Charges	\$5,100
<b>Total Expenditures/Proposed Budget</b>	<b>\$166,380</b>

The maximum assessment rate per acre for Zones E, F and G may be increased by 2% by City Council approval each year. The maximum assessment rate per acre for Zone H may be increased by City Council approval each year by (i) the Consumer Price Index - all Urban Consumers for the San Diego Area or (ii) two percent (2%), whichever is greater.

No assessment will be levied for Zones E through H for the Fiscal Year 2024-25 as the property owners' association has maintained the improvements to a level satisfactory to the City.

### Proposition 218 Compliance

On November 5, 1996, California voters approved Proposition 218 entitled “Right to Vote on Taxes Act” which added Article XIID to the California Constitution. While its title refers only to taxes, Proposition 218 establishes new procedural requirements for the formation and administration of assessment districts. Proposition 218 also requires that with certain specified exception, which are described below, all existing assessment districts must be ratified by the property owners within the District using the new procedures.

Some of these exceptions include:

- 1) Any assessment imposed exclusively to finance the capital cost or maintenance and operation expenses for streets.
- 2) Any assessments levied pursuant to a petition signed by the persons owning all of the parcels subject to the assessment at the time the assessment was initially imposed.

However, even if assessments are initially exempt from Proposition 218, if the assessments are increased in the future, the City will need to comply with the provisions of Proposition 218 for that portion of the increased assessment formula (e.g., CPI increase).

Proposition 218 does not define this term “streets”, however, based on the opinions of the public agency officials, attorneys, assessment engineers and Senate Bill 919, it has been determined that streets include all public improvements located within the street right-of-way. This would include median and parkway landscaping, traffic signals, safety lighting and street lighting.

Proposition 218 defines “assessment” as “any levy or charge upon real property by an agency for a special benefit conferred upon the real property.” Cal. Const., art. XIID, §2(b). A special assessment, sometimes called a “benefit assessment,” is a charge generally levied upon parcels of real property to pay for benefits the parcels receive from local improvements. Special assessments are levied according to statutory authority granted by the Legislature or, in some instances, local charters. Distinguishing among taxes, fees and assessments can be difficult and often depends on the context in which the distinction is made. For example, taxes, assessments and property-related fees all may be imposed on property. The key feature that distinguishes an assessment from a tax, fee or charge is the existence of a special benefit to real property. Without identifying a special benefit, there can be no assessment.

### Method of Apportionment

Pursuant to the Landscaping and Lighting Act of 1972 and Article XIII D of the Constitution of the State of California, all parcels that have special benefit conferred upon them as a result of the maintenance and operation of improvements shall be identified and the proportionate special benefit derived by each identified parcel shall be determined in relationship to the entire cost of the maintenance and operation of the improvements. Only parcels that receive direct special benefit are assessed, and each parcel is assessed in proportion to the estimated benefit received.

The Act also permits the designation of zones of benefit within any individual assessment district if “by reasons or variations in the nature, location, and extent of the improvements, the various areas will receive different degrees of benefit from the improvement” (S&H S22574). Thus, the 1972 Act requires the levy of a true “assessment” rather than a “special tax.” Excepted from the assessment would be the area of all public streets and right-of-way; all public parks, greenbelts and parkways.

### Special Benefit Determination

The City of Santee considers the maintenance and upkeep of parkways and adjacent slopes to be the responsibility of the adjacent development due to the added beautification of the local community which extends to the perimeter of the development.

Improvements that provide a special benefit to an isolated group of parcels of land located within the District are considered to be a localized benefit, and the costs associated with these improvements are assessed to all parcels receiving the localized benefit. Localized benefits include the construction, operation, servicing and maintenance of the improvements that only benefit the parcels located within the localized areas.

*Localized Landscaping* – Parcels that have localized landscaping such as entryway landscaping, parkway landscaping, etc. adjacent to or near their parcels directly benefit from the landscaping improvements and are assessed for the costs of the localized landscaping.

## General Benefit

The landscape improvements maintained by each zone provide no general public benefit in that the improvements were installed for the sole benefit of the properties within each benefit zone. The landscape improvements do not extend beyond the perimeter of the boundary of each of those benefit zones. It is therefore determined that all properties within each zone benefit equally from the financed improvements and the costs and expenses for the landscaping maintenance and services are apportioned on a per parcel basis.

The actual assessment and the amount of the assessment for the Fiscal Year 2024-25 apportioned to each parcel as shown on the latest equalized roll at the County Assessor's office are listed in Appendix A of this Report. The description of each lot or parcel is part of the records of the County of San Diego Assessor's Office and such records are, by reference, made part of this Report.

## Special Benefit Zones

The Santee Town Center Landscape Maintenance District has eight (8) special benefit zones.

*Zones "A Through H"* were established to accurately track and assess the costs associated with the localized landscaping improvements such as entryway landscaping and parkway landscaping, etc. for specific development sites. These improvements are only assessed to the parcels within the development sites that directly benefit from the improvements.

### ZONE A – TOWN CENTER

The method of apportionment for Zone A is based upon the percentage of square footage of landscaping, maintained in the right-of-way, adjacent to an individual property owner's property. The actual adjacent values have been calculated and percentages have been determined to be as indicated in the following figure for the District. Individual parcels within a landscape district will receive benefits based on land use, size and location of landscaping. In the case of the Santee Town Center Landscape Maintenance District, Zone A, all parcels are zoned for commercial usage. Assessor Parcel 381-041-18 is designated as a public street and is exempt from assessment.

### ZONE B – THE LAKES

The method of apportionment for Zone B is based upon the finding that each residential unit within the zone shares an equal benefit from landscaped areas to be maintained. The assessment for each unit will be determined by dividing the total assessment costs by the total number of units in Zone B. Individual parcels within a landscape district will receive benefits based on land use, size and location of landscaping. In the case of the Santee Town Center Landscape Maintenance District, Zone B, all parcels are zoned for residential usage. All parcels share an equal benefit in landscape areas that are adjacent to Palm Glen Drive and Magnolia Avenue.

### ZONE C – SAN REMO

The method of apportionment for Zone C is based upon the finding that each residential unit within the zone shares an equal benefit from landscaped areas to be maintained. The assessment for each unit will be determined by dividing the total assessment costs by the total number of units in Zone C. Individual parcels within a landscape district will receive benefits based on land use, size and location of landscaping. In the case of the Santee Town Center Landscape Maintenance District, Zone C, all parcels are zoned for residential usage. All parcels share an equal benefit in landscaped areas and are accessible from Mast Boulevard.

### ZONE D – MISSION CREEK

The methodology to be used to apportion the assessments to those parcels in Zone D, Mission Creek, will be based upon the special benefit received. Based upon a review of the proposed land uses for Tentative Map No. 87-01 (November 8, 1989) and Revised Illustrative Site Plan C (September 22, 1989), provided by City staff, it is recommended that the single-family parcel be used as the basic unit of calculation for the assessments. Single family residential parcels account for approximately 60% of the proposed residential development within the project. Individual parcels within a landscape district will receive benefits based on land use, size and location of landscaping. In the case of the Santee Town Center Landscape Maintenance District, Zone D, the property has been designated for single family residential, multi-family residential and commercial usage. All parcels will be assessed a fair and equitable portion of the landscape improvements benefiting the properties.

The following methodology has been developed to calculate the EDUs to be assigned to each lot or parcel within the Zone based on land use and parcel size:



*Single Family Residential* - The single family parcel was selected as the basic unit of calculation for the assessments, and is defined as one Equivalent Dwelling Unit (EDU). A methodology has been developed to calculate the EDUs for other residential land uses and for commercial/industrial parcels as described below based on land use and parcel size.

*Multi-Family Residential* - The EDUs for land zones for multi-family uses would be assessed 1 EDU per dwelling unit, e.g., a parcel with 100 condominium units would be assigned 100 EDUs.

*Vacant Residential* - The EDUs for parcels defined as residential but having no dwelling unit on them are calculated based on 1.8 EDUs per acre or any portion thereof, with a minimum of 0.20 EDU. This allocation was developed by dividing the average residential lot size in this project of 4,700 sq.ft. into 43,560 sq.ft. (1 acre) and then assigning twenty (20) percent of the calculated EDUs to the parcel (twenty percent estimates the ratio of land value to land value plus improvement).

*Commercial* - The EDUs for land zoned for commercial uses would be assigned at the rate of nine (9) EDUs per acre. This allocation has been developed by dividing the average residential lot size in this project of 4,700 sq.ft. into 43,560 sq.ft. (1 acre).

*Vacant Commercial* - Parcels defined as vacant commercial parcels would be assigned EDUs at the allocated rate of 20% of the Commercial rate, which have structures or improvements on them.

The assessment per equivalent dwelling unit (cost per EDU) will be determined by dividing the total assessment to be levied by the total number of EDUs. The assessment for each parcel would be calculated by multiplying the parcel's number of EDUs by the cost per EDU.

#### ZONE D – BENEFIT ZONES

In order to determine charges or rates based on the benefit(s) received by each lot or parcel, it is recommended that two subzones be established within Zone D, Mission Creek. Based on review of the proposed improvements and facilities to be maintained and operated by Zone D, a Residential Subzone (including single family and multi-family residential parcels) and a Commercial Subzone should be established.

The Zone-wide improvements include the San Diego River Channel improvements, consisting of the Linear Park, Pedestrian Bridge and Riparian Habitat. The San Diego River Channel improvements provide a special benefit to all parcels in the zone since the improvements border the entire project and were required by the conditions of development for the entire project. Therefore, the maintenance costs for these improvements are spread to all parcels in the zone.

The improvements at Commercial Unit No. 3, consisting of the maintenance of monuments on Cuyamaca Street and River Park Drive, landscape easements, public access, walkways and parkways provide a special benefit to the parcels in the Commercial Subzone since the improvements front the Commercial Subzone and were required by the conditions of development for the project.

The parcels in the Residential Subzone receive a special benefit from the maintenance of the western bike path and the improvements for Residential Units 1 and 2, the Mission Creek Townhomes and the Cluster Homes, which consist of entrance monuments, landscape easements, public access, walkways and parkways, since the improvements front the Residential Subzone and were required by the conditions of development for the project.

#### ZONE E – TROLLEY SQUARE

The methodology to be used to apportion the assessments to those parcels in Zone E, Trolley Square, will be based upon the special benefit received. The following methodology has been developed to calculate the benefit to be assigned to each lot or parcel within the Zone based on land use and parcel size. Individual parcels within a landscape district will receive benefits based on land use, size and location of landscaping improvements to be installed, operated or maintained. In the case of the Santee Town Center Landscape Maintenance District, Zone E, all parcels are zoned for commercial usage. There are no public properties in Zone E that benefit from the improvements.

*Commercial* - The benefit for land zoned for commercial uses would be assigned on a per acre basis, where one acre of commercial land equals one adjusted acre of commercial land.

*Vacant Commercial* - Parcels defined as vacant commercial parcels would be assigned benefit at the allocated rate of 20% of the Commercial rate, which have structures or improvements on them. Therefore, one acre of vacant commercial land equals 0.20 adjusted acre of vacant commercial land.

The assessment per parcel will be determined by dividing the total assessment to be levied by the sum of the adjusted acreage. The assessment for each parcel would be calculated by multiplying the parcel's adjusted acreage by the cost per adjusted acre.

#### ZONE F – HARTFORD PROPERTY

The methodology to be used to apportion the assessments to those parcels in Zone F, Hartford Property, will be based upon the special benefit received. The following methodology has been developed to calculate the benefit to be assigned to each lot or parcel within the Zone based on land use and parcel size.

*Commercial* - The benefit for land used for developed commercial/public uses would be assigned on a per acre basis.

*Vacant Commercial* - Parcels defined as vacant commercial parcels would be assigned benefit at the allocated rate of 20% of the Commercial rate, which have structures or improvements on them, i.e. developed.

The assessment per parcel will be determined by dividing the total assessment to be levied by the sum of the acreage. The assessment for each parcel would be calculated by multiplying the parcel's acreage by the cost per acre.

#### ZONE G – RIVERWALK

The method of apportionment for Zone G is based upon the finding that each residential unit within the zone shares an equal benefit from landscaped areas to be maintained. The assessment for each unit will be determined by dividing the total assessment costs by the total number of units in Zone G.

#### ZONE H – RIVERVIEW

The methodology to be used to apportion the assessments to those parcels in Zone H (Riverview) will be based upon the special benefit received. The following methodology has been developed to calculate the benefit to be assigned to each lot or parcel within the Zone based on land use and parcel size.

*Residential* - The benefit for land used for developed residential uses would be assigned on a per acre basis and then converted to per unit cost based on the number of residential units.

*Commercial* - The benefit for land used for developed commercial/public uses would be assigned on a per acre basis.

*Vacant Commercial* - Parcels defined as vacant commercial parcels would be assigned benefit at the allocated rate of 20% of the Commercial rate, which have structures or improvements on them, i.e. developed.

The assessment per parcel will be determined by dividing the total assessment to be levied by the sum of the acreage. The assessment for each parcel would be calculated by multiplying the parcel's acreage by the cost per acre.

#### Annual Assessment Rate Increases

Based on an analysis of the projected operations and maintenance costs associated with existing and future public improvements within Zone A – Town Center, a maximum assessment of \$2,973 per acre has been established for the 71.1% portion and \$1,627 per acre for the Costco portion. Zones B and C were not established with a CPI escalator and cannot increase without a majority approval Proposition 218 Ballot process. Based on an analysis of the projected operations and maintenance costs associated with existing and future public improvements within Zone D – Mission Creek, a maximum cap of \$286 per EDU has been established for the Residential Subzone and \$5,481 per acre for the Commercial Subzone.

The maximum assessment rate per acre for Zones E, F and G may be increased by 2% by City Council approval each year. The maximum assessment rate per acre for Zone H may be increased by City Council approval each year by (i) the Consumer Price Index - all Urban Consumers for the San Diego Area or (ii) two percent (2%), whichever is greater. Annually, the City Council will determine the operations and maintenance budgeting needs for each zone and determine the annual assessment. The annual assessment amount will not exceed these maximum rates unless a balloting process in compliance with Proposition 218 is completed. Based on an analysis of the projected operations and maintenance costs associated with the public improvements within Zone E (Trolley Square), the maximum assessment rate for FY 2024-25 will be \$5,968.08 per adjusted acre. Based on an analysis of the projected operations and maintenance costs associated with the public improvements within Zone F (Hartford Property), the maximum assessment rate for FY 2024-25 will be \$4,244.64 per acre. Based on an analysis of the projected operations and maintenance costs associated with the public improvements within Zone G (Riverwalk), the maximum assessment rate for FY 2024-25 will be \$167.24

per EDU. Based on an analysis of the projected operations and maintenance costs associated with existing and future public improvements within Zone H (Riverview), the maximum assessment rate for FY 2024-25 will be \$11,211.54 per acre for Commercial property and \$604.02 per unit for Residential property.

**Annual Assessment Rate Increases**

**Zone A – Town Center**

Cost x Percentage of Square Footage / Parcel	
Costco Portion	\$1,627 per Acre
Remaining Portion	\$2,973 per Acre
<b>Proposed Levy Amount</b>	<b>\$141,816.82</b>

**Zone B – The Lakes**

Calculated Fiscal Year 2024-25 Assessment per Parcel	\$84.48
Total Assessable Parcels	89
<b>Proposed Levy Amount</b>	<b>\$7,518.72</b>

**Zone C – San Remo**

Calculated Fiscal Year 2024-25 Assessment per Parcel	\$218.22
Total Assessable Parcels	36
<b>Proposed Levy Amount</b>	<b>\$7,855.92</b>

**Zone D – Mission Creek**

Improvements which benefit the entire zone include the San Diego River improvements, and have been allocated to all parcels.

**Total Assessment Cost/Total No. of EDUs**  
 \$80,743/488.76 EDUs = \$165.20/EDU

The Improvements for Commercial Unit No. 3 benefit the parcels in the Commercial Subzone, and have been spread to all parcels.

**Total Assessment Cost/Total No. of EDUs**  
 \$34,069/76.76 EDUs = \$443.84/EDU

The total assessment rate for parcels in the Commercial Subzone will be \$609.04 per EDU (including the improvements for Commercial Unit No. 3 and the improvements that benefit the entire zone).

The improvements for the Western Bike Path, Residential Units 1 and 2, the Townhouses and the Cluster Homes benefit the parcels in the Residential Subzone and have been spread to all parcels in the subzone.

**Total Assessment Cost/Total No. of EDUs**  
 \$49,770/412 EDUs = \$120.80/EDU

The total proposed levy amount for Zone D – Mission Creek is \$164,581.08.

The total assessment rate for parcels in the Residential Subzone will be \$286.00 per EDU (including the improvements for the Western Bike Path, Residential Units 1 and 2, the Townhomes, the Cluster Homes and the improvements that benefit the entire zone).

**Zone E – Trolley Square**

The maximum assessment rate for FY 2024-25 will be increased by 2% to \$5,968.08/adjusted acre. No assessment will be levied for the Fiscal Year 2024-25 as the property owners' association has maintained the improvements to a level satisfactory to the City. Individual parcels within a landscape district will receive benefits based on land use, size and location of landscaping improvements to be installed, operated or maintained. In the case of the Santee Town Center Landscape Maintenance District, Zone E, all parcels are zoned for commercial usage. There are no public properties in Zone E that benefit from the improvements.

### Zone F – Hartford Property

The maximum assessment rate for FY 2024-25 will be increased by 2% to \$4,244.64/acre. No assessment will be levied for the Fiscal Year 2024-25 as the property owners' association has maintained the improvements to a level satisfactory to the City. Individual parcels within a landscape district will receive benefits based on land use, size and location of landscaping improvements to be installed, operated or maintained. In the case of the Santee Town Center Landscape Maintenance District, Zone F, all parcels, with the exception of one, are zoned for commercial usage. There is one (1) public property in Zone F that benefits from the improvements.

### Zone G - Riverwalk

The maximum assessment rate for FY 2024-25 will be increased by 2% to \$167.24 per EDU. No assessment will be levied for the Fiscal Year 2024-25 as the property owners' association has maintained the improvements to a level satisfactory to the City. Individual parcels within a landscape district will receive benefits based on land use, size and location of landscaping improvements to be installed, operated or maintained. In the case of Zone G of the Santee Town Center Landscape Maintenance District, all parcels are zoned for residential usage for the current year. We have investigated the properties in Zone G and have determined that there are no public properties that benefit from the improvements. There are public streets, public rights-of-way, and easements within Zone G, but they do not benefit from the improvements.

### Zone H – Riverview

The maximum assessment rate for FY 2024-25 will be increased by 4.75% (which represents the greater of the increase in the Consumer Price Index - all Urban Consumers for the San Diego Area or 2%) to \$11,211.54 per acre for Commercial property and \$604.02 per unit for Residential property. No assessment will be levied for the Fiscal Year 2024-25 as the management association has maintained the improvements to a level satisfactory to the City. Individual parcels within a landscape district will receive benefits based on land use, size and location of landscaping improvements to be installed, operated or maintained. In the case of the Santee Town Center Landscape Maintenance District, Zone H, all assessable parcels are zoned for commercial usage. We have investigated the properties in Zone H and have determined that there are currently five (5) public properties that benefit from the improvements.

**Whereas**, on April 24, 2024, a Resolution of the City Council of the City of Santee, California, Initiating Proceedings and Ordering the Preparation of an Engineer's Report for the FY 2024-25 Town Center Landscape Maintenance District Annual Levy of Assessments was ordered;

**Whereas**, the Resolution Initiating Proceedings for the Annual Levy of Assessments and Ordering the Preparation of an Engineer's Report directed Spicer Consulting Group, LLC., to prepare and file a report presenting plans and specifications describing the general nature, location and extent of the improvements to be maintained, an estimate of the costs of the maintenance, operations and servicing of the improvements for the Santee Town Center Landscape Maintenance District for the referenced fiscal year, a diagram for the District showing the area and properties to be assessed, and an assessment of the estimated costs of the maintenance, operations and servicing the improvements, assessing the net amount upon all assessable lots and-or parcels within the District in proportion to the special benefit received;

**Whereas**, on May 22, 2024, the City Council of the City of Santee, State of California, under the Landscaping and Lighting Act of 1972, plans to adopt its Resolution of Intention for the Annual Levy of Assessments declaring its intention to levy assessments for the Santee Town Center Landscape Maintenance District and provide notice of the public hearing;

**Now Therefore**, the following assessment is made to cover the portion of the estimated costs of maintenance, operation and servicing of said improvements to be paid by the assessable real property within the District in proportion to the special benefit received.

## Summary of Assessments

Table 3-1  
Summary of Assessments

Description	Budgeted for FY 2024-25
<b>Zone A - Town Center</b>	
Total Assessment for FY 2024-25	\$141,820
Interest	\$1,870
City of Santee Contribution	\$25,820
Reserve Fund Contribution/(Collection)	(\$11,760)
<b>Total Expenditures/Proposed Budget</b>	<b>\$157,750</b>
<b>Zone B - The Lakes</b>	
Total Assessment for FY 2024-25	\$7,520
Interest	\$200
Reserve Fund Contribution/(Collection)	(\$2,580)
<b>Total Expenditures/Proposed Budget</b>	<b>\$5,140</b>
<b>Zone C - San Remo</b>	
Total Assessment for FY 2024-25	\$7,860
Interest	\$250
Reserve Fund Contribution/(Collection)	\$620
<b>Total Expenditures/Proposed Budget</b>	<b>\$8,730</b>
<b>Zone D - Mission Creek</b>	
Total Assessment for FY 2024-25	\$164,580
Interest	\$960
Reserve Fund Contribution/(Collection)	\$840
<b>Total Expenditures/Proposed Budget</b>	<b>\$166,380</b>
<b>Total Proposed Budget for Fiscal Year 2024-25</b>	<b>\$338,000</b>

Landscaping facilities or improvements are defined as landscaping within public streets and public rights-of-way and easements, their appurtenances and the costs of installing, operating and maintaining them.

Improvements to be performed generally consist of maintenance of median and right-of-way landscaping, including but not limited to personnel costs, electrical energy, water, materials, contracting services and other items necessary for the satisfactory delivery of these services.

Executed this 26<sup>th</sup> day of June 2024.



FRANCISCO MARTINEZ JR  
PROFESSIONAL CIVIL ENGINEER NO. 84640  
ENGINEER OF WORK  
CITY OF SANTEE  
STATE OF CALIFORNIA

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and Assessment Diagram thereto attached, was filed with me on the \_\_\_\_\_ day of \_\_\_\_\_, 2024, by adoption of Resolution No. \_\_\_\_-2024 by City Council.

CITY CLERK  
CITY OF SANTEE  
STATE OF CALIFORNIA

I HEREBY CERTIFY that the enclosed Engineer's Report, together with the Assessment Roll and Assessment Diagram thereto attached, was approved and confirmed by the City Council of the City of Santee, California on the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

CITY CLERK  
CITY OF SANTEE  
STATE OF CALIFORNIA

The actual assessment and the amount of the assessment for the Fiscal Year 2024-25 apportioned to each parcel as shown on the latest equalized roll at the County Assessor's office are listed in Appendix A of this Report. The description of each lot or parcel is part of the records of the County of San Diego Assessor's Office and such records are, by reference, made part of this Report.

The total assessment for Fiscal Year 2024-25 is \$321,772.54.



Assessment Diagrams for the Santee Town Center Landscape Maintenance District, Zones A – H have been submitted to the City of Santee in the format required under the provision of the Act. The lines and dimensions shown on maps of the County of San Diego Assessor's Office for the current year are incorporated by reference in Appendix B herein and made part of this Report.



# Appendix A:

## Assessment Rolls

# Assessment Roll

60-9114 - TCLMD - Zone A  
 Fiscal Year 2024-25



APN	Levy	APN	Levy	APN	Levy
3810410100	\$2,051.36	3810410200	\$3,329.76	3810410300	\$2,824.34
3810410400	\$2,854.08	3810410500	\$2,170.28	3810410700	\$624.32
3810410900	\$1,010.82	3810411200	\$1,486.50	3810411300	\$1,159.46
3810411400	\$25,924.56	3810411500	\$7,016.28	3810411900	\$22,778.00
3810412000	\$1,010.82	3810412300	\$19,740.72	3810412400	\$6,005.46
3810412500	\$1,724.34	3810412600	\$921.62	3810412700	\$3,508.14
3810412800	\$6,183.84	3810412900	\$1,783.80	3810413000	\$1,902.72
3810413100	\$2,556.78	3810413200	\$5,321.66	3810413300	\$4,221.66
3810413400	\$743.24	3810413500	\$1,843.26	3810413600	\$2,051.36
3810413700	\$4,102.74	3810413800	\$1,278.38	3810413900	\$3,686.52
<b>Totals</b>		<b>Parcels 30</b>	<b>Levy \$141,816.82</b>		

# Assessment Roll

60-9115 - TCLMD - Zone B

Fiscal Year 2024-25



APN	Levy	APN	Levy	APN	Levy
3810321301	\$84.48	3810321302	\$84.48	3810321303	\$84.48
3810321304	\$84.48	3810321305	\$84.48	3810321306	\$84.48
3810321307	\$84.48	3810321308	\$84.48	3810321309	\$84.48
3810321310	\$84.48	3810321311	\$84.48	3810321312	\$84.48
3810321313	\$84.48	3810321314	\$84.48	3810321315	\$84.48
3810321316	\$84.48	3810321317	\$84.48	3810321318	\$84.48
3810321319	\$84.48	3810321320	\$84.48	3810321321	\$84.48
3810321322	\$84.48	3810321323	\$84.48	3810321324	\$84.48
3810321325	\$84.48	3810321326	\$84.48	3810321327	\$84.48
3810321328	\$84.48	3810321329	\$84.48	3810321330	\$84.48
3810321331	\$84.48	3810321332	\$84.48	3810321333	\$84.48
3810321334	\$84.48	3810321335	\$84.48	3810321336	\$84.48
3810321337	\$84.48	3810321338	\$84.48	3810321339	\$84.48
3810321340	\$84.48	3810321341	\$84.48	3810321342	\$84.48
3810321343	\$84.48	3810321344	\$84.48	3810321345	\$84.48
3810321346	\$84.48	3810321347	\$84.48	3810321348	\$84.48
3810321349	\$84.48	3810321350	\$84.48	3810321351	\$84.48
3810321352	\$84.48	3810321353	\$84.48	3810321354	\$84.48
3810321355	\$84.48	3810321356	\$84.48	3810321357	\$84.48
3810321358	\$84.48	3810321359	\$84.48	3810321360	\$84.48
3810321361	\$84.48	3810321362	\$84.48	3810321363	\$84.48
3810321364	\$84.48	3810321365	\$84.48	3810321366	\$84.48
3810321367	\$84.48	3810321368	\$84.48	3810321369	\$84.48
3810321370	\$84.48	3810321371	\$84.48	3810321372	\$84.48
3810321373	\$84.48	3810321374	\$84.48	3810321375	\$84.48
3810321376	\$84.48	3810321377	\$84.48	3810321378	\$84.48
3810321379	\$84.48	3810321380	\$84.48	3810321381	\$84.48
3810321382	\$84.48	3810321383	\$84.48	3810321384	\$84.48
3810321385	\$84.48	3810321386	\$84.48	3810321387	\$84.48
3810321388	\$84.48	3810321389	\$84.48		

**Totals**

**Parcels 89**

**Levy \$7,518.72**

# Assessment Roll

60-9122 - TCLMD - Zone C  
 Fiscal Year 2024-25



APN	Levy	APN	Levy	APN	Levy
3813110400	\$218.22	3813110600	\$218.22	3813110800	\$218.22
3813110900	\$218.22	3813111000	\$218.22	3813111100	\$218.22
3813111200	\$218.22	3813111300	\$218.22	3813111400	\$218.22
3813111500	\$218.22	3813111600	\$218.22	3813111700	\$218.22
3813111800	\$218.22	3813111900	\$218.22	3813112000	\$218.22
3813112100	\$218.22	3813112200	\$218.22	3813112300	\$218.22
3813112400	\$218.22	3813112500	\$218.22	3813112600	\$218.22
3813112700	\$218.22	3813112800	\$218.22	3813112900	\$218.22
3813113000	\$218.22	3813113100	\$218.22	3813113200	\$218.22
3813113300	\$218.22	3813113400	\$218.22	3813113500	\$218.22
3813113600	\$218.22	3813113800	\$218.22	3813114000	\$218.22
3813114200	\$218.22	3813114400	\$218.22	3813114600	\$218.22
<b>Totals</b>		<b>Parcels 36</b>	<b>Levy \$7,855.92</b>		

# Assessment Roll

60-9123 - TCLMD - Zone D  
Fiscal Year 2024-25



APN	Levy	APN	Levy	APN	Levy
3816811301	\$286.00	3816811302	\$286.00	3816811303	\$286.00
3816811304	\$286.00	3816811305	\$286.00	3816811306	\$286.00
3816811307	\$286.00	3816811308	\$286.00	3816811309	\$286.00
3816811310	\$286.00	3816811311	\$286.00	3816811312	\$286.00
3816811313	\$286.00	3816811314	\$286.00	3816811315	\$286.00
3816811316	\$286.00	3816811317	\$286.00	3816811318	\$286.00
3816811319	\$286.00	3816811320	\$286.00	3816811321	\$286.00
3816811322	\$286.00	3816811323	\$286.00	3816811324	\$286.00
3816811325	\$286.00	3816811326	\$286.00	3816811327	\$286.00
3816811328	\$286.00	3816811329	\$286.00	3816811330	\$286.00
3816811331	\$286.00	3816811332	\$286.00	3816811333	\$286.00
3816811334	\$286.00	3816811335	\$286.00	3816811336	\$286.00
3816811337	\$286.00	3816811338	\$286.00	3816811339	\$286.00
3816811340	\$286.00	3816811341	\$286.00	3816811342	\$286.00
3816811343	\$286.00	3816811344	\$286.00	3816811345	\$286.00
3816811346	\$286.00	3816811347	\$286.00	3816811348	\$286.00
3816811349	\$286.00	3816811350	\$286.00	3816811351	\$286.00
3816811352	\$286.00	3816811353	\$286.00	3816811354	\$286.00
3816811355	\$286.00	3816811356	\$286.00	3816811357	\$286.00
3816811358	\$286.00	3816811359	\$286.00	3816811360	\$286.00
3816811361	\$286.00	3816811362	\$286.00	3816811363	\$286.00
3816811364	\$286.00	3816811365	\$286.00	3816811366	\$286.00
3816811367	\$286.00	3816811368	\$286.00	3816811369	\$286.00
3816811370	\$286.00	3816811371	\$286.00	3816811372	\$286.00
3816811373	\$286.00	3816811374	\$286.00	3816811375	\$286.00
3816811376	\$286.00	3816811377	\$286.00	3816811378	\$286.00
3816811379	\$286.00	3816811380	\$286.00	3816811381	\$286.00
3816811382	\$286.00	3816811383	\$286.00	3816811384	\$286.00
3816811385	\$286.00	3816811386	\$286.00	3816811387	\$286.00
3816811388	\$286.00	3816811389	\$286.00	3816811390	\$286.00
3816811701	\$286.00	3816811702	\$286.00	3816811703	\$286.00
3816811704	\$286.00	3816811705	\$286.00	3816811706	\$286.00
3816811707	\$286.00	3816811708	\$286.00	3816811709	\$286.00
3816811710	\$286.00	3816811711	\$286.00	3816811712	\$286.00
3816811713	\$286.00	3816811714	\$286.00	3816811715	\$286.00
3816811716	\$286.00	3816811717	\$286.00	3816811718	\$286.00
3816811719	\$286.00	3816811720	\$286.00	3816811721	\$286.00
3816811722	\$286.00	3816811723	\$286.00	3816811724	\$286.00
3816811725	\$286.00	3816811726	\$286.00	3816811727	\$286.00
3816811728	\$286.00	3816811729	\$286.00	3816811730	\$286.00
3816811731	\$286.00	3816811732	\$286.00	3816811733	\$286.00
3816811734	\$286.00	3816811735	\$286.00	3816811736	\$286.00
3816811737	\$286.00	3816811738	\$286.00	3816811739	\$286.00
3816811740	\$286.00	3816811741	\$286.00	3816811742	\$286.00
3816811743	\$286.00	3816811744	\$286.00	3816811745	\$286.00
3816811746	\$286.00	3816811747	\$286.00	3816811748	\$286.00
3816811749	\$286.00	3816811750	\$286.00	3816811751	\$286.00

# Assessment Roll

60-9123 - TCLMD - Zone D

Fiscal Year 2024-25



APN	Levy	APN	Levy	APN	Levy
3816811752	\$286.00	3816811753	\$286.00	3816811754	\$286.00
3816811755	\$286.00	3816811901	\$286.00	3816811902	\$286.00
3816811903	\$286.00	3816811904	\$286.00	3816811905	\$286.00
3816811906	\$286.00	3816811907	\$286.00	3816811908	\$286.00
3816811909	\$286.00	3816811910	\$286.00	3816811911	\$286.00
3816811912	\$286.00	3816811913	\$286.00	3816811914	\$286.00
3816811915	\$286.00	3816811916	\$286.00	3816811917	\$286.00
3816811918	\$286.00	3816811919	\$286.00	3816811920	\$286.00
3816811921	\$286.00	3816811922	\$286.00	3816811923	\$286.00
3816811924	\$286.00	3816811925	\$286.00	3816811926	\$286.00
3816811927	\$286.00	3816811928	\$286.00	3816811929	\$286.00
3816811930	\$286.00	3816811931	\$286.00	3816811932	\$286.00
3816811933	\$286.00	3816811934	\$286.00	3816811935	\$286.00
3816811936	\$286.00	3816811937	\$286.00	3816811938	\$286.00
3816811939	\$286.00	3816811940	\$286.00	3816811941	\$286.00
3816811942	\$286.00	3816811943	\$286.00	3816811944	\$286.00
3816811945	\$286.00	3816811946	\$286.00	3816811947	\$286.00
3816811948	\$286.00	3816811949	\$286.00	3816811950	\$286.00
3816811951	\$286.00	3816811952	\$286.00	3816811953	\$286.00
3816812001	\$286.00	3816812002	\$286.00	3816812003	\$286.00
3816812004	\$286.00	3816812005	\$286.00	3816812006	\$286.00
3816812007	\$286.00	3816812008	\$286.00	3816812009	\$286.00
3816812010	\$286.00	3816812011	\$286.00	3816812012	\$286.00
3816812013	\$286.00	3816812014	\$286.00	3816812015	\$286.00
3816812016	\$286.00	3816812017	\$286.00	3816812018	\$286.00
3816812019	\$286.00	3816812020	\$286.00	3816812021	\$286.00
3816812022	\$286.00	3816812023	\$286.00	3816812024	\$286.00
3816812025	\$286.00	3816812026	\$286.00	3816812027	\$286.00
3816812028	\$286.00	3816812029	\$286.00	3816812030	\$286.00
3816812031	\$286.00	3816812032	\$286.00	3816812033	\$286.00
3816822100	\$30,688.00	3816822201	\$573.16	3816822202	\$573.16
3816822203	\$573.16	3816822204	\$573.16	3816822205	\$573.16
3816822206	\$573.16	3816822207	\$573.16	3816822208	\$573.16
3816822209	\$573.16	3816822210	\$573.16	3816822211	\$573.16
3816822212	\$573.16	3816822213	\$573.16	3816822214	\$573.16
3816822215	\$573.16	3816822300	\$4,383.98	3816822400	\$394.52
3816822500	\$2,685.18	3817000100	\$286.00	3817000200	\$286.00
3817000300	\$286.00	3817000400	\$286.00	3817000500	\$286.00
3817000600	\$286.00	3817000700	\$286.00	3817000800	\$286.00
3817000900	\$286.00	3817001000	\$286.00	3817001100	\$286.00
3817001200	\$286.00	3817001300	\$286.00	3817001400	\$286.00
3817001500	\$286.00	3817001600	\$286.00	3817001700	\$286.00
3817001800	\$286.00	3817001900	\$286.00	3817002000	\$286.00
3817002100	\$286.00	3817002200	\$286.00	3817002300	\$286.00
3817002400	\$286.00	3817002500	\$286.00	3817002600	\$286.00

# Assessment Roll

60-9123 - TCLMD - Zone D  
 Fiscal Year 2024-25



APN	Levy	APN	Levy	APN	Levy
3817002700	\$286.00	3817002800	\$286.00	3817002900	\$286.00
3817003000	\$286.00	3817003100	\$286.00	3817003200	\$286.00
3817003300	\$286.00	3817003400	\$286.00	3817003500	\$286.00
3817003600	\$286.00	3817003700	\$286.00	3817003800	\$286.00
3817003900	\$286.00	3817004000	\$286.00	3817004100	\$286.00
3817004200	\$286.00	3817004300	\$286.00	3817004400	\$286.00
3817004500	\$286.00	3817004600	\$286.00	3817004700	\$286.00
3817010100	\$286.00	3817010200	\$286.00	3817010300	\$286.00
3817010400	\$286.00	3817010500	\$286.00	3817010600	\$286.00
3817010700	\$286.00	3817010800	\$286.00	3817010900	\$286.00
3817011000	\$286.00	3817011100	\$286.00	3817011200	\$286.00
3817011300	\$286.00	3817011400	\$286.00	3817011500	\$286.00
3817011600	\$286.00	3817011700	\$286.00	3817011800	\$286.00
3817011900	\$286.00	3817012000	\$286.00	3817012100	\$286.00
3817012200	\$286.00	3817012300	\$286.00	3817012400	\$286.00
3817012500	\$286.00	3817012600	\$286.00	3817012700	\$286.00
3817012800	\$286.00	3817012900	\$286.00	3817013000	\$286.00
3817013100	\$286.00	3817013200	\$286.00	3817013300	\$286.00
3817013400	\$286.00	3817013500	\$286.00	3817013600	\$286.00
3817013700	\$286.00	3817013800	\$286.00	3817013900	\$286.00
3817014000	\$286.00	3817014100	\$286.00	3817014200	\$286.00
3817014300	\$286.00	3817014400	\$286.00	3817014500	\$286.00
3817014600	\$286.00	3817014700	\$286.00	3817014800	\$286.00
3817014900	\$286.00	3817015000	\$286.00	3817015100	\$286.00
3817015200	\$286.00	3817015300	\$286.00	3817015400	\$286.00
3817015500	\$286.00	3817015600	\$286.00	3817015700	\$286.00
3817015800	\$286.00	3817015900	\$286.00	3817020100	\$286.00
3817020200	\$286.00	3817020300	\$286.00	3817020400	\$286.00
3817020500	\$286.00	3817020600	\$286.00	3817020700	\$286.00
3817020800	\$286.00	3817020900	\$286.00	3817021000	\$286.00
3817021100	\$286.00	3817021200	\$286.00	3817021300	\$286.00
3817021400	\$286.00	3817021500	\$286.00	3817021600	\$286.00
3817021700	\$286.00	3817021800	\$286.00	3817021900	\$286.00
3817022000	\$286.00	3817022100	\$286.00	3817022200	\$286.00
3817022300	\$286.00	3817022400	\$286.00	3817022500	\$286.00
3817022600	\$286.00	3817022700	\$286.00	3817022800	\$286.00
3817022900	\$286.00	3817023000	\$286.00	3817023100	\$286.00
3817023200	\$286.00	3817023300	\$286.00	3817023400	\$286.00
3817023500	\$286.00	3817023600	\$286.00	3817023700	\$286.00
3817023800	\$286.00	3817023900	\$286.00	3817024000	\$286.00
3817024100	\$286.00	3817024200	\$286.00	3817024300	\$286.00
3817024400	\$286.00	3817024500	\$286.00	3817024600	\$286.00
3817024700	\$286.00	3817024800	\$286.00	3817024900	\$286.00
3817025000	\$286.00	3817025100	\$286.00	3817025200	\$286.00
3817025300	\$286.00	3817025400	\$286.00	3817025500	\$286.00



# Assessment Roll

60-9123 - TCLMD - Zone D  
Fiscal Year 2024-25

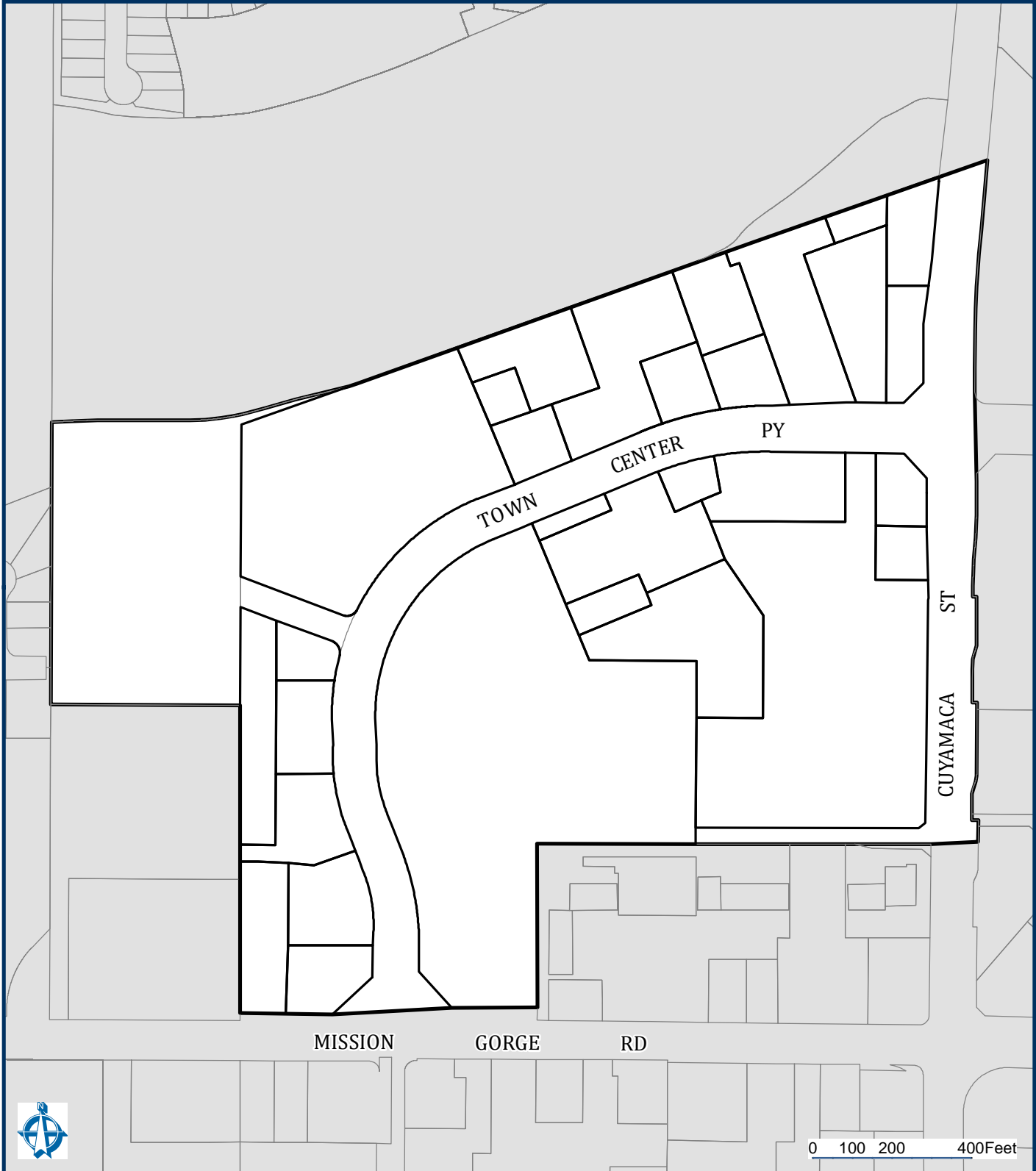


APN	Levy	APN	Levy	APN	Levy
3817025600	\$286.00	3817025700	\$286.00	3817025800	\$286.00
3817025900	\$286.00	3817026000	\$286.00	3817026100	\$286.00
3817026200	\$286.00	3817026300	\$286.00	3817026400	\$286.00
3817026500	\$286.00	3817026600	\$286.00	3817026700	\$286.00
3817027300	\$286.00	3817027400	\$286.00	3817027500	\$286.00
3817027600	\$286.00	3817027700	\$286.00	3817027800	\$286.00
3817027900	\$286.00	3817028000	\$286.00		
<b>Totals</b>		<b>Parcels 431</b>	<b>Levy \$164,581.08</b>		



# Appendix B:

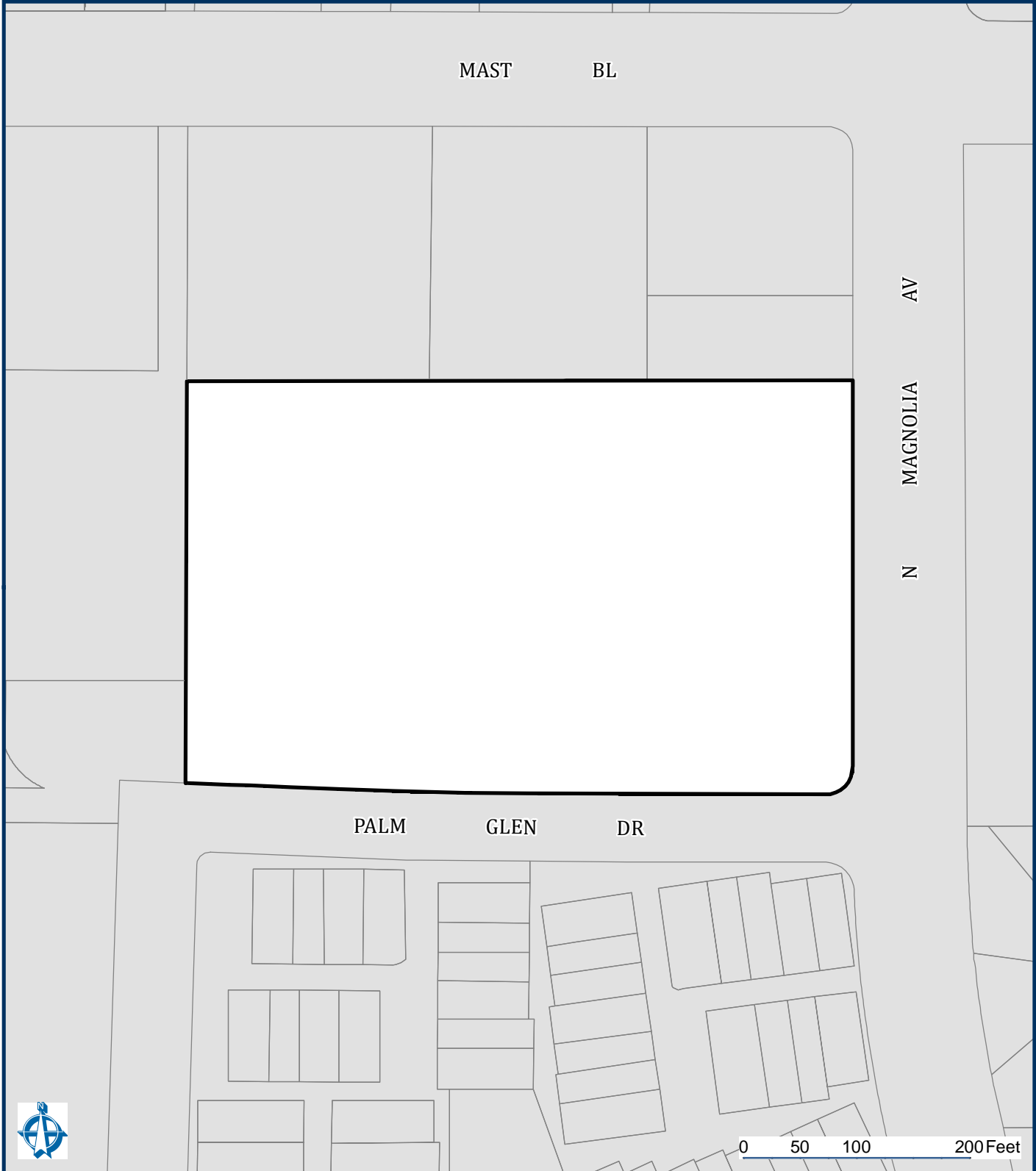
## Assessment Diagrams



# CITY OF SANTEE ASSESSMENT DIAGRAM

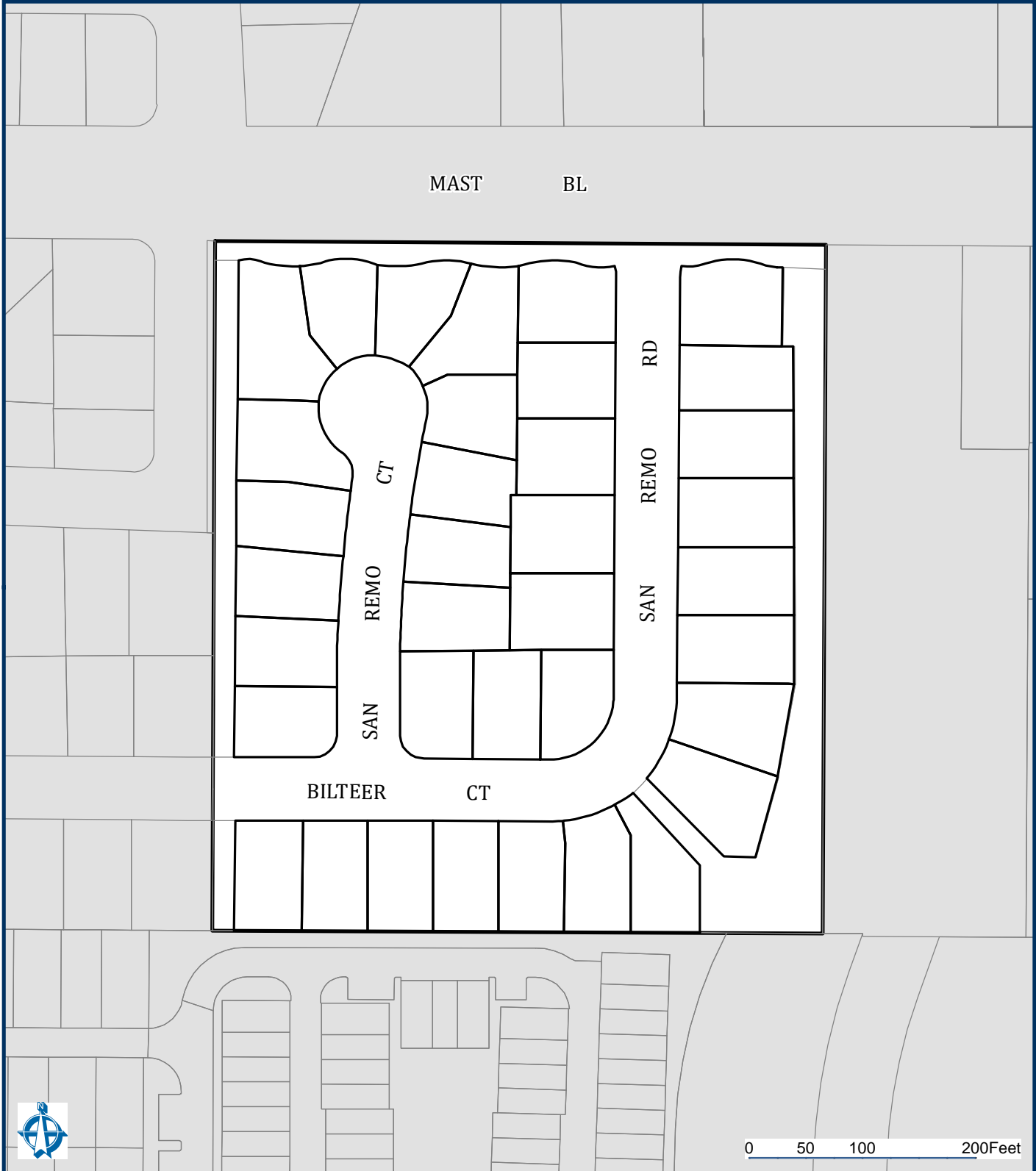
TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT  
ZONE A  
(TOWN CENTER)





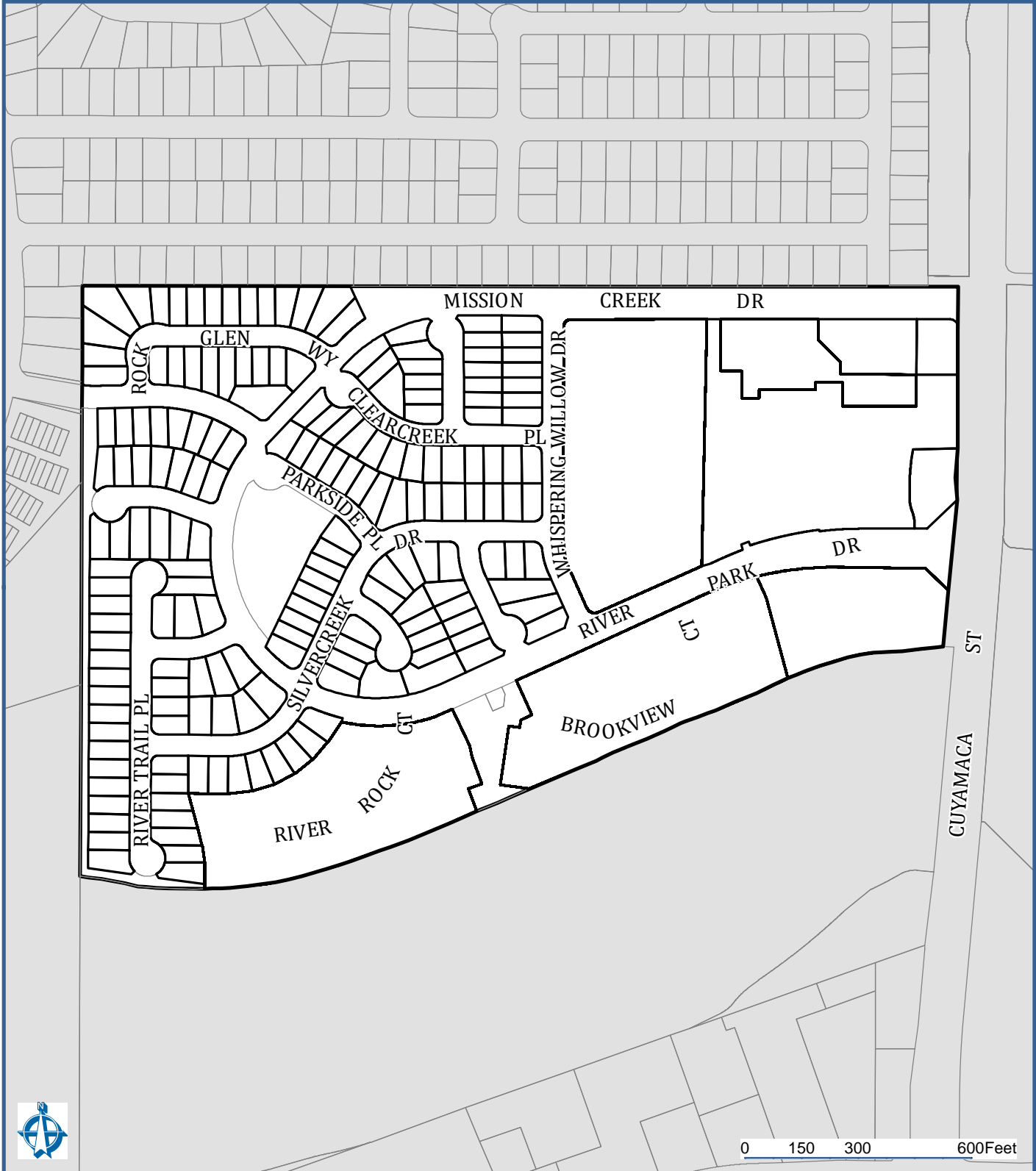
# CITY OF SANTEE ASSESSMENT DIAGRAM

TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT  
ZONE B  
(THE LAKES)



# CITY OF SANTEE ASSESSMENT DIAGRAM

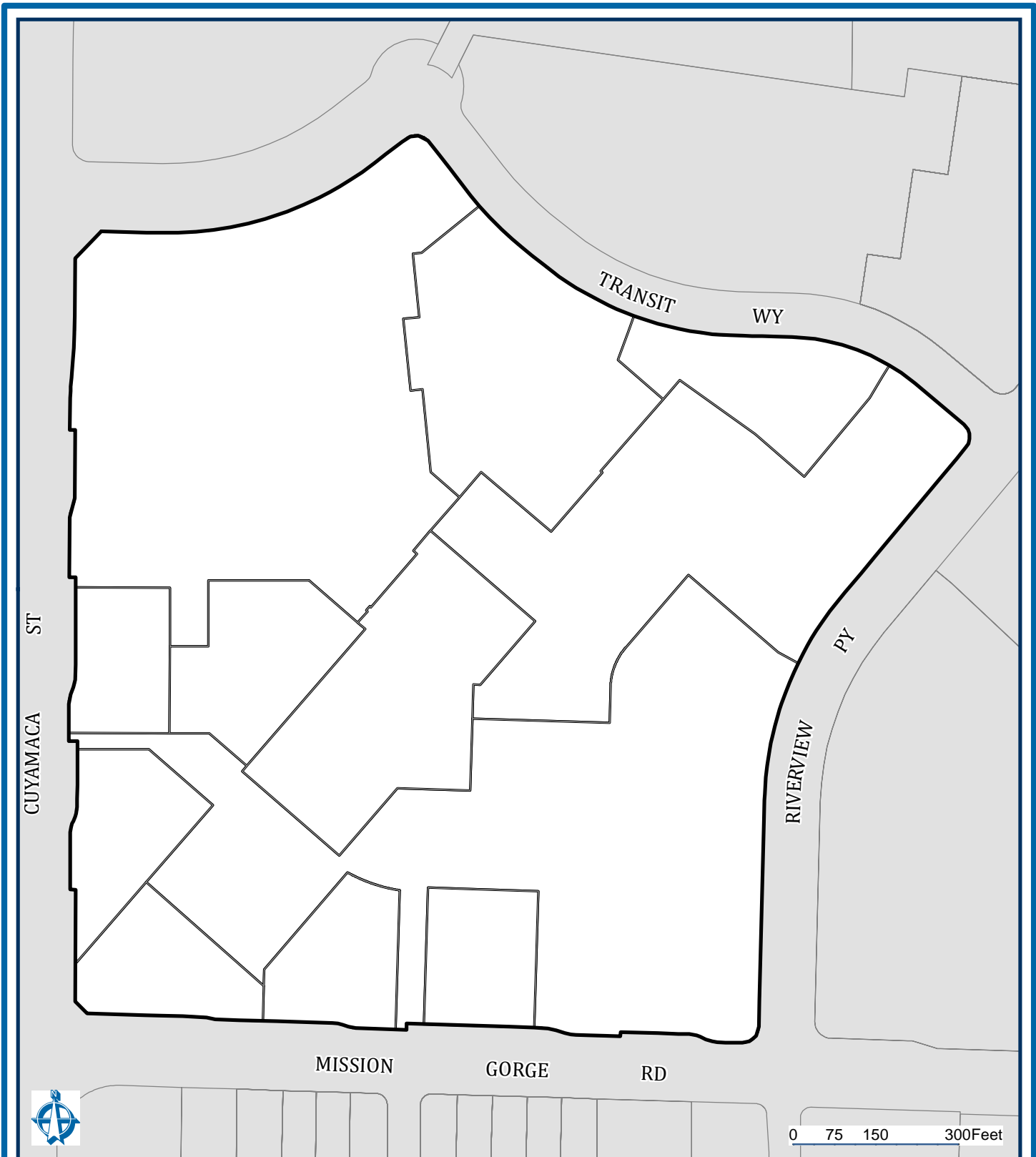
TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT  
ZONE C  
(SAN REMO)



# CITY OF SANTEE ASSESSMENT DIAGRAM

TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT  
ZONE D  
(MISSION CREEK)

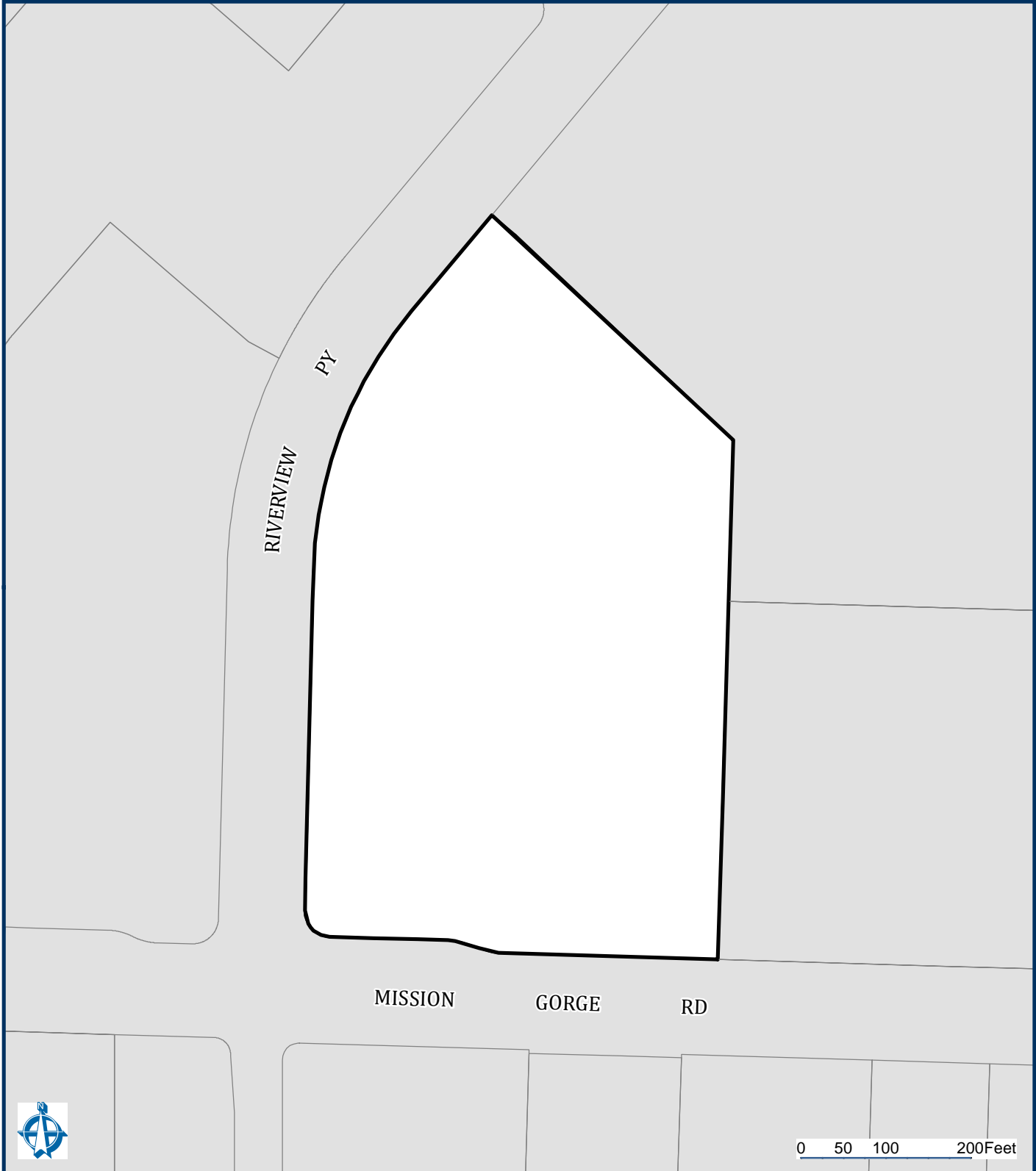




# CITY OF SANTEE ASSESSMENT DIAGRAM

TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT  
ZONE E  
(TROLLEY SQUARE)

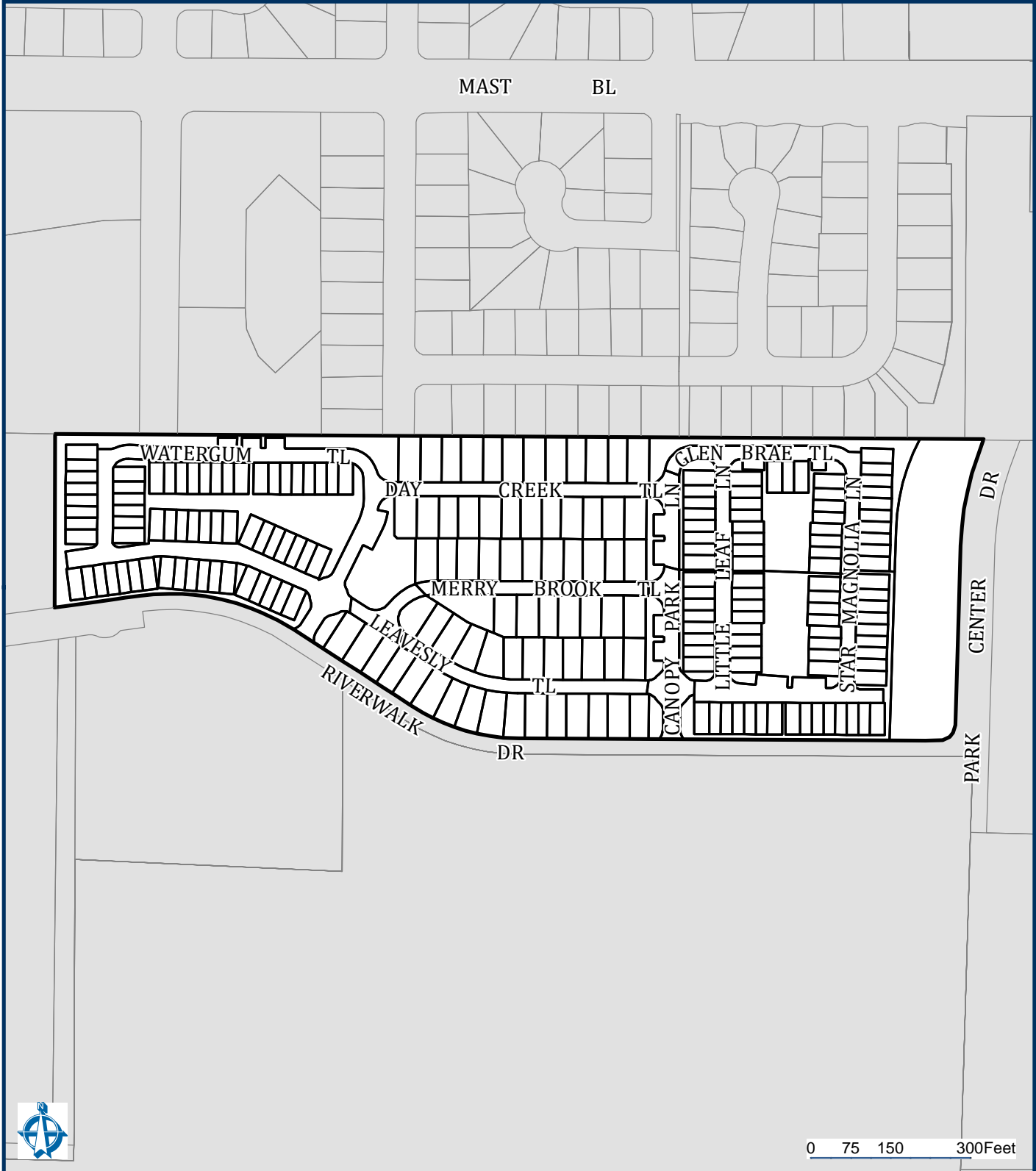




# CITY OF SANTEE ASSESSMENT DIAGRAM

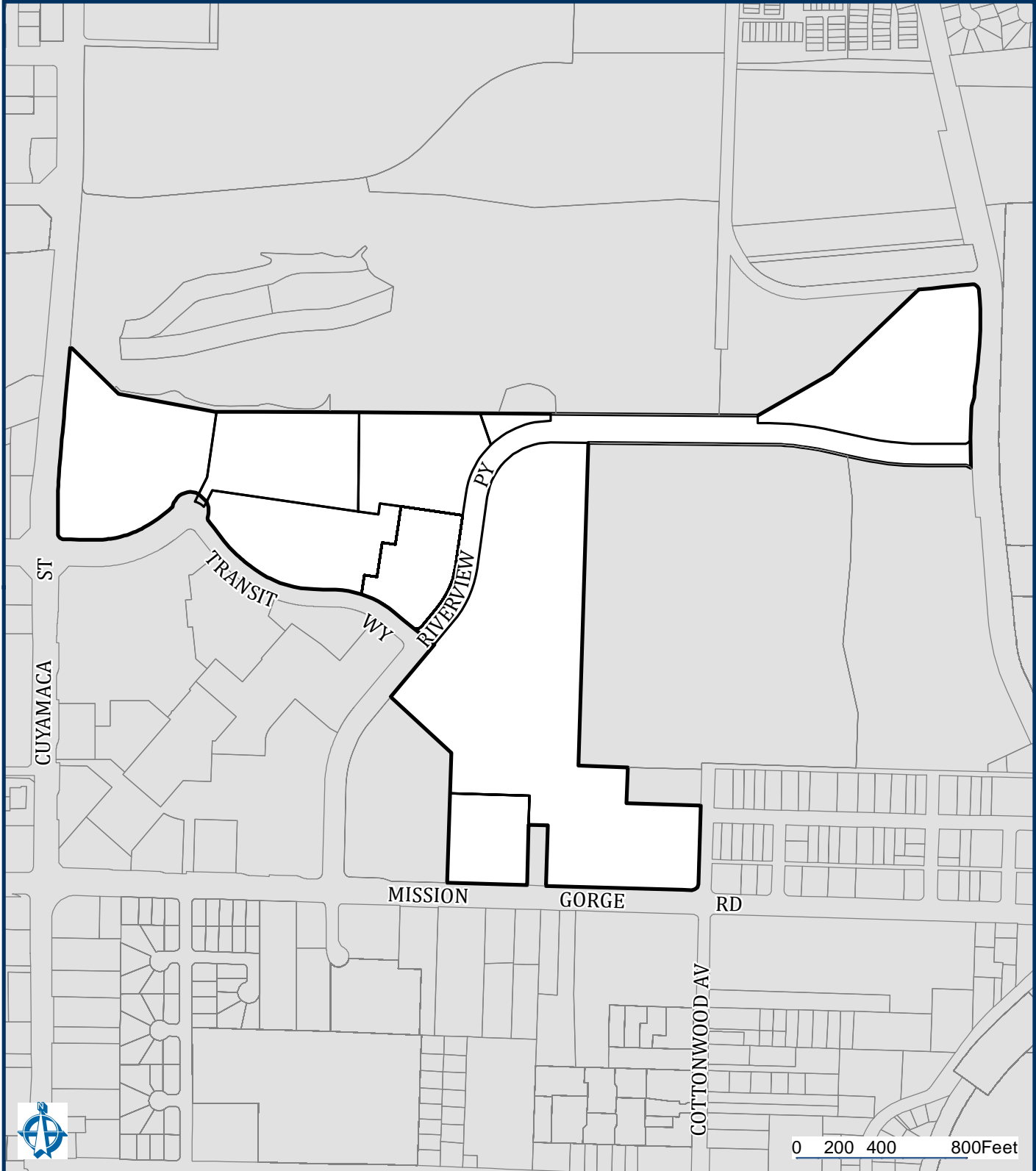
TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT  
ZONE F  
(HARTFORD PROPERTY)





# CITY OF SANTEE ASSESSMENT DIAGRAM

TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT  
ZONE G  
(RIVERWALK)



# CITY OF SANTEE ASSESSMENT DIAGRAM

TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT  
ZONE H  
(RIVERVIEW)





# Appendix C:

## Capital Improvement Projects

## Appendix C Capital Improvement Projects

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The Community Services Department is developing a maintenance plan for each zone that would include, operational activities, and revenue requirements to meet the objectives and service levels desired. Revenue requirements are set to cover annual operating costs and build reserves over time to perform focused capital replacements year over year, or large capital replacements in one anticipated year. Projects will be brought before City Council for approval as they are developed through the master plan. Zone specific projects are listed below:

### *Zone C Capital Project*

For Fiscal Year 2024-25, the City budgeted \$5,000 for brush abatement in San Remo.



**S P I C E R**  

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**CONSULTING GROUP**

**MEETING DATE** June 26, 2024

**ITEM TITLE** PUBLIC HEARING FOR THE FY 2024-25 SANTEE ROADWAY LIGHTING DISTRICT ANNUAL LEVY OF ASSESSMENTS

**DIRECTOR/DEPARTMENT** Heather Jennings, Finance *HJ*

**SUMMARY** The Santee Roadway Lighting District (“SRLD”) has two zones, each with separate funding sources. Zone A is contiguous with the City’s boundaries; i.e., all properties in the City are also within Zone A. Zone B comprises numerous areas throughout the City, and contains street lights defined as primarily having special benefit.

The funding of street light energy, maintenance and administrative costs for both Zone A and Zone B is obtained from two sources: an ad valorem property tax designated for street lighting purposes (Zone A), and a special benefit assessment (Zone B). It is estimated that 50 new lights will be added within the SRLD in FY 2024-25.

Tonight’s public hearing for the SRLD FY 2024-25 annual levy of assessments is the final step in the annual assessment process. On April 24, 2024 the City Council initiated proceedings and ordered the preparation of an Engineer’s Report. On May 22, 2024 the City Council approved the Engineer’s Report and set tonight’s meeting as the time and place for the required public hearing for the FY 2024-25 SRLD levy of assessments. The Engineer’s Report describes the legal and physical nature of the SRLD, its improvements, budget and the proposed spread of assessments.

The proposed assessment in Zone B will be \$16.00, the maximum assessment amount, per household/benefit unit in FY 2024-25. There will continue to be no assessment in Zone A.

City Council action is needed following the closure of tonight’s Public Hearing. This action is comprised of adopting the attached Resolution confirming the assessment diagram and levy for FY 2024-25.

**FINANCIAL STATEMENT** SRLD’s FY 2024-25 estimated operating budget totals \$701,280. The budget will be funded primarily by Zone A ad valorem property tax revenues of \$467,300 and Zone B assessments of \$413,600. Remaining reserve balances in both Zone A and Zone B will be used for future capital projects.

**CITY ATTORNEY REVIEW**  N/A •  Completed

**RECOMMENDATIONS** *MSB*

1. Conduct and close the public hearing.
2. Adopt the attached Resolution confirming an assessment diagram and assessment and providing for the FY 2024-25 SRLD annual levy of assessments.

**ATTACHMENTS** 1. Resolution 2. Engineer’s Report (w/ Appendices A and B)



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

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA  
CONFIRMING AN ASSESSMENT DIAGRAM AND ASSESSMENT AND PROVIDING  
FOR THE FY 2024-25 SANTEE ROADWAY LIGHTING DISTRICT  
ANNUAL LEVY OF ASSESSMENTS**

**WHEREAS**, on April 24, 2024, pursuant to Resolution No. 035-2024, the City Council of the City of Santee initiated proceedings for the annual levy of the assessments for a street lighting and landscaping district pursuant to the terms and provisions of the "Landscaping and Lighting Act of 1972," being Division 15, Part 2 of the Streets and Highways Code of the State of California, Article XIII D of the California Constitution, and the Proposition 218 Omnibus Implementation Act (commencing with California Government Code Section 53750) (collectively the "Law"), in what is known and designated as **SANTEE ROADWAY LIGHTING DISTRICT** ("District"); and

**WHEREAS**, on April 24, 2024, also pursuant to Resolution No. 035-2024, the City Council ordered the preparation of an Engineer's Report ("Report") and the Director of Finance filed with this City Council said Report pursuant to the Law for its consideration and subsequently thereto, on May 22, 2024, pursuant to Resolution No. 057-2024, this City Council did adopt its Resolution of Intention to levy and collect assessments for Fiscal Year 2024-25 relating to the District, and further did proceed to give notice of the time and place for a public hearing on all matters relating to said annual levy of the proposed assessment in accordance with the Law; and

**WHEREAS**, at this time this City Council has heard all testimony and evidence, and is desirous of proceeding with said annual levy of assessments.

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

**SECTION 1.** That the above recitals are all true and correct.

**SECTION 2.** That this City Council hereby confirms the assessment diagram and assessment as submitted and orders the annual levy of the assessment for street lighting purposes for Fiscal Year 2024-25 and in the amounts as set forth in the Report and as referred to in the Resolution of Intention as previously adopted relating to said annual assessment levy.

**SECTION 3.** That the assessment diagram and assessment for street lighting purposes as set forth and contained in said Report are hereby confirmed and adopted by this City Council as originally proposed.

**SECTION 4.** That the adoption of this Resolution constitutes the levy of the assessment for the Fiscal Year 2024-25.

**SECTION 5.** That the estimates of costs, assessment diagram, the assessments and all other matters as set forth in said Report, pursuant to the Law, as submitted, are hereby approved, adopted and confirmed by this City Council, all as originally proposed.

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

**SECTION 6.** That the maintenance of improvements contemplated by the Resolution of Intention shall be performed pursuant to law and the County of San Diego Auditor shall enter on the County of San Diego Assessment Roll the amount of the assessment and said assessment shall then be collected at the same time and in the same manner as the County taxes are collected. After collection by the County of San Diego, the net amount of the assessment shall be paid to the Director of Finance of the City, for the benefit of the District.

**SECTION 7.** That the Director of Finance has established a special fund known as the **SANTEE ROADWAY LIGHTING DISTRICT** into which the Director of Finance shall place all monies collected by the County of San Diego Tax Collector pursuant to the provisions of this Resolution and Law, and said transfer shall be accomplished as soon as said monies have been made available to said Director of Finance.

**SECTION 8.** That the City Clerk is hereby ordered and directed to file a certified copy of the assessment diagram and assessment roll with the County of San Diego Auditor, together with a certified copy of this Resolution immediately upon its adoption, but in no event later than August 10, 2024.

**SECTION 9.** That a certified copy of the assessment diagram and assessment roll shall be filed in the office of the Director of Finance, with a duplicate copy on file in the office of the City Clerk and open for public inspection.

**ADOPTED** by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 26<sup>th</sup> day of June, 2024, by the following roll call vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

**APPROVED:**

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

**ATTEST:**

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





# CITY OF SANTEE

## Final Engineer's Report



**Fiscal Year 2024-25**

Santee Roadway Lighting District

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Appendix A – Assessment Diagram

Appendix B – Land Use Factors

AGENCY: CITY OF SANTEE  
PROJECT: SANTEE ROADWAY LIGHTING DISTRICT  
TO: CITY COUNCIL  
CITY OF SANTEE  
STATE OF CALIFORNIA

#### REPORT PURSUANT TO "LANDSCAPING AND LIGHTING ACT OF 1972"

Pursuant to direction from the City Council, submitted herewith is the Engineer's Report (the "Report"), consisting of the following parts, pursuant to the provisions of Division 15, Part 2 of the Streets and Highways Code of the State of California, being the "Landscape and Lighting Act of 1972," as amended, commencing with Section 22500, and which is in accordance with Resolution No. 035-2024 adopted by the City of Santee City Council, San Diego County, California ordering preparation of the Engineer's Report for Santee Roadway Lighting District (the "District"). This "Report" is applicable for the ensuing 12-month period, being the Fiscal Year commencing July 1, 2024, to June 30, 2025. Please note that Spicer Consulting Group, LLC provides engineering advice and related consulting engineering services.

- Section 1** **PLANS AND SPECIFICATIONS** of the improvements to be maintained and/or improved for the Fiscal Year. The plans and specifications show and describe the existing improvements, and are sufficient in showing and describing the general nature, location and extent of the improvements.
- Section 2** A **COST ESTIMATE** of the improvements to be maintained and/or improved for the mentioned Fiscal Year.
- Section 3** A **METHOD OF APPORTIONMENT OF ASSESSMENT** showing the proportionate amount of the assessment to be charged in proportion to the benefits to be received by each lot or parcel within the interior boundaries of the District.
- Section 4** **ASSESSMENT ROLL** showing the proportionate amount of the assessment to be charged in proportion to the benefits to be received by each lot or parcel within the boundaries as shown on the below-referenced Diagram.
- Section 5** The **ASSESSMENT DIAGRAM** of the District. Said Diagram shall show the exterior boundaries of the District and the boundaries of any zones within the District. Reference is made to the County Assessor's Maps for a detailed description of the lines and dimensions of any lots or parcels. The lines and dimensions of each lot shall conform to those shown on the County Assessor's Maps for the Fiscal Year to which the Report applies. The Assessment Diagram can be found in Appendix A.

## Description of the Boundaries and Improvement Services of Santee Town Center Maintenance District

The City of Santee (the "City") formed the Santee Roadway Lighting District (the "District") on May 24, 1982. The District is an Assessment District formed for the purpose of installing, operating, and maintaining public lighting facilities within the City. The boundaries of the District are coterminous with the boundaries of the City.

## Description of the Boundaries of Santee Roadway Lighting District

### *Benefit Zone A*

- ◆ Properties located within Zone A are located throughout the City. Zone A funds generally pays for street lights located on major roadways (streets in the city's Mobility Element network). Within Zone A, there are five major roadway classifications (listed in Section 3 of this report) with street lights of both general benefit and special benefit. No assessment is proposed for Zone A for the general benefit portion of the costs of street light operation and maintenance as this benefit is financed by ad valorem taxes. The special benefit attributable from Zone A streetlights have been included with the Zone B costs and include all streetlights along streets classified by the City of Santee General Plan as prime arterial, major arterials, parkways, collectors, and industrials. A description of the Zone A streets is shown on page 4.

### *Benefit Zone B*

- ◆ Properties located within Zone B are presently served by street lights of special benefit. There is a portion of Zone B benefit attributable to Zone A streetlights. Zone B consists of all parcels that have street lighting on the block (including intersections) of the street to which the parcel has frontage. These streets include not only local streets, but also include collectors, parkways, prime arterials, major arterials, residential collectors and industrial streets. This local lighting is of benefit as it increases property protection, personal safety, visibility, traffic safety, and specifically enhances those areas fronting upon the illuminated streets. Prior to the passage of Proposition 218, the maximum assessment was established at \$16.00 per benefit unit.

The areas in Zones A and B that contain the existing street lighting system consists of lights owned by both San Diego Gas and Electric Company and the District. There are a total of 3,402 lights in the Santee Roadway Lighting District with 1,176 owned by San Diego Gas and Electric Company, and 2,226 owned by the City.

## Description of Improvements and Services for Santee Roadway Lighting District

The improvements include the construction, operation, maintenance and servicing of all Street Lighting within the District.

## District Financing

The City has two sources of revenue to pay for the costs associated with streetlights within the City boundaries. The streetlights of special benefit are funded through the Assessment District; the streetlights of general benefit are funded through the ad valorem property tax collected on all properties throughout the City. Prior to the passage of Proposition 13, an ad valorem tax was established designating property tax revenues for the installation, operation, and maintenance of streetlights including funding the expenses of public streetlights within the City of Santee.

The general benefit portion of the lights in Zone A is financed from ad valorem tax revenues estimated at \$467,300. The special benefit portion of lights in Zone B is financed from a benefit assessment of \$413,600. As in prior years, for Fiscal Year 2024-25, no benefit assessment will be levied for the general benefit portion of Zone A street lighting

It is recommended that the Zone B street lighting benefit assessment for a single family home be \$16.00 per year; i.e., one (1) Benefit Unit equals \$16.00 for Fiscal Year 2024-25. The benefit assessment will stay the same as to the prior Fiscal Year and is in accordance with the original methodology. A detail listing of these costs is included in Section 2 of this report.

The cost of servicing, maintaining, repairing and replacing the actual improvements as described in the Plans and Specifications are summarized as follows:

*Table 2-1  
Benefit Zone A and Zone B Budget*

Description	Zone A	Zone B	Fiscal Year 2024-25
<b>Estimated Revenue</b>			
Property Tax (Ad Valorem)	\$467,300.00	\$0.00	\$467,300.00
Assessment	\$0.00	\$413,600.00	\$413,600.00
Cost Recovery - Subrogation	\$10,000.00	\$1,000.00	\$11,000.00
Interest	\$20,000.00	\$4,430.00	\$24,430.00
<b>Total Estimated Revenue</b>	<b>\$497,300.00</b>	<b>\$419,030.00</b>	<b>\$916,330.00</b>
<b>Estimated Expenditures</b>			
Gas and Electricity	\$156,800.00	\$409,600.00	\$566,400.00
Repairs and Maintenance	\$65,000.00	\$40,000.00	\$105,000.00
Administration	\$3,000.00	\$6,410.00	\$9,410.00
Advertising	\$0.00	\$470.00	\$470.00
Debt Service Principal	\$0.00	\$0.00	\$0.00
Internal Service Charges	\$20,000.00	\$0.00	\$20,000.00
<b>Total Estimated Operating Expenditures</b>	<b>\$244,800.00</b>	<b>\$456,480.00</b>	<b>\$701,280.00</b>
Reserve Collection/(Contribution)	\$252,500.00	(\$37,450.00)	\$215,050.00
Capital Improvement Program Transfer	\$0.00	\$0.00	\$0.00
Beginning Reserve Balance	\$1,171,131.28	\$613,250.04	\$1,784,381.32
<b>Total End of Year Reserves</b>	<b>\$1,423,631.28</b>	<b>\$575,800.04</b>	<b>\$1,999,431.32</b>
End of Year Operation Reserves	\$122,400.00	\$228,240.00	\$350,640.00
End of Year Capital Improvement Reserve	\$1,301,231.28	\$347,560.04	\$1,648,791.32
<b>Total End of Year Reserve Allocation</b>	<b>\$1,423,631.28</b>	<b>\$575,800.04</b>	<b>\$1,999,431.32</b>

### Proposition 218 Compliance

On November 5, 1996, California voters approved Proposition 218, the so-called "Right to Vote on Taxes Act." Proposition 218 amended the California Constitution by adding Articles XIII C and XIII D ("Article XIII D"), which affect the ability of local governments to levy and collect existing and future taxes, assessments, and property-related fees and charges. Article XIII D, Section 4 established new majority ballot protest procedural requirements for levying any new or increasing any existing assessments and placed substantive limitations on the use of the revenues collected from assessments. Pursuant to Article XIII D, Section 5, however, any assessment existing on November 6, 1996, that falls within one of four exceptions is exempt from these majority ballot protest procedures. The four exceptions are as follows.

- 1) Any assessment imposed exclusively to finance the capital costs or maintenance and operation expenses for sidewalks, streets, sewers, water, flood control, drainage systems, or vector control. Subsequent increases in such assessments shall be subject to the procedures and approval process set forth in Section 4.
- 2) Any assessment imposed pursuant to a petition signed by the persons owning all of the parcels subject to the assessment at the time the assessment is initially imposed. Subsequent increases in such assessments shall be subject to the procedures and approval process set forth in Section 4.
- 3) Any assessment the proceeds of which are exclusively used to repay bonded indebtedness of which the failure to pay would violate the Contract Impairment Clause of the Constitution of the United States.
- 4) Any assessment that previously received majority voter approval from the voters voting in an election on the issue of the assessment. Subsequent increases in those assessments shall be subject to the procedures and approval process set forth in Section 4.

In *Howard Jarvis Taxpayers Association v. City of Riverside*, 73 Cal. App. 4th 679, 685-86 (1999), the court of appeals concluded that street lights fall within the definition of "streets" for purposes of Article XIII D, Section 5(a), which exempts an assessment imposed solely for "street purposes."

As previously noted, the District was formed in 1982, prior to the adoption of Proposition 218, and assessments are imposed for the purpose of operating and maintaining streetlights. Pursuant to Government Code Section 53753.5, because the assessments levied within the District fall within the first exception identified above, the assessments imposed within the District are not subject to the procedural and substantive requirements of Article XIII D, Section 4 in subsequent fiscal years unless: (1) the assessment methodology is changed to increase the assessment; or (2) the amount of the assessments are proposed to exceed an assessment formula or range of assessments adopted by the City in accordance with Article XIII D, Section 4 or Government Code Section 53753.

The City is not proposing to change the assessment methodology and the assessments are not proposed to exceed the assessment formula or range of assessment as adopted by the City prior to November 6, 1996. Based on the forgoing, the assessments to be imposed in Fiscal Year 2024-25 are not subject to Article XIII D, Section 4.

### Method of Apportionment

As previously stated the District was formed in 1982 for the purpose of installing, operating, and maintaining public lighting facilities within the City of Santee. The benefit charge formula established the amount of the estimated assessment on each lot or parcel of land in the District in proportion to the estimated benefit to be received by each such lot or parcel of land from the use of the streets and their appurtenances, such as street lights. An evaluation of the major roadways consistent with the method of apportionment of the District was conducted to determine the portion of general and special benefit conferred on real property within the City. Each lot or parcel of land in the District has been determined to have a specific land use by the City of Santee Department of Development Services. The use or benefit of a public street is best determined by the use of the land adjacent to the public street. Each type of actual land use was assigned a land use factor derived from trip generation rates, developed by the Transportation Planning Division of the City of San Diego's Planning Department. These factors are based on a compilation of trip generation studies done in San Diego and other Western U.S. locations. Please refer to Appendix B for the assigned land use factors.

Previously, the streetlights were split into Zones with streetlights being designated as either general benefit or special benefit. However, the majority of streetlights provide both general and special benefit. Therefore, based on the results of a traffic study completed in 2014 and on file with the City of Santee Department of Development Services, the percent of special benefit is estimated by taking the total measured Average Daily Traffic (ADT) volumes and comparing this amount to the estimated ADT volumes

generated from the parcels fronting the roadway. The percentage of traffic that is from the parcels fronting the roadway is defined to be the percentage of local benefit. The percentage of traffic that is not from the parcels fronting the roadway is considered to be general benefit. All properties within the District are being assessed the estimated benefit received from the public lighting facilities within the City of Santee.

In 2017, the City updated the General Plan’s Mobility Element which was intended to provide a framework for the development of the City’s transportation network through the year 2035 and to comply with current state laws and codes. As a result of these changes, a new traffic study was needed which affected the classification of the roadways within the City as well as the special benefit and general benefit provided by each roadway classification. The information below reflects the changes determined by the traffic study completed July 2019.

The streetlights along major roadways provide both general and special benefit. Based on the City’s 2017 Mobility Element and the July 2019 traffic study, the streets below have been classified as prime arterials, collectors, major arterials, parkways, or industrial.

**Prime Arterials**

- 1. Cuyamaca Street
- 2. Mission Gorge Road
- 3. Magnolia Avenue

**Major Arterials**

- 1. Mission Gorge Road
- 2. Woodside Avenue
- 3. Mast Boulevard
- 4. Carlton Hills Boulevard
- 5. Cuyamaca Street
- 6. Magnolia Avenue
- 7. Fanta Drive

**Parkways**

- 1. Town Center Parkway
- 2. Riverview Parkway
- 3. Park Center Drive
- 4. Fanita Parkway

**Industrial**

- 1. Railroad Avenue
- 2. Buena Vista Avenue
- 3. Pathway Street
- 4. Hartley Road
- 5. Isaac Street
- 6. Abraham Way
- 7. Wheatlands Avenue
- 8. Wheatlands Court
- 9. Wheatlands Road

**Collectors**

- 1. Fanita Parkway
- 2. Carlton Oaks Drive
- 3. Halberns Boulevard
- 4. El Nopal
- 5. Mesa Road
- 6. Prospect Avenue
- 7. Olive Lane
- 8. Cottonwood Avenue
- 9. Graves Avenue
- 10. Carlton Hills Boulevard
- 11. N. Woodside Avenue
- 12. S. Woodside Avenue
- 13. Mast Boulevard

The distinction between special benefit and general benefit for each road classification, as shown in the table below, is utilized by the City to determine the cost breakdown for electricity and repairs associated with each light.

**Special and General Benefit for each Roadway Classification**

Road Classification	% Special Benefit	% General Benefit
Prime	27%	73%
Major	16%	84%
Parkway	34%	66%
Collector	37%	63%
Industrial	89%	11%

Each property subject to the District assessment is assigned a land use factor. The land use factor is multiplied by the number of dwelling units for parcels classified as residential, or the number of acres for other land use classifications. The product of this multiplication is the number of benefit units for each lot or parcel of land to be assessed. The amount per benefit unit is then multiplied by the number of benefit units for each of the lots or parcels of land to establish the benefit charge for that lot or parcel of land.

This local lighting is of benefit to abutting parcels as it provides increased property protection, personal safety, visibility, traffic safety, and specifically enhances those areas fronting upon the illuminated street, in addition to providing the appearance of a progressive and illuminated city.

The recommended assessment this year is \$16.00 per Benefit Unit for parcels in Zone B. The benefit assessment will stay the same as to the prior Fiscal Year and is in accordance with the original methodology. The latest Assessor's information related to parcel size and parcel number (available in mid-July 2024) will be used to determine the final assessment.

### Land Use Factors

1. Each parcel of land in the lighting district was determined to have a specific land use by the City of Santee Department of Development Services.
2. Each type of land use was assigned a land use factor determined by trip generation rates by land use as they relate to a single-family residential land use. The trip generation rates by land use were prepared by the City of San Diego Transportation, Planning Division and are a compilation of trip generation studies done in San Diego and other western U.S. locations.
3. If a land use was not included in the study, the City of Santee Department of Development Services made a determination as to its probable trip generation compared to single family residential and assigned a land use factor on that basis.
4. Single family residential land use was assigned a land use factor of 1.0, notwithstanding its size. The theory is that all single-family residences, notwithstanding parcel size, generate approximately the same number of trips, and therefore, receive the same benefit from the use of the streets, and their appurtenances such as street lights.
5. Determination of the land use factors other than single family residential are based upon the average number of trips generated per acre or per dwelling unit for a specific land use divided by the average number of trips generated per acre or per dwelling unit for a single-family residential dwelling.

A complete listing of these land use factors can be found in Appendix B.



Whereas, on April 24, 2024, a Resolution of the City Council of the City of Santee, California, Initiating Proceedings and Ordering the Preparation of an Engineer’s Report for the FY 2024-25 Santee Roadway Lighting District Annual Levy of Assessments was adopted;

Whereas, the Resolution Initiating Proceedings for the Annual Levy of Assessments and Ordering the Preparation of an Engineer’s Report directed Spicer Consulting Group, LLC, to prepare and file a report presenting plans and specifications describing the general nature, location and extent of the improvements to be maintained, an estimate of the costs of the maintenance, operations and servicing of the improvements for the City of Santee Roadway Lighting District for the referenced Fiscal Year, a diagram for the District showing the area and properties to be assessed, and an assessment of the estimated costs of the maintenance, operations and servicing the improvements, assessing the net amount upon all assessable lots and-or parcels within the District in proportion to the special benefit received;

Whereas, on May 22, 2024, the City Council of the City of Santee, State of California, under the Landscaping and Lighting Act of 1972, plans to adopt its Resolution of Intention for the Annual Levy of Assessments declaring its intention to levy assessments for the Santee Roadway Lighting District and provide notice of the public hearing;

Now Therefore, the following assessment is made to cover the portion of the estimated costs of maintenance, operation and servicing of said improvements to be paid by the assessable real property within the District in proportion to the special benefit received.

**Summary of Assessments by Zone**

*Table 3-1  
Summary of Assessments*

Description	Fiscal Year 2024-25
Zone A	\$0
Zone B	\$413,600
<b>Total</b>	<b>\$413,600</b>

Executed this 26<sup>th</sup> day of June 2024.



FRANCISCO MARTINEZ JR  
PROFESSIONAL CIVIL ENGINEER NO. 84640  
ENGINEER OF WORK  
CITY OF SANTEE  
STATE OF CALIFORNIA

I HEREBY CERTIFY that the enclosed Engineer's Report and Assessment Diagram thereto attached, was filed with me on the \_\_\_\_\_ day of \_\_\_\_\_, 2024, by adoption of Resolution No. \_\_\_\_-2024 by City Council.

CITY CLERK  
CITY OF SANTEE  
STATE OF CALIFORNIA

I HEREBY CERTIFY that the enclosed Engineer's Report and Assessment Diagram thereto attached, was approved and confirmed by the City Council of the City of Santee, California on the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

CITY CLERK  
CITY OF SANTEE  
STATE OF CALIFORNIA

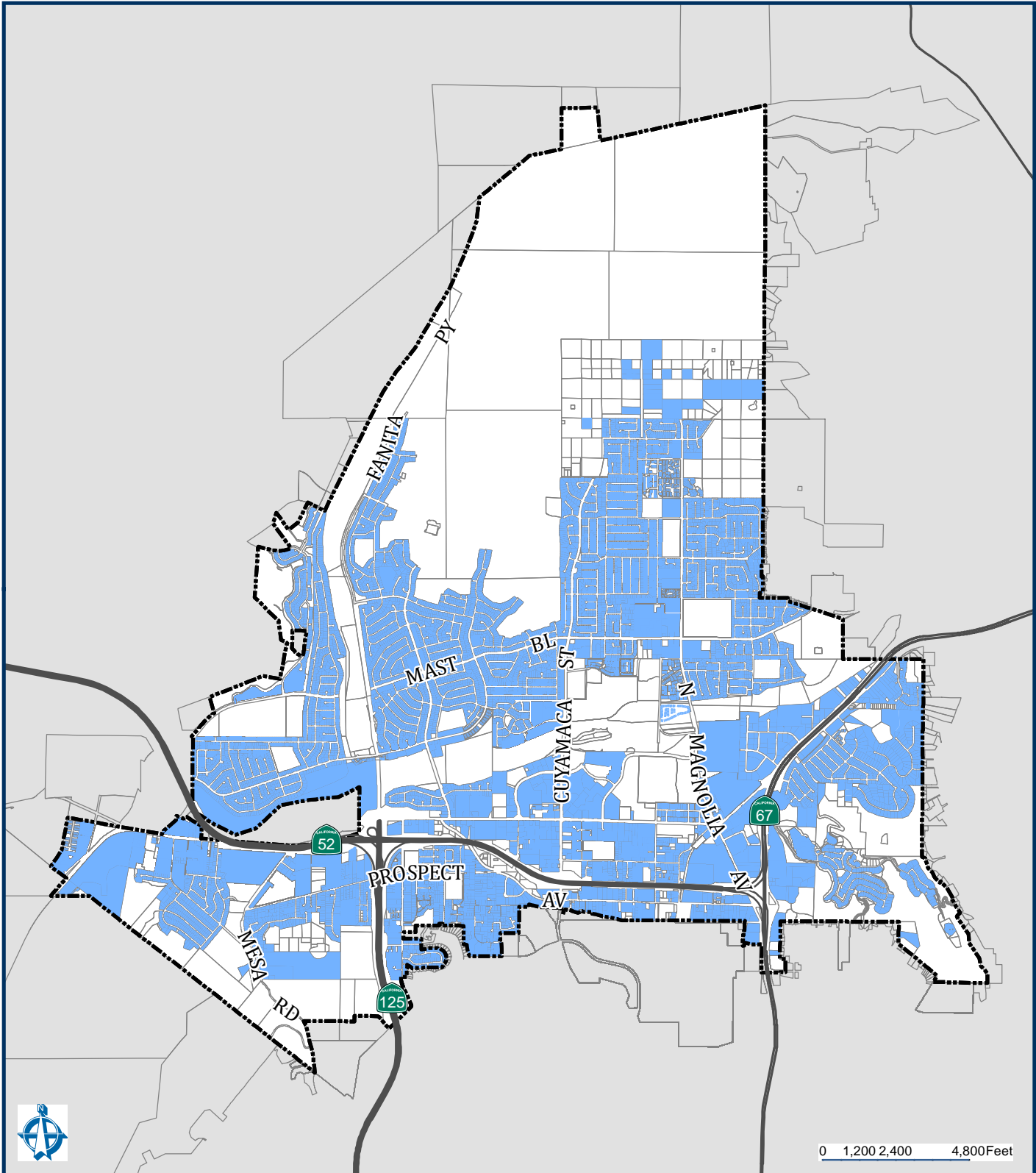
The actual assessment and the amount of the assessment for the Fiscal Year 2024-25 apportioned to each parcel as shown on the latest equalized roll at the County Assessor's office are listed under separate cover. The description of each lot or parcel is part of the records of the County of San Diego Assessor's Office and such records are, by reference, made part of this Report.

An Assessment Diagram for Santee Roadway Lighting District has been submitted to and is on file with the City Clerk in the format required under the provision of the Act.





# Appendix A:

## Assessment Diagram



# CITY OF SANTEE ASSESSMENT DIAGRAM

## SANTEE ROADWAY LIGHTING DISTRICT

 SANTEE CITY BOUNDARY (ZONE A)
  LEVIED (ZONE B)

Zone B - Includes approximately 79% of all parcels throughout the City





# Appendix B:

Land Use Factors

# CITY OF SANTEE

## BENEFIT UNITS / LAND USE CODES

BENEFIT UNITS	LAND USE CODE	DESCRIPTION	BENEFIT UNITS	LAND USE CODE	DESCRIPTION
0.0	00	Unzoned	1.0	46	Small automotive garages
0.1	07	Timeshare	2.0	47	Industrial condominiums
0.0	09	Mobilehome (Force)	2.0	49	Special/misc. industrial
0.0	10	Vacant Residential	0.0	50	Vacant irrigated
1.0	11	Single Family Residence	0.1	51	Citrus
1.0	12	Duplex or Double	0.1	52	Avocados
1.0	13	Residential 2-4 Units/2 Houses	0.2	53	Vines
1.0	14	Residential 5-15 Units	0.1	54	Miscellaneous trees
1.0	15	Residential 16-60 Units	0.1	55	Livestock
1.0	16	Residential 61 units and up	0.1	56	Poultry
1.0	17	Condominium	0.1	57	Misc. irrigated crops
1.0	18	Co-op	0.1	58	Growing houses
1.0	19	Miscellaneous residential	0.1	59	Special/misc. irrigated
0.0	20	Vacant commercial	0.1	61	Non-irrigated 1-10 Ac.
10.0	21	1-3 story misc. store buildings	0.1	62	Non-irrigated 11-40 Ac.
10.0	22	4 story & up office/store buildings	0.1	63	Non-irrigated 41-160 Ac.
14.0	23	Regional shopping center	0.1	64	Non-irrigated 161-360 Ac.
22.0	24	Community shopping center	0.1	65	Non-irrigated 361 Ac. & up
33.0	25	Neighborhood shopping center	0.0	70	Vacant Institutional
22.0	26	Hotel, motel	2.0	71	Church
33.0	27	Service station	1.0	72	Church parking/related
25.0	28	Medical, dental, animal hospital	0.1	73	Cemetery
6.0	29	Conv. Hospital, rest home	0.1	74	Mausoleum
10.0	30	Office condominiums	0.1	75	Mortuary
22.0	31	Parking lot, garage, used car lot	1.0	76	Public building (fire, school, library)
0.5	32	Trailer park (Force # spaces)	6.0	77	Hospital
22.0	33	Theater	1.0	79	Special/misc. institutional
22.0	34	Bowling alley	0.0	80	Vacant recreational
22.0	35	Restaurant	2.0	81	Meeting hall, gym
22.0	36	Car wash	0.2	82	Golf course
22.0	37	Large chain grocery/drug store	0.4	83	Marina, dock
11.0	38	Auto sales & service agency	1.0	84	Recreational camps
11.0	39	Misc. commercial, radio station, bank, et al	0.0	85	Non-tax recreational
0.0	40	Vacant industrial	0.0	86	Open space easements
1.0	41	Factory - light manufacturing	0.1	87	Agr. preserve (no contract)
3.0	42	Factory - heavy manufacturing	0.1	88	Agr. preserve (contract)
2.0	43	Warehouse - process or storage	1.0	89	Special/misc. recreational
2.0	44	Bulk Storage (tanks, etc.)	0.0	90	Vacant taxable government property
3.0	45	Extractive & Mining	1.0	91	Improved taxable government property





**S P I C E R**  

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**CONSULTING GROUP**

**MEETING DATE** June 26, 2024

**ITEM TITLE** RESOLUTION OF THE CITY COUNCIL APPROVING THE ANNUAL LEVY, AS A SUCCESSOR AGENCY TO COUNTY SERVICES AREA (CSA) 69, A SPECIAL TAX WITHIN THE SANTEE-LAKESIDE EMERGENCY MEDICAL SERVICES AUTHORITY BOUNDARY FOR FY 2024-2025 AND COLLECTION ON THE PROPERTY TAX ROLL

**DIRECTOR/DEPARTMENT** Heather Jennings, Finance 

**SUMMARY**

County Service Area No. 69 ("CSA 69") was previously authorized to levy certain taxes, benefit assessments, fees and charges within its service area. Specifically, CSA 69 was previously authorized to annually levy a special tax against the parcels contained within its service area. The special tax was previously set each year based on the formula established by the County of San Diego.

Upon the dissolution of CSA 69 on January 1, 2023, the Santee-Lakeside Emergency Medical Services Authority ("SLEMSA") assumed responsibility for the administrative oversight and funding of emergency medical services provided within the boundaries of former County Service Area No. 69 ("CSA 69") and certain additional areas identified by the Local Agency Formation Commission as within the CSA No. 69 Reorganization jurisdictional boundary ("CSA 69 Reorganization Boundary"). The City of Santee and Lakeside Fire Protection District are the successor agencies to CSA 69 within their respective territories, and are authorized to continue to assess, levy and/or collect within their respective boundaries any previously authorized taxes, benefit assessments, fees or charges of CSA 69, in the same form and manner as CSA 69, in their capacity as successors to CSA 69.

As such, the City of Santee will set the special tax for its territory within the CSA 69 Reorganization Boundary moving forward. There will also be an annual adjustment based on the increase in the consumer price index for the San Diego area as determined by the United States Department of Labor. For Fiscal Year 2024-25, the increase in the consumer price index in the San Diego area is 5.11%. CSA 69 previously collected the special tax on the property tax roll pursuant to procedures authorized by statute and in accordance with the procedures set forth in the Health and Safety Code. Because the City is authorized and directed to levy and collect such taxes, benefit assessments, fees and charges within its jurisdiction in the same form and manner as CSA 69, the City is proposing to follow the same procedures to levy the special tax and recover the special tax on the property tax roll. (See LAFCO Resolution 2022-17, Sec. 13.)

On file with the City of Santee City Clerk, is a preliminary copy of specific parcels and charges within the City's territory within the CSA 69 Reorganization Boundary elucidating the number of parcels subject to the special tax and the amount of the proposed tax.



On May 22, 2024, the City Council adopted a Resolution declaring its intention to levy, as Successor Agency to County Service Area (CSA) 69, a special tax within portions of the CSA 69 Reorganization Boundary within the City's jurisdiction for FY 2024-2025 and set this Public Hearing. While the special tax has already been authorized, these proceedings are annually required to collect the special tax each year on the property tax roll.

**FINANCIAL STATEMENT**

If authorized, the total combined levy for the special tax levied on parcels within the CSA 69 Reorganization Boundary will be approximately \$3,523,136, of which \$1,521,495 will be levied from parcels within the city limits of the City of Santee and \$2,001,641 will be levied within the limits of Lakeside Fire Protection District. Amounts will be included in the Fiscal Year 2024-25 SLEMSA budget.

**CITY ATTORNEY REVIEW**  N/A •  Completed

**RECOMMENDATION** *MSB*

Adopt the Resolution approving the annual levy of a special tax within its territory within the CSA 69 Reorganization Boundary for FY 2024-25 and collection on the property tax roll.

**ATTACHMENT**

Resolution

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

**RESOLUTION OF THE CITY COUNCIL APPROVING THE ANNUAL LEVY OF A SPECIAL TAX WITHIN THE PORTIONS OF THE CSA 69 REORGANIZATION BOUNDARY WITHIN THE CITY OF SANTEE FOR FY 2024-2025 AND COLLECTION ON THE PROPERTY TAX ROLL**

**WHEREAS**, upon the dissolution of County Service Area No. 69 (hereinafter “CSA 69”) on January 1, 2023, the Santee-Lakeside Emergency Medical Services Authority (the “SLEMSA”) assumed the responsibility for the administrative oversight and funding of emergency medical services provided within the boundaries of former CSA 69, and certain additional areas identified by the Local Agency Formation Commission as within the CSA 69 Reorganization jurisdictional boundary (hereinafter “CSA 69 Reorganization Boundary”); and

**WHEREAS**, the City and Lakeside Fire Protection District are the successor agencies to the CSA 69 within their respective territories, and are authorized to assess, levy and/or collect within their respective boundaries any previously authorized taxes, benefit assessments, fees or charges of CSA 69; and

**WHEREAS**, the City of Santee is currently responsible for levying certain special taxes previously levied by CSA 69, in the same form and manner as was previously levied by CSA 69. The Lakeside Fire Protection District is currently responsible for levying certain special taxes previously levied by CSA 69 as well; and

**WHEREAS**, SLEMSA administers the funding for the emergency medical services provided by the City of Santee and the Lakeside Fire Protection District within the CSA 69 Reorganization Boundary; and

**WHEREAS**, the City of Santee has determined that it is necessary to continue the levy of special taxes within the portions of the CSA 69 Reorganization Boundary within the City’s jurisdiction in order to continue to provide such emergency medical services; and

**WHEREAS**, there is an annual special tax levied against the parcels contained within such portions of the CSA 69 Reorganization Boundary. The special tax was previously set each year based on the formula established by the County of San Diego. The City of Santee will set this tax for its territory moving forward. There will also be an annual adjustment based on the increase in the consumer price index for the San Diego area as determined by the United States Department of Labor. For Fiscal Year 2024-25, the increase in the consumer price index in the San Diego area is 5.11%; and

**WHEREAS**, CSA 69 previously collected said special tax on the property tax roll, and the City is authorized and proposes to collect the special tax in the same method as

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

CSA 69 previously collected such tax (See LAFCO Resolution No. 2022-17, Sec. 13); and

**WHEREAS**, in light of the CSA 69 Reorganization, it is required that both of SLEMSA's Members, the City of Santee and the Lakeside Fire Protection District annually cause to be prepared and filed internally a report of the specific parcels and special tax to be levied within their territory within the CSA 69 Reorganization Boundary for the upcoming Fiscal Year (the "Report"); and

**WHEREAS**, upon the filing of the Report with the City Clerk, the City Council shall cause to be noticed and thereafter conduct a public hearing to hear and consider testimony regarding the continuation of charges for such extended services within such County Service Areas within the City of Santee; and

**WHEREAS**, the City Clerk has confirmed that such Report has been filed for Fiscal Year 2024-25; and

**WHEREAS**, a public hearing was conducted by the City Council on June 26, 2024, to determine the establishment of the levy of special taxes for Fiscal Year 2024-25 as shown in the Report for CSA 69 and the CSA 69 Reorganization Boundary, and the City Council determined that no majority protest was filed.

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

**Section 1.** The above recitals are true and correct, and by this reference incorporated herein.

**Section 2.** The City Council hereby finds that at the conclusion of the public hearing, no majority protest exists with respect to the Report or the submittal of the special tax to the County of San Diego for collection of the special tax on the property tax roll, and any and all objections are hereby overruled. The City Council further approves the Report as filed.

**Section 3.** The City Council hereby approves the annual levy of a special tax within its territory within the CSA 69 Reorganization Boundary for 2024-25 and collection on the property tax roll.

**Section 4.** The City Council hereby directs appropriate staff of the City to take all actions necessary to collect the special tax on the property tax roll.

**ADOPTED** by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 26th day of June 2024 by the following roll call vote to wit:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

**APPROVED:**

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**JOHN W. MINTO, MAYOR**

**ATTEST:**

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**ANNETTE ORTIZ, CMC, CITY CLERK**

**MEETING DATE** June 26, 2024

**ITEM TITLE** SECOND READING AND ADOPTION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, AMENDING SANTEE MUNICIPAL CODE TITLE 13, "ZONING" (CASE FILE ZOA-2024-0002), AND SECOND READING AND ADOPTION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA AMENDING SANTEE MUNICIPAL CODE TITLE 3, "REVENUE AND FINANCE", TITLE 8, "STREETS, SIDEWALKS AND PUBLIC PROPERTY", TITLE 10, "VEHICLES AND TRAFFIC", AND TITLE 12, "SUBDIVISION OF LAND, DEVELOPMENT FEES, AND DEDICATIONS", AND FINDING THE ACTIONS TO BE EXEMPT FROM ENVIRONMENTAL REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

**DIRECTOR/DEPARTMENT** Shawn Hagerty, City Attorney

**SUMMARY**

The Introductions and First Readings of the above-entitled Ordinances were approved at a Regular Council Meeting on Wednesday, June 12, 2024. The Ordinances are now presented for Second Reading, by title only, and Adoption.

Vote at First Reading:   AYES:     MINTO, TROTTER, MCNELIS, KOVAL, HALL  
                                  NOES:     NONE  
                                  ABSENT:  NONE

At the June 12, 2024, City Council meeting, Council directed staff to consider certain changes to the proposed revisions set forth in the Ordinances. Staff has made those and other changes, as discussed in the attached Staff Report, and recommends adoption of the Ordinances as modified.

**ENVIRONMENTAL REVIEW**

The amendment of various titles of the Santee Municipal Code, as set forth in the attached Ordinances, is not a project subject to the California Environmental Quality Act (CEQA), pursuant to State CEQA Guidelines section 15378, as it is an administrative activity of government and the Ordinances do not have the potential to result in either a direct or reasonably foreseeable indirect physical change in the environment. Even if the amendments are considered a project under CEQA, they are exempt from CEQA review pursuant to State CEQA Guidelines section 15061(b)(3) as the Ordinances do not have the potential to result in either a direct or reasonably foreseeable indirect physical change in the environment.

**FINANCIAL STATEMENT** 

There is no material direct fiscal impact to the City from this action.

**CITY ATTORNEY REVIEW**    N/A •  Completed



**RECOMMENDATIONS** *MSB*

1. Conduct the Second Reading of and Adopt the Ordinance Amending Santee Municipal Code Title 13; and
2. Conduct the Second Reading of and Adopt the Ordinance Amending Santee Municipal Code Titles 3, 8, 10, and 12; and
3. Provide direction on the presented Legislative Calendar agenda and priorities.

**ATTACHMENTS**

Staff Report

Ordinance Amending Santee Municipal Code Titles 3, 8, 10, and 12

Ordinance Amending Santee Municipal Code Title 13



## STAFF REPORT

**SECOND READING AND ADOPTION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, AMENDING SANTEE MUNICIPAL CODE TITLE 13, “ZONING” (CASE FILE ZOA-2024-0002), AND SECOND READING AND ADOPTION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA AMENDING SMC TITLE 3, “REVENUE AND FINANCE”, TITLE 8, “STREETS, SIDEWALKS AND PUBLIC PROPERTY”, TITLE 10, “VEHICLES AND TRAFFIC”, AND TITLE 12, “SUBDIVISION OF LAND, DEVELOPMENT FEES, AND DEDICATIONS”, AND FINDING THE ACTIONS TO BE EXEMPT FROM ENVIRONMENTAL REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT**

### CITY COUNCIL MEETING

June 26, 2024

#### **A. INTRODUCTION**

In 2019, City Council (“Council”) approved a comprehensive update of the Santee Municipal Code (the “Code” or “SMC”). Since then, annual reviews have been conducted to ensure the Code remains consistent with current law and City practice. This is the fifth annual update brought to Council for consideration and focuses on administrative and legal revisions necessary to keep the Code up to date. The amendments proposed this year address changes in state law that affect existing Code provisions and updates recommended by staff to clarify, correct, and enhance consistency among Code sections.

A Public Hearing and First Reading of the proposed Ordinances revising the Code were held on June 12, 2024. Staff has considered Council’s comments and questions during that meeting and have responded to or modified their proposed revisions as follows:

#### **B. MODIFICATIONS TO PROPOSED REVISIONS FOLLOWING FIRST READING**

In response to Council’s comments on June 12, 2024, and to affirm continued parity between residents who own trailers and residents with a permitted home occupation that utilizes trailers, staff proposes to rescind the requested revision to the Home Occupation permitting conditions at **13.06.060(E)(10)**. The initial intent behind the proposed update was to address complaints received by the Code Enforcement Division related to the condition and minimal movement of trailers associated with permitted Home Occupations in Residential Zones. These complaints generally involve prolonged parking of large trailers on City streets that prevent parking of other vehicles; trailers that are used to collect yard waste, construction materials, or trash and debris remaining full or moving only a short distance to meet Municipal Code requirements; and the debris that falls from the trailers, such as nails that damage tires.

Staff's proposed update to section **10.10.245(B)** is also intended to help address this situation. This change clarifies that all trailers, whether associated with a home occupation or not, are subject to a 72 hour parking limit on City streets. With this clarification reflected in the updated Code, staff will be able to require utility trailers, like recreational vehicles, to move a minimum of 300 feet, regardless of their ownership and thereby mitigate this cause for concern.

Council also asked if the retail business requirement of one off-street parking space for each 250 square feet of gross floor space was consistent with the regulations in other municipalities. Staff reviewed the requirements for El Cajon, La Mesa, National City, Encinitas, and Poway and they are the same as the proposed update to section **13.24.040(B)(1)(c)**. Additionally, the proposed parking ratio is consistent with existing practice, which is derived from the shopping center requirements. Therefore, the proposed provision has been included as originally drafted.

In response to questions from Council regarding the residential development design standards for driveways leading into a garage found at section **13.24.030(B)(4)**, staff proposes to replace the original proposed language with a simplified statement of the requirement. Instead of:

4. The driveway for each required garage in the HL, R-1, R-1A, R-2, R-7, and R-14 zones shall be a minimum of 20 feet long.

the new proposed language would read:

4. When a driveway is provided to a dwelling unit's garage, the driveway shall be a minimum length of 20 feet.

Finally, although not discussed in depth on June 12, 2024, upon further consideration, staff recommends removal of the requested change to the ADU impact fees at **13.24.245(H)(1)(c)** from this Annual Update. A briefing of the issues and request for Council direction with respect to the future of ADU impact fees prior to the September 27, 2024 expiration of the trial-period waiving such fees will be added to the Legislative Calendar.

### **C. PROPOSED LEGISLATIVE CALENDAR**

For the Legislative Calendar, staff seeks confirmation of the staff provided priorities and general timeline to ensure alignment with Council's expectations. With the addition of the foregoing item, the current Legislative Calendar, in order of priority, is understood to be as follows:

1. Consideration of a moratorium on the development of new car wash locations
2. Consideration of ADU impact fees
3. City authority to address community events that do not obtain a Special Events Permit or a Temporary Use Permit

4. Regulation of accessory front yard structures and carports
5. Building Code updates
6. Review government claim handling process

**D. PROPOSED REVISIONS AS MODIFIED**

Revisions to be made to Titles 3, 8, 10, 12, and 13, and the reasons therefore, were detailed in the Staff Report for the June 12, 2024 Council Meeting and during presentation of the Agenda Item at the Meeting. The following is a recitation of the specific proposed revisions, noted by strikethroughs for language to be removed and underscores for language to be added, as modified after the First Reading:

**3.24.180 Awarding authority—Contracts and amendments.**

- A. The awarding authority for contracts and amendments to contracts subject to this chapter is as follows:
  1. A department director is authorized to execute contracts and amendments to contracts for professional services subject to this chapter if the cumulative amount of the contract plus any amendment(s) is \$15,000 or less and all other contracts if the cumulative amount is \$25,000.00 or less in any single fiscal year and is on behalf of his or her department only.

**8.08.010 Definitions**

“Skate park” means any facility that is designed and maintained for ~~the purpose of recreational~~ skating use of non-motorized wheeled devices, including skateboards, roller-skates, roller-blades, non-motorized BMX bikes and scooters, and wheelchairs, and includes the entire area within the fencing surrounding the skate facility, if the immediate skate facility is fenced.

**8.08.170 Pets.**

5. No pet is allowed to enter or remain within any structure in a City park or recreation area. This subsection does not apply to a ~~“seeing-eye” dog accompanying an unsighted person there present.~~ service animal under the care and control of its handler or someone designated by the handler.

**8.08.260 ~~Stoves~~ Grills**

Any person using a ~~park stove~~ City-provided charcoal grill must properly extinguish and dispose of all ashes in the provided hot coal containers, keep the ~~stove-grill~~ stove-grill in a tidy and sanitary condition, and ~~must~~ clear away all cooking and eating utensils and waste matter after using the ~~stove grill.~~ Any person who uses a park stove must bank any fire remaining in the stove after use. Open-flame grilling is prohibited.

**10.10.230 Stopping, standing or parking prohibited.**

- A. Except as provided in subsection B, it is unlawful for any person to stop, stand, or park a vehicle in any of the following places when signs or markings indicate prohibition of stopping, standing or parking:
2. At any place within 25 feet of an intersection or within the curb return of an intersection, or within 20 feet of the approach side of a marked or unmarked crosswalk, whichever is greater;

**10.10.245 Prohibition of use of streets for storage.**

- B. It is unlawful for any person who owns or has possession, custody or control of a recreational vehicle or utility trailer to park that vehicle on any public street in the same location, defined as within 300 feet of the original or previously documented location, for more than 72 consecutive hours. A vehicle that has been parked in the same location for 72 consecutive hours may not return to the same location for at least 72 consecutive hours. A location may be documented by marking the vehicle, taking a photograph of the vehicle, or by other method deemed appropriate by the City.

**10.10.300 Stopping and parking zones.**

- A. It is unlawful for any person to fail to comply with the regulations applicable to the following zones as established by City Council and marked with signs or by the zone color on the top or side of all curbs within such zones:
3. White means no stopping, standing, or parking for any purpose other than loading or unloading of passengers for a time not to exceed three minutes between 7:00 a.m. and 6:00 p.m. of any day except Sundays and holidays as follows:
    - d. Other locations that generate high passenger loading and unloading, such as schools.

**10.18.010 Designated.**

Roadway Segment	Limits	Speed Limit
Carlton Oaks Dr.	West Hills Pkwy. to <del>Kaschube Wy.</del> Wethersfield Rd.	35
Carlton Oaks Dr.	Wethersfield Rd. to <del>Pebble Beach Dr.</del> Fanita Pkwy.	35
Cottonwood Ave.	Mission Gorge Rd. to <del>Buena Vista Ave.</del> Prospect Ave.	30
<del>Cuyamaca St.</del>	<del>Chaparral Dr. to Beck Dr.</del>	<del>35</del>
<del>Cuyamaca St.</del>	Mission Gorge Rd. to <del>Buena Vista Ave.</del> south City limit	35
<del>Fanita Pkwy</del>	<del>Mast Blvd. to Carlton Oaks Dr.</del>	<del>35</del>
Magnolia Ave.	Mission Gorge Rd. to <del>Prospect Ave.</del> south City limit	<del>40</del> 45
<del>Magnolia Ave.</del>	<del>Mission Gorge Rd. to City limit</del>	40

Roadway Segment	Limits	Speed Limit
Mission Gorge Rd.	West City limit to <del>West Hills Pkwy</del> <u>Father Junipero Serra Trail</u>	55
<u>Mission Gorge Rd.</u>	<u>Father Junipero Serra Trail to West Hills Pkwy.</u>	<u>50</u>
Mission Gorge Rd.	West Hills Pkwy. to <del>Big Rock Rd.</del> <u>SR-52 eastbound off-ramp</u>	<del>50</del> <u>45</u>
Mission Gorge Rd.	SR-52 <u>eastbound off-ramps</u> to Fanita Dr.	40
Mission Gorge Rd.	Carlton Hills Blvd. to <del>Town Center Pkwy</del> <u>Cuyamaca St.</u>	35
Mission Gorge Rd.	Cuyamaca St. to <del>Cottonwood Ave.</del> <u>Riverview Pkwy.</u>	40
Mission Gorge Rd.	<del>Cottonwood Ave.</del> <u>Riverview Pkwy.</u> to Magnolia Ave.	40
<u>Park Center Dr.</u>	<u>Mast Blvd. to Riverwalk Dr.</u>	<u>30</u>
<u>Riverview Pkwy.</u>	<u>Mission Gorge Rd. to Town Ctr Pkwy.</u>	<u>30</u>
Town Center Pkwy.	<del>Cuyamaca St. to Costeo Dwy.</del> <u>Mission Gorge Rd. to Cuyamaca St.</u>	35
Town Center Pkwy.	<del>Costeo Dwy. Town-Ctr. Pkwy.</del> <u>Cuyamaca St. to Mission Gorge Rd. Ri</u>	<del>35</del> <u>25</u>
Woodside Ave.	<del>Shadow Hill Rd.</del> <u>SR-67 off-ramp</u> to east City limit	45

**12.21.050 Requirements.**

An urban lot split must satisfy each of the following requirements:

- I. Lot Access.
  2. Each resulting lot must have frontage on the public right-of-way of at least ~~46~~ 20 feet and a minimum of 150 feet in length unless otherwise approved by the Fire Department.

**13.04.020 Zoning districts.**

- C. Applicability.
  8. The provisions of this title do not apply to the development, use, or improvement of property or facilities owned, operated, or financed by the City, including but not limited to City Parks (active or passive parks), City Libraries, Fire Stations, or Sheriff Stations, or to property or facilities leased to a third-party for the provision of public services and public health services such as Transitional and Supportive Housing.

**13.06.070 Temporary uses.**

- D. Performance Standards. The temporary uses allowed pursuant to this section shall comply with the following standards:
  6. The use shall end by midnight.

### 13.08.020 Projects requiring development review.

- A. An application for development review is required and the Director is authorized to grant a development review permit involving the issuance of a building permit for construction or reconstruction of a structure which meets any of the criteria below. The Director may require a public hearing and City Council review based on the potential impacts to adjacent properties.
1. New commercial, industrial, institutional, or multiple family residential construction on vacant property.
  3. Reconstruction or alteration of existing commercial, industrial, institutional, or multiple family residential buildings on sites when the alteration significantly affects the exterior appearance of the building or traffic circulation of the site. Exceptions are maintenance or improvement of landscaping, parking, exterior re-painting or other common building and property maintenance activities.

### 13.10.040 Site development criteria.

- H. Storage Space. In the ~~R-7, R-14, and~~ R-22 districts, a minimum of 150 cubic feet of lockable enclosed storage per unit shall be provided in an easily accessible location for all residents (garages, carports, private patios). Storage area shall be in addition to any minimum size requirements for garages, carports, private patios or other areas. . In the R-30 district, development projects shall provide a minimum of 200 cubic feet of lockable enclosed storage space for residents which may be located in common areas. Substitutions meeting the intent of this requirement may be approved.
- I. Trash Enclosures and Trash Bins. Trash enclosures or individual trash bins must be provided for all developments.
1. When trash enclosures are provided, a minimum of two must be provided on-site when dumpsters and commercial waste disposal are to be provided for the development. Additional trash enclosures shall be provided as needed to meet the requirements of Chapter 9.06 and Chapter 13.36 of the City of Santee Municipal Code. The enclosures shall be designed to the satisfaction of the Director and shall include:
    - d. The trash enclosures shall be properly sized to include all containers for trash, recyclable organic waste, and renderings and shall be easily accessible.
    - e. The trash enclosures shall not be located within any required street setback or landscape area and shall be set back a minimum of ten feet from side and rear property lines.
    - f. The trash enclosures shall not block any required parking area or driveway.
    - eg. Anti-graffiti surfaces shall be provided pursuant to Section 7.16.120 of this code.
- K. Photovoltaic Solar. This section sets forth provisions for solar access and systems. The provisions of this section shall apply to all residential districts.

2. Photovoltaic (PV) System. PV systems shall utilize high-efficiency equipment and fixtures consistent with the current Green Building Code and California Code of Regulations, Title 24 energy conservation standards.
  - a. A new single-family home ~~and a~~ or a new detached accessory dwelling unit shall include at least a two kilowatt (kW) PV system.

#### **13.10.045 Accessory dwelling units.**

D. General Provisions. The following requirements apply to all ADUs and JADUs that are approved under subsections (F) and (G) below.

##### **6. Owner Occupancy.**

- a. An ADU ~~that is permitted before January 1, 2025,~~ is not subject to any owner-occupancy requirement.
- b. ~~Unless applicable law requires otherwise, all ADUs that are permitted on or after January 1, 2025 are subject to an owner-occupancy requirement. A natural person with legal or equitable title to the property must reside on the property as the person's legal domicile and permanent residence.~~
- c. ~~As required by state law, all JADUs are subject to an owner-occupancy requirement. A natural person with legal or equitable title to the property must reside on the property, in either the primary dwelling or JADU, as the person's legal domicile and permanent residence. However, the owner-occupancy requirement of this paragraph does not apply if the property is entirely owned by another governmental agency, land trust, or housing organization. As required by Government Code Section 65852.22(a)(3), a deed restriction meeting the requirements of Government Code Section 65852.22(a)(3) must be recorded and filed.~~

#### **13.10.050 Special development criteria.**

The special development criteria set forth in this section are intended to provide minimum standards for residential development.

##### **A. Attached and Detached Residential Accessory Structures.**

1. Attached and detached residential accessory structures ~~which require a building permit~~ (including, but not limited to, unenclosed patio covers, cabanas, garages, carports, and storage buildings) may encroach in a required interior side yard or rear yard, except as required in Table 13.10.040A, subject to the following limitations:
  - a. Height. The maximum height for accessory structures is 16 feet (one story).
  - b. Rear Yard Setback. Attached ~~and~~ or detached residential accessory structures or additions may be located ~~four~~ five feet from the rear property line, excluding eave overhang.

- c. Side Yard Setback. Attached or detached residential accessory structures may be located ~~four~~five feet from the side interior property line, excluding eave overhang. Attached and detached residential accessory structures may not encroach into required exterior side yard setbacks.

**13.12.030 Commercial and office use regulations.**

**G. Condition of Uses.**

- 1. Outdoor Displays and Sales of Merchandise. All businesses shall be conducted completely within an enclosed building. The following outdoor sales and commercial activities may be permitted to operate outdoors, within their respective districts and subject to any required reviews and permits:
  - i. Outdoor eating areas with more than 16 chairs (are subject to a minor conditional use permit) ~~For accessory out-door eating areas in conjunction with a food establishment that features take-out service; see subdivision (5) of this subsection;~~ and

**Table 13.12.030A  
Use Regulations for Commercial/Office Districts**

Use	OP	NC	GC
<b>B. General Commercial Uses</b>			
9. Auction house (conducted completely within an enclosed building and subject to the provisions contained in Title 4 of this code)	—	—	P
10. Automotive services including automobiles, trucks, motorcycles, boats, trailers, mopeds, recreational vehicles or other similar vehicles as determined by the Director			
c. Repairs including painting, body work and services	—	—	<del>P</del> C
<b>C. Public and Semi-Public Uses</b>			
13. Public buildings and facilities	<del>CP</del>	<del>CP</del>	<del>CP</del>

**Table 13.14.030A  
Use Regulations for Industrial Districts**

Use	IL	IG
<b>B. Storage Trades</b>		
3. Equipment sale/rentals	<del>P</del> MC	<del>P</del> MC
<b>D. Public and Semi-Public Uses</b>		
13. Public buildings and facilities	<del>CP</del>	<del>CP</del>



**13.24.030 Design standards.**

Design standards are established by this section to set basic minimum dimensions and guidelines for design, construction and maintenance of parking within both the residential, commercial and industrial districts.

A. General. The following standards shall apply to the residential, commercial and industrial districts.

11. Dead end drive aisles shall provide a minimum 3-foot indentation in the perimeter landscaping to facilitate the backing up of vehicles from the last parking stalls.

B. Residential.

1. The following design standards shall apply to the residential districts and developments:

b. One car garages for single-family or multifamily dwellings shall have a minimum interior dimension of 12 feet in width and 20 feet in depth of unobstructed area provided for parking purposes. In the high density residential (R-22 and R-30 zones), an enclosed single-car garage shall be a minimum of 10 feet in width, and 20 feet in length. Each enclosed garage shall and provide a minimum vertical clearance of seven and one-half feet.

...

4. When a driveway is provided to a dwelling unit's garage, the driveway shall be a minimum length of 20 feet.

45. Notwithstanding subdivisions 2 and 3 of this subsection, all driveways and access way widths and designs must be approved by the Santee Fire Department for purposes of emergency accessibility.

56. No property owner shall sublease, sublet or otherwise make available to residents of other properties, the off-street parking spaces required by this section.

67. All required covered off-street parking spaces shall be located conveniently accessible to the dwelling unit served by such parking space.

78. Residential developments which provide private streets shall be planned, designed and constructed to meet minimum City engineering and Santee Fire Department requirements for private streets.

89. The following design standards shall apply to parking garages:

**13.24.040 Parking requirements.**

The following sections list the minimum amount of parking for each category of uses, special requirements and optional requirements.

B. Nonresidential.

1. Commercial, Retail and Service Uses.

c. Retail uses: one off-street parking space for each 250 square feet of gross floor area.

- d. For new or redeveloped shopping centers within one-quarter mile of the Santee Light Rail Transit station, parking space requirements shall be reduced by 10% from the current parking requirements.
  - ~~d. Automobile service and gas station: three spaces plus two for each service bay.~~
  - e. Financial services, medical offices, administrative offices, and related office uses: one for each 250 square feet of gross floor area.
  - ~~f. Mortuaries and funeral homes: one parking stall for every 25 square feet or fraction thereof of assembly room or floor area.~~
8. Other uses:
- a. Day care centers not accessory to an existing business, including preschools and nursery schools: As determined by a parking demand study approved by the Director.
  - b. Lumber yards: one for each 250 square feet of gross floor area for retail sales, plus one for each 1,000 square feet of open area devoted to display (partially covered by roof, awning, etc.) or sales.
  - c. Cemeteries: as specified by conditional use permit.
  - d. Mortuaries and funeral homes: one parking stall for every 25 square feet or fraction thereof of assembly room or floor area.
  - e. Motels and hotels: one parking space for each guest unit and two spaces for resident manager or owner, plus one space per 50 square feet of banquet seating area.
  - f. Caretaker's residence: two-car garage with a minimum interior dimension of 20 feet in width and 20 feet in depth of unobstructed area provided for parking purposes.
  - g. Other uses not listed: as determined by a parking demand study approved by the Director of Planning and Building.

### 13.30.020 General development standards.

Unless stated otherwise within this code, the following standards shall be met for all developments:

- J. Trash Enclosures. All office, commercial and industrial developments shall provide an adequate number of trash enclosures on site to meet the requirements of Chapter 9.06 and Section 9.02.230 or amendments thereto. The enclosures shall be designed to the satisfaction of the Director and shall include:
1. A minimum six-foot high solid decorative masonry wall with a solid roof and solid metal gate painted to match the on-site buildings. The enclosures shall prevent rainfall from entering the enclosure and prevent wind dispersal as well as offsite transport of trash and recycling.
  2. Each trash dumpster shall have an attached, water-proof cover that shall be kept closed at all times.
  3. All gaps between walls and roof of the enclosure must be screened with a five mm gauge.
  4. The trash enclosures:
    - a. ~~s~~shall be properly sized to include all containers for trash, recyclable, and organic waste, and ~~shall~~ be easily accessible;

- b. ~~§~~ Shall not be located within any required street yards, shall be setback a minimum of 5 feet to side and rear property lines when adjacent to non-residential zones, 10 feet when adjacent to a residential zones and shall not be located within a ~~or~~-landscape area; and
- c. ~~§~~ Shall not block any required parking area or driveway.

**1.02.040** – change “neuter” to neutral”

**7.04.060** – in the definition of “Retailer” change “form” to “from” and “exclusive” to “exclusively”

**13.04.140 (B)** -- change “park” to “part”

**13.08.020(C)(2)** – change “resident” to “residential”

**D. RECOMMENDATION**

Staff requests that the City Council:

1. Conduct the second reading of and adopt the Ordinance amending Title 13; and
2. Conduct the second reading of and adopt the Ordinance amending Titles 3, 8, 10, and 12; and
3. Provide direction on Legislative Calendar agenda and priorities.

ORDINANCE NO. \_\_\_\_

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTEE AMENDING SANTEE MUNICIPAL CODE TITLE 3, "REVENUE AND FINANCE", TITLE 8, "STREETS, SIDEWALKS AND PUBLIC PROPERTY", TITLE 10, "VEHICLES AND TRAFFIC", AND TITLE 12, "SUBDIVISION OF LAND, DEVELOPMENT FEES, AND DEDICATIONS", AND FINDING THAT THE ACTION IS EXEMPT FROM ENVIRONMENTAL REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)**

**WHEREAS**, pursuant to article XI, section 5 of the California Constitution and Government Code section 37100, the legislative body of a city may pass ordinances not in conflict with the Constitution and laws of the State or the United States;

**WHEREAS**, in 2019, the City completed a comprehensive update to the Santee Municipal Code ("Code"); and

**WHEREAS**, the City desires to conduct annual updates to ensure the Code remains consistent with current law and City practice; and

**WHEREAS**, City staff and the City Attorney have reviewed the Code and have determined that certain updates to the Code are required and appropriate; and

**WHEREAS**, proposed revisions to Titles 3, 8, 10, and 12 of the Code are detailed in the Staff Report ;

**WHEREAS**, the City Council conducted first reading of the proposed revisions to the foregoing Titles on June 12, 2024;

**WHEREAS**, the City Council scheduled and held a second reading of proposed revisions to the foregoing Titles on June 26, 2024;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:**

**SECTION 1. Recitals Incorporated.** The Recitals set forth above are true and correct and are incorporated into this Ordinance.

**SECTION 2. Amendments.** Titles 3, 8, 10, and 12 of the Santee Municipal Code are amended as follows:

**Section 3.24.1180(A)(1)** shall be amended to now read as follows:

1. A department director is authorized to execute contracts and amendments to contracts for professional services subject to this chapter if the cumulative amount of the contract plus any amendment(s) is \$15,000 or less and all other contracts if the cumulative amount is \$25,000.00 or less in any single fiscal year and is on behalf of his or her department only.

**Section 8.08.010** shall be amended to read as follows:

“Skate park” means any facility that is designed and maintained for recreational use of non-motorized wheeled devices, including skateboards, roller-skates, roller-blades, non-motorized BMX bikes and scooters, and wheelchairs, and includes the entire area within the fencing surrounding the skate facility, if the immediate skate facility is fenced.

**Section 8.08.170(5)** shall be amended to read as follows:

5. No pet is allowed to enter or remain within any structure in a City park or recreation area. This subsection does not apply to service animal under the care and control of its handler or someone designated by the handler.

**Section 8.08.260** shall be amended to read as follows:

#### **8.08.260 Grills**

Any person using a City-provided charcoal grill must properly extinguish and dispose of all ashes in the provided hot coal containers, keep the grill in a tidy and sanitary condition, and clear away all cooking and eating utensils and waste matter after using the grill. Open-flame grilling is prohibited.

**Section 10.10.030(A)(2)** shall be amended to read as follows:

2. At any place within 25 feet of an intersection or within the curb return of an intersection, or within 20 feet of the approach side of a marked or unmarked crosswalk, whichever is greater;

**Section 10.10.245(B)** is amended to read as follows:

- B. It is unlawful for any person who owns or has possession, custody or control of a recreational vehicle or utility trailer to park that vehicle on any public street in the same location, defined as within 300 feet of

the original or previously documented location, for more than 72 consecutive hours. A vehicle that has been parked in the same location for 72 consecutive hours may not return to the same location for at least 72 consecutive hours. A location may be documented by marking the vehicle, taking a photograph of the vehicle, or by other method deemed appropriate by the City.

**Section 10.10.300(A)(3)(d)** is added to read as follows:

- d. Other locations that generate high passenger loading and unloading, such as schools.

The table at **Section 10.18.010** is replaced with the following:

Roadway Segment	Limits	Speed Limit
Carlton Hills Blvd.	Lake Canyon Rd. to Mast Blvd.	35
Carlton Hills Blvd.	Mast Blvd. to Carlton Oaks Dr.	35
Carlton Hills Blvd.	Carlton Oaks Dr. to Mission Gorge Rd.	35
Carlton Oaks Dr.	West Hills Pkwy. to Wethersfield Rd.	35
Carlton Oaks Dr.	Wethersfield Rd to Fanita Pkwy.	35
Carlton Oaks Dr.	Fanita Pkwy. to Carlton Hills Blvd.	35
Carlton Oaks Dr.	Carlton Hills Blvd. to Stoyer Dr.	30
Cottonwood Ave.	Mission Gorge Rd. to Prospect Ave.	30
Cuyamaca St.	Chaparral Dr. to Beck Dr.	35
Cuyamaca St.	Beck Dr. to Mast Blvd.	35
Cuyamaca St.	Mast Blvd. to Town Center Pkwy.	35
Cuyamaca St.	Town Center Pkwy. to Mission Gorge Rd.	35
Cuyamaca St.	Mission Gorge Rd. to south City	35
El Nopal	Magnolia Ave. to City limit	35
Fanita Dr.	Mission Gorge Rd. to Prospect Ave.	40
Fanita Dr.	Prospect Ave. to south City limit	40
Fanita Dr.	Mast Blvd. to Ganley Rd.	40
Fanita Pkwy.	Mast Blvd. to Carlton Oaks Drive	35
Graves Ave.	Prospect Ave. to Pepper Dr.	35
Halberns Blvd.	Mast Blvd. to Stoyer Dr.	35
Magnolia Ave.	Princess Joann Rd. to Woodglen Vista Dr.	40
Magnolia Ave.	Woodglen Vista Dr. to El Nopal	40
Magnolia Ave.	El Nopal to Mast Blvd.	40
Magnolia Ave.	Mast Blvd. to San Diego River	45
Magnolia Ave.	San Diego River to Mission Gorge Rd.	45
Magnolia Ave.	Mission Gorge Rd. to south City limit	45
Mast Blvd.	Western City limit to Fanita Pkwy.	40
Mast Blvd.	Fanita Pkwy. to Carlton Hills Blvd.	40
Mast Blvd.	Carlton Hills Blvd. to Halberns Blvd.	40
Mast Blvd.	Halberns Blvd. to Cuyamaca St.	40
Mast Blvd.	Cuyamaca St. to Magnolia Ave.	40
Mast Blvd.	Magnolia Ave. to Los Ranchitos Rd.	35
Mesa Rd.	Mission Gorge Rd. to Prospect Ave.	35
Mission Gorge Rd.	West City limit to Father Junipero Serra Trail	55

Roadway Segment	Limits	Speed Limit
Mission Gorge Rd.	Father Junipero Serra Trail to West Hills Pkwy.	50
Mission Gorge Rd.	West Hills Pkwy. to SR-52 eastbound off-ramps.	45
Mission Gorge Rd.	SR-52 eastbound off-ramps.to Fanita Dr.	40
Mission Gorge Rd.	Fanita Dr. to Carlton Hills Blvd.	35
Mission Gorge Rd.	Carlton Hills Blvd. to Cuyamaca St.	35
Mission Gorge Rd.	Cuyamaca St. to Riverview Pkwy.	40
Mission Gorge Rd.	Riverview Pkwy. to Magnolia Ave.	40
Olive Ln.	Mission Gorge Rd. to Prospect Ave.	30
Park Center Dr.	Mast Blvd. to Riverwalk Dr.	30
Prospect Ave.	Mesa Rd. to Fanita Dr.	35
Prospect Ave.	Fanita Dr. to Olive Ln.	35
Prospect Ave.	Olive Ln. to Cuyamaca St.	40
Prospect Ave.	Cuyamaca St. to Cottonwood Ave.	35
Prospect Ave.	Cottonwood Ave. to Magnolia Ave.	35
Riverview Pkwy.	Mission Gorge Rd. to Town Ctr Pkwy.	30
Town Center Pkwy.	Mission Gorge Rd to Cuyamaca St.	35
Town Center Pkwy.	Cuyamaca St.to Riverview Pkwy.	25
Woodside Ave.	Magnolia Ave. to SR-67 off-ramp	45
Woodside Ave. North	SR-67 off-ramp to City limit	40
Woodside Ave.	SR-67 off ramp. to east City limit	45

**Section 12.21.050(I)(2)** is amended to read as follows:

2. Each resulting lot must have frontage on the public right-of-way of at least 20 feet and a minimum of 150 feet in length unless otherwise approved by the Fire Department.

**SECTION 3. CEQA.** Based upon the whole of the administrative record before it, the City Council hereby finds that the amendments to the Code set forth in this Ordinance constitute an organizational or administrative activity of the City that will not result in direct or indirect physical changes in the environment and, therefore, do not qualify as a “project” subject to environmental review under the California Environmental Quality Act (“CEQA”) (Pub. Res. Code, § 21000 et seq.), as defined by the State CEQA Guidelines (Cal. Code Regs., tit. 14, § 15061(b)(3)). Council further finds that approval of these amendments and adoption of this Ordinance qualify for “the common sense exemption” from CEQA because “it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment” (14 CCR § 15378(b)(5)). Accordingly, the adoption of this Ordinance is either not governed by or is exempt from CEQA. Staff is hereby directed to prepare, execute and file with the San Diego County Clerk a CEQA Notice of Exemption within five (5) working days after the adoption of this Ordinance.

**SECTION 4. Codification.** The City has adopted the “City of Santee Municipal Code Editorial Guidelines” and, except as otherwise provided herein,

authorizes Quality Code Publishing to make technical, non-substantive changes to conform the codified Ordinance to the guidelines. In the event a substantive conflict arises on the basis of the changes authorized by this Section, the language adopted by this Ordinance prevails. The City Clerk is authorized to provide certified copies and notice of this Ordinance or any part of this Ordinance required or advised by the law or any regulation.

**SECTION 5. Severability.** If any provision of this Ordinance is ever held to be unconstitutional or unenforceable, such holding will not affect the validity of the remainder of this Ordinance. The City Council of the City of Santee hereby declares that it would have passed each provision on its own, irrespective of the fact that another provision might be declared unconstitutional or unenforceable.

**SECTION 6. Effective Date.** This Ordinance shall become effective thirty (30) days after its adoption.

**SECTION 7. Publication.** The City Clerk is hereby directed to certify the adoption of this Ordinance and cause a summary or 1/4 page advertisement of the same to be published as required by law.

**INTRODUCED AND FIRST READ** at a Public Hearing held at a Regular Meeting of the City Council of the City of Santee, California, on the 12th day of June, 2024, and thereafter **ADOPTED** at a Regular Meeting of the City Council held on this 26th day of June 2024, by the following vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

**APPROVED**

---

**JOHN MINTO, MAYOR**

**ATTEST:**

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**ANNETTE ORTIZ, CMC, CITY CLERK**



ORDINANCE NO. \_\_\_\_

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTEE AMENDING TITLE 13 OF THE SANTEE MUNICIPAL CODE, “ZONING” (CASE FILE ZOA-2024-0002) AND FINDING THAT THE ACTION IS EXEMPT FROM ENVIRONMENTAL REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)**

**WHEREAS**, pursuant to article XI, section 5 of the California Constitution and Government Code section 37100, the legislative body of a city may pass ordinances not in conflict with the Constitution and laws of the State or the United States;

**WHEREAS**, in 2019, the City completed a comprehensive update to the Santee Municipal Code (“Code”); and

**WHEREAS**, the City desires to conduct annual updates to ensure the Code remains consistent with current law and City practice; and

**WHEREAS**, City staff and the City Attorney have reviewed the Code and have determined that certain updates to the Code are required and appropriate; and

**WHEREAS**, proposed revisions to the City’s zoning ordinance set forth in Title 13 of the Code are detailed in the Staff Report ;

**WHEREAS**, the City Council conducted a properly noticed public hearing and first reading of the proposed revisions to Title 13 on June 12, 2024;

**WHEREAS**, the City Council scheduled and held a second reading of proposed revisions to Title 13 on June 26, 2024;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:**

**SECTION 1. Recitals Incorporated.** The Recitals set forth above are true and correct and are incorporated into this Ordinance.

**SECTION 2. Amendments.** Title 13 of the Santee Municipal Code is amended as follows:

**Section 13.04.020(C)(8)** shall be added and read as follows:

8. The provisions of this title do not apply to the development, use, or improvement of property or facilities owned, operated, or financed by the City, including but not limited to City Parks (active or passive parks), City Libraries, Fire Stations, or Sheriff Stations, or to property or facilities leased to a third-party for the provision of public services and public health services such as Transitional and Supportive Housing.

**Section 13.060.070(D(6))** shall be added and read as follows:

6. The use shall end by midnight.

**Section 13.08.020(A)(1)** shall be amended to read as follows:

1. New commercial, industrial, institutional, or multiple family residential construction on vacant property.

**Section 13.08.020(A)(3)** shall be amended to read as follows:

3. Reconstruction or alteration of existing commercial, industrial, institutional, or multiple family residential buildings on sites when the alteration significantly affects the exterior appearance of the building or traffic circulation of the site. Exceptions are maintenance or improvement of landscaping, parking, exterior re-painting or other common building and property maintenance activities.

**Section 13.10.040(H)** shall be amended to read as follows:

- H. Storage Space. In the R-22 district, a minimum of 150 cubic feet of lockable enclosed storage per unit shall be provided in an easily accessible location for all residents (garages, carports, private patios). Storage area shall be in addition to any minimum size requirements for garages, carports, private patios or other areas. In the R-30 district, development projects shall provide a minimum of 200 cubic feet of lockable enclosed storage space for residents which may be located in common areas. Substitutions meeting the intent of this requirement may be approved.

**Section 13.10.040(I)(1)(d), (e), (f) and (g)** shall be amended to read as follows:

- d. The trash enclosures shall be properly sized to include all containers for trash, recyclable organic waste, and renderings and shall be easily accessible.
- e. The trash enclosures shall not be located within any required street setback or landscape area and shall be set back a minimum of ten feet from side and rear property lines.
- f. The trash enclosures shall not block any required parking area or driveway.
- g. Anti-graffiti surfaces shall be provided pursuant to Section 7.16.120 of this code.

**Section 13.10.040(K)(2)(a)** shall be amended to read as follows:

- a. A new single-family home or a new detached accessory dwelling unit shall include at least a two kilowatt (kW) PV system.

**Section 13.10.045(D)(6)** shall be amended to read as follows:

- 6. Owner Occupancy.
  - a. An ADU is not subject to an owner-occupancy requirement.

**Section 13.10.050(A)(1)(b) and (c)** shall be amended to read as follows:

- 1. Attached and detached residential accessory structures (including, but not limited to, unenclosed patio covers, cabanas, garages, carports, and storage buildings) may encroach in a required interior side yard or rear yard, except as required in Table 13.10.040A, subject to the following limitations:
  - ...
  - b. Rear Yard Setback. Attached or detached residential accessory structures or additions may be located five feet from the rear property line, excluding eave overhang.
  - c. Side Yard Setback. Attached or detached residential accessory structures may be located five feet from the side interior property line, excluding eave overhang. Attached and detached residential accessory structures may not encroach into required exterior side yard setbacks.

**Section 13.12.030(G)(1)(i)** shall be amended to read as follows:

- i. Outdoor eating areas with more than 16 chairs (are subject to a minor conditional use permit); and

**Table 13.12.030A** shall be amended as follows:

Use	OP	NC	GC
...			
<b>B. General Commercial Uses</b>			
...			
9. Auction house (conducted completely within an enclosed building and subject to the provisions contained in Title 4 of this code)	—	—	P
10. Automotive services including automobiles, trucks, motorcycles, boats, trailers, mopeds, recreational vehicles or other similar vehicles as determined by the Director			
...			
c. Repairs including painting, body work and services	—	—	C
...			
<b>C. Public and Semi-Public Uses</b>			
...			
13. Public buildings and facilities	P	P	P

**Table 13.14.030A** shall be amended as follows:

Use	IL	IG	
...			
<b>B. Storage Trades</b>			
...			
3. Equipment sale/rentals	MC	MC	
...			
<b>D. Public and Semi-Public Uses</b>			
...			
13. Public buildings and facilities	P	P	

**Section 13.24.030(A)(11)** shall be added as follows:

- 11. Dead end drive aisles shall provide a minimum 3-foot indentation in the perimeter landscaping to facilitate the backing up of vehicles from the last parking stalls.

**Section 13.24.030(B)(1)(b)** shall be amended to read as follows:

- b. One car garages for single-family or multifamily dwellings shall have a minimum interior dimension of 12 feet in width and 20 feet in depth of unobstructed area provided for parking purposes. In the high density residential (R-22 and R-30 zones), an enclosed single-car garage shall be a minimum of 10 feet in width, and 20 feet in length. Each enclosed garage shall provide a minimum vertical clearance of seven feet.

**Section 13.24.030(B)(4)** shall be added and **(4) – (8)** shall be renumbered as follows:

4. When a driveway is provided to a dwelling unit's garage, the driveway shall be a minimum length of 20 feet.
5. Notwithstanding subdivisions 2 and 3 of this subsection, all driveways and access way widths and designs must be approved by the Santee Fire Department for purposes of emergency accessibility.
6. No property owner shall sublease, sublet or otherwise make available to residents of other properties, the off-street parking spaces required by this section.
7. All required covered off-street parking spaces shall be located conveniently accessible to the dwelling unit served by such parking space.
8. Residential developments which provide private streets shall be planned, designed and constructed to meet minimum City engineering and Santee Fire Department requirements for private streets.
9. The following design standards shall apply to parking garages:

A new **section 13.24.040(B)(1)(c)** is added and current (B)(1)(c) is re-designated as **(B)(1)(d)** to read as follows:

- c. Retail uses: one off-street parking space for each 250 square feet of gross floor area.
- d. For new or redeveloped shopping centers within one-quarter mile of the Santee Light Rail Transit station, parking space requirements shall be reduced by 10% from the current parking requirements.

Current **section 13.24.040(B)(1)(d)** is deleted.

Current **section 13.24.040(B)(1)(f)** is deleted.

**Sections 13.24.040(B)(8)(f) and (g)** are added as follows:

- f. Caretaker's residence: two-car garage with a minimum interior dimension of 20 feet in width and 20 feet in depth of unobstructed area provided for parking purposes.
- g. Other uses not listed: as determined by a parking demand study approved by the Director of Planning and Building.

**Section 13.30.020(D)** shall be amended to read as follows:

- D. Auxiliary Structures. Auxiliary structures shall meet all of the setback requirements for main buildings unless otherwise specified within this code. Height of auxiliary structures shall be a maximum of 16 feet. Carports in the commercial or industrial zones shall be a maximum of 25 feet high and are subject to the parking setback requirements.

**Section 13.30.020(J)(4)** shall be amended to read as follows:

- 4. The trash enclosures:
  - a. Shall be properly sized to include all containers for trash, recyclable, and organic waste, and be easily accessible;
  - b. Shall not be located within any required street yards, shall be setback a minimum of 5 feet to side and rear property lines when adjacent to non-residential zones, 10 feet when adjacent to a residential zones and shall not be located within a landscape area; and
  - c. Shall not block any required parking area or driveway.

**SECTION 3. CEQA.** Based upon the whole of the administrative record before it, the City Council hereby finds that the amendments to the Code set forth in this Ordinance constitute an organizational or administrative activity of the City that will not result in direct or indirect physical changes in the environment and, therefore, do not qualify as a "project" subject to environmental review under the California Environmental Quality Act ("CEQA") (Pub. Res. Code, § 21000 et seq.), as defined by the State CEQA Guidelines (Cal. Code Regs., tit. 14, § 15061(b)(3)). Council further finds that approval of these amendments and adoption of this Ordinance qualify for "the common sense exemption" from CEQA because "it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment" (14 CCR § 15378(b)(5)). Accordingly, the adoption of this Ordinance is either not governed by or is exempt from CEQA. Staff is hereby directed to prepare, execute and file with the San Diego County Clerk a CEQA Notice of Exemption within five (5) working days after the adoption of this Ordinance.

**SECTION 4. Codification.** The City has adopted the "City of Santee Municipal Code Editorial Guidelines," and, except as otherwise provided herein, authorizes Quality Code Publishing to make technical, non-substantive changes to

conform the codified Ordinance to the guidelines. In the event a substantive conflict arises on the basis of the changes authorized by this Section, the language adopted by this Ordinance prevails. The City Clerk is authorized to provide certified copies and notice of this Ordinance or any part of this Ordinance required or advised by the law or any regulation.

**SECTION 5. Severability.** If any provision of this Ordinance is ever held to be unconstitutional or unenforceable, such holding will not affect the validity of the remainder of this Ordinance. The City Council of the City of Santee hereby declares that it would have passed each provision on its own, irrespective of the fact that another provision might be declared unconstitutional or unenforceable.

**SECTION 6. Effective Date.** This Ordinance shall become effective thirty (30) days after its adoption.

**SECTION 7. Publication.** The City Clerk is hereby directed to certify the adoption of this Ordinance and cause a summary or 1/4 page advertisement of the same to be published as required by law.

**INTRODUCED AND FIRST READ** at a Public Hearing held at a Regular Meeting of the City Council of the City of Santee, California, on the 12th day of June, 2024, and thereafter **ADOPTED** at a Regular Meeting of the City Council held on this 26th day of June 2024, by the following vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

**APPROVED**

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**JOHN MINTO, MAYOR**

**ATTEST:**

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**ANNETTE ORTIZ, CMC, CITY CLERK**

**MEETING DATE** June 26, 2024

**ITEM TITLE** CONTINUED DISCUSSION REGARDING THE GENERAL FUND RESERVE POLICY.

**DIRECTOR/DEPARTMENT** Heather Jennings, Finance *HJ*

**SUMMARY**

On February 28, 2024, staff presented to the City Council information related to creating a formal General Fund Reserve Policy. The City Council received the report and provided staff with direction in the areas of the type and desired level of a reserve, how and when funds could be used, and a replenishment plan in the case reserve funds were depleted. Staff returned to City Council on March 27, 2024, with a draft policy addressing City Council's recommendations. There were no changes to the draft policy at this time. Staff returned to the City Council with a finalized policy on June 12, 2024. At this meeting the City Council approved the policy after adjusting the Operating General Fund Reserve from twenty percent (20%) to twenty two percent (22%). There was also discussion related to the Supplemental Reserve and due to the nature of the discussion, staff felt it was important to return to City Council to clarify certain treatments of the Supplemental Reserve.

This agenda item presents the City Council with four options to consider regarding the General Fund Reserve Policy.

**ENVIRONMENTAL REVIEW**

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

**FINANCIAL STATEMENT**

There is no financial impact at this time.

**CITY ATTORNEY REVIEW**

N/A

Completed

**RECOMMENDATION** *MDB*

Choose from the proposed options provided or determine a new option.

**ATTACHMENTS**

Staff Report – Attachment 1

Adopted General Fund Reserve Policy – Attachment 2



**STAFF REPORT**  
**GENERAL FUND RESERVE DISCUSSION**  
**JUNE 26, 2024**

**Introduction**

At the June 12, 2024 City Council meeting, City Council approved the General Fund Reserve Policy with a change to the percentage requirement for the General Fund Operating Reserve. The change increased the amount from twenty percent (20%) to twenty two percent (22%). The policy presented at this meeting included the Supplemental Reserve which has been designed to incrementally set aside funds to be used for unanticipated, unbudgeted items. The Supplemental Reserve is funded through a contribution of unappropriated fund balance up to a maximum of one percent (1%) of budgeted operating expenditures once the 22% Operating Reserve is met. Staff is returning to the City Council to get final clarification on an aspect of the Supplemental Reserve.

To properly apply the City Council's intent of the Reserve Policy, staff is requesting clarification of how, or if, the Supplemental Reserve will get replenished if funds are used during the year. The current Reserve Policy provides direction for the replenishment of reserves for the General Fund Operating Reserve but does not address the Supplemental Reserve. Due to the different structure of the Supplemental Reserve, staff would like to review potential options. There are four options below that map out alternatives. The first option does not include the Supplemental Reserve but is added as a starting point for discussion purposes.

Below are the basic attributes of the Supplemental Reserve followed by an example to assist in illustrating each option. In addition, there are pros and cons included for consideration.

**Supplemental Reserve** – up to a maximum amount of five percent (5%) of the annual General Fund budgeted operating expenditures

- Reserve and set aside amounts over 22%, up to 23% of the annual General Fund budgeted operating expenditures.
- Reserve will build up to the maximum amount of 5% of budgeted expenditures.
- Use of reserve – eligible for use at the discretion (majority vote) of the City Council for unexpected, non-budgeted items that fall outside the current budget. No emphasis on emergency situations.

### **Scenario for Examples**

- Total Operating Expenses \$60,000,000
- Total Fund Balance at year end \$14,100,000
- Fund Balance percentage 23.5%
- Supplemental Reserve funds used during the year \$250,000

#### **OPTION 1: General Fund Operating Reserve (22%)**

An amount equal to 22% of the annual General Fund budgeted operating expenditures.

- Use of Reserve – eligible for use at the discretion of the City Council (this will work exactly like the previous 20% reserve). Authorized use of reserves will require a City Council majority vote.

#### **EXAMPLE**

- Operating Reserve (22%) \$13,200,000
- Available for City Council appropriation \$900,000
- Total \$14,100,000

PROS	
	Straightforward and easy to administer and track
	Anything greater than 22% is available for City Council projects and priorities
CONS	
	Missing added reserve layer

#### **OPTION 2: General Fund Operating Reserve (22%) and Supplemental Reserve (no replenishment)**

##### **Supplemental Reserve –**

- Replenishment of reserves – *no replenishment of funds used during the year*. The Supplemental Reserve is only funded when unappropriated fund balance is greater than 22% of General Fund budgeted operating expenditures. And then only by up to 1% of available, unappropriated fund balance.

#### **EXAMPLE**

- Operating Reserve (22%) \$13,200,000
- Supplemental Reserve (1%) \$600,000
- Available for City Council appropriation \$300,000
- Total \$14,100,000

PROS	
	Without the commitment to replenish the Supplemental Reserve for funds used during the year, unappropriated, available fund balance will be accessible for other City Council projects and priorities
CONS	
	If reserve funds used during the year are not replenished, the Supplemental Reserve balance will grow at a slower rate

**OPTION 3: General Fund Operating Reserve (22%) and Supplemental Reserve (with replenishment)**

**Supplemental Operating Reserve**

- Replenishment of reserves – funds used during the year will be replenished through the budget process within 1 to 3 years (longer if needed and approved by City Council).

**EXAMPLE**

○ Operating Reserve (22%)	\$13,200,000
○ Replenishment of \$250,000 used during year	\$250,000
○ Supplemental Reserve (1%)	\$600,000
○ Available for City Council appropriation	<u>\$50,000</u>
○ Total	\$14,100,000

PROS	
	The replenishment of the Supplemental Reserve will have priority over other uses of unappropriated, available fund balance
	The Supplemental Reserve balance will grow at a faster rate
CONS	
	Unappropriated, available fund balance will be less accessible for other City Council projects and priorities

**OPTION 4:**

Either OPTION 2 or OPTION 3 and, for the Supplementary Reserve, instead of a maximum of 5% of budgeted expenditures, the maximum would be a fixed dollar amount to be determined by City Council, \$3,000,000, for example. City contributions to the reserve would remain the same at 1% after the 22% Operating Reserve is met.

- Amount can be adjusted at City Council’s discretion

PROS	
	Having a fixed dollar amount is less complicated when setting funds aside, tracking the balance , and visualizing the objective
	City Council can revisit maximum at any time
CONS	
	Maximum will not automatically increase/decrease when there are changes to the annual operating budget

### **Supplemental Reserve Calculation and Set Aside Process**

The Supplemental Reserve is proposed to be calculated and set aside during the Mid-Year Budget Update. This is the best time to calculate and set aside funds due to the completion of the annual financial statement audit, because final numbers from the previous fiscal year are available. If Option 3 is selected, any spent funds are proposed to be replenished during the annual budget process.

# CITY OF SANTEE

## GENERAL FUND RESERVE POLICY

### JUNE 12, 2024

#### **PURPOSE**

The General Fund accounts for all resources except for those where a separate fund is necessary for legal and administrative purposes. The primary sources of income for the City's General Fund include property tax, sales tax, charges for services, and franchise fees. The primary uses include public safety, public works, and other salaries and benefits.

Unrestricted fund balance is the accumulation of excess revenue collected over a period that is not otherwise committed or assigned. The General Fund Reserve is a measure of the unrestricted fund balance that is held and not available for operating expenses. A General Fund Reserve Policy assists the City in mitigating risk by providing a back-up for revenue shortfalls or unexpected expenditures as needed. It is a City Council commitment to prudent fiscal management and provides the framework for how and when the reserve can be used. A General Fund Reserve Policy is also helpful in providing liquidity and is important for a city's credit rating.

#### **POLICY**

##### **General Fund Operating Reserve**

The General Fund Operating Reserve represents unrestricted resources available for appropriations by the City Council to address unanticipated, extraordinary needs. It is the City Council's intention to maintain twenty-two percent (22%) of the annual General Fund budgeted operating expenditures in this reserve. The calculation will be based on budgeted operating expenditures and will be calculated each time an updated budget is presented to the City Council.

##### **Supplemental General Fund Operating Reserve**

The Supplemental General Fund Operating Reserve is in addition to the General Fund Operating Reserve. This reserve is to be utilized for unexpected non-budgeted items that fall outside the current City Council priorities. This reserve will be funded by up to a one percent (1%) assignment of surplus unrestricted fund balance that is greater than twenty-two percent (22%) of General Fund budgeted operating expenditures (depending on availability). The 1% assignment will continue until the reserve reaches five percent (5%) of General Fund budgeted operating expenditures.

## Other Funds

Other funds that have an unrestricted fund balance for the purpose of actuarial calculations and emergency fiscal situations include, but are not limited to, Worker's Compensation, Risk Management, Vehicle Replacement, and Technology Replacement. The unrestricted fund balances within these funds are committed for the use described by the fund.

## Use of Reserves

General Fund reserve allocations are eligible for use at the discretion of the City Council at a time of unforeseen fiscal need. Such determinations will be made by the City Council on a case-by-case basis. Authorized use of reserves will require a City Council majority vote.

All fund balances of funds other than the General Fund that are not legally restricted for a specific purpose, also are eligible for use at the discretion of the City Council at a time of unforeseen fiscal need. Authorized use of reserves will require a City Council majority vote.

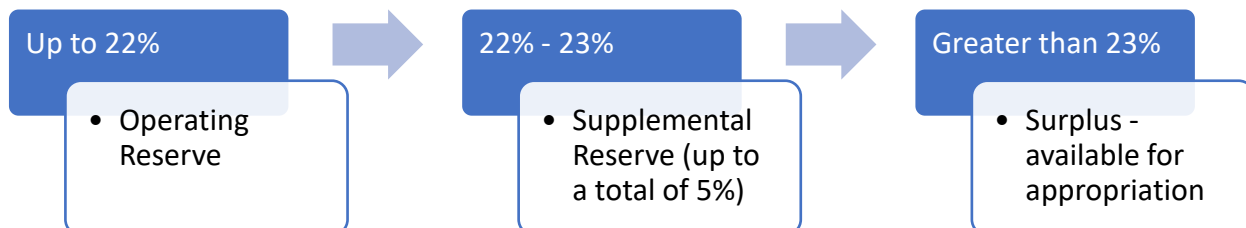
## Calculation of Reserves

In determining whether General Fund reserves meet the goals of this policy, they will be measured as a percentage of General Fund budgeted operating expenditures. For this purpose, operating expenditures will exclude transfers to other funds, prior year carried forward appropriations, as well as special projects that by their nature would not be considered ongoing operational expenditures.

## Replenishment of Reserves

When the General Fund Operating Reserve funds are used and the levels fall below the policy levels as described herein, a plan will be developed to replenish the reserves to their prior levels. This plan will seek to return the reserves to their policy level within one (1) to three (3) years. If the reduction of the General Fund Operating Reserve is more than can be replenished within three years, the City Manager and the Director of Finance will present a plan to incrementally replenish the reserve back to the minimum 22% level. Funds will be replenished through the budget process.

## Unrestricted Fund Balance Chart – (percentage based on budgeted operating expenditures)



**MEETING DATE** June 26, 2024

**ITEM TITLE** CONTINUED REVIEW OF THE PROPOSED OPERATING BUDGET FOR FISCAL YEAR 2024-25, AND RESOLUTION ADOPTING THE OPERATING BUDGET FOR FISCAL YEAR 2024-25 AND TAKING RELATED ACTIONS

**DIRECTOR/DEPARTMENT** Marlene Best, City Manager  
Heather Jennings, Director of Finance *HJ*

**SUMMARY**

The Proposed Operating Budget for Fiscal Year 2024-25 was presented to the City Council and public for initial review and discussion on June 12, 2024. It is now being brought back to the City Council for additional discussion, public comment and adoption.

Based on Council discussion during the June 12, 2024 budget workshop, the following updates have been made to the proposed budget:

- The part-time GIS Analyst position in Information Technology was replaced with a full-time GIS Analyst position. The position will be split 80/20 between the General Fund and EMS.
- The full-time Environmental Planner position was removed from the Planning Department budget.
- The full-time Development Services Technician position was removed from the Engineering Department budget.
- The Planning Department budget was increased by \$50,000 for expert consulting services to assist with cannabis.
- The part-time salary budget was increased by \$195,980 to cover the cost of the 12-hour BLS night shift unit. When the budget was being developed, the third BLS unit study was still in the trial phase and was not included as part of the proposed budget. The trial has since been made permanent so the increase in part-time salaries is necessary to cover the cost of the third shift. This cost is 50% offset by Paramedic Program revenue and 50% offset by Lakeside Fire Protection District.
- General Fund Paramedic Program revenue budget has been increased to offset the additional cost of the GIS Analyst and the part-time salaries.
- A new organizational chart showing full-time equivalent positions by department, a chart depicting part-time positions by department and a four-year position summary will be added to the final budget document.

The attached General Fund Summary incorporates the changes to the operating budget mentioned above.

**FINANCIAL STATEMENT**

The proposed Operating Budget for Fiscal Year 2024-25 reflects a General Fund operating expenditure budget of \$60.7 million and a total operating expenditure budget of \$62.2 million for the upcoming fiscal year. The proposed General Fund budget is a balanced budget with General Fund revenues estimated at \$62.5 million. The anticipated reserve balance at June 30, 2025 is over \$13.1 million, representing 21.77% of ongoing annual operating expenditures.

**CITY ATTORNEY REVIEW**

N/A     Completed

**RECOMMENDATION** *MSB*

Adopt the attached resolution adopting the Operating Budget for Fiscal Year 2024-25 and taking related actions, including any changes directed by the City Council.

**ATTACHMENTS**

1. Resolution adopting the Operating Budget for Fiscal Year 2024-25 (with Exhibit "A" – Salary Schedules Effective July 4, 2024)
2. Updated General Fund Summary
3. June 12, 2024 Staff Report



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

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE,  
CALIFORNIA, ADOPTING THE  
OPERATING BUDGET FOR FISCAL YEAR 2024-25 AND TAKING RELATED ACTIONS**

---

**WHEREAS**, on June 12, 2024 and June 26, 2024 public meetings were held by the City Council to review the Proposed Operating Budget for Fiscal Year 2024-25; and

**WHEREAS**, the City Council considered all recommendations by staff and public testimony; and

**WHEREAS**, the City Council desires to adopt the Operating Budget for Fiscal Year 2024-25 incorporating any and all changes directed by the City Council during the public meeting held on June 26, 2024.

**NOW, THEREFORE, BE IT RESOLVED** the City Council of the City of Santee, California does hereby find, determine and declare as follows:

Section 1

The Operating Budget for Fiscal Year 2024-25, including all changes directed by the City Council, is hereby adopted.

Section 2

The monies necessary to offset the expenditures in the Operating Budget for Fiscal Year 2024-25 as adopted by the City Council pursuant to Section 1 hereof are authorized by this section to be appropriated out of the funds available to the City during said fiscal year.

Section 3

- A. The City Manager is authorized to implement salary and benefits adjustments for Elected Officials, General and Management, and Santee Firefighters' Association (SFFA) employee groups as approved and directed by the City Council.
- B. In accordance with the Santee City Charter, the Salary Setting Advisory Committee convened on April 4, 2023 and made a recommendation to increase the Mayor and City Council Member's salary by 5% in fiscal year 2023-24 and 2% in fiscal year 2024-25. After discussion at the April 26, 2023 City Council meeting, a consensus was reached among the City Council for parity with staff increases. The following adjustment is made to the salary and benefit plan for the City's Elected Officials for fiscal year 2024-25.
  - 1) 4.0% salary increase effective July 4, 2024
- C. The following adjustment is made to the salary and benefit plan for General and Management employees including Executive Management, the City Clerk, and City Manager.

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

- 1) 4.0% salary increase effective July 4, 2024
- D. In accordance with the terms of the Memorandum of Understanding with the SFFA approved by the City Council via Resolution No. 103-2023 on August 23, 2023, the following adjustment is made to the salary and benefit plan for SFFA employees for fiscal year 2024-25.
- 1) 4.0% salary increase effective July 4, 2024
- E. The following personnel changes are hereby approved:
- 1) Add one IT/GIS Analyst position with an annual salary band of \$95,727.61 to \$116,357.97
  - 2) Add one Senior Management Analyst with an annual salary band of \$92,830.47 to \$125,321.93
  - 3) Add six Emergency Medical Technicians with a per position annual salary of \$39,352.84 to \$47,833.57
  - 4) Reclassify two Management Analyst positions with a per position annual salary range of \$80,532.54 to \$97,887.80 to two Senior Management Analyst positions with a per position annual salary band of \$92,830.47 to \$125,321.93
  - 5) Reclassify an Administrative Secretary with an annual salary range of \$61,377.31 to \$74,604.72 to a Confidential Administrative Secretary – HR with an annual salary range of \$ 64,484.70 to \$78,381.57
  - 6) Add a 12.5% salary adjustment to the Building Development Technician I salary range increasing the range to \$58,418.62 to \$71,009.78
  - 7) Add a 7.5% salary adjustment to the Building Development Technician II salary range increasing the range to \$61,377.31 to \$74,604.72
  - 8) Add a 10% salary adjustment to the Facilities Maintenance Supervisor salary range increasing the range to \$72,958.35 to \$88,680.99
  - 9) Add a 2.5% salary adjustment to the Public Works Supervisor salary range increasing the range to \$76,652.01 to \$93,170.81
  - 10) Add a 2.5% salary adjustment to the Procurement Specialist salary range increasing the range to \$67,749.18 to \$82,349.47
  - 11) Add a 2.5% salary adjustment to the Economic Development Manager salary band increasing the band to \$97,587.09 to \$131,743.44
- F. The Salary Schedules effective July 4, 2024 as presented as Exhibit “A” are approved and adopted.
- G. The City Manager is authorized to execute agreements between the City of Santee and appropriate insurance companies for the purpose of providing health, life, long-term disability insurance and dental coverage for the eligible officers, active, retired and terminated employees of the City of Santee and their eligible dependents.

**Section 4**

- A. The City Manager is authorized to adjust operating budget line items during fiscal year 2024-25 as may from time to time be deemed desirable, not to exceed the authorized departmental totals.

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

- B. Unencumbered balances remaining at June 30, 2024 for operating accounts, excluding salaries and benefits, may be carried forward at the discretion of the City Manager or designee to the subsequent fiscal year.
- C. For Recreation Revolving Fund program expenditures that are funded from program revenues, the City Manager is hereby authorized to increase the expenditure appropriation as additional revenues are realized or if funds are available in the unappropriated balance of the Recreation Revolving Fund.
- D. In accordance with the terms of the Agreement for City Attorney Legal Services with Best Best & Krieger, the consumer price index adjusted rates effective July 1, 2024 will be as follows:
- |                                      |                |
|--------------------------------------|----------------|
| 1) Monthly Retainer                  | \$17,877       |
| 2) Special Services                  |                |
| i. Attorney                          | \$289 per hour |
| ii. Non-Attorney                     | \$226 per hour |
| iii. Pension Consultant              | \$265 per hour |
| 3) Third Party Reimbursable Services |                |
| i. Partner/Of Counsel                | \$428 per hour |
| ii. Associate                        | \$355 per hour |
| iii. Non-Attorney                    | \$226 per hour |
- E. The City Manager is authorized to execute the following professional service contract renewals provided for in the Operating Budget for Fiscal Year 2024-25 without further Council action:
- 1) David Turch and Associates (legislative advocacy-federal) \$60,000
- F. The City Manager is authorized to execute an amendment to the Agreement Between the City of Santee and Grossmont Union High School District for School Resource Officer Cost Sharing at Santana and West Hills High Schools in an amount for FY 2024-25 consistent with the City Council adopted budget.
- G. Grant funds awarded to the City of Santee, based on an application of these funds approved or accepted by the City Council, shall be appropriated as required.
- H. All fire benefit fee receipts shall be used exclusively to provide fire suppression services, with any funding shortfall made up from other General Fund sources.
- I. The City Manager is authorized to adjust the Fire Department Emergency Medical Services operating budget to allow for reciprocal staffing charges between Lakeside Fire protection District (LFPD) and the City of Santee for Basic Life Support (BLS) ambulance support services provided in partnership by both agencies.

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

Section 5

The Balanced General Fund Budget Policy is hereby continued by this resolution that, generally, ongoing revenues shall cover ongoing operating expenditures, allowing for use of General Fund reserves if the General Fund Reserve Policy is met.

**PASSED, APPROVED AND ADOPTED** by the City Council of the City of Santee, California, at a regular meeting thereof held this 26<sup>th</sup> day of June, 2024, by the following roll call vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

**APPROVED:**

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

**ATTEST:**

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

**EXHIBIT A:** Salary Schedules Effective July 4, 2024

CITY OF SANTEE  
 SANTEE FIREFIGHTERS' ASSOCIATION SALARY SCHEDULE  
 EFFECTIVE JULY 4, 2024

<u>Classification</u>		A	B	C	D	E
<b>Fire Captain / PM</b> <b>Base salary</b>	Hourly	39.38	41.35	43.42	45.59	47.87
	Annual	114,681.27	120,416.62	126,437.06	132,758.00	139,396.67
 <b><i>Educational Incentive</i></b>						
Fire Captain / PM 31-45 units = 1.5% over base	Hourly	39.97	41.97	44.07	46.27	48.59
	Annual	116,401.24	122,222.88	128,333.74	134,749.57	141,487.66
Fire Captain / PM 46 units and over = 3.0% over base	Hourly	40.56	42.59	44.72	46.96	49.31
	Annual	118,121.58	124,029.12	130,230.40	136,740.39	143,578.26
Fire Captain / PM A.A. Degree = 4.5% over base	Hourly	41.15	43.21	45.37	47.64	50.02
	Annual	119,841.91	125,835.02	132,126.67	138,731.94	145,669.21
Fire Captain / PM Bachelor Degree = 6% over base	Hourly	41.75	43.83	46.02	48.33	50.74
	Annual	121,561.88	127,641.24	134,023.33	140,723.53	147,760.59

CITY OF SANTEE  
 SANTEE FIREFIGHTERS' ASSOCIATION SALARY SCHEDULE  
 EFFECTIVE JULY 4, 2024

<b>Classification</b>		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>
<b>Fire Captain Base salary</b>	Hourly	37.69	39.57	41.55	43.63	45.81
	Annual	109,742.67	115,230.85	120,992.07	127,041.03	133,393.10
 <b><i>Educational Incentive</i></b>						
Fire Captain 31-45 units = 1.5% over base	Hourly	38.25	40.16	42.17	44.28	46.50
	Annual	111,388.75	116,959.06	122,807.33	128,946.69	135,394.04
Fire Captain 46 units and over = 3.0% over base	Hourly	38.82	40.76	42.80	44.94	47.18
	Annual	113,035.21	118,687.64	124,621.84	130,851.98	137,394.99
Fire Captain A.A. Degree = 4.5% over base	Hourly	39.38	41.35	43.42	45.59	47.87
	Annual	114,681.27	120,416.62	126,437.06	132,758.00	139,396.67
Fire Captain Bachelor Degree = 6% over base	Hourly	39.95	41.95	44.04	46.24	48.56
	Annual	116,327.36	122,144.49	128,251.95	134,663.32	141,396.86

CITY OF SANTEE  
 SANTEE FIREFIGHTERS' ASSOCIATION SALARY SCHEDULE  
 EFFECTIVE JULY 4, 2024

<u>Classification</u>		A	B	C	D	E
<b>Fire Engineer/PM</b>	Hourly	34.21	35.89	37.65	39.57	41.44
	<b>Base salary</b>	Annual	99,610.40	104,499.11	109,631.28	115,224.21
 <b><i>Educational Incentive</i></b>						
Fire Engineer / PM 31-45 units = 1.5% over base	Hourly	34.72	36.42	38.21	40.16	42.06
	Annual	101,104.84	106,066.42	111,275.36	116,952.66	122,491.71
Fire Engineer / PM 46 units and over = 3.0% over base	Hourly	35.23	36.96	38.78	40.76	42.69
	Annual	102,598.90	107,634.15	112,920.17	118,680.65	124,301.87
Fire Engineer / PM A.A. Degree = 4.5% over base	Hourly	35.75	37.50	39.34	41.35	43.31
	Annual	104,092.92	109,201.46	114,564.60	120,409.08	126,112.33
Fire Engineer / PM Bachelor Degree = 6% over base	Hourly	36.26	38.04	39.91	41.94	43.93
	Annual	105,587.35	110,769.18	116,209.03	122,137.52	127,922.47

CITY OF SANTEE  
 SANTEE FIREFIGHTERS' ASSOCIATION SALARY SCHEDULE  
 EFFECTIVE JULY 4, 2024

<u>Classification</u>		A	B	C	D	E
<b>Fire Engineer</b> <b>Base salary</b>	Hourly	32.57	34.17	35.85	37.68	39.46
	Annual	94,846.81	99,500.75	104,388.24	109,713.74	114,910.75
 <b><i>Educational Incentive</i></b>						
Fire Engineer 31-45 units = 1.5% over base	Hourly	33.06	34.68	36.39	38.24	40.05
	Annual	96,269.64	100,993.42	105,954.24	111,359.46	116,634.35
Fire Engineer 46 units and over = 3.0% over base	Hourly	33.55	35.19	36.92	38.81	40.65
	Annual	97,692.42	102,485.75	107,519.88	113,005.20	118,358.39
Fire Engineer A.A. Degree = 4.5% over base	Hourly	34.04	35.71	37.46	39.37	41.24
	Annual	99,114.87	103,978.43	109,085.83	114,650.95	120,082.00
Fire Engineer Bachelor Degree = 6% over base	Hourly	34.53	36.22	38.00	39.94	41.83
	Annual	100,538.03	105,470.74	110,651.46	116,296.71	121,805.60



CITY OF SANTEE  
 SANTEE FIREFIGHTERS' ASSOCIATION SALARY SCHEDULE  
 EFFECTIVE JULY 4, 2024

<u>Classification</u>		A	B	C	D	E	F	G	H
<b>Firefighter Paramedic</b>	Hourly	28.95	30.14	31.38	32.67	34.60	36.00	37.46	38.97
<b>Base salary</b>	Annual	84,311.53	87,775.10	91,382.71	95,138.14	100,768.87	104,839.72	109,075.34	113,492.10

***Educational Incentive (after completing 2.5 years of employment)***

	G	H
Firefighter Paramedic	38.02	39.56
31-45 units = 1.5% over base	110,711.27	115,194.41
Firefighter Paramedic	38.58	40.14
46 units and over = 3.0% over base	112,347.22	116,897.18
Firefighter Paramedic	39.14	40.73
A.A. Degree = 4.5% over base	113,983.92	118,599.50
Firefighter Paramedic	39.70	41.31
Bachelor Degree = 6% over base	115,619.85	120,301.82

CITY OF SANTEE  
 SANTEE FIREFIGHTERS' ASSOCIATION SALARY SCHEDULE  
 EFFECTIVE JULY 4, 2024

<u>Classification</u>		A	B	C	D	E	F	G	H
<b>Firefighter</b>	Hourly	24.57	25.79	26.97	28.44	29.86	31.35	32.92	34.57
<b>Base salary</b>	Annual	71,539.10	75,114.45	78,537.15	82,814.74	86,955.79	91,303.96	95,868.15	100,662.67
<b><i>Educational Incentive (after completing 2.5 years of employment)</i></b>								<b>G</b>	<b>H</b>
Firefighter								33.42	35.09
31-45 units = 1.5% over base								97,306.37	102,172.57
Firefighter								33.91	35.61
46 units and over = 3.0% over base								98,744.28	103,682.47
Firefighter								34.40	36.12
A.A. Degree = 4.5% over base								100,182.48	105,192.73
Firefighter								34.90	36.64
Bachelor Degree = 6% over base								101,620.36	106,702.25

CITY OF SANTEE  
 HOURLY, GENERAL AND MANAGEMENT SALARY SCHEDULE  
 EFFECTIVE JULY 4, 2024

Range	Classification		A	B	C	D	E
29	Account Clerk	Hourly	25.44	26.72	28.05	29.46	30.93
		Annual	52,925.24	55,571.58	58,350.22	61,267.98	64,331.15
35	Administrative Secretary	Hourly	29.51	30.98	32.53	34.16	35.87
		Annual	61,377.31	64,446.12	67,668.48	71,052.23	74,604.72
	Assistant City Clerk	Hourly		35.48	to	50.68	
		Annual		73,790.19	to	105,414.58	
	Assistant to the City Manager	Hourly		67.90	to	96.25	
		Annual		141,228.86	to	200,192.12	
50	Assistant Engineer	Hourly	42.74	44.87	47.12	49.47	51.95
		Annual	88,892.57	93,337.46	98,004.57	102,904.47	108,049.94
43	Assistant Planner	Hourly	35.95	37.75	39.64	41.62	43.70
		Annual	74,782.35	78,521.34	82,447.50	86,570.02	90,898.13
58	Associate Civil Engineer / Associate Traffic Engineer	Hourly	52.07	54.67	57.41	60.28	63.29
		Annual	108,306.82	113,722.64	119,409.10	125,379.36	131,648.61
49	Associate Planner	Hourly	41.69	43.78	45.97	48.27	50.68
		Annual	86,724.62	91,060.90	95,614.02	100,395.06	105,414.58
33	Building Development Technician I	Hourly	28.09	29.49	30.97	32.51	34.14
		Annual	58,419.62	61,340.50	64,407.57	67,628.17	71,009.78
35	Building Development Technician II	Hourly	29.51	30.98	32.53	34.16	35.87
		Annual	61,377.31	64,446.12	67,668.48	71,052.23	74,604.72
	Building Official	Hourly		62.38	to	81.39	
		Annual		129,747.69	to	169,291.29	
	City Clerk	Hourly		51.95	to	72.75	
		Annual		108,060.15	to	151,310.85	
	City Engineer	Hourly		69.37	to	93.96	
		Annual		144,292.83	to	195,434.60	
	City Manager (Single Rate)	Hourly		126.14	to	126.14	
		Annual		262,355.93	to	262,355.93	

CITY OF SANTEE  
 HOURLY, GENERAL AND MANAGEMENT SALARY SCHEDULE  
 EFFECTIVE JULY 4, 2024

Range	Classification		A	B	C	D	E
26	Code Compliance Assistant	Hourly	23.63	24.81	26.05	27.35	28.72
		Annual	49,146.29	51,603.69	54,183.84	56,893.17	59,737.63
44	Code Compliance Officer	Hourly	36.85	38.69	40.63	42.66	44.79
		Annual	76,652.01	80,484.39	84,508.93	88,734.08	93,170.81
46	Confidential Accountant	Hourly	38.72	40.65	42.69	44.82	47.06
		Annual	80,532.54	84,559.17	88,787.15	93,226.35	97,887.80
37	Confidential Administrative Secretary - HR	Hourly	31.00	32.55	34.18	35.89	37.68
		Annual	64,484.70	67,708.85	71,094.32	74,648.95	78,381.57
46	Confidential Payroll Specialist	Hourly	38.72	40.65	42.69	44.82	47.06
		Annual	80,532.54	84,559.17	88,787.15	93,226.35	97,887.80
46	Confidential Secretary to City Manager/Council	Hourly	38.72	40.65	42.69	44.82	47.06
		Annual	80,532.54	84,559.17	88,787.15	93,226.35	97,887.80
	Crossing Guards ^ (Single Rate)	Hourly			16.00		
	Deputy Fire Chief	Hourly		72.45	to	99.13	
		Annual		150,701.53	to	206,196.17	
35	Development Services Technician	Hourly	29.51	30.98	32.53	34.16	35.87
		Annual	61,377.31	64,446.12	67,668.48	71,052.23	74,604.72
	Director of Community Services	Hourly		74.40	to	99.21	
		Annual		154,760.74	to	206,355.91	
	Director of Development Services	Hourly		73.62	to	99.25	
		Annual		153,131.62	to	206,441.92	
	Director of Engineering/City Engineer	Hourly		73.62	to	99.25	
		Annual		153,131.62	to	206,441.92	
	Director of Finance / City Treasurer	Hourly		77.78	to	104.66	
		Annual		161,791.16	to	217,692.34	
	Director of Fire & Life Safety (Fire Chief)	Hourly		88.34	to	115.31	
		Annual		183,745.27	to	239,841.21	

CITY OF SANTEE  
 HOURLY, GENERAL AND MANAGEMENT SALARY SCHEDULE  
 EFFECTIVE JULY 4, 2024

Range	Classification		A	B	C	D	E
	Director of Human Resources	Hourly		72.64	to	98.07	
		Annual		151,099.30	to	203,984.31	
	Director of Planning & Building/City Planner	Hourly		73.62	to	99.25	
		Annual		153,131.62	to	206,441.92	
	Economic Development Manager	Hourly		46.92	to	63.34	
		Annual		97,587.09	to	131,743.44	
48	Engineering Inspector	Hourly	40.68	42.71	44.85	47.09	49.44
		Annual	84,609.42	88,839.88	93,281.57	97,945.82	102,843.24
39	Equipment Mechanic	Hourly	32.57	34.20	35.91	37.71	39.59
		Annual	67,749.18	71,136.77	74,693.55	78,428.28	82,349.47
17	Emergency Medical Technician	Hourly	18.92	19.87	20.86	21.90	23.00
		Annual	39,352.84	41,320.16	43,386.56	45,555.94	47,833.57
	Emergency Medical Technician ^	Hourly		17.49	to	21.26	
35	Equipment Operator	Hourly	29.51	30.98	32.53	34.16	35.87
		Annual	61,377.31	64,446.12	67,668.48	71,052.23	74,604.72
42	Facilities Maintenance Supervisor	Hourly	35.08	36.83	38.67	40.60	42.64
		Annual	72,958.35	76,606.03	80,436.30	84,458.33	88,680.99
25	Facilities Maintenance Technician	Hourly	23.05	24.20	25.41	26.69	28.02
		Annual	47,947.49	50,344.73	52,862.26	55,505.07	58,280.19
35	Field Inspector	Hourly	29.51	30.98	32.53	34.16	35.87
		Annual	61,377.31	64,446.12	67,668.48	71,052.23	74,604.72
	Finance Manager	Hourly		57.43	to	77.54	
		Annual		119,462.59	to	161,274.57	
	Fire Battalion Chief (2920 hours)	Hourly		43.56	to	59.05	
		Annual		127,186.06	to	172,418.96	
	Fire Battalion Chief - Administration (2080 hours)	Hourly		61.15	to	82.89	
		Annual		127,186.06	to	172,418.96	
	Fire Division Chief	Hourly		64.19	to	86.65	
		Annual		133,518.49	to	180,225.82	

CITY OF SANTEE  
 HOURLY, GENERAL AND MANAGEMENT SALARY SCHEDULE  
 EFFECTIVE JULY 4, 2024

Range	Classification		A	B	C	D	E
44	Fire Inspector	Hourly	36.85	38.69	40.63	42.66	44.79
		Annual	76,652.01	80,484.39	84,508.93	88,734.08	93,170.81
	Fire Marshal	Hourly		62.38	to	81.39	
		Annual		129,747.69	to	169,291.29	
	Graduate Intern ^	Hourly		16.00	to	21.32	
38	Human Resources Technician	Hourly	31.78	33.37	35.03	36.79	38.63
		Annual	66,096.77	69,401.58	72,871.63	76,515.44	80,341.11
38	Human Services and Open Space Coordinator	Hourly	31.78	33.37	35.03	36.79	38.63
		Annual	66,096.77	69,401.58	72,871.63	76,515.44	80,341.11
	IT Systems Technician^	Hourly		27.76	to	33.74	
53	Information Technology Analyst	Hourly	46.02	48.32	50.74	53.28	55.94
		Annual	95,727.61	100,513.95	105,540.17	110,816.92	116,357.97
	Information Technology Manager	Hourly		52.21	to	70.49	
		Annual		108,602.34	to	146,613.31	
53	Information Technology GIS Analyst	Hourly	46.02	48.32	50.74	53.28	55.94
		Annual	95,727.61	100,513.95	105,540.17	110,816.92	116,357.97
	Information Technology/GIS Technician^			30.56	to	37.14	
35	Irrigation Specialist	Hourly	29.51	30.98	32.53	34.16	35.87
		Annual	61,377.31	64,446.12	67,668.48	71,052.23	74,604.72
29	Landscape and Irrigation Maintenance Worker	Hourly	25.44	26.72	28.05	29.46	30.93
		Annual	52,925.24	55,571.58	58,350.22	61,267.98	64,331.15
48	Lead Equipment Mechanic	Hourly	40.68	42.71	44.85	47.09	49.44
		Annual	84,609.42	88,839.88	93,281.57	97,945.82	102,843.24
29	Maintenance Worker	Hourly	25.44	26.72	28.05	29.46	30.93
		Annual	52,925.24	55,571.58	58,350.22	61,267.98	64,331.15
46	Management Analyst	Hourly	38.72	40.65	42.69	44.82	47.06
		Annual	80,532.54	84,559.17	88,787.15	93,226.35	97,887.80

CITY OF SANTEE  
 HOURLY, GENERAL AND MANAGEMENT SALARY SCHEDULE  
 EFFECTIVE JULY 4, 2024

Range	Classification		A	B	C	D	E
43	Management Assistant	Hourly	35.95	37.75	39.64	41.62	43.70
		Annual	74,782.35	78,521.34	82,447.50	86,570.02	90,898.13
	Marketing Aide^	Hourly		16.00	to	21.32	
	Marketing Coordinator	Hourly		35.48	to	50.68	
		Annual		73,790.19	to	105,414.57	
	Marketing Manager	Hourly		49.66	to	67.05	
		Annual		103,289.65	to	139,473.69	
28	Marketing Specialist	Hourly	24.82	26.07	27.37	28.74	30.17
		Annual	51,634.45	54,216.39	56,927.13	59,773.39	62,762.22
34	Marketing Specialist II	Hourly	28.79	30.23	31.74	33.33	34.99
		Annual	59,880.25	62,874.40	66,017.86	69,318.81	72,784.61
	Office Assistant ^	Hourly		16.00	to	21.32	
48	Parks & Landscape Supervisor	Hourly	40.68	42.71	44.85	47.09	49.44
		Annual	84,609.42	88,839.88	93,281.57	97,945.82	102,843.24
	Principal Civil Engineer	Hourly		64.53	to	87.40	
		Annual		134,225.91	to	181,799.62	
	Principal Planner	Hourly		51.14	to	69.04	
		Annual		106,370.51	to	143,602.46	
	Principal Traffic Engineer	Hourly		64.53	to	87.40	
		Annual		134,225.91	to	181,799.62	
39	Procurement Specialist	Hourly	32.57	34.20	35.91	37.71	39.59
		Annual	67,749.18	71,136.77	74,693.55	78,428.28	82,349.47
	Public Services Manager	Hourly		49.66	to	67.05	
		Annual		103,289.65	to	139,473.69	
44	Public Works Supervisor	Hourly	36.85	38.69	40.63	42.66	44.79
		Annual	76,652.01	80,484.39	84,508.93	88,734.08	93,170.81
	Recreation Aide ^	Hourly		16.00	to	18.21	

CITY OF SANTEE  
 HOURLY, GENERAL AND MANAGEMENT SALARY SCHEDULE  
 EFFECTIVE JULY 4, 2024

Range	Classification		A	B	C	D	E
28	Recreation Coordinator	Hourly	24.82	26.07	27.37	28.74	30.17
		Annual	51,634.45	54,216.39	56,927.13	59,773.39	62,762.22
	Recreation Leader ^	Hourly		16.56	to	19.67	
	Recreation Services Manager	Hourly		49.66	to	67.05	
		Annual		103,289.65	to	139,473.69	
	Recreation Supervisor	Hourly		35.48	to	50.68	
		Annual		73,790.19	to	105,414.58	
23	Secretary	Hourly	21.94	23.04	24.19	25.40	26.67
		Annual	45,636.97	47,918.84	50,314.65	52,830.43	55,472.17
36	Senior Account Clerk	Hourly	30.25	31.76	33.35	35.01	36.76
		Annual	62,911.87	66,057.48	69,360.53	72,828.49	76,470.16
53	Senior Accountant	Hourly	46.02	48.32	50.74	53.28	55.94
		Annual	95,727.61	100,513.95	105,540.17	110,816.92	116,357.97
50	Senior Building Inspector	Hourly	42.74	44.87	47.12	49.47	51.95
		Annual	88,892.57	93,337.46	98,004.57	102,904.47	108,049.94
	Senior Civil Engineer / Senior Traffic Engineer	Hourly		56.57	to	76.92	
		Annual		117,660.02	to	159,994.98	
	Senior Human Resources Analyst	Hourly		46.86	to	63.26	
		Annual		97,471.99	to	131,588.04	
	Senior Management Analyst	Hourly		44.63	to	60.25	
		Annual		92,830.47	to	125,321.93	
	Senior Management Analyst/ Grant Coordinator	Hourly		46.86	to	63.26	
		Annual		97,471.99	to	131,588.04	
	Senior Planner	Hourly		44.47	to	60.03	
		Annual		92,495.42	to	124,871.86	
	Special Events Supervisor	Hourly		35.48	to	50.68	
		Annual		73,790.19	to	105,414.58	



CITY OF SANTEE  
 HOURLY, GENERAL AND MANAGEMENT SALARY SCHEDULE  
 EFFECTIVE JULY 4, 2024

Range	Classification		A	B	C	D	E
	Storm Water Program Assistant ^	Hourly		28.73	to	34.92	
50	Storm Water Program Coordinator	Hourly	42.74	44.87	47.12	49.47	51.95
		Annual	88,892.57	93,337.46	98,004.57	102,904.47	108,049.94
	Student Intern ^	Hourly		16.00	to	19.67	
	Technical Professional Expert ^	Hourly		50.00	to	160.00	

^Part-time, temporary status

CITY OF SANTEE  
MAYOR AND CITY COUNCIL MEMBERS SALARY SCHEDULE  
EFFECTIVE JULY 4, 2024

<u>Range</u>	<u>Classification</u>		
	City Council Member	Monthly	1,925.94
		Annual	23,111.28
	Mayor	Monthly	3,245.81
		Annual	38,949.67

## GENERAL FUND SUMMARY

### FY 2024-25 PROPOSED BUDGET

	FY 2023-24 AMENDED BUDGET	FY 2024-25 PROPOSED BUDGET	INCREASE (DECREASE)
Revenues	\$ 59,638,260	\$ 62,465,550	\$ 2,827,290
Expenditures by Dept:			
City Council	530,839	555,170	24,331
City Attorney	908,300	893,530	(14,770)
City Manager (total):	1,583,799	1,451,400	(132,399)
City Manager	889,067	783,610	(105,457)
Economic Development	694,732	667,790	(26,942)
Information Technology	967,118	1,035,060	67,942
Animal Control	441,530	464,100	22,570
City Clerk	555,025	739,860	184,835
Human Resources & Risk Mgmt (total):	1,676,889	1,953,920	277,031
Human Resources	816,749	898,590	81,841
Risk Management	860,140	1,055,330	195,190
Finance	1,694,285	1,791,120	96,835
Planning & Building (total):	2,825,626	3,029,880	204,254
Planning	1,683,767	1,685,490	1,723
Building	910,087	1,140,680	230,593
Code Compliance	231,772	203,710	(28,062)
Engineering (total):	3,010,974	3,125,350	114,376
Engineering	2,869,482	2,974,610	105,128
Stormwater	141,492	150,740	9,248
Community Services (total):	6,433,186	6,987,980	554,794
Administration	441,478	476,200	34,722
Public Svcs - Maintenance	4,604,712	5,007,150	402,438
Stormwater	172,390	183,040	10,650
Solid Waste	32,027	31,460	(567)
Facility Operations	151,816	163,120	11,304
Recreation	675,423	702,910	27,487
Special Events	355,340	424,100	68,760
Law Enforcement	17,232,810	17,843,490	610,680
Fire and Life Safety (total):	19,196,121	20,830,950	1,634,829
Administration	1,252,061	1,333,440	81,379
Emergency Operations	12,236,103	12,724,510	488,407
Emergency Medical	5,130,818	6,131,450	1,000,632
Emergency Preparedness	34,380	53,610	19,230
Fleet Operations and Maintenance	542,759	587,940	45,181
<b>Total Operating Expenditures Proposed</b>	<b>57,056,502</b>	<b>60,701,810</b>	<b>3,645,308</b>
<b>Revenues Over (Under) Expenditures</b>	<b>2,581,760</b>	<b>1,763,740</b>	<b>(818,020)</b>
Other Financing Sources	2,784,660	43,200	(2,741,460)
Other Financing Uses:			
Transfers to Other Funds	(663,430)	(460,020)	203,410
Transfers to CIP	(9,468,810)	(300,000)	9,168,810
Unfunded Liabilities (CalPERS)	(600,000)	(600,000)	-
Set Aside for Turf Replacement	-	(100,000)	(100,000)
<b>Change in Available Fund Balance</b>	<b>\$ (4,765,820)</b>	<b>\$ 346,920</b>	<b>\$ 5,712,740</b>
Available Fund Balance, Beg. of Year	17,006,768	12,740,948	(4,265,820)
<b>Available Fund Balance, End of Year</b>	<b>\$ 12,240,948</b>	<b>\$ 13,087,868</b>	<b>\$ 846,920</b>

**STAFF REPORT  
PROPOSED OPERATING BUDGET  
FOR FISCAL YEAR 2024-25  
CITY COUNCIL MEETING  
JUNE 12, 2024**

**Overview**

The Proposed Operating Budget for Fiscal Year 2024-25 has been developed after a considerable review process. Departmental budget submittals were prepared and reviewed in detail by line item and evaluated in conjunction with historical expenditures, projected revenues and consistency with City Council's stated priorities for fiscal years 2023-24 and 2024-25.

The City has successfully navigated the challenges of the past few years and the local economy remains strong despite inflation remaining elevated. Due to uncertainty in the job and housing market and concerns about consumer confidence, there is the need for attention and responsible management of the City's budget. The General Fund reserve balance at the end of the current fiscal year will provide additional cushion against future economic uncertainties. The Proposed Operating Budget for Fiscal Year 2024-25 is a balanced budget that maintains and enhances service levels and addresses the priorities established by the City Council.

<b>General Fund Proposed Budget Summary FY 2024-25</b>	
<b>Revenues</b>	<b>\$ 62,252,670</b>
<b>Expenditures</b>	<b>(60,597,710)</b>
<b>Revenues Over (Under) Expenditures</b>	<b>1,654,960</b>
<b>Other Financing Sources</b>	<b>43,200</b>
<b>Transfers to Other Funds</b>	<b>(460,020)</b>
<b>Transfer to Capital Improvement Program</b>	<b>(300,000)</b>
<b>Unfunded Liabilities (CaIPERS)</b>	<b>(600,000)</b>
<b>Set Aside for Turf Replacement</b>	<b>(100,000)</b>
<b>Addition to Fund Balance</b>	<b>238,140</b>
<b>Available Fund Balance, 7/1/24</b>	<b>12,740,948</b>
<b>Available Fund Balance, 6/30/25</b>	<b>\$ 12,979,088</b>

**General Fund Revenues**

General Fund revenues for FY 2024-25 are projected to total \$62.3 million, a \$2.6 million increase from the current fiscal year estimate. Following is a discussion of key revenues.

**Property Taxes:** Property Taxes represent 42.1% of General Fund revenues and are received based on property assessed valuation. Citywide assessed valuation is projected to increase by 4.3% in FY 2024-25. This is less than in the prior year due to a continued high mortgage environment resulting in fewer home sales due to limited inventory and lack of turnover. Property tax revenues (including real property transfer taxes) are projected to total \$26.2 million in FY 2024-25, an increase of \$1.0 million from the current fiscal year.

**Sales Tax:** Sales Tax represents 32.0% of General Fund revenues and is projected to total \$20.0 million in FY 2024-25, an increase of \$397,000 or 2.0% from the current fiscal year estimate. Modest growth is expected to continue in the City's key Building & Construction category. Other categories are expected to flatten or have very small increases in the upcoming quarters as economic uncertainty and low consumer confidence continues to be prevalent.

**Franchise Fees:** Franchise Fees represent the third largest discretionary source of revenue, and are received from Waste Management, San Diego Gas & Electric (SDG&E), Cox Communications and AT&T. Franchise Fees are projected to total \$4.2 million in FY 2024-25, an increase of \$124,260 or 3% from the current fiscal year. Increases in revenues from SDG&E and Waste Management continue to be offset by reductions in revenues from Cox Communications and AT&T.

**Paramedic Program:** Paramedic Program revenue reimburses the general fund from the Emergency Medical Services (EMS) Fund for all expenses associated with the EMS division in the Fire and Life Safety Department. The expected reimbursement for the proposed year is \$5.9 million, an increase of \$787,750 over the prior year. This increase is primarily due to the proposed EMT 24 Hour Shift trial in the EMS division.

**Building Fees:** The FY 2024-25 proposed building revenue is split between plan checks that will fall under the current subject to split procedure, and all other building fee revenue that falls outside the subject to split parameters. Overall, there is an expected decrease in building permit and plan check revenue, which is conservatively estimated to total \$1.3 million, a \$118,280 decrease from the current fiscal year.

**Fire Reimbursements:** As a result of the wildfire season in FY 2023-24, Fire reimbursement revenue remained low. The proposed budget is in line with the current year collected revenue.

**Charges to Other Funds:** Charges to Other Funds revenue represents reimbursements to the General Fund for costs incurred in support of certain activities that are funded outside of the General Fund. The funds providing these resources back to the General Fund include the Gas Tax Fund, Zone 2 Flood Control District Fund (storm water activities), landscape maintenance districts and the Capital Improvement Program among others. Charges to Other Funds revenue is estimated to total \$1.1 million in FY 2024-25, an increase of \$55,290 from the current fiscal year. This increase is mainly the result of expected increases in Zone 2 Flood Control funding. The increase in revenue to the Zone 2 Flood Control fund allows more reimbursement for personnel cost to be available to the General Fund.

### **General Fund Expenditures**

The proposed budget reflects General Fund operating expenditures totaling \$60.6 million in FY 2024-25, a \$3.5 million or 6.2% increase from the current fiscal year budget.

Public safety continues to represent the largest portion of the General Fund operating budget. The Fire and Life Safety budget totals \$20.6 million representing 34.0% of the total General Fund expenditures and the Law Enforcement budget totals \$17.8 million representing 29.4% of the total General Fund expenditures. The Community Services Department expenditures total \$7.0 million representing 11.5% of the total General Fund expenditures. Engineering's budget is \$3.2 million and Planning & Building's budget is \$3.1 million.

Following is a discussion of some of the key impacts on the proposed budget.

**Personnel Costs:** The proposed budget includes an initial increase of three full-time positions. One current position will be eliminated in August which will result in a decrease of one position. This results in a net increase for the majority of the year of two full-time positions. In addition, the proposed budget includes six limited term full-time employees and other personnel-related adjustments. A description of the personnel requests are as follows.

- The addition of one Associate Planner in the Planning Department to support the cannabis application process and long-term management of the cannabis program. This position will also act as the Housing and Environmental Planner and support the environmental review of discretionary applications and projects and support the implementation of the Housing Element and the Sustainable Santee Plan.
- The addition of one Development Services Technician – Engineering. This position will work as a counter technician, coordinating permit and invoicing activities as well as cross training with Planning and Building technicians. This position would relieve Engineering senior staff from front counter work thus allowing them to focus on priority projects and CIP implementation.
- The relocation of the Senior Management Analyst/Grant Coordinator from the Planning/Building and Engineering departments to the City Manager's Office, to replace the Assistant to the City Manager position once that position is vacant in August. The Assistant to the City Manager position will not be filled.
- The Senior Management Analyst position in the Planning Building and Engineering departments will be hired to fill the vacancy left by the relocation of the Senior Management Analyst/Grant Coordinator to the City Manager's office.
- The reclassification of one Management Analyst to a Senior Management Analyst in the Finance Department. This position currently performs high level, complex assignments for both Santee-Lakeside Emergency Medical Services Authority (SLEMSA) and the Finance Department, including budget analysis and forecasting, preparation of audit schedules, coordination and management of SLEMSA budgets, and SLEMSA audits. With the upgrade to Senior Management Analyst, this position would officially handle the supervision of payroll. This position is split 50/50 between the City and SLEMSA.
- The reclassification of one Management Analyst to a Senior Management Analyst in the Fire Department. The duties this position currently performs align with the job description of a Senior Management Analyst. Some of these duties include the

development of organizational goals and priorities, developing and monitoring the department's budget, preparation of City Council agenda items, analysis on complex fiscal, personnel and operational matters, and supervision.

- Reclassification of the Administrative Secretary position in Human Resources to a Confidential Administrative Secretary. The Administrative Secretary role in the Human Resources Department should be designated as Confidential, due to the nature of the daily duties of the position within Human Resources. The proposed budget includes a 5% increase for the "Confidential" designation over the standard non-confidential classification.
- The addition of six full-time Emergency Medical Technicians (EMT) to the Emergency Medical Services division of the Fire and Life Safety Department. These positions will support a limited term, one-year trial study. There is more information regarding this trial below.
- Market adjustments due to a comprehensive Compensation Study performed this Spring by the Human Resources Department. The study was performed on non-represented employees and compared the salaries of Santee job classifications with all cities within San Diego County. There were six positions that were found to be below median when compared to the other cities. These positions are:
  - Building Development Tech I
  - Building Development Tech II
  - Facilities Maintenance Supervisor
  - Economic Development Manager
  - Public Works Supervisor
  - Procurement Specialist

The amount of market increases varies between 2.5% and 12.5%, at an estimated cost of \$25,000.

The proposed budget includes merit increases for eligible employees and negotiated salary increases of 4% for SFFA members, salary increases of 4% for non-represented employees, and 4% salary increases for City Council members.

**CalPERS Retirement Costs:** CalPERS retirement costs continue to have an impact on the City's budget. Costs are expected to total in excess of \$7.0 million in FY 2024-25, a \$848,400 increase from the current fiscal year. Approximately \$4.5 million of the total amount represents required payments against the City's unfunded pension liability. This is \$675,430 more than in the prior year. This increase can be attributed to lower-than-expected returns on investments on June 30, 2022. The FY 2024-25 Proposed Budget includes an Additional Discretionary Payment (ADP) of \$600,000 to be made towards the City's unfunded liability. This will be the City's fourth consecutive year making ADPs. With the \$1.7 million in ADPs the City has made to date, the City is projected to save \$2.1 million in future interest.

**Other Expenditures:** Other non-personnel expenditures of note affecting the proposed budget are as follows.

**City Council:** Includes continued support of the Hometown Heroes banner program and for adopted military units and other military and veteran activities. This budget also includes increases to memberships including LAFCO, League of CA Cities, SANDAG, and the East County Economic Development Council.

**City Attorney:** Includes amounts to support a variety of special projects and potential litigation matters, including the City's efforts to develop a hotel at Trolley Square, continuing to develop a comprehensive strategy to address issues associated with homelessness, assisting the City's efforts in processing applications for cannabis business permits, and providing staff with tailored training on governance, transparency and ethical roles and responsibility.

**City Manager:** Includes a decrease of \$10,000 in expert and consulting services.

**Information Technology:** Includes a \$55,000 increase in software maintenance and licensing costs, primarily a result of new software to address security.

**Animal Control:** FY 2024-25 will be the second year of a three-year agreement with the Humane Society. This agreement includes two one-year options to extend and can be terminated at any time with one-year advance written notice. The annual cost increases each year is based on CPI. The contract price for the proposed budget is \$464,100 which represents a 5.11% increase.

**City Clerk:** Includes an increase to election expense from \$20,000 to \$144,000. These funds are budgeted each year with amounts carrying over from non-election years to election years.

**Human Resources & Risk Management:** Reflects anticipated increases in property and general liability insurance and property insurance premiums of approximately 24% (\$160,820 increase).

**Finance:** Includes amounts for a Retired Annuitant (or similar) to assist in the RFP process and help manage the new financial system implementation.

**Engineering:** This department has no significant non-personnel changes.

**Planning and Building:** This department has an increase of \$156,000 related to the General Plan Update. The total amount of the update is \$1.6 million, but in order to conserve resources while actively moving forward with the update, the Planning Department was able to divide the General Plan Update into segments. The first segment will be the Open Space (Conservation) Element. The remainder of the General Plan Update is segmented out to be completed in five years. The Building Department contract services are increasing due to the number of new (non-legacy) building permits forecasted in the upcoming year.

**Community Services:** The Public Services Division budget includes additional funding for play surface replacement at Shadow Hill Park (\$109,020), Fire Station 4 updates including bay door replacements and bunk room doors (\$36,100), synthetic turf cool off sprinklers (\$6,990), and funds for outstanding sidewalk repair citywide. Additional budgetary impacts result from consumer price index based adjustments to various maintenance contract renewals.



**Law Enforcement:** In accordance with the terms of the current five-year law enforcement services agreement with the County of San Diego, a 3.5% or \$597,300 increase is reflected for contract law enforcement services for FY 2024-25, bringing the total contract amount to \$17.7 million, \$175,000 of which is paid from State COPS funding in the Supplemental Law Enforcement Fund. Future contract cost increases will be 3.5% each year through FY 2026-27. Also included in the Law Enforcement budget is the continued support of funding for the Grossmont Union High School District in the amount of \$223,980 to fund approximately one-half of the cost of a School Resource Officer.

**Fire:** The Fire Department is proposing a *one-year trial* which would add six full-time EMTs to the Emergency Medical Services (EMS) division. This addition would allow for the conversion of the City's existing ambulance staffing model to a one EMT and one FFPM (1&1) configuration. The 1&1 concept is a common staffing model throughout the industry. Additionally, this one-year trial will allow for the movement of two FFPMs per shift onto a Squad, thus alleviating call volume disparity impacting Engine 4 while also increasing the number of available personnel able to respond to critical incidents such as fires and rescues (\$594,000 from EMS revenue). Other items include new Telestaff software (\$19,500), equipment for the new Type 1 Engine (\$13,990), and increases are due to increases in medical supplies, agency contributions, and wearing apparel for new employees.

**Transfers and Other Uses:** The proposed budget reflects the following transfers and other uses.

- Transfers to Other Funds: Proposed transfers to other funds include \$245,770 to the Vehicle Replacement Fund, \$44,250 to the Highway 52 Coalition Fund, and \$70,000 to the Technology Replacement Fund.
- Transfers to Capital Improvement Program. A transfer to the Capital Projects Fund is proposed in the amount of \$300,000 for ADA improvements at West Hills Park.
- A \$600,000 ADP to CalPERS is proposed. This will be the fourth consecutive ADP made with the intent of reducing the City's unfunded CalPERS pension liability as previously discussed.
- \$100,000 is proposed to be set aside on an annual basis, for future artificial turf replacements.

### **Reserve Policy**

City Council Resolution No. 075-2023 affirmed the City Council General Fund Reserve Policy that a minimum reserve of 20% of annual General Fund operating expenditures be maintained. The reserve policy contributes to the fiscal security of the City by providing resources that could be used to mitigate future risks such as revenue shortfalls, economic downturns, natural disasters and other catastrophic events, as well as providing a source of revenue from investment earnings. The reserve policy increases the credit worthiness of the City to credit rating agencies, resulting in cost savings when the City issues debt. The reserve policy also provides a benchmark to assist in short-term and long-term financial planning. The proposed budget conforms to the reserve policy and reflects an available reserve balance of over \$12.9 million at June 30, 2025, which represents 21.42% of annual operating expenditures and includes an available reserve balance of \$859,588 beyond the 20% minimum policy level.

## **OTHER FUNDS**

The Other Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes or have been designated for a specified purpose. Following is an overview of the proposed operating budgets for the Other Funds.

### **Risk Management and Workers' Compensation Reserve Funds**

The Risk Management and Workers' Compensation Reserve Funds are used to account for funds held in reserve for general liability and workers' compensation claims for which the City is self-insured up to the applicable self-insured retention amounts (\$150,000 and \$350,000 per claim respectively). The reserve fund balances are targeted to meet the "expected" funding level based on an actuarial analysis of the estimated outstanding liability. An actuarial analysis of the City's liability and workers' compensation claims experience is performed every two years.

### **Vehicle Acquisition & Replacement Fund**

The Vehicle Acquisition & Replacement Fund is used to account for funds that are accumulated for the replacement of City vehicles. While Fire apparatus, paramedic ambulances and other heavy-duty equipment will continue to be purchased, on May 12, 2021, the City Council authorized the City's participation in the Enterprise Fleet Management vehicle leasing program for the City's light duty fleet. Following are the new vehicles proposed for purchase or lease in FY 2024-25.

- The remount of existing body from Medic Unit #187. The remount price is \$200,320 and is funded from the EMS Fund.
- The lease of one Transit-150 Low Roof Cargo Van for Facilities Maintenance. This would be a replacement of an existing vehicle.
- The lease of one Ford F-250 for the Landscape Irrigation Technician. This vehicle would be an addition to the City's current fleet. The Landscape Irrigation Technician position was added to the City's budget in the current year.

The fund is also responsible for debt service payments made on capital leases used to acquire large vehicles such as fire apparatus and heavy duty public works vehicles. The City is currently making capital lease payments on a Pierce Arrow Tiller Truck and a Pierce Arrow Triple Combo Pumper. Capital lease payments total \$274,880.

### **Recreation Revolving Fund**

The Recreation Revolving Fund is used to account for revenues received from recreation program/class participants and the direct costs of these programs. Included are instructional classes for all ages, sports leagues, youth camps, senior trips, teen activities and the Santee Twilight Brews and Bites Festival special fund-raising event. For FY 2024-25 there is also a community enhancement appropriation of \$41,050 proposed for sports court resurfacing at Woodglen Vista Park and irrigation controller replacement at Town Center Community Park

East. Revenues are estimated to total \$325,000 in FY 2024-25 with proposed expenditures of \$362,530.

### **Technology Revolving Fund**

This program sets aside funds each year to ensure maintenance of the City's Information Technology infrastructure with a planned replacement schedule every five to seven years; or as needed depending on the equipment. The replacement, upgrade and/or modernization of equipment is essential to keep up to date with technological changes and advances, ensure proper support of the infrastructure, ensure continuity of the City's day-to-day business activities, and ensure the highest security of the City's network. I.T. infrastructure under this program includes network servers, storage area network (SAN) units, firewalls, network switches, computer workstations, laptops, monitors, printers, software, and other peripheral devices. The City's FY 2024-25 contribution to the fund is \$70,000. Combined with the prior year contribution of \$188,500, \$40,000 will be used from the current year to replace and upgrade all employee workstations, including computers, monitors, and software.

### **Supplemental Law Enforcement Fund**

The Supplemental Law Enforcement Fund is used to account for revenues received annually under the State's Citizens' Option for Public Safety program. These revenues are used to partially offset the cost of one Special Purpose Officer in the Community Oriented Policing Unit. The proposed FY 2024-25 budget is \$175,000.

### **Highway 52 Coalition Fund**

The Highway 52 Coalition Fund is used to account for funds budgeted in support of the Coalition's efforts to secure funding to improve Highway 52 which are used primarily for the cost of a lobbyist assisting in efforts to obtain federal funding, for support costs incurred by the City Attorney's Office and for meetings and outreach efforts with regional, state and federal representatives. The proposed FY 2024-25 budget totals \$62,250.

### **PEG Fund**

The PEG Fund is used to account for Public, Educational and Government ("PEG") fees received from cable television providers in an amount equal to 1% of their gross revenues, that may only be used by the City for capital costs related to public, educational and governmental access facilities consistent with federal and state law. PEG fees have been used for the implementation of Santee TV, the City Council Chamber Upgrade Project, City Hall Fiber Optic Replacement Project, and the Clock Tower Video Display Upgrade Project. In FY 2024-25 PEG fees collected will be used to reimburse for eligible costs incurred in the City Council Chamber Upgrade Project, as well as to reimburse the two other PEG fee eligible capital improvement projects. The estimated PEG fee revenue for FY 2024-25 is \$145,000.

### **CASp Certification and Training Fund**

The CASp Certification and Training Fund is used to account for a State mandated surcharge collected on every business license issued or renewed. This revenue must be used for certified disabled access specialist training and certification and to facilitate compliance with construction-related accessibility requirements. In FY 2024-25, accumulated funds will be used

to create a grant program that will award financial assistance to small businesses in the Santee community to upgrade accessibility.

### **Gas Tax Fund**

The Gas Tax Fund is used to account for revenues received from the State of California through the Highway Users Tax Account (HUTA) that are restricted for street and road purposes (including the public right-of-way). Gas Tax Fund revenues are projected to total \$1,571,600 in FY 2024-25, exclusive of the Gas Tax revenues received in accordance with State Senate Bill 1 (SB 1) which are separately budgeted and discussed below. Gas Tax HUTA revenues for FY 2024-25 are projected to be relatively flat when compared with the current fiscal year based on statewide fuel consumption and a reduction in the City's allocation based on a decrease in population. Gas Tax HUTA revenues are primarily utilized for the following purposes: traffic signal maintenance, street sweeping, street striping, minor street repairs, right-of-way and median landscape maintenance and curb/gutter/sidewalk maintenance. The proposed budget reflects the full expenditure of all Gas Tax HUTA revenues to be received in FY 2024-25 and includes the following.

- The purchase of traffic calming devices such as speed feedback signs and sign enhancing flashers at a total cost of \$20,000.
- Electrical pedestal replacement and median rehabilitation, \$30,500.

### **SAFE Program Fund**

The SAFE (Service Authority for Freeway Emergencies) 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 offset the cost of traffic management and traffic operations center activities.

### **Gas Tax-RMRA (SB 1) Fund**

The Gas Tax-RMRA (SB 1) Fund is used to account for revenues received from the State of California as a result of the Road Repair and Accountability Act of 2017. The allowable use of Gas Tax-RMRA funds is similar, but not identical to, that of existing Gas Tax funds. Gas Tax-RMRA Fund revenues are projected to total \$1,452,720 in FY 2023-24. Gas Tax-RMRA revenues are projected to increase by 3.6% from the current fiscal year amount. Gas Tax-RMRA funds will be used exclusively for certain street and road, concrete repair and bridge restoration projects as identified in the proposed Capital Improvement Program for FY 2024-2028.

### **Zone 2 Flood Control District Fund**

The Zone 2 Flood Control District Fund is used to account for property tax allocations used primarily for activities required by the Municipal Storm Water Permit issued by the San Diego Regional Water Quality Control Board. Revenues are projected to total \$547,440 in FY 2024-25, covering a portion but not all of the storm water permit and storm drain/channel maintenance activities, the balance of which is paid from the General Fund.

### **Community Development Block Grant (“CDBG”) Fund**

The CDBG Fund is used to account for federal CDBG revenues received annually for public service, public facility and program administrative activities that benefit low and moderate income families, aid in the prevention or elimination of blight or address an urgent community need. CDBG revenues are expected to total \$350,920 in FY 2024-25 which will be expended on Program Year 2024 activities in accordance with prior City Council action.

### **Emergency Medical Services Fund**

The Santee-Lakeside Emergency Medical Services Authority (SLEMSA) was initiated to provide the mechanism for funding, managing and administratively coordinating the emergency ambulance services and transportation provided by the City of Santee and Lakeside Fire Protection District for Santee, Lakeside, and the unincorporated area of El Cajon referred to as Bostonia, formally known as County Service Area 69. This fund represents the City of Santee’s share of the revenue generated by ambulance billing, property tax, the ambulance benefit fee, and grant revenue. Funds from this account are used to reimburse the general fund for all expenses associated with the EMS Program which is housed in the Fire and Life Safety Department.

### **Community Facilities Districts (“CFDs”) Funds:**

Community Facilities Districts Funds are used to account for the proceeds of property owner special tax assessments received to pay for the cost of municipal services in the following CFDs:

- CFD No. 2015-1 (Municipal Maintenance Services) – provides for storm water facility maintenance for the 10-residential unit El Nopal Estates II subdivision.
- CFD No. 2017-2 (Weston Municipal Services) – provides a funding mechanism to offset the cost impact of providing various public services as a result of the 415-residential unit Weston development.

### **Town Center Landscape Maintenance District (“TCLMD”) Funds**

The TCLMD Funds are used to account for property owner assessments received to pay for landscape maintenance and related costs within the following four zones: Town Center, The Lakes, San Remo and Mission Creek. Assessment revenues have reached the maximum allowed in each of the four zones. Staff continues to evaluate alternatives for converting landscape materials to more drought-tolerant/low water use materials where feasible. Revenues and operating transfers from the Gas Tax Fund are estimated to total \$350,880 in FY 2024-25 with proposed expenditures of \$338,000.

### **Santee Landscape Maintenance District (“SLMD”) Funds**

The SLMD Funds are used to account for property owner assessments received to pay for landscape maintenance and related costs within the following ten zones: El Nopal, Country Scenes, Camelot Heights, Silver Country Estates, Mattazaro/Timberlane, The Heights, Prospect Hills, Mitchell Ranch, Dakota Ranch and Allos. Assessment revenues have reached the maximum allowed in seven of the ten zones, and one assessment increase reflecting a CPI adjustment is proposed in FY 2024-25. Staff continues to evaluate alternatives for converting landscape materials to more drought-tolerant/low water use materials where

feasible. Revenues are estimated to total \$117,110 in FY 2024-25 with proposed expenditures of \$131,990.

**Special Street Light Tax (Zone A) Fund**

The Special Street Light Tax Fund is used to account for property tax allocations required to be utilized to operate, maintain and replace street lights of general benefit located throughout the City, primarily arterial streets (also referred to as “Zone A” of the Santee Roadway Lighting District). Revenues are estimated to be \$497,300 in FY 2024-25 with proposed operating expenditures of \$244,800.

**Roadway Lighting District (Zone B) Fund**

The Roadway Lighting District Fund is used to account for assessments received from benefiting property owners in order to operate, maintain and replace street lights of special benefit throughout the City (also referred to as “Zone B” of the Santee Roadway Lighting District). Revenues are estimated to be \$419,030 in FY 2024-25 with proposed expenditures of \$456,480.

**Mobile Home Park Ordinance Administration Fund**

The Mobile Home Park Ordinance Administration Fund is used to account for assessment revenues collected from mobile home park owners to help defray the reasonable and necessary costs incurred in the administration of the City’s mobile home rent control ordinance. Park owners are assessed \$3 per month for each space subject to the City’s rent control ordinance. Revenues are estimated to total \$42,100 in FY 2024-25 with proposed expenditures of \$53,510.

**Next Steps**

The Proposed Operating Budget for Fiscal Year 2024-25 will be brought back to the City Council on June 26, 2024 for additional discussion, public comment and adoption.

**MEETING DATE** June 26, 2024

**ITEM TITLE** ACCEPTANCE OF CERTIFICATE OF SUFFICIENCY FOR A HALF CENT SPECIAL SALES TAX INITIATIVE PETITION AND REQUEST FOR FURTHER DIRECTION FROM CITY COUNCIL PURSUANT TO ELECTIONS CODE SECTION 9215

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

**SUMMARY**

On May 15, 2024, proponents of a Half Cent Special Sales Tax initiative measure filed a signed petition with the City Clerk's office. The City Clerk conducted a review of the petition, and determined that the petition contained approximately 5,708 signatures, which prima facie, was in excess of the minimum number of signatures required to qualify for filing. Pursuant to Elections Code section 9114, the City Clerk has thirty (30) business days from the date the petition was filed to verify that the signatures affixed to the petition are valid. The San Diego Registrar of Voters ("ROV") assists the City in conducting the signature verification. On the same date that the petition was filed with the City, the City Clerk delivered the petition to the ROV for signature verification. On June 7, 2024, the ROV certified that the petition does contain a sufficient number of valid signatures. The Certificate of Sufficiency was received by the City Clerk on June 10, 2024.

Staff requests that Council accept the Certificate of Sufficiency and select an option pursuant to Elections Code section 9215: (1) submit the Measure to the voters at the November 2024 election, or (2) direct staff to prepare a report analyzing the impact of the Measure. Because this Measure proposes a special sales tax, it must be submitted to the voters. (Gov. Code § 53722.) Staff requests that Council adopt a resolution either placing the Measure on the November 2024 ballot or ordering a report to study the impact of the Measure. At the time the report is returned to Council, Council would then be required to place the Measure on the November 2024 ballot.

**FINANCIAL STATEMENT**

The fiscal impact is unknown at this time. If Resolution Option 2 is selected, the cost of preparing the report may require an appropriation from the General Fund reserve balance if an outside consultant is used. When the Measure is placed on the November 2024 ballot it will result in an increase in election costs to the City.

**CITY ATTORNEY REVIEW**  N/A •  Completed

**RECOMMENDATION**

1. Receive, file, and accept the Certificate of Sufficiency; and
2. Adopt a Resolution either placing the Measure on the November 2024 ballot or order a report regarding the impact of the Measure.

**ATTACHMENTS**

Staff Report

Resolutions: (1) Adding the Measure to the November 2024 Ballot (Option 1) and (2) Ordering a Report Regarding the Impact of the Measure (Option 2)

Initiative Measure



## STAFF REPORT

### ACCEPTANCE OF CERTIFICATE OF SUFFICIENCY FOR A HALF CENT SPECIAL SALES TAX INITIATIVE PETITION AND REQUEST FOR FURTHER DIRECTION FROM CITY COUNCIL PURSUANT TO ELECTIONS CODE 9215

#### SANTEE CITY COUNCIL MEETING June 26, 2024

##### A. INTRODUCTION

On May 15, 2024, proponents of a Half Cent Special Sales Tax initiative measure filed a signed petition with the City Clerk's office. Pursuant to the Elections Code, the City Clerk conducted a preliminary inspection of the petition. By visual inspection, it was determined that the petition contained approximately 5,708 signatures, which, prima facie, was in excess of the minimum number of signatures required to qualify for filing. Pursuant to Elections Code section 9114, the City Clerk has thirty (30) business days from the date the petition was filed to verify that the signatures affixed to the petition are valid. A petition must be signed by 10% of the registered voters of the City to qualify for the ballot.

The San Diego Registrar of Voters ("ROV") assists the City in conducting the signature verification. On the same date that the petition was filed with the City, the City Clerk delivered the petition to the ROV for signature verification. The ROV has certified the signatures as sufficient, counting 3,786 valid signatures. The Certificate of Sufficiency was received by the City on June 10, 2024.

Staff requests that the Council accept and file the Certificate of Sufficiency and adopt a resolution taking one of the actions set forth below.

##### B. DISCUSSION

On March 4, 2024, the City received a Notice of Intent to Circulate a Petition and proposed initiative measure ("Measure") from Santee residents/proponents that would amend the Santee Municipal Code in the following ways:

- Chapter 3.34 to the Santee Municipal Code titled "Santee Emergency Safety Protection Ordinance", enacting a half cent special sales tax for fifteen years to support fire protection and emergency response facilities and services in the City of Santee.

In accordance with Elections Code section 9203, the City Attorney's office prepared, and the City sent a ballot title and summary of the Measure to the proponents on March 18, 2024. On May 15, 2024, the proponents submitted a signed petition to the City Clerk's Office.

Because the ROV has determined that the petition is sufficient, the City Council's options under the Elections Code section 9215 are as follows:

1. Submit the Measure, without alteration, to the voters at the next regular municipal election occurring at least 88 days later. The next regular



election occurring at least 88 days later is the regular municipal election on November 5, 2024.

2. Direct staff to prepare an impartial and informational report analyzing the impact of the Measure. The report may include any or all of the following:
  - (1) Its fiscal impact.
  - (2) Its effect on the internal consistency of the City's general and specific plans, including the housing element, the consistency between planning and zoning, and the limitations on City actions under Section 65008 of the Government Code and Chapters 4.2 (commencing with Section 65913) and 4.3 (commencing with Section 65915) of Division 1 of Title 7 of the Government Code.
  - (3) Its effect on the use of land, the impact on the availability and location of housing, and the ability of the City to meet its regional housing needs.
  - (4) Its impact on funding for infrastructure of all types, including, but not limited to, transportation, schools, parks, and open space. The report may also discuss whether the measure would be likely to result in increased infrastructure costs or savings, including the costs of infrastructure maintenance, to current residents and businesses.
  - (5) Its impact on the community's ability to attract and retain business and employment.
  - (6) Its impact on the uses of vacant parcels of land.
  - (7) Its impact on agricultural lands, open space, traffic congestion, existing business districts, and developed areas designated for revitalization.
  - (8) Any other matters the City Council requests to be in the report. (Elections Code, § 9212.)

If the Council directs staff to prepare a report, staff must present the report not later than 30 days after it is ordered by the City Council. If Council chooses this option, at the time the report is presented Council will be required to place the Measure on the ballot. (Elec. Code, § 9215.)

Generally, Elections Code section 9215 provides the Council a third option: to adopt the measure without alteration. However, pursuant to Government Code section 53722 no local government may impose any special tax unless and until such special tax is submitted to the electorate of the local government, and approved by a two-thirds vote of the voters voting in an election on the issue. This means that the Measure must be added to the ballot. The Council's choice tonight is whether to place the Measure on the November 2024 ballot now, or to request a report on the Measure and then place the Measure on the ballot after the report is received.

Staff has prepared one resolution adding the Measure to the November 2024 ballot, and one resolution ordering a report regarding the impact of the Measure. Staff requests that the Council select one of the available options and adopt the corresponding resolution.

**C. RECOMMENDATION**

1. Receive, accept, and file the Certificate of Sufficiency, and
2. Adopt a Resolution either placing the Measure on the November 2024 ballot or order a report regarding the impact of the Measure.

**[RESOLUTION OPTION NO. 1 – ADD MEASURE TO NOV. 2024 BALLOT]**

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

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE,  
CALIFORNIA, CALLING FOR THE HOLDING OF A GENERAL MUNICIPAL  
ELECTION ON TUESDAY, NOVEMBER 5, 2024, FOR THE SUBMISSION OF  
A PROPOSED MEASURE ENACTING A HALF CENT SPECIAL SALES TAX  
FOR FIFTEEN YEARS TO SUPPORT FIRE PROTECTION AND EMERGENCY  
RESPONSE FACILITIES AND SERVICES IN THE CITY OF SANTEE,  
REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF SAN  
DIEGO TO CONSOLIDATE SAID ELECTION PURSUANT TO SECTION 10403  
OF THE ELECTIONS CODE AND SETTING RULES FOR ARGUMENTS AND  
REBUTTALS FOR AND AGAINST SAID MEASURE**

**WHEREAS**, pursuant to authority provided by statute, a petition has been filed with the City Council of the City of Santee, California, signed by more than ten percent (10%) of the number of registered voters of the City, to submit to the qualified electors a proposed measure adding Chapter 3.34 to the Santee Municipal Code titled “Santee Emergency Safety Protection Ordinance” (the “Measure”); and

**WHEREAS**, the City Clerk/Elections Official examined the records of registration and ascertained that, pursuant to Elections Code section 9215, the petition is signed by the requisite number of voters, and has so certified; and

**WHEREAS**, pursuant to Government Code section 53722 no local government may impose any special tax unless and until such special tax is submitted to the electorate of the local government, and approved by a two-thirds vote of the voters voting in an election on the issue; and

**WHEREAS**, the City Council is therefore authorized and directed by statute to submit the proposed Measure to the voters; and

**WHEREAS**, the City Council desires to place the Measure on the ballot for the November 5, 2024, General Municipal Election; and

**WHEREAS**, the City Council also desires to request that the election for this Measure be consolidated with the Statewide General Election also to be held on November 5, 2024; and

**WHEREAS**, pursuant to Elections Code sections 9285 and 9286, the City Council further desires to establish rules and regulations for the preparation, submittal and printing of arguments and rebuttals for and against the Measure described herein; and

**WHEREAS**, the specific terms of the Measure are attached hereto as Exhibit “A” and by this reference made an operative part hereof.

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

**[RESOLUTION OPTION NO. 1 – ADD MEASURE TO NOV. 2024 BALLOT]**

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

**SECTION 1.** Pursuant to the requirements of Elections Code Section 9215 any other applicable requirements of the laws of the State of California, there is called and ordered to be held in the City of Santee, California on Tuesday, November 5, 2024, a General Municipal Election for the purpose of submitting the following proposed Measure:

Shall the measure amending the Santee Municipal Code to enact a half cent special sales tax for fifteen years to support fire protection and emergency response facilities and services in the City of Santee, be adopted?	Yes
	No

**SECTION 2.** The text of the Measure submitted to the voters attached hereto as Exhibit “A” is hereby submitted to the voters; and

**SECTION 3.** Pursuant to the requirements of Elections Code section 10403, the Board of Supervisors of the County of San Diego is hereby requested to consent and agree to the consolidation of said election with the Statewide General Election on Tuesday, November 5, 2024; and

**SECTION 4.** The Registrar of Voters is authorized to canvass the returns of the General Municipal Election. The election shall be held in all respects as if there were only one election and only one form of ballot shall be used; and

**SECTION 5.** The City of Santee recognizes that additional costs will be incurred by the County by reason of this consolidation and agrees to reimburse the County for any costs; and

**SECTION 6.** The City Clerk is authorized, instructed and directed to coordinate with the County of San Diego Registrar of Voters to procure and furnish any and all official ballots, notices, printed matter, and all supplies, equipment and paraphernalia that may be necessary in order to properly and lawfully conduct the election; and

**SECTION 7.** The ballots to be used at the election shall be in form and content as required by law. Voters shall vote yes or no; and

**SECTION 8.** The polls for the election shall be open at 7:00 a.m. of the same day of the election and shall remain open continuously from that time until 8:00 p.m. of the same day except as provided in Elections Code section 14401; and

**SECTION 9.** The consolidated election shall be held and conducted in the manner prescribed in Elections Code section 10418; and

**[RESOLUTION OPTION NO. 1 – ADD MEASURE TO NOV. 2024 BALLOT]**

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

**SECTION 10.** The City Clerk is hereby directed to file a certified copy of this resolution with the Board of Supervisors and the Registrar of Voters of the County of San Diego.

**SECTION 11.** Direct Arguments and Impartial Analysis.

A. Direct Arguments in favor of or against the measure shall be prepared and filed with the City Clerk in accordance with Article 4, Chapter 3, Division 9 of the Elections Code of the State of California and any other applicable provisions of law. Direct arguments shall be filed with the City Clerk not later than August 15, 2024.

B. Pursuant to Elections Code section 9280, the City Council directs the City Clerk to transmit a copy of the measure to the City Attorney. The City Attorney shall prepare an impartial analysis of the measure, not to exceed 500 words in length, showing the effect of the measure on the existing law and the operation of the measure. The City Attorney shall transmit such impartial analysis to the City Clerk, who shall cause the analysis to be published in the voter information guide along with the ballot measure as provided by law. The impartial analysis shall be filed by the deadline set for filing of direct arguments. The impartial analysis shall include a statement indicating whether the measure was placed on the ballot by a petition signed by the requisite number of voters or by the City Council. In the event the entire text of the measure is not printed on the ballot, nor in the voter information guide of the sample ballot, there shall be printed immediately below the impartial analysis, in no less than 10-font bold type, the following: **“The above statement is an impartial analysis of Measure \_\_\_\_\_. If you desire a copy of the measure, please call the election official’s office at \_\_\_\_\_ and a copy will be mailed at no cost to you.”**

**SECTION 12.** Rebuttals. Pursuant to Elections Code section 9285, when the City Clerk has selected the direct arguments for and against the measure which will be printed and distributed to the voters, the City Clerk shall send copies of the direct argument in favor of the measure to the authors of the direct argument against, and copies of the direct argument against to the authors of the direct argument in favor. The authors or persons designated by them may prepare and submit rebuttal arguments not exceeding 250 words. The rebuttal arguments shall be filed with the City Clerk not later than August 20, 2024. Rebuttal arguments shall be printed in the same manner as the direct arguments. Each rebuttal argument shall immediately follow the direct argument which it seeks to rebut.

**SECTION 13.** That in all particulars not recited in this Resolution, the election shall be held and conducted as provided by law for holding municipal elections in the City.

**SECTION 14.** Effective Date of Resolution. This resolution shall take effect immediately upon its adoption.

**[RESOLUTION OPTION NO. 1 – ADD MEASURE TO NOV. 2024 BALLOT]**

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

**ADOPTED** by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 26th day of June 2024, by the following roll call vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

**APPROVED:**

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

**ATTEST:**

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

Attachment: Exhibit "A" – Initiative Measure

**RESOLUTION OPTION NO. 2 – ORDER REPORT**

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

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA  
ORDERING A REPORT PERTAINING TO A PROPOSED MEASURE ENACTING A  
HALF CENT SPECIAL SALES TAX FOR FIFTEEN YEARS TO SUPPORT FIRE  
PROTECTION AND EMERGENCY RESPONSE FACILITIES AND SERVICES IN THE  
CITY OF SANTEE**

**WHEREAS**, pursuant to authority provided by statute, a petition has been filed with the City Council of the City of Santee, California, signed by more than ten percent (10%) of the number of registered voters of the City, to submit to the qualified electors a proposed measure adding Chapter 3.34 to the Santee Municipal Code titled “Santee Emergency Safety Protection Ordinance” (the “Measure”); and

**WHEREAS**, the City Clerk’s office, in coordination with the San Diego County Registrar’s office, examined the records of voter registration and ascertained that pursuant to California Elections Code section 9215 the petition is signed by the requisite number of voters, and has so certified; and

**WHEREAS**, Elections Code section 9215 authorizes the City Council to order a report pursuant to Elections Code section 9212; and

**WHEREAS**, it is in the best interest of the City and its citizens to perform an initial analysis of the Measure to determine whether the City Council should adopt the Measure or take other actions indicated by the results of the report.

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

**Section 1. Recitals.** The City Council hereby finds and determines that the foregoing recitals are true and correct, are incorporated herein and by this reference made an operative part hereof.

**Section 2. Direction to Prepare Report.** Pursuant to Elections Code section 9215(c), the City Manager is authorized and directed to prepare a report consistent with Elections Code section 9212 analyzing the following aspects of the proposed Measure:

- (1) Its fiscal impact.
- (2) Its effect on the internal consistency of the City’s general and specific plans, including the housing element, the consistency between planning and zoning, and the limitations on City actions under Section 65008 of the Government Code and Chapters 4.2 (commencing with Section 65913) and 4.3 (commencing with Section 65915) of Division 1 of Title 7 of the Government Code.
- (3) Its effect on the use of land, the impact on the availability and location of housing, and the ability of the City to meet its regional housing needs.
- (4) Its impact on funding for infrastructure of all types, including, but not limited to, transportation, schools, parks, and open space. The report may also discuss whether the measure would be likely to

**RESOLUTION OPTION NO. 2 – ORDER REPORT**

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

result in increased infrastructure costs or savings, including the costs of infrastructure maintenance, to current residents and businesses.

(5) Its impact on the community’s ability to attract and retain business and employment.

(6) Its impact on the uses of vacant parcels of land.

(7) Its impact on agricultural lands, open space, traffic congestion, existing business districts, and developed areas designated for revitalization.

(8) Any other matters the City Council requests to be in the report.

**Section 3. Presentation of Report.** The report shall be presented to the City Council no later than thirty (30) days after this Resolution is adopted, and when the report is presented to Council, the City Council shall place the Measure on the ballot for the November 2024 election.

**Section 4. Severability.** If any provision of this Resolution or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of the Resolution which can be given effect without the invalid provision or application, and to this end the provisions of this Resolution are severable. The City Council hereby declares that it would have adopted this Resolution irrespective of the invalidity of any particular portion thereof.

**Section 5. Effective Date of Resolution.** This Resolution shall take effect immediately upon its adoption.

**ADOPTED** by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 26th day of June 2024, by the following roll call vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

**APPROVED:**

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

**ATTEST:**

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

Attachment: Exhibit “A” – Initiative Measure



March 4, 2024

VIA PERSONAL DELIVERY

Ms. Annette Fagan Ortiz, MBA MCM  
City Clerk, City of Santee  
10601 Magnolia Ave.  
Santee, CA 92071

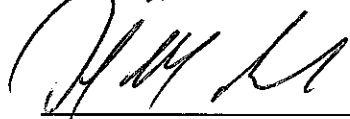
RE: "Santee Emergency Safety Protection Ordinance"

Dear Ms. Ortiz:

Enclosed please find a "Notice of Intent to Circulate Petition," and the text for a proposed initiative, "Santee Emergency Safety Protection Ordinance: A Citizen-Sponsored Initiative Authorizing a Temporary Dedicated Fire Department Sales Tax." We request that you immediately forward a copy of the proposed initiative to the City Attorney for preparation of a Title and Summary. Also, enclosed please find a copy of the proponents' signed statements required by California Elections Code section 9608.

Thank you for your assistance in this matter. As soon as the Title and Summary are prepared, please e-mail a copy to our legal counsel Matthew Alvarez, Jim Sutton, and Eli Love (malvarez@campaignlawyers.com; jsutton@campaignlawyers.com; elove@campaignlawyers.com; 415/732-7700). This letter authorizes you and other City officials to correspond with Matthew Alvarez, Jim Sutton, and Eli Love for all matters related to the Santee Emergency Safety Protection Ordinance. Please direct all correspondence and questions regarding this initiative to Messrs. Alvarez, Sutton, and Love.

Sincerely,



Daniel Bickford  
8301 Mission Gorge Road, #311, Santee, CA 92701



Dustyn Garhartt  
1572 Los Sendros, Santee, CA 92071

Enclosures  
EBL/slf  
#2425.01

**Notice of Intent to Circulate Petition**

Notice is hereby given by the persons whose names appears hereon of their intention to circulate the petition within the City of Santee for the purpose of adding sections 3.34.010 et seq. to Title 3, Chapter 3.34 of the Santee Municipal Code, to implement a sales tax to fund fire and paramedic capital improvements and operations within the City.

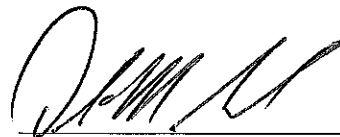
A statement of the reasons of the proposed action as contemplated in the petition is as follows:

Although the City of Santee has experienced incredible growth over the past several decades, the City's fire department has not. With just two (2) fire stations — including one that is in serious need of repairs — our more than 60,000 residents and 17 square miles of territory are well beyond the fire department's 30-year-old capacity to meet even basic national safety standards. Our current emergency response times, for example, are **double** the industry standards in some areas of the city. These long response times greatly increase the potential of loss of life and property throughout the City of Santee. The City is in dire need of a modernized fire department and this Ordinance will go a long way towards meeting that goal.

The fire department has an aging and insufficient infrastructure that requires immediate attention. The City has an immediate need for additional fire stations, a functional headquarters station, equipment that meets modern-day safety standards, and adequate personnel. The addition of fire stations will directly translate to improved safety for the citizens of the City of Santee. These facilities should have been planned many years ago, and the delay in addressing these critical needs will only result in greater loss of life and property.

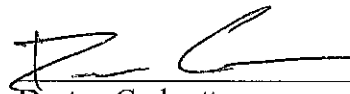
The fire department has just 17 on-call firefighters to respond to thousands of incident calls a year. By 2040, the number of incident calls is estimated to exceed 10,000. The City has not increased the number of firefighters in more than 30 years.

These needs are decades overdue, and our community deserves a better level of protection than what is currently being provided. The temporary tax will assist in funding the modernized and fully-equipped fire department that the citizen' of the City of Santee need and deserve.



Daniel Bickford  
8301 Mission Gorge Road, #311  
Santee, CA 92701

3/2/24  
Date



Dustyn Garhart  
1572 Los Sendros  
Santee, CA 92071

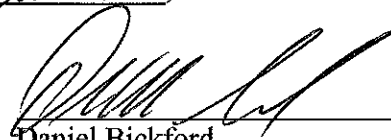
3/4/24  
Date

**Proponent's Signed Statement Pursuant to Elections Code Section 9608**

Pursuant to California Elections Code section 9608, I, as a proponent, hereby submit this signed statement with regard to the "Santee Emergency Safety Protection Ordinance," as follows:

I, Daniel Bickford, acknowledge that it is a misdemeanor under state law (Section 18650 of the Elections Code) to knowingly or willfully allow the signatures on an initiative petition to be used for any purpose other than qualification of the proposed measure for the ballot. I certify that I will not knowingly or willfully allow the signatures for this initiative to be used for any purpose other than qualification of the measure for the ballot.

Dated this 2 day of MARCH, 2024

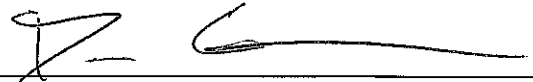
  
\_\_\_\_\_  
Daniel Bickford  
8301 Mission Gorge Road, #311  
Santee, CA 92701

**Proponent's Signed Statement Pursuant to Elections Code Section 9608**

Pursuant to California Elections Code section 9608, I, as a proponent, hereby submit this signed statement with regard to the "Santee Emergency Safety Protection Ordinance," as follows:

I, Dustyn Garhartt, acknowledge that it is a misdemeanor under state law (Section 18650 of the Elections Code) to knowingly or willfully allow the signatures on an initiative petition to be used for any purpose other than qualification of the proposed measure for the ballot. I certify that I will not knowingly or willfully allow the signatures for this initiative to be used for any purpose other than qualification of the measure for the ballot.

Dated this 4<sup>th</sup> day of March, 2024



Dustyn Garhartt  
1572 Los Senderos  
Santee, CA 92071

## **Section 1. Title**

**This Ordinance may be cited as the “Santee Emergency Safety Protection Ordinance: A Citizen-Sponsored Initiative Authorizing a Temporary Dedicated Fire Department Sales Tax.”**

## **Section 2. Findings and Declarations**

Although the City of Santee has experienced incredible growth over the past several decades, the City’s fire department has not. With just two (2) fire stations — including one that is in serious need of repairs — our more than 60,000 residents and 17 square miles of territory are well beyond the fire department’s 30-year-old capacity to meet even basic national safety standards. Our current emergency response times, for example, are **double** the industry standards in some areas of the City. These long response times greatly increase the potential of loss of life and property throughout the City of Santee. The City is in dire need of a modernized fire department and this Ordinance will go a long way towards meeting that goal.

The fire department has an aging and insufficient infrastructure that requires immediate attention. The City has an immediate need for additional fire stations, a functional headquarters station, equipment that meets modern-day safety standards, and adequate personnel. The addition of fire stations will directly translate to improved safety for the citizens of the City of Santee. These facilities should have been planned for years ago, and the delay in addressing these critical needs will only result in greater loss of life and property.

The fire department has just 17 on-call firefighters to respond to nearly 60,000 incidents a year. By 2040, the number of calls is estimated to exceed 70,000. The City has not increased the number of firefighters in more than 30 years.

These needs are decades overdue, and our community deserves a better level of protection than what is currently being provided. The temporary tax will assist in funding the modernized and fully-equipped fire department that the citizens of the City of Santee need and deserve.

## **Section 3. The Santee Emergency Safety Protection Ordinance**

A new Chapter 3.34 is hereby added to Title 3 (Revenue and Finance) of the Municipal Code of the City of Santee, to read as follows:

### **Code Section 3.34.010. Title.**

This chapter shall be known as the “Santee Emergency Safety Protection Ordinance” (the “Ordinance”).

**Code Section 3.34.020. Purpose.**

This Ordinance is adopted to achieve the following purposes, and directs that the provisions hereof be interpreted in order to accomplish those purposes:

- A. To impose a retail transactions and use tax in accordance with the provisions of Part 1.6 (commencing with Section 7251) of Division 2 of the Revenue and Taxation Code and Section 7285.91 of Part 1.7 of Division 2 of the Revenue and Taxation Code, which authorizes the City to adopt this chapter if a majority of the electors voting on the measure vote to approve the imposition of the tax at an election called for that purpose.
- B. To adopt a retail transactions and use tax ordinance that incorporates provisions identical to those of the Sales and Use Tax Law of the State of California insofar as those provisions are not inconsistent with the requirements and limitations contained in Part 1.6 of Division 2 of the Revenue and Taxation Code.
- C. To adopt a retail transactions and use tax ordinance that imposes a tax and provides a measure therefore that can be administered and collected by the California Department of Tax and Fee Administration in a manner that adapts itself as fully as practicable to, and requires the least possible deviation from, the existing statutory and administrative procedures followed by the California Department of Tax and Fee Administration in administering and collecting the California State Sales and Use Taxes.
- D. To adopt a retail transactions use tax ordinance that can be administered in a manner that will be, to the greatest degree possible, consistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, minimize the cost of collecting the transactions and use taxes, and at the same time, minimize the burden of record keeping upon persons subject to taxation under the provisions of this Ordinance.

**Code Section 3.34.030. Contract With State.**

Prior to the operative date, the City shall contract with the California Department of Tax and Fee Administration to perform all functions incident to the administration and operation of this transactions and use tax Ordinance; provided, that if the City shall not have contracted with the California Department of Tax and Fee Administration prior to the operative date, it shall nevertheless so contract and in such a case the operative date shall be the first day of the first calendar quarter following the execution of such a contract.

The City may use the proceeds from this transaction and use tax to pay for the costs to administer and effectuate this Ordinance pursuant to California Revenue and Taxation code section 7272.

**Code Section 3.34.040. Transactions Tax Rate.**

For the privilege of selling tangible personal property at retail, a tax is hereby imposed upon all retailers in the incorporated territory of the City at the rate of one-half of one percent (0.5%) of the gross receipts of any retailer from the sale of all tangible personal property sold at retail in said territory on or after the operative date of this Ordinance. Such tax shall be in addition to any other transactions taxes imposed by this Code or applicable State law.

**Code Section 3.34.050. Place of Sale.**

For the purposes of this Ordinance, all retail sales are consummated at the place of business of the retailer unless the tangible personal property sold is delivered by the retailer or his agent to an out-of-state destination or to a common carrier for delivery to an out-of-state destination. The gross receipts from such sales shall include delivery charges, when such charges are subject to the state sales and use tax, regardless of the place to which delivery is made. In the event a retailer has no permanent place of business in the State or has more than once place of business, the place or places at which the retail sales are consummated shall be determined under the rules and regulations to be prescribed and adopted by the California Department of Tax and Fee Administration.

**Code Section 3.34.060. Use Tax Rate.**

An excise tax is hereby imposed on the storage, use or other consumption in the City of tangible personal property purchased from any retailer on and after the operative date of this Ordinance for storage, use or other consumption in said territory at the rate of one-half of one percent (0.5%) of the sales price of the property. The sales price shall include delivery charges when such charges are subject to state sales or use tax regardless of the place to which delivery is made.

**Code Section 3.34.070. Adoption of Provisions of State Law**

Except as otherwise provided in this Ordinance and except insofar as they are inconsistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, all of the provisions of Part 1 (commencing with Section 6001) of Division 2 of the Revenue and Taxation Code are hereby adopted and made a part of this Ordinance as though fully set forth herein.

**Code Section 3.34.080. Limitations on Adoption of State Law and Collection of Use Taxes**

In adopting the provisions of Part 1 of Division 2 of the Revenue and Taxation Code:

- A. Wherever the State of California is named or referred to as the taxing agency, the name of this City shall be substituted therefore. However, the substitution shall not be made when:
- a. The word "State" is used as a part of the title of the State Controller, State Treasurer, State Treasury, of the Constitution of the State of California;
  - b. The result of that substitution would require action to be taken by or against this City or any agency, officer, or employee thereof rather than by or against the California Department of Tax and Fee Administration, in performing the functions incident to the administration or operation of this Ordinance;
  - c. In those sections, including, but not necessarily limited to sections referring to the exterior boundaries of the State of California, where the result of the substitution would be to:
    - i. Provide an exemption from this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not otherwise be exempt from this tax while such sales, storage, use or other consumption remain subject to tax by the State under the provisions of Part 1 of Division 2 of the Revenue and Taxation Code, or;
    - ii. Impose this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not be subject to tax by the state under the said provision of that code.
  - d. In sections 6701, 6702 (except in the last sentence thereof), 6711, 6715, 6737, 6797 or 6828 of the Revenue and Taxation Code.
- B. The word "city" shall be substituted for the word "State" in the phrase "retailer engaged in business in this State" in section 6203 and in the definition of that phrase in Section 6203.
- a. "A retailer engaged in business in the District" shall also include any retailer that, in the preceding calendar year or the current calendar year, has total combined sales of tangible personal property in this state or for delivery in the State by the retailer and all persons related to the retailer that exceeds five hundred thousand dollars (\$500,000). For purposes of this section, a person is related to another person if both persons are related to each other pursuant Section 267(b) of Title 26 of the United States Code and the regulations thereunder.

**Code Section 3.34.090. Permit Not Required.**

If a seller's permit has been issued to a retailer under Section 6067 of the Revenue and Taxation Code, an additional transactor's permit shall not be required by this Ordinance.



### **Code Section 3.34.100. Exemptions and Exclusions.**

- A. There shall be excluded from the measure of the transactions tax and the use tax the amount of any sales tax or use tax imposed by the State of California or by any city, city and county, or county pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law or the amount of any state-administered transactions or use tax.
- B. There are exempted from the computation of the amount of transactions tax the gross receipts from:
  - a. Sales of tangible personal property, other than fuel or petroleum products, to operators of aircraft to be used or consumed principally outside the county in which the sale is made and directly and exclusively in the use of such aircraft as common carriers of persons or property under the authority of the laws of this State, the United States, or any foreign government.
  - b. Sales of property to be used outside the City which is shipped to a point outside the City, pursuant to the contract of sale, by delivery to such point by the retailer or his agent, or by delivery by the retailer to a carrier for shipment to a consignee at such point. For the purposes of this paragraph, delivery to a point outside the City shall be satisfied:
    - i. With respect to vehicles (other than commercial vehicles) subject to registration pursuant to Chapter 1 (commencing with Section 4000 of Division 3 of the Vehicle Code), aircraft licensed in compliance with Section 21411 of the Public Utilities Code, and undocumented vessels registered under Division 3.5 (commencing with Section 9840 of the Vehicle Code) by registration to an out-of-City address and by a declaration under penalty of perjury, signed by the buyer, stating that such address is, in fact, his or her principal place of residence; and
    - ii. With respect to commercial vehicles, by registration to a place of business out-of-City and declaration under penalty of perjury, signed by the buyer, that the vehicle will be operated from that address.
  - c. The sale of tangible personal property if the seller is obligated to furnish the property for a fixed price pursuant to a contract entered into prior to the operative date of this Ordinance.
  - d. A lease of tangible personal property which is a continuing sale of such property, for any period of time for which the lessor is obligated to lease the property for an amount fixed by the lease prior to the operative date of this Ordinance.
  - e. For purposes of Subparagraphs (c) and (d) of this Section, the sale or lease of tangible personal property shall be deemed not to be obligated pursuant

to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

- C. There are exempted from the use tax imposed by this Ordinance, the storage, use or other consumption in this City of tangible personal property:
- a. The gross receipts from the sale of which have been subject to a transactions tax under any state-administered transactions and use tax ordinance.
  - b. Other than fuel or petroleum products purchased by operators of aircraft and used or consumed by such operators directly and exclusively in the use of such aircraft as common carriers of persons or property for hire or consumption under a certificate of public convenience and necessity issued pursuant to the laws of this State, the United States, or any foreign government. This exemption is in addition to the exemptions provided in Sections 6366 and 6366.1 of the Revenue and Taxation Code of the State of California.
  - c. If the purchaser is obligated to purchase the property for a fixed price pursuant to a contract entered into prior to the operative date of this Ordinance.
  - d. If the possession of, or the exercise of any right or power over, the tangible personal property arises under a lease which is a continuing purchase of such property for any period of time for which the lessee is obligated to lease the property for an amount fixed by a lease prior to the operative date of this Ordinance.
  - e. For the purposes of Subparagraphs (c) and (d) of this Section, storage, use, or other consumption, or possession of, or exercise of any right or power over, tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.
  - f. Except as provided in Subparagraph (g), a retailer engaged in business in the City shall not be required to collect use tax from the purchaser of tangible personal property, unless the retailer ships or delivers the property in the City or participates within the City in making the sale of the property, including, but not limited to, soliciting or receiving the order, either directly or indirectly, at a place of business of the retailer in the City or through any representative, agent, canvasser, solicitor, subsidiary, or person in the City under the authority of the retailer.
  - g. "A retailer engaged in business in the City" shall also include any retailer of any of the following: vehicles subject to registration pursuant to Chapter 1

(commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, or undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code. That retailer shall be required to collect use tax from any purchaser who registers or licenses the vehicle, vessel, or aircraft at an address in the City.

- D. Any person subject to use tax under this Ordinance may credit against that tax any transactions tax or reimbursement for transactions tax paid to a district imposing, or retailer liable for a transactions tax pursuant to Part 1.6 of Division 2 of the Revenue and Taxation Code with respect to the sale to the person of the property the storage, use or other consumption of which is subject to the use tax.
- E. Nothing in this Ordinance shall be construed as imposing a tax upon any person or service when the imposition of such tax upon such person or service would be in violation of a federal or state statute, the Constitution of the United States, or the Constitution of the State of California.

**Code Section 3.34.110. Amendments.**

- A. All amendments subsequent to the effective date of this Ordinance to Part 1 of Division 2 of the Revenue and Taxation Code relating to sales and uses taxes and which are not inconsistent with Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, and all amendments to Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, shall automatically become a part of this Ordinance, provided however, that no such amendment shall operate so as to affect the rate of tax imposed by this Ordinance.
- B. Notwithstanding any provision to the contrary, any proposed change to the tax rate imposed under this Ordinance shall be submitted to a vote of the people.

**Code Section 3.34.120. Enjoining Collection Forbidden.**

No injunction or writ of mandate or other legal or equitable process shall issue in any suit, action or proceeding in any court against the State or the City, or against any officer of the State or the City, to prevent or enjoin the collection under this Ordinance, or Part 1.6 of Division 2 of the Revenue and Taxation Code, of any tax or any amount of tax required to be collected.

**Code Section 3.34.130. The Santee Emergency Safety Protection Ordinance Fund**

There is hereby established in the treasury of the City of Santee a special fund called the "Santee Emergency Safety Protection Ordinance Fund" which shall be maintained by the City.

### **Code Section 3.34.140. Receipt of Proceeds**

- A. All revenue generated by this Ordinance shall be deposited into the Santee Emergency Safety Protection Ordinance Fund.
- B. The uses and expenditures of money allocated to the Santee Emergency Safety Protection Ordinance Fund shall be governed by and subject to the requirements set forth in Code Sections 3.34.160.

### **Code Section 3.34.150. Supplement to Existing Commission Funding**

- A. The People of the City of Santee find and declare that the firefighting needs of the City require more resources than currently provided. In adopting this Ordinance, the people of the City of Santee choose to provide additional City resources to supplement, not supplant, local, State, Federal and other funding for the City of Santee's Fire and Life Safety Department.
- B. This funding is intended to be in addition to and not replace any other monies provided to the City from any other source.

### **Code Section 3.34.160. Expenditure Plan**

- A. Statement of Intent: The fundamental guiding principle behind this expenditure plan is to improve the protection of life and property in the City of Santee. This plan will assist in providing essential funds needed for critical infrastructure for the City of Santee's Fire and Life Safety Department and staffing in the City of Santee's Fire and Life Safety Department. All needs have been specifically outlined by a comprehensive third-party consultant report, known as the *AP Triton Report*. The Community Risk Assessment and Long-Range Fire and Emergency Services Master Plan was presented to the Santee City Council in February of 2023. This Ordinance shall provide funding to support the critical needs of the Fire and Life Safety Department as outlined by the Fire Chief's presentation to the Santee City Council, delivered in April of 2023 and February of 2024. The revenue generated by this Ordinance shall be used to assist in the construction of fire stations, the hiring of firefighters, and for operational expenses related to improved fire and life safety protection throughout the City of Santee. The revenue shall assist in funding the projects outlined in subdivision B, below.
- B. The tax proceeds must be spent for the purposes authorized in this Expenditure Plan and may not be used for any other purpose(s).
  - a. Construction of a third fire station at the City Operations Center.
  - b. Design and construction of a fleet maintenance facility.
  - c. Design and construction of a fourth fire station in the northern area of the City of Santee.

- d. Design and construction of a replacement fire station for the existing Fire Station Headquarters.
  - e. Hiring of additional firefighters, including, at a minimum, the hiring of a minimum of six additional full-time equivalent (“FTEs”) fire suppression personnel.
  - f. Ongoing operational costs of the City of Santee Fire and Life Safety Department.
  - g. Costs of issuing, repaying, and administering any bonds issued by the City which are secured, in whole or in part, by the revenue generated from the transaction and use tax created by this Ordinance.
- C. The City Council shall seek advice and input from the Fire Chief when making all budgetary decisions related to the Expenditure Plan and attendant spending of the funds collected via this special tax.

**Code Section 3.34.170. Citizen’s Oversight Committee.**

The City Council shall appoint a seven (7) member Oversight Committee by January 31, 2025. The Oversight Committee shall meet publicly at least semi-annually to review all revenues and expenditures of funds from the tax authorized by this Ordinance, shall review annual audit reports related to this Ordinance, and shall make at least one (1) written annual report to the City Council at a public meeting summarizing the Oversight Committee’s findings. The Oversight Committee shall consist of a representative from each Council district and three “at-large” Santee residents. The City Council shall give strong preference to members that represent a cross-section of the community, possibly including, but not limited to, representatives of schools, local trade associations, chambers of commerce, nonprofit organizations, senior citizen groups, non-partisan political organizations (such as the League of Women Voters), taxpayer associations, and neighborhood organizations (including individuals retired from such groups).

**Code Section 3.34.180. Annual Audit**

By no later than December 31<sup>st</sup> of each year, the City Council shall cause an independent auditor to conduct an audit of the Santee Emergency Safety Protection Ordinance. The auditor shall include an accounting of the revenue received from the tax and shall review whether the tax revenues collected pursuant to this Ordinance are collected, managed, and, and expended in accordance with the requirements of this Ordinance. The auditor’s report shall be presented to the City Council, be reviewed by the Oversight Committee, be made available on the City’s website, and be made available to the public.

**Code Section 3.34.190. Operative Date; Sunset Date**

In accordance with California Revenue and Taxation Code section 7265, this Ordinance shall be operative on the first calendar quarter commencing more than 110 days after the

adoption of this Ordinance. This Ordinance shall cease to be operative fifteen (15) years from the date this Ordinance is first operative, unless subsequently extended by vote of the electorate of the City of Santee.

#### **Code Section 3.34.200. Bonding Authority**

In the event the City Council determines that it is prudent or desirable to issue bonds secured, in whole or in part, by the revenue generated from this transaction and use tax in order to carryout or expedite the expenditure plan set forth in Section 3.34.160, this Ordinance empowers the City Council to take whatever measures necessary to do so. To whatever extent the law requires voter authorization for a city to issue bonds secured, in whole or in part, via the revenue generated from a citizen-sponsored special tax, it is the will of the voters in adopting this Ordinance to grant such authorization and allow the City to issue and repay such bonds, and for the City Council to pass rules and regulations which are necessary to do so. Nothing in this Ordinance shall be interpreted to diminish the City's right to pursue the most efficient and least expensive financing alternative.

#### **Code Section 3.34.210. Severability.**

If any provision of this Ordinance, or any section, phrase, or word thereof, or the application of any provision, section, part, phrase or word to any person or circumstance, including but not limited to any exemption to the special tax, is for any reason held to be invalid or unconstitutional, the remaining provisions, sections, parts, phrase or words shall not be affected, but shall remain in full force and effect, and to this end the provisions, sections, parts, phrases and words of this Ordinance are severable.

The voters hereby declare that this Ordinance, and each section, provision, part, phrase and word, including any exemption to the special tax, would have been adopted irrespective of whether any one or more provisions, sections, parts, phrases or words are found to be invalid or unconstitutional.

#### **Section 4. Adjustment of Appropriations Limit**

Pursuant to Article XIIB of the Constitution of the State of California and applicable laws, the appropriations limit for the City is hereby increased by the aggregate sum authorized to be levied by this tax for fiscal year 2024-25 and each year thereafter.

#### **Section 5. Municipal Affair**

The People of the City of Santee hereby declare that, separately and together, the purposes encompassed by this Ordinance constitute municipal affairs. The People of the City of Santee hereby further declare their desire for this Ordinance to coexist with any similar tax measures adopted at the City, county or state levels.

## **Section 6. Effective Date**

This Ordinance relates to the levying and collecting of the City transactions and uses tax and shall take effect immediately upon applicable voter approval.

## **Section 7. Amendment**

The City Council may not amend or repeal any of the provisions of this Ordinance, and may not extend or increase the special tax unless it is submitted to, and approved by, a majority of the voters of the City of Santee. Notwithstanding the forgoing, the City Council may amend this Ordinance provided that the changes further the purposes of the Ordinance and that at least a majority of City Councilmembers vote in favor of such changes. The people of the City of Santee affirm that actions not constituting an expansion, extension, or increase of the rate of the special tax include but are not limited to:

- A. An action that interprets or clarifies (i) the methodology of applying or calculating the special tax or (ii) any definition applicable to the special tax, so long as the interpretation or clarification (even if contrary to some prior interpretation or clarification) is not inconsistent with this Ordinance;
- B. Fix any technical errors within this Ordinance which may thwart the ability of the City to levy and collect this tax or to carry out the Ordinance's expenditure plan;
- C. The collection of the special tax even if the City had, for some period of time, failed to collect the special tax.

## **Section 8. Legal Defense**

The People of the City of Santee desire that this Ordinance, if approved by the voters and thereafter challenged in court, be defended by the City. The People, by approving this Ordinance, hereby declare that the proponents of this Ordinance have a direct and personal stake in defending this Ordinance from constitutional or statutory challenges to the Ordinance's validity or implementation. In the event that the City fails to defend this Ordinance, or the City fails to appeal an adverse judgment against the constitutionality, statutory permissibility or implementation of this Ordinance, in whole or in part, in any court of law, the Ordinance's proponents shall be entitled to assert their direct personal stake by defending the Ordinance's validity and implementation in any court of law and shall be empowered by the People through this Ordinance to act as agents of the People. The City shall indemnify the proponents for reasonable expenses and any losses incurred by the proponents, as agents, in defending the validity and/or implementation of the challenged Ordinance. The rate of indemnification shall be no more than the amount it would cost the City to perform the defense itself.

### **Section 9. Conflicting Measures**

If this Ordinance and one or more conflicting measures appear on the same City ballot, the provisions of the measure that receives the greater number of affirmative votes will prevail in its entirety, and the other measure or measures shall be null and void.

If this Ordinance is approved by the voters but superseded by law by another conflicting measure approved by the voters at the same election, and the conflicting ballot measure is later held to be invalid, this Ordinance shall be self-executing and will be given full force and effect.

### **Section 10. Liberal Construction**

This Ordinance shall be liberally construed to effectuate its purposes.

### **Section 11. Certification**

The City Clerk shall certify the passage of this Ordinance, publish the same as required by applicable law, and forward a copy of the adopted Ordinance to the California Department of Tax and Fee Administration.



**MEETING DATE**

June 26, 2024

**ITEM TITLE RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, REJECTING THE BID SUBMITTED BY PAVEMENT COATINGS CO. AND AWARDING THE CONSTRUCTION CONTRACT TO AMERICAN ASPHALT SOUTH, INC. FOR THE CITYWIDE SLURRY SEAL AND ROADWAY MAINTENANCE PROGRAM 2024 (CIP 2024-02) PROJECT AND DETERMINING THE PROJECT IS CATEGORICALLY EXEMPT FROM ENVIRONMENTAL REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (“CEQA”) PER STATE CEQA GUIDELINES SECTION 15301 (c)**

**DIRECTOR/DEPARTMENT**

Carl Schmitz, Engineering



**SUMMARY**

On June 13, 2024, the City Clerk publicly opened and examined four sealed bids for the Citywide Slurry Seal and Roadway Maintenance Program 2024 (CIP 2024-02) Project. The bid submitted by the apparent low bidder, Pavement Coatings Co., was deemed non-responsive by Staff due to the omission of required documents in the Bidders Check List. The item omitted was the Non-Collusion Affidavit. This item is required at the time of bid submittal in order to comprise a complete bid, and therefore Staff recommends City Council reject the bid submitted by Pavement Coatings Co. as a non-responsive bid.

Staff recommends the City Council award the construction contract for the Citywide Slurry Seal and Roadway Maintenance Program 2024 (CIP 2024-02) Project to the second low bidder, American Asphalt South, Inc., that is deemed responsive and responsible, in the amount of \$1,477,324.09. This project will resurface a total of 14 streets as identified in the 2022 Pavement Management Report and 2 City Council priority streets. The attached project map and street list identifies the streets throughout the City which are to be resurfaced as part of this contract.

In compliance with the City's purchasing ordinance, Santee Municipal Code Section 3.24.100(E), City staff administered a formal bid process on May 24, 2024. Upon review of the submitted bids, the lowest responsive and responsible bid was submitted by American Asphalt South, Inc., in the amount of \$1,477,324.09. The bid submitted by American Asphalt South, Inc. is 12% lower than the Engineer's construction estimate of \$1,685,000.00.

Staff also requests authorization for the Director of Engineering/City Engineer to approve change orders in a total amount not to exceed \$369,331.00 (25% of the contract price) for unforeseen items and additional work associated with the Project.

**ENVIRONMENTAL REVIEW**

This action is categorically exempt from the California Environmental Quality Act (“CEQA”), pursuant to Section 15301(c), Existing Facilities, of the CEQA Guidelines.



**FINANCIAL STATEMENT** *HJ*

Funding for this project will be provided by Transnet funds, Gas Tax-RMRA funds and the General Fund and is included in the adopted 2024-2028 Capital Improvement Program budget as part of the Pavement Roadway Maintenance Citywide project.

Design and Bidding	\$ 28,062.54
Construction Contract	1,477,324.09
Construction Change Orders	369,331.00
Construction Engineering/Management	60,000.00
Project Closeout	<u>1,000.00</u>

Total Anticipated Project Cost \$ 1,935,717.63

**CITY ATTORNEY REVIEW**

N/A       Completed

**RECOMMENDATION** *MAB*

Adopt the Resolution:

1. Rejecting the apparent low bidder, Pavement Coatings Co., due to the omission of required documents to be submitted at the time of bid submission; and
2. Awarding the construction contract for the Citywide Slurry Seal and Roadway Maintenance Program 2024 (CIP 2024-02) Project to American Asphalt South, Inc. for a total amount of \$1,477,324.09; and
3. Authorizing the City Manager to execute all necessary documents to execute the contract on behalf of the City; and
4. Authorizing the Director of Engineering/City Engineer to approve change orders in a total amount not to exceed \$369,331.00; and
5. Determining this action is categorically exempt from the California Environmental Quality Act ("CEQA") pursuant to Section 15301(c), Existing Facilities, of the CEQA Guidelines.

**ATTACHMENTS**

- Resolution
- Bid Summary Chart
- Project Map
- Street List

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

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA,  
REJECTING THE BID SUBMITTED FROM PAVEMENT COATINGS CO. AND  
AWARDING THE CONSTRUCTION CONTRACT TO AMERICAN ASPHALT SOUTH,  
INC. FOR THE CITYWIDE SLURRY SEAL AND ROADWAY MAINTENANCE  
PROGRAM 2024 (CIP 2024-02) PROJECT AND DETERMINING THE PROJECT IS  
CATEGORICALLY EXEMPT FROM ENVIRONMENTAL REVIEW UNDER THE  
CALIFORNIA ENVIRONMENTAL QUALITY ACT (“CEQA”) PER STATE CEQA  
GUIDELINES SECTION 15301 (c)**

**WHEREAS**, on May 24, 2024, City staff administered a formal bid process in compliance with Santee Municipal Code Section 3.24.100(E); and

**WHEREAS**, the City Clerk, on June 13, 2024, publicly opened and examined sealed bids for the Citywide Slurry Seal and Roadway Maintenance Program 2024 (CIP 2024-02) Project (“Project”); and

**WHEREAS**, the lowest received bid was submitted by Pavement Coatings Co. in the amount of \$1,397,827.83, and

**WHEREAS**, the bid received by Pavement Coatings Co. was deemed non-responsive by Staff due to the omission of required documents at the time of bid submission and therefore is rejected, and

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

**WHEREAS**, American Asphalt South, Inc. was found to be the lowest responsive and responsible bidder with their total bid amount of \$1,477,324.09; and

**WHEREAS**, staff recommends awarding the construction contract to American Asphalt South, Inc. in the amount of \$1,477,324.09; and

**WHEREAS**, staff requests authorization for the Director of Engineering/City Engineer to approve change orders in a total amount not to exceed \$369,331.00 for unforeseen items and additional work associated with the Project.

**WHEREAS**, the project is categorically exempt from environmental review pursuant to Section 15301(c) of the State CEQA Guidelines.

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

**SECTION 1:** The Recitals provided above are true and correct and are hereby incorporated into this Resolution.

**SECTION 2:** The bid submitted by Pavement Coatings Co. was deemed non-responsive by Staff due to the omission of required documents at the time of bid submission and is rejected.

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

**SECTION 3:** The construction contract for the Citywide Slurry Seal and Roadway Maintenance Program 2024 (CIP 2024-02) Project is awarded to American Asphalt South, Inc. as the lowest responsive and responsible bidder in the amount of \$1,477,324.09 and the City Manager is authorized to execute all necessary documents to execute the contract on behalf of the City.

**SECTION 3:** The Director of Engineering/City Engineer is authorized to approve change orders in an amount not to exceed \$369,331.00 for unforeseen items and additional work associated with the Project.

**SECTION 4:** The project is categorically exempt from environmental review under State CEQA Guidelines Section 15301(c), Existing Facilities.

**SECTION 5:** The documents and materials associated with this Resolution that constitute the record of proceedings on which these findings are based are located at Santee City Hall, 10601 Magnolia Avenue, Santee, CA 92071. The City Clerk is the custodian of record of those proceedings.

**SECTION 6:** This Resolution shall take effect immediately upon its passage.

**ADOPTED** by the City Council of the City of Santee, California, at a Regular meeting thereof held this 26<sup>th</sup> day of June, 2024 by the following roll call vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

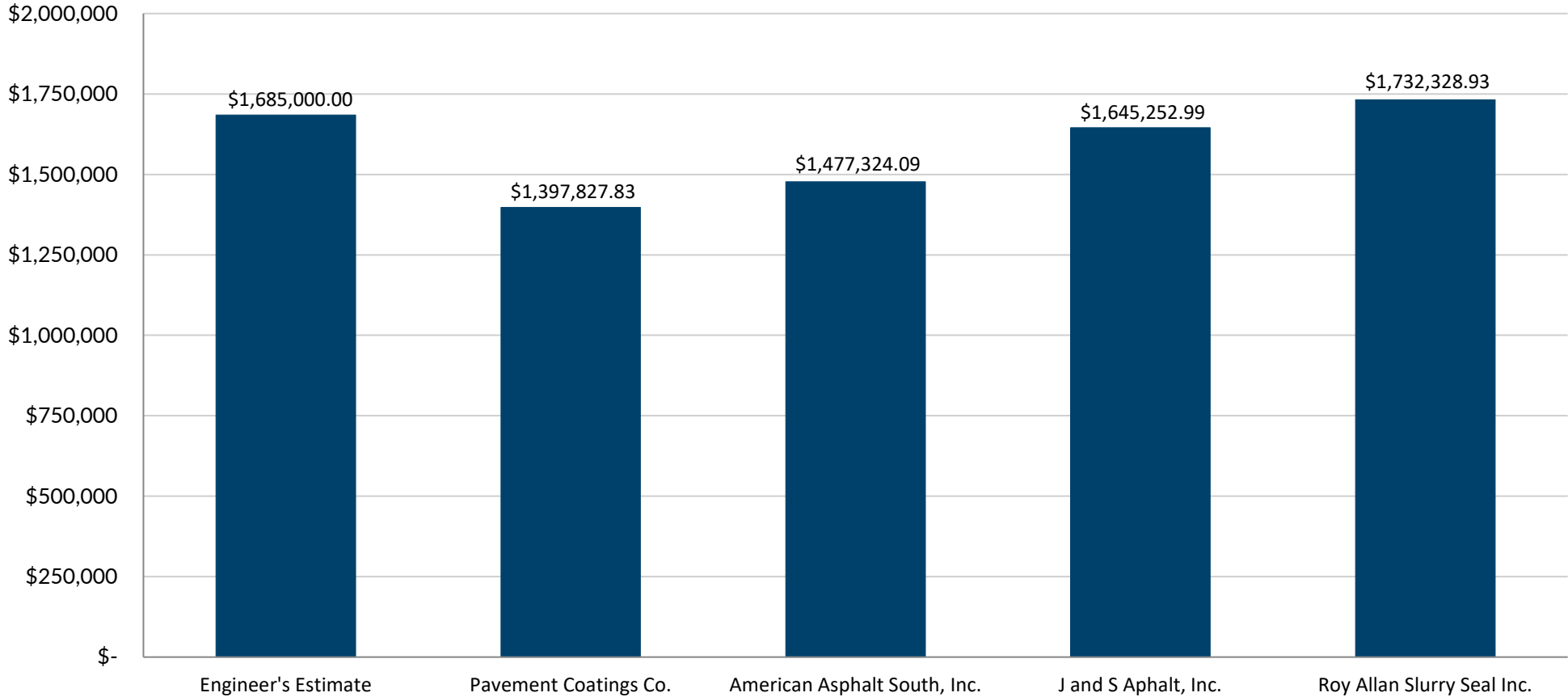
**APPROVED:**

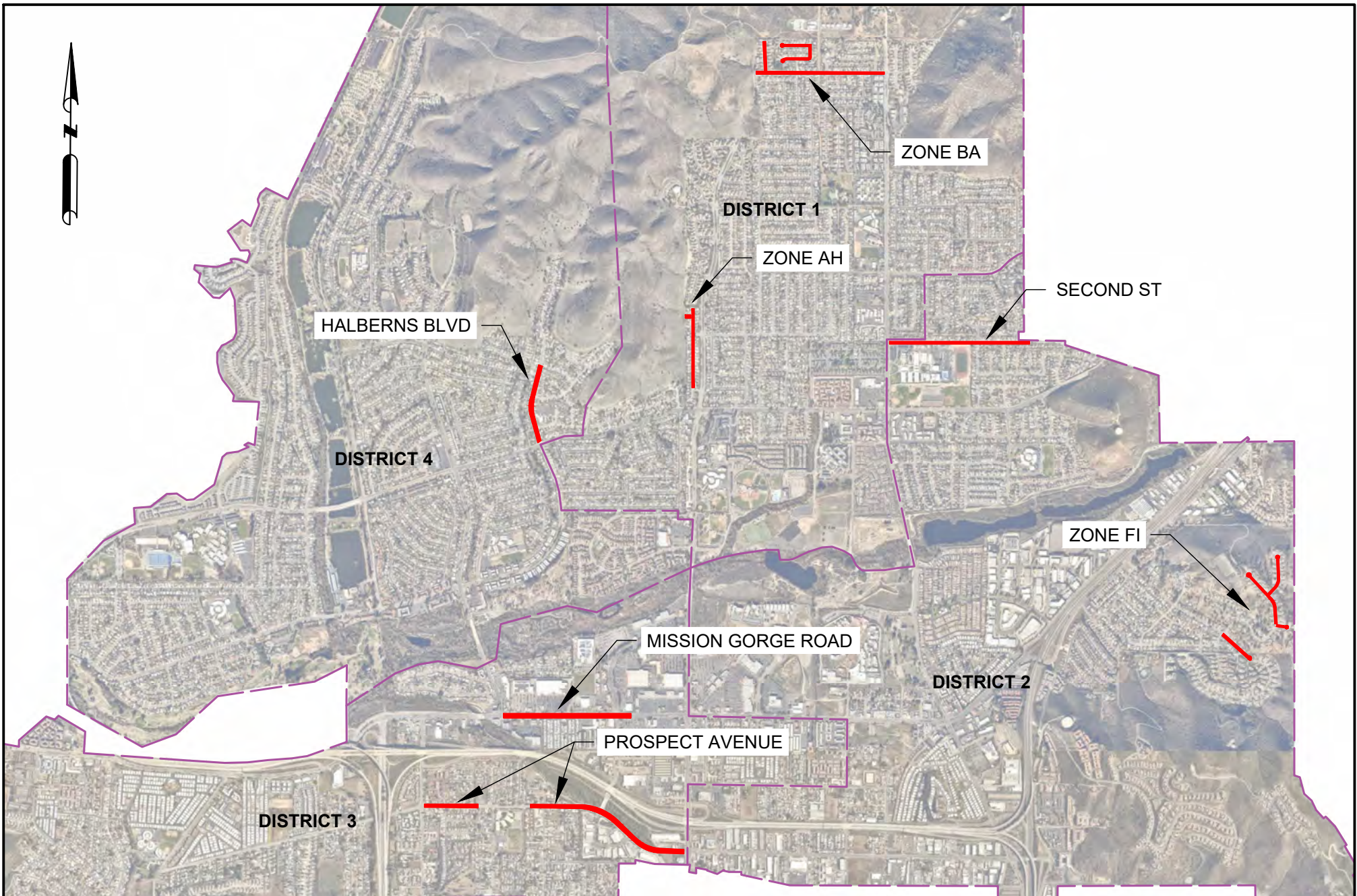
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**JOHN W. MINTO, MAYOR**

**ATTEST:**

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

# CITYWIDE SLURRY SEAL AND ROADWAY MAINTENANCE PROGRAM 2024 CIP 2024-02





CITYWIDE SLURRY SEAL AND ROADWAY MAINTENANCE PROGRAM 2024  
CIP 2024-02

PROJECT STREETS 

PROJECT MAP

SHEET 1 OF 1



**Citywide Slurry Seal and Roadway Maintenance Program 2024  
CIP 2024-02**

**3/13/2024**

<b>Street Name</b>	<b>From Street</b>	<b>To Street</b>
<b>Zone AE</b>		
Halberns Boulevard	Mast Boulevard	Tuthill Way
<b>Zone AH</b>		
Via Conrad	Via Francis	End
Via Francis	Via Cuyamaca	End
<b>Zone BA</b>		
Dakota Ranch Road	Princess Joann Road	End
Prince Charming Lane	Prince Valiant Drive	End
Prince Valiant Drive	Prince Charming Lane	End
Princess Joann Road	Magnolia Avenue	End
Sir Lancelot Drive	Prince Valiant Drive	End
<b>Zone BG</b>		
Second Street	Magnolia Avenue	City Limits
<b>Zone FI</b>		
Canyon Park Drive	Fonteyn Court	End
Fonteyn Court	Canyon Park Drive	End
High Rise Way	Canyon Park Drive	End
Northcote Road	Lea Terrace Road	Black Horse Drive
<b>Majors</b>		
Mission Gorge Road	Carlton Hills Boulevard	Olive Lane
Prospect Avenue	Atlas View Drive	Cuyamaca Street
Prospect Avenue	Fanita Drive	Via de Victoria