

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

STAFF:  
ASSISTANT TO THE CITY MANAGER  
Kathy Valverde  
COMMUNITY SERVICES DIRECTOR  
Bill Maertz  
DEVELOPMENT SERVICES DIRECTOR  
Melanie Kush  
FINANCE DIRECTOR/TREASURER  
Tim McDermott  
ACTING FIRE CHIEF  
John Garlow  
HUMAN RESOURCES DIRECTOR  
Jessie Bishop  
LAW ENFORCEMENT  
Captain Daniel Brislin



CITY COUNCIL

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

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

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**Wednesday, January 23, 2019  
7:00 PM**

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

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**Regular City Council Meeting – 7:00 p.m.**

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

**LEGISLATIVE INVOCATION:** Imam Taha Hassane – Islamic Center of San Diego

**PLEDGE OF ALLEGIANCE:**

**PRESENTATION:** Certificates of Appreciation – City Clerk’s Office Volunteers – Ed and Connie Bailey

**CONSENT CALENDAR:**

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

- (1) Approval of reading by title only and waiver of reading in full of Ordinances and Resolutions on the agenda.**
- (2) Approval of Meeting Minutes of the Santee City Council and CDC Successor Agency for the January 9, 2019 Regular Meeting. (City Clerk – Ortiz)**
- (3) Approval of Payment of Demands as presented. (Finance – McDermott)**

- (4) Approval of the expenditures of \$41,233.08 for December 2018 Legal Services and related costs. (Finance – McDermott)
- (5) Accept and appropriate a seven hundred and fifty dollar donation from the Santee Community Foundation. (Community Services – Maertz)
- (6) Authorization of a Professional Services Agreement with Albert A. Webb Associates to provide a Traffic Engineering Study for the Santee Roadway Lighting District and the Appropriation of funds. (Finance/Development Services – McDermott/Kush)
- (7) Adoption of a Resolution accepting the Citywide Pavement Repair & Maintenance Program 2018 Project (CIP 2018-07 and 2018-15) as complete. (Development Services – Kush)
- (8) Adoption of a Resolution approving a Classification Change to a Secretary Position. (Human Resources – Bishop)

**NEW BUSINESS:**

- (9) Resolution authorizing the purchase of 84 workstation computers from Dell Marketing, L.P., in accordance with the Western States Contracting Alliance-National Association of State Procurement Officials (WSCA-NASPO) Value Point Cooperative Purchasing Program Master Agreement No. WNWNC-108, including Amendment No. 1 to the contract, and California Participation Addendum No. 7-15-70-34-003; and authorizing the purchase of related software and licensing from CDW-G Corporation per National Intergovernmental Purchasing Alliance (National IPA) Agreement No. 2018011-01. (City Manager – Valverde)

Recommendation:

Adopt the resolution.

- (10) Informational presentation on the City's Storm Water Annual Reports and Trash Compliance Plan. (Development Services – Kush)

Recommendation:

Staff recommends that City Council receive the report.

- (11) Resolution authorizing an open market purchase of one new Pierce Freightliner FX3 Type 3 Wildland Brush Engine from South Coast Fire Equipment, Inc., and declaring vehicle V-089 as surplus property. (Fire – Garlow)

Recommendation:

Adopt Resolution:

1. Finding that open market purchasing is in the City's best interest and authorizing such purchase of one new Pierce Freightliner FX3 Type 3

Wildland Brush Engine from South Coast Fire Equipment, Inc. in the amount of \$371,036.91; and

2. Finding that open market purchasing for select add-ons in an amount not to exceed \$21,542.09 is in the City's best interest and authorizing such purchasing; and
3. Authorizing the City Manager to approve additional expenditures for unforeseen changes in amount not to exceed \$7,421.00 (2%); and
4. Declaring vehicle V-089, a 1997 4X2 Type 3 International Brush Engine, surplus property upon receipt and acceptance of the new vehicle and directing sale of the surplus vehicle at public auction or inter-agency sale; and
5. Authorizing the City Manager to execute all necessary documents.

**(12) Discussion of possible General Plan and Town Center Specific Plan Amendments related to the proposed development of a 22-acre vacant county-owned property, located at the terminus of Park Center Drive, in the Town Center Planning Area, into a 365-unit multiple-family residential development (APN 381-051-18-00) Applicant: City Ventures. (Development Services - Kush)**

Recommendation:

Provide feedback on the proposed project and the sites identified for possible General Plan Amendments and Zone Reclassifications.

**NON-AGENDA PUBLIC COMMENT:**

*Each person 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.*

**CITY COUNCIL REPORTS:**

**(13) Appointment of Citizen Members to various Boards, Commissions and Committees with expiring terms according to LPM 2018-01 and pursuant to Government Code 54974. (Council – Mayor Minto)**

Recommendation:

1. Take action on recommended appointments as presented by the Mayor; and
2. Reaffirm/continue all other standing groups and representations as listed.

**CITY MANAGER REPORTS:**

**CITY ATTORNEY REPORTS:**

**(14) Approve partnership with Chula Vista and La Mesa to Prepare a Community Choice Aggregation Feasibility Study. (City Attorney/City Manager – Hagerty/Best)**

Recommendation:

Select Option 2 and authorize the City Manager to take any steps necessary to move forward with the study and to execute all necessary documents.

**CLOSED SESSION:**

- (15) CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION  
(Gov. Code section 54956.9(d)(1))  
Name of Case: Blake Brimm v. City of Santee et al.  
Case Number: 37-2017-00043886.**

**ADJOURNMENT:**



|     |    |                                       |                         |
|-----|----|---------------------------------------|-------------------------|
| Jan | 03 | SPARC                                 | Civic Center Building 7 |
| Jan | 09 | City Council Meeting                  | Council Chamber         |
| Jan | 14 | Community Oriented Policing Committee | Council Chamber         |
| Jan | 23 | City Council Meeting                  | Council Chamber         |
| Feb | 07 | SPARC                                 | Civic Center Building 7 |
| Feb | 11 | Community Oriented Policing Committee | Council Chamber         |
| Feb | 13 | City Council Meeting                  | Council Chamber         |
| Feb | 27 | City Council Meeting                  | Council Chamber         |

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

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

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

|  |                                      |
|--|--------------------------------------|
| State of California    }<br>County of San Diego   } ss.<br>City of Santee         }  | <h3>AFFIDAVIT OF POSTING AGENDA</h3> |
| I, <u>Annette Ortiz, City Clerk</u> of the City of Santee, hereby declare, under penalty of perjury, that a copy of this Agenda was posted in accordance with the Brown Act and Santee Resolution 61-2003 on <u>January 18, 2019</u> , at <u>4:00 p.m.</u> |                                      |
| _____<br>Signature   | _____<br>01/18/19<br>Date            |

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

PRES

**MEETING DATE**      January 23, 2019

**AGENDA ITEM NO.**

**ITEM TITLE**              **CERTIFICATES OF APPRECIATION FOR THE CITY CLERK'S OFFICE  
VOLUNTEERS CONNIE AND ED BAILEY**

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

**SUMMARY**

Connie and Ed Bailey began volunteering for the City of Santee in the City Clerk's Office in February 2003.

Connie has performed a number of tasks in the Clerk's Office, including scanning documents into Questys (the City's document imaging program), processing mail, taking documents to the County Recorder's Office, providing office and telephone coverage, assisting during Oath of Office events and conducting research. In 2006, Connie was named Volunteer of the Year.

Ed has assisted with retrieving boxes from our offsite storage facility, making minor repairs around the office, helping out during special events and setting up the Council Chambers for Council meetings.

In the 16 years that Connie and Ed have volunteered in the Clerk's Office, they have jointly contributed over 5,750 hours to the City of Santee.

Connie and Ed have been an essential part of the Clerk's Office, dependable volunteers who have dedicated many hours of their time to the City. The Clerk's Office wishes them both the very best and they will certainly be missed. Certificates of Appreciation have been prepared for each of them in honor of their outstanding service to the City of Santee.

**FINANCIAL STATEMENT**      None.

**CITY ATTORNEY REVIEW**       N/A       Completed

**RECOMMENDATION** *H. Kim M.B.*  
Present certificates.

**ATTACHMENTS**  
Certificates of Appreciation for Connie and Ed Bailey



City of Santee  
Certificate of Appreciation

Presented to

**Connie Bailey**

In honor of 16 years of dedicated service to the City of Santee City Clerk's Office. Thank you for your generous contribution of time and effort to support City staff and the Santee community. Your efforts have made a world of difference in the City Clerk's Office and we truly appreciate all your contributions.

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Mayor John W. Minto

January 23, 2019



**City of Santee**  
**Certificate of Appreciation**

Presented to

**Ed Bailey**

In honor of 16 years of dedicated service to the City of Santee City Clerk's Office. Thank you for your generous contribution of time and effort to support City staff and the Santee community. Your efforts have made a world of difference in the City Clerk's Office and we truly appreciate all your contributions.

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Mayor John W. Minto

January 23, 2019



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

1

**MEETING DATE**      January 23, 2019

**AGENDA ITEM NO.**

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

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

**SUMMARY**

This item allows the City Council to approve Ordinances and Resolutions on the Consent Calendar without reading the item in full. Upon approval of this item, all Resolutions included in the motion shall be approved. Resolutions removed from the Consent Calendar and considered under separate action may also be approved without reading of the full text.

**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.

**ATTACHMENTS**

None

City of Santee  
**COUNCIL AGENDA STATEMENT**

2

**MEETING DATE** January 23, 2019

**AGENDA ITEM NO.**

**ITEM TITLE** APPROVAL OF MEETING MINUTES OF THE SANTEE CITY COUNCIL AND CDC SUCCESSOR AGENCY FOR THE JANUARY 9, 2019, REGULAR MEETING.

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

**SUMMARY**

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

**FINANCIAL STATEMENT** N/A

**CITY ATTORNEY REVIEW**  N/A  Completed

**RECOMMENDATION**

Approve Minutes as presented.

**ATTACHMENT**

January 9, 2019 Regular Meeting Minutes

**Minutes  
Santee City Council  
CDC Successor Agency**

**DRAFT**

**Council Chamber – Building 2  
10601 Magnolia Avenue  
Santee, California  
January 9, 2019**

This Regular Meeting of the Santee City Council and CDC Successor Agency was called to order by Mayor John W. Minto at 7:03 p.m.

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

Officers present: City Manager/Agency Executive Director Marlene Best, City/Agency Attorney Shawn Hagerty and City Clerk/Agency Secretary Annette Ortiz.

(Note: Hereinafter the titles Mayor, Vice Mayor, Council Member, City Manager, City Attorney and City Clerk shall be used to indicate Mayor/Agency Chair, Vice Mayor/Agency Vice Chair, Council/Agency Member, City Manager/Agency Executive Director, City/Agency Attorney and City Clerk/Agency Secretary.)

The **INVOCATION** was given by Pastor Phil Herrington of Pathways Community Church and the **PLEDGE OF ALLEGIANCE** was led by Council Member Laura Koval.

Item Added:

**ADJOURNMENT: In Memory of Thomas Houlahan Sr.**

Vice Mayor Houlahan presented the Adjournment in Memory of his grandfather Thomas Houlahan Sr., to his uncle Paul Houlahan who made brief comments.

**PROCLAMATIONS: Retirement of Fire Chief Richard Smith, Management Assistant Terrance Rodgers and Lead Maintenance Worker Dennis Mettler**

Mayor Minto and Vice Mayor Houlahan presented the Proclamation to Dennis Mettler and thanked him for his outstanding service to the City and the Community.

Mayor Minto and Vice Mayor Houlahan presented the Proclamation to Richard Smith and thanked him for his outstanding service to the City and the Community.

Mayor Minto read the Proclamation in recognition of Terrance Rodgers, who was unable to attend to the meeting.

The City Manager expressed her gratitude to the retirees and wished them well.

**CONSENT CALENDAR:**

**AGENDA CHANGES:**

Vice Mayor Houlahan requested to reorder Item 13 to be heard before Item 12 for Closed Session. City Clerk Ortiz announced that a speaker slip was submitted for Item 2.

- (1) **Approval of reading by title only and waiver of reading in full of Ordinances and Resolutions on the agenda. (City Clerk – Ortiz)**
- (2) **Item pulled for discussion.**
- (3) **Approval of Payment of Demands as presented. (Finance – McDermott)**
- (4) **Adoption of a Resolution accepting the Walker Preserve Restoration and Monitoring Design/Build Project (CIP 2018-45) as Complete. (Community Services – Maertz) (Reso 001-2019)**
- (5) **Adoption of a Resolution restricting parking of vehicles over seven feet in height between the hours of 12:00 a.m. and 6:00 a.m. on Prospect Avenue, Railroad Avenue, and Kenney Street. (Development Services – Kush) (Reso 002-2019)**

**ACTION:** Vice Mayor Houlahan moved approval of the Consent Calendar, pulling Item 2 for discussion and reordering of Closed Session Items 12 and 13.

Council Member Hall seconded the motion which carried by the following vote: Ayes: Mayor Minto, Vice Mayor Houlahan and Council Members Hall, Koval, and McNelis – 5.

Item Pulled from Consent Calendar:

- (2) **Approval of Meeting Minutes of the Santee City Council for the December 12, 2018 Regular Meeting. (City Clerk – Ortiz)**

**PUBLIC SPEAKER:**

- Evlyn Andrade-Heymsfield

**ACTION:** Council Member Hall moved approval of Item 2 with a change to the Non-Agenda Public Comment section.

Vice Mayor Houlahan seconded the motion which carried by the following vote: Ayes: Mayor Minto, Vice Mayor Houlahan and Council Members Hall, Koval, and McNelis – 5.

**NEW BUSINESS:**

- (6) **Resolution authorizing a Second Amendment to a Professional Services Agreement with LSA Associates, Inc., for technical consultant services to complete a “Sustainable Santee Action Plan” (Climate Action Plan) and Environmental Impact Report (EIR) and appropriating funds. (Development Services – Kush) (Reso 003-2019)**

The Director of Development Services introduced the item and the Principal Planner gave a brief presentation and responded to Council questions.

**PUBLIC SPEAKERS:**

- Evelyn Andrade-Heymsfield
- Michelle Perchez
- Janet Garvin
- Van Collinsworth
- Christina Perry
- Marc Perry
- Kevin Brewster

**ACTION:** Vice Mayor Houlahan moved approval of staff's recommendation.

Council Member Hall seconded the motion which carried by the following vote: Ayes: Mayor Minto, Vice Mayor Houlahan and Council Members Hall, Koval, and McNelis – 5.

- (7) **Resolution authorizing the City Manager to execute amendments to the Professional Services Agreement with ICF Jones & Stokes, Inc., for services associated with preparation of the City's Subarea Plan that are developer or grant funded. (Development Services – Kush) (Reso 004-2019)**

The City Manager introduced the item and gave a brief presentation.

**PUBLIC SPEAKERS:**

- Janet Garvin
- Kevin Brewster
- Van Collinsworth
- Michelle Perchez, in opposition but not wishing to speak

**ACTION:** Council Member Hall moved approval of staff's recommendation.

Vice Mayor Houlahan seconded the motion which carried by the following vote: Ayes: Mayor Minto, Vice Mayor Houlahan and Council Members Hall, Koval, and McNelis – 5.

**CDC SUCCESSOR AGENCY:**

- (8) **Resolution of the Community Development Commission Successor Agency Approving the Recognized Obligation Payment Schedule (ROPS) for the period from July 1, 2019 to June 30, 2020. (Finance – McDermott) (CDCSA Reso 001-2019)**

The Finance Director introduced the item and gave a brief presentation.

**ACTION:** Council Member Hall moved approval of staff's recommendation.

Council Member McNelis seconded the motion which carried by the following vote:

Ayes: Mayor Minto, Vice Mayor Houlahan and Council Members Hall, Koval, and McNelis – 5.

**NON-AGENDA PUBLIC COMMENT:**

- (A) Evlyn Andrade-Heymsfield inquired how much money the City will receive from the Gas Tax and what the City planned to do with that money; she also clarified that previous statements did not insinuate impropriety; urged the City to be aware that perception matters regarding conflicts of interest.
- (B) Kevin Prescott urged Council to consider the need for a new Skateboard Park in Santee.

**CITY COUNCIL REPORTS:**

- (9) **Adopt the Council Meeting Calendar for 2019 and consider the cancellation of a Regular City Council meeting in the summer months of July or August, 2019. (City Manager - Best)**

The City Manager introduced the item and gave a brief presentation.

**ACTION:** Vice Mayor Houlahan moved approval of canceling the July 10, 2019 City Council Meeting and direct the City Clerk to post the appropriate notices.

Council Member Hall seconded the motion which carried by the following vote: Ayes: Mayor Minto, Vice Mayor Houlahan and Council Members Hall, Koval, and McNelis – 5.

- (10) **Approval of Appointments of Council Members to Council Committees. (Council – Mayor Minto)**

Mayor Minto noted that there are four committees on which the Council Members sit that the Representative position receives a stipend. Therefore, those appointments need to be approved separately with the City Representative abstaining from that vote. The following actions took place:

- City Council & Santee Elementary School District Conference Committee – Vice Mayor Houlahan and Council Member Koval as the Representatives
- County Service Area 69 (CSA-69) – Vice Mayor Houlahan as Representative, Council Member Hall as Alternate
- East County Economic Development Council – Council Member Koval as the Representative, Council Member Hall as Alternate
- Goodan Ranch Policy Committee – Vice Mayor Houlahan as Representative, Council Member McNelis as Alternate
- League of California Cities – Mayor Minto as Representative, Council Member Hall as Alternate
- Mission Trails Regional Park Task Force – Vice Mayor Houlahan as Representative, Council Member McNelis as Alternate
- San Diego River Conservancy Board – Vice Mayor Houlahan as Representative

**ACTION:** Council Member Hall moved approval of Mayor Minto's recommendations for the non-stipend committees.

Council Member Koval seconded on the motion which carried by the following vote: Ayes: Mayor Minto, Vice Mayor Houlahan and Council Members Hall, Koval, and McNelis – 5.

Council Member Koval left the dais.

**ACTION:** Vice Mayor Houlahan moved approval of Mayor Minto's recommendation of Council Member Koval as Representative and Council Member McNelis as Alternate on the **Heartland Communications Facility Authority Commission**.

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

Council Member Koval returned to the dais.

Council Member McNelis left the dais.

**ACTION:** Vice Mayor Houlahan moved approval of Mayor Minto's recommendation of Council Member McNelis as Representative and Council Member Hall as Alternate on the **Heartland Fire Training Facility Authority Commission**.

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

Council Member McNelis returned to the dais.

Mayor Minto announced his recommendation for the **San Diego Association of Governments (SANDAG) Board** and asked Vice Mayor Houlahan to conduct the next portion of the item and left the dais.

**ACTION:** Council Member McNelis moved approval of Mayor Minto's recommendation of Mayor Minto as Representative, Council Member Hall as Alternate, and Council Member McNelis as Second Alternate on the **San Diego Association of Governments (SANDAG) Board**.

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

Mayor Minto returned to the dais.

Council Member Hall left the dais.

**ACTION:** Vice Mayor Houlahan moved approval of Mayor Minto's recommendation of Council Member Hall as Representative and Council Member McNelis as Alternate on the **San Diego Metropolitan Transit System Committee.**

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

Council Member Hall returned to the dais.

Vice Mayor Houlahan spoke about attending the strategic planning sessions with the Santee School District and encouraged others to participate.

**CITY MANAGER REPORTS:**

The City Manager gave a brief update on the Highway 52 Coalition.

Mayor Minto noted that he along with Council Members Hall and Koval will be meeting with state legislatures in Sacramento during the League of California Cities conference regarding the Highway 52 Coalition.

**CITY ATTORNEY REPORTS:**

**(11) Community Choice Aggregation Presentation (City Attorney – Hagerty)**

The City Attorney introduced the item and Ryan Baron of Best Best & Krieger gave a presentation and responded to Council questions.

**PUBLIC SPEAKERS:**

- Evelyn Andrade-Heymsfield
- Ryan O'Connor
- Janet Garvin
- Van Collinsworth
- Sophie Wolfram
- Kevin Brewster
- John Hossick

The City Council provided direction to staff.

The City Council recessed at 10:35 p.m. and convened in Closed Session at 10:40 p.m.

**CLOSED SESSION:**

Items reordered

- (13) CONFERENCE WITH LABOR NEGOTIATORS**  
Government Code Section 54957.6  
City Designated Representative: City Manager



Employee Organization: Santee Firefighters Association

Vice Mayor Houlahan recused himself from Item 12 and left the meeting at 10:50 p.m.

**(12) CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

(Gov. Code section 54956.9(d)(2))

Significant exposure to litigation: One case associated with the General Plan Initiative

Council Members reconvened in Open Session at 11:37 p.m. Present: Mayor Minto, Council Members Hall, Koval and McNelis – 4. Absent: Vice Mayor Houlahan – 1.

Mayor Minto reported that for Item 13 the City Council authorized the City Manager to negotiate on behalf of the City; for Item 12 direction was given to staff.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 11:38 p.m. in memory of Thomas Houlahan Sr.

Date Approved:

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Annette Ortiz, MBA, CMC, City Clerk

City of Santee  
**COUNCIL AGENDA STATEMENT**

3

**MEETING DATE** January 23, 2019

**AGENDA ITEM NO.**

**ITEM TITLE** PAYMENT OF DEMANDS

**DIRECTOR/DEPARTMENT**

Tim K. McDermott, Finance *tm*

**SUMMARY**

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

**FINANCIAL STATEMENT** *tm*

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

**CITY ATTORNEY REVIEW**



N/A



Completed

**RECOMMENDATION** *JKR MB*

Approval of the payment of demands as presented.

**ATTACHMENTS (Listed Below)**

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

Payment of Demands  
Summary of Payments Issued

| <u>Date</u> | <u>Description</u> | <u>Amount</u>         |
|-------------|--------------------|-----------------------|
| 01/02/2019  | Retiree Health     | \$ 5,385.00           |
| 01/03/2019  | Payroll            | 351,876.83            |
| 01/03/2019  | Accounts Payable   | 191,293.78            |
| 01/03/2019  | Accounts Payable   | 256,151.28            |
| 01/07/2019  | Accounts Payable   | 96,424.62             |
| 01/07/2019  | Accounts Payable   | 31,652.65             |
| 01/08/2019  | Accounts Payable   | 127,351.81            |
| 01/08/2109  | Accounts Payable   | 306,770.55            |
| 01/14/2019  | Accounts Payable   | <u>436.00</u>         |
|             | TOTAL              | <u>\$1,367,342.52</u> |

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

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

Voucher List  
CITY OF SANTEE

Bank code : ubgen

| Voucher | Date     | Vendor                               | Invoice         | PO #  | Description/Account         | Amount           |
|---------|----------|--------------------------------------|-----------------|-------|-----------------------------|------------------|
| 120274  | 1/3/2019 | 13209 ACME SAFETY & SUPPLY CORP      | 128976          |       | SIGN FABRICATION            | 87.00            |
|         |          |                                      |                 |       | <b>Total :</b>              | <b>87.00</b>     |
| 120275  | 1/3/2019 | 12701 AMERICAN RADIO INC             | S107532         | 52340 | RADIO INSTALLATION          | 892.71           |
|         |          |                                      |                 |       | <b>Total :</b>              | <b>892.71</b>    |
| 120276  | 1/3/2019 | 10516 AWARDS BY NAVAJO               | 1218176         | 52162 | EMPLOYEE NAMETAG            | 11.85            |
|         |          |                                      |                 |       | <b>Total :</b>              | <b>11.85</b>     |
| 120277  | 1/3/2019 | 10018 BENCHMARK LANDSCAPE SVCS INC   | 146679          | 52295 | A3 LANDSCAPE SERVICES       | 9,850.46         |
|         |          |                                      | 147145          | 52295 | A3 LANDSCAPE SERVICES       | 784.02           |
|         |          |                                      | 147146          | 52295 | A3 LANDSCAPE SERVICES       | 1,417.01         |
|         |          |                                      | 147148          | 52212 | A2 LANDSCAPE SERVICES       | 1,175.50         |
|         |          |                                      |                 |       | <b>Total :</b>              | <b>13,226.99</b> |
| 120278  | 1/3/2019 | 12951 BERRY, BONNIE F.               | JANUARY 1, 2019 |       | RETIREE HEALTH PAYMENT      | 91.00            |
|         |          |                                      |                 |       | <b>Total :</b>              | <b>91.00</b>     |
| 120279  | 1/3/2019 | 11513 BOND, ELLEN                    | 01012019-263    |       | MEADOWBROOK HARDSHIP PROC   | 50.99            |
|         |          |                                      |                 |       | <b>Total :</b>              | <b>50.99</b>     |
| 120280  | 1/3/2019 | 10021 BOUND TREE MEDICAL LLC         | 83057613        | 52163 | EMS SUPPLIES                | 777.00           |
|         |          |                                      | 83057614        | 52163 | EMS SUPPLIES                | 94.50            |
|         |          |                                      | 83057615        | 52163 | EMS SUPPLIES                | 144.06           |
|         |          |                                      | 83058973        | 52163 | EMS SUPPLIES                | 827.49           |
|         |          |                                      |                 |       | <b>Total :</b>              | <b>1,843.05</b>  |
| 120281  | 1/3/2019 | 10299 CARQUEST AUTO PARTS            | 11102-474056    | 52280 | EQUIPMENT SUPPLIES          | 11.93            |
|         |          |                                      |                 |       | <b>Total :</b>              | <b>11.93</b>     |
| 120282  | 1/3/2019 | 11402 CARROLL, JUDI                  | 01012019-96     |       | MEADOWBROOK HARDSHIP PROC   | 51.11            |
|         |          |                                      |                 |       | <b>Total :</b>              | <b>51.11</b>     |
| 120283  | 1/3/2019 | 10958 CATERPILLAR FINANCIAL SERVICES | 842149          |       | LEASE PYMNT #11-VACTOR 2110 | 16,305.91        |
|         |          |                                      |                 |       | <b>Total :</b>              | <b>16,305.91</b> |
| 120284  | 1/3/2019 | 10032 CINTAS CORPORATION #694        | 4013472925      | 52207 | UNIFORM/PARTS CLEANER RNTL  | 57.18            |

Voucher List  
CITY OF SANTEE

Bank code : ubgen

| Voucher | Date     | Vendor                              | Invoice  | PO #                    | Description/Account   | Amount                             |
|---------|----------|-------------------------------------|--|-------------------------|---|------------------------------------|
| 120284  | 1/3/2019 | 10032 10032 CINTAS CORPORATION #694 | (Continued)                                      |                         |   | Total : 57.18                      |
| 120285  | 1/3/2019 | 12022 CITY CLERK'S ASSOCIATION      | 460  |                         | MEMBERSHIP DUES   | 170.00                             |
|         |          |                                     |  |                         |   | Total : 170.00                     |
| 120286  | 1/3/2019 | 10050 CITY OF EL CAJON              | 120618-07  |                         | TRAINING REGISTRATION   | 312.00                             |
|         |          |                                     |  |                         |   | Total : 312.00                     |
| 120287  | 1/3/2019 | 11409 CLAYTON, SYLVIA               | 01012019-340                                     |                         | MEADOWBROOK HARDSHIP PROC   | 53.49                              |
|         |          |                                     |  |                         |   | Total : 53.49                      |
| 120288  | 1/3/2019 | 10035 COMPETITIVE METALS INC        | 312833   | 52262                   | METAL SUPPLIES  | 12.93                              |
|         |          |                                     |  |                         |   | Total : 12.93                      |
| 120289  | 1/3/2019 | 10268 COOPER, JACKIE                | JANUARY 1, 2019                                  |                         | RETIREE HEALTH PAYMENT  | 91.00                              |
|         |          |                                     |  |                         |   | Total : 91.00                      |
| 120290  | 1/3/2019 | 10037 COPY CORRAL                   | 48542  |                         | SENIOR LUNCHEON PRINTING  | 155.16                             |
|         |          |                                     |  |                         |   | Total : 155.16                     |
| 120291  | 1/3/2019 | 10234 COUNTY OF SAN DIEGO           | 02462-1982-RI-2018                               | 52356                   | APCD GENERATOR PERMIT   | 380.00                             |
|         |          |                                     |  |                         |   | Total : 380.00                     |
| 120292  | 1/3/2019 | 10333 COX COMMUNICATIONS            | 063453006<br>064114701<br>066401501<br>112256001 |                         | 9534 VIA ZAPADOR<br>8115 ARLETTE ST<br>10601 N MAGNOLIA AVE<br>9130 CARLTON OAKS DR | 198.13<br>197.04<br>34.60<br>88.11 |
|         |          |                                     |  |                         |   | Total : 517.88                     |
| 120293  | 1/3/2019 | 10608 CRISIS HOUSE                  | 355  | 52368                   | CDBG SUBRECIPIENT   | 458.65                             |
|         |          |                                     |  |                         |   | Total : 458.65                     |
| 120294  | 1/3/2019 | 10142 CSA SAN DIEGO COUNTY          | 532  | 52369                   | CDBG SUBRECIPIENT   | 1,504.27                           |
|         |          |                                     |  |                         |   | Total : 1,504.27                   |
| 120295  | 1/3/2019 | 11168 CTE INC CLARK TELECOM AND     | 1879<br>1880<br>1886                             | 52263<br>52263<br>52263 | DIG ALERT MARK-OUTS<br>STREET LIGHT REPAIRS<br>STREET LIGHT REPAIR                  | 1,301.00<br>505.00<br>2,055.09     |

Voucher List  
CITY OF SANTEE

Bank code : ubgen

| Voucher | Date     | Vendor                             | Invoice         | PO #  | Description/Account        | Amount           |
|---------|----------|------------------------------------|-----------------|-------|----------------------------|------------------|
| 120295  | 1/3/2019 | 11168 CTE INC CLARK TELECOM AND    | (Continued)     |       |                            |                  |
|         |          |                                    | 1893            | 52263 | STREET LIGHT REPAIR        | 1,765.94         |
|         |          |                                    | 1905            | 52263 | DIG ALERT MARK-OUTS        | 776.00           |
|         |          |                                    | 1906            | 52263 | STREET LIGHT REPAIRS       | 1,037.37         |
|         |          |                                    | 1947            | 52263 | DIG ALERT MARK-OUTS        | 218.25           |
|         |          |                                    | 1948            | 52263 | EXTRA WORK - MULTIPLE LOC  | 401.70           |
|         |          |                                    | 1950            | 52263 | STREET LIGHTS - EXTRA WORK | 2,826.62         |
|         |          |                                    | 1951            | 52263 | STREET LIGHT REPAIR        | 4,725.88         |
|         |          |                                    | 1965            | 52263 | STREET LIGHT REPAIRS       | 771.30           |
|         |          |                                    |                 |       | <b>Total :</b>             | <b>16,384.15</b> |
| 120296  | 1/3/2019 | 10363 DIAMONDBACK FIRE & RESCUE    | 14245           | 52410 | SCBA EQUIP. ACCESSORIES    | 2,939.76         |
|         |          |                                    |                 |       | <b>Total :</b>             | <b>2,939.76</b>  |
| 120297  | 1/3/2019 | 10856 E-W TRUCK & EQUIPMENT CO INC | 59973           | 52173 | VEHICLE OPACITY TESTING    | 95.00            |
|         |          |                                    | 59974           | 52173 | VEHICLE OPACITY TESTING    | 95.00            |
|         |          |                                    | 59976           | 52173 | VEHICLE OPACITY TESTING    | 95.00            |
|         |          |                                    | 59977           | 52173 | VEHICLE OPACITY TESTING    | 95.00            |
|         |          |                                    | 59978           | 52173 | VEHICLE OPACITY TESTING    | 95.00            |
|         |          |                                    | 59979           | 52173 | VEHICLE OPACITY TESTING    | 95.00            |
|         |          |                                    | 59980           | 52173 | VEHICLE OPACITY TESTING    | 95.00            |
|         |          |                                    | 59981           | 52173 | VEHICLE OPACITY TESTING    | 95.00            |
|         |          |                                    | 59982           | 52173 | VEHICLE OPACITY TESTING    | 95.00            |
|         |          |                                    | 59983           | 52173 | VEHICLE OPACITY TESTING    | 95.00            |
|         |          |                                    | 59984           | 52173 | VEHICLE OPACITY TESTING    | 95.00            |
|         |          |                                    | 60015           | 52173 | VEHICLE OPACITY TESTING    | 95.00            |
|         |          |                                    | 60016           | 52173 | VEHICLE OPACITY TESTING    | 95.00            |
|         |          |                                    | 60017           | 52173 | VEHICLE OPACITY TESTING    | 95.00            |
|         |          |                                    | 60018           | 52173 | VEHICLE OPACITY TESTING    | 95.00            |
|         |          |                                    | 60019           | 52173 | VEHICLE OPACITY TESTING    | 95.00            |
|         |          |                                    |                 |       | <b>Total :</b>             | <b>1,520.00</b>  |
| 120298  | 1/3/2019 | 10251 FEDERAL EXPRESS              | 6-350-32320     |       | SHIPPING CHARGES           | 34.74            |
|         |          |                                    | 6-407-68824     |       | SHIPPING CHARGES           | 31.80            |
|         |          |                                    |                 |       | <b>Total :</b>             | <b>66.54</b>     |
| 120299  | 1/3/2019 | 10271 HORAN, BERNICE               | JANUARY 1, 2019 |       | RETIREE HEALTH PAYMENT     | 91.00            |

Voucher List  
CITY OF SANTEE

Bank code : ubgen

| Voucher | Date     | Vendor                            | Invoice            | PO #           | Description/Account                            | Amount                         |
|---------|----------|-----------------------------------|--------------------|----------------|--|--------------------------------|
| 120299  | 1/3/2019 | 10271 10271 HORAN, BERNICE        | (Continued)        |                |  | Total : 91.00                  |
| 120300  | 1/3/2019 | 10301 HORSMAN AUTOMOTIVE          | 418001             | 52181          | SMOG INSPECTION                                | 44.95<br>Total : 44.95         |
| 120301  | 1/3/2019 | 11807 IMPERIAL SPRINKLER SUPPLY   | 3574796-00         | 52380          | IRRIGATION SUPPLIES                            | 127.10<br>Total : 127.10       |
| 120302  | 1/3/2019 | 12948 KTU&A                       | 30711              | 52070          | SITE & ECONOMIC ANAYLSIS                       | 2,431.10<br>Total : 2,431.10   |
| 120303  | 1/3/2019 | 10079 MEDICO PROFESSIONAL         | 2300562<br>2300563 | 52188<br>52188 | MEDICAL LINEN SERVICE<br>MEDICAL LINEN SERVICE | 20.02<br>8.16<br>Total : 28.18 |
| 120304  | 1/3/2019 | 12451 MOBILE GRAPHICS & DESIGN    | 2018121            | 52234          | BANNER INSTALL & REMOVAL                       | 225.00<br>Total : 225.00       |
| 120305  | 1/3/2019 | 12904 PAT DAVIS DESIGN GROUP, INC | 5847               | 52236          | GRAPHIC DESIGN WORK                            | 3,956.25<br>Total : 3,956.25   |
| 120306  | 1/3/2019 | 11442 PATTERSON, LUANNE           | 01012019-225       |                | MEADOWBROOK HARDSHIP PROC                      | 49.31<br>Total : 49.31         |
| 120307  | 1/3/2019 | 10442 PAYCO SPECIALTIES           | 1768-11-2018       | 52269          | STREET STRIPING MAINTENANCE                    | 17,563.36<br>Total : 17,563.36 |
| 120308  | 1/3/2019 | 12147 PRO-LINE INDUSTRIAL         | 103031             | 52248          | GRAFFITTI REMOVAL SUPPLIES                     | 213.35<br>Total : 213.35       |
| 120309  | 1/3/2019 | 10095 RASA                        | 5233               | 52302          | MAP CHECK                                      | 315.00<br>Total : 315.00       |
| 120310  | 1/3/2019 | 12237 RAYON, KYLE                 | JANUARY 1, 2019    |                | RETIREE HEALTH PAYMENT                         | 91.00<br>Total : 91.00         |
| 120311  | 1/3/2019 | 12994 RINCON CONSULTANTS, INC     | 8560               | 52099          | FANITA RANCH                                   | 13,453.75<br>Total : 13,453.75 |

Voucher List  
CITY OF SANTEE

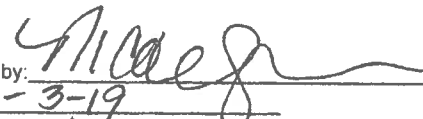
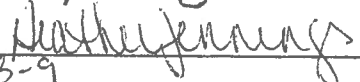
Bank code : ubgen

| Voucher | Date     | Vendor                              | Invoice  | PO #                    | Description/Account   | Amount   |
|---------|----------|-------------------------------------|--|-------------------------|---|--|
| 120312  | 1/3/2019 | 12256 ROE, DARLENE                  | 01012019   |                         | MEADOWBROOK HARDSHIP PROC   | 51.83  |
|         |          |                                     |  |                         | <b>Total :</b>  | <b>51.83</b>   |
| 120313  | 1/3/2019 | 10870 SAN DIEGO COUNTY VECTOR       | SD10203  |                         | VECTOR CONTROL SERVICES   | 486.41   |
|         |          |                                     |  |                         | <b>Total :</b>  | <b>486.41</b>  |
| 120314  | 1/3/2019 | 10407 SAN DIEGO GAS & ELECTRIC      | 0422 970 321 8<br>2237 358 004 2<br>3422 380 562 8<br>4394 020 550 9<br>7990 068 577 7<br>8509 742 169 4 |                         | STREET LIGHTS<br>TRAFFIC SIGNALS<br>ROW / MEDIANS<br>LMD<br>PARKS<br>CITY HALL GROUP BILL | 32,018.66<br>4,780.39<br>135.25<br>5,500.96<br>11,506.24<br>6,943.28 |
|         |          |                                     |  |                         | <b>Total :</b>  | <b>60,884.78</b>   |
| 120315  | 1/3/2019 | 13171 SC COMMERCIAL, LLC            | 0603237-IN<br>061232-IN<br>CL03656   | 52437<br>52420<br>52412 | PROPANE & FUEL<br>DELIVERED FUEL<br>FLEET CARD FUELING                                    | 22.06<br>638.41<br>1,930.36  |
|         |          |                                     |  |                         | <b>Total :</b>  | <b>2,590.83</b>  |
| 120316  | 1/3/2019 | 13080 SEALMASTER                    | 63211  | 52332                   | ASPHALT MATERIALS   | 226.28   |
|         |          |                                     |  |                         | <b>Total :</b>  | <b>226.28</b>  |
| 120317  | 1/3/2019 | 10314 SOUTH COAST EMERGENCY VEHICLE | 490400<br>492118   | 52150<br>52150          | VEHICLE REPAIR<br>VEHICLE REPAIR PART   | 412.22<br>298.03   |
|         |          |                                     |  |                         | <b>Total :</b>  | <b>710.25</b>  |
| 120318  | 1/3/2019 | 11403 ST. JOHN, LYNNE               | 01012019   |                         | MEADOWBROOK HARDSHIP PROC   | 51.21  |
|         |          |                                     |  |                         | <b>Total :</b>  | <b>51.21</b>   |
| 120319  | 1/3/2019 | 10217 STAPLES ADVANTAGE             | 3398518122   | 52251                   | OFFICE SUPPLIES   | 115.55   |
|         |          |                                     |  |                         | <b>Total :</b>  | <b>115.55</b>  |
| 120320  | 1/3/2019 | 10749 STATE WATER RESOURCES         | SW-0159564/347183  |                         | WATER RESOURCES PERMIT FEE  | 21,344.00  |
|         |          |                                     |  |                         | <b>Total :</b>  | <b>21,344.00</b>   |
| 120321  | 1/3/2019 | 10887 STUBER, TIM                   | 121918   |                         | EMT LICENSE RENEWAL   | 100.00   |
|         |          |                                     |  |                         | <b>Total :</b>  | <b>100.00</b>  |



Bank code : ubgen

| Voucher                                  | Date     | Vendor                          | Invoice         | PO #  | Description/Account    | Amount                             |
|--|----------|---------------------------------|-----------------|-------|------------------------|------------------------------------|
| 120322                                   | 1/3/2019 | 10165 TRAD AM ENTERPRISES INC   | 01218SRP        |       | INSTRUCTOR PAYMENT     | 1,139.10                           |
|  |          |                                 |                 |       | <b>Total :</b>         | <b>1,139.10</b>                    |
| 120323                                   | 1/3/2019 | 13201 TRAINING FOR LIFE, INC    | 4293            | 52427 | TRAINING PROP          | 1,269.92                           |
|  |          |                                 |                 |       | <b>Total :</b>         | <b>1,269.92</b>                    |
| 120324                                   | 1/3/2019 | 10133 UNDERGROUND SERVICE ALERT | 1120180679      | 52274 | DIG ALERT SERVICES     | 137.05                             |
|  |          |                                 |                 |       | <b>Total :</b>         | <b>137.05</b>                      |
| 120325                                   | 1/3/2019 | 10475 VERIZON WIRELESS          | 9820067104      |       | WIFI SERVICE           | 608.16                             |
|  |          |                                 |                 |       | <b>Total :</b>         | <b>608.16</b>                      |
| 120326                                   | 1/3/2019 | 10704 VIRTUAL GRAFFITI INC      | 379426          | 52430 | SOFTWARE RENEWAL       | 5,111.51                           |
|  |          |                                 |                 |       | <b>Total :</b>         | <b>5,111.51</b>                    |
| 120327                                   | 1/3/2019 | 10136 WEST COAST ARBORISTS INC  | 143080          | 52257 | URBAN FORESTRY         | 560.00                             |
|  |          |                                 |                 |       | <b>Total :</b>         | <b>560.00</b>                      |
| 120328                                   | 1/3/2019 | 12930 WILLIAMS, ROCHELLE M.     | JANUARY 1, 2019 |       | RETIREE HEALTH PAYMENT | 91.00                              |
|  |          |                                 |                 |       | <b>Total :</b>         | <b>91.00</b>                       |
| 120329                                   | 1/3/2019 | 12641 WITTORFF, VICKY DENISE    | JANUARY 1, 2019 |       | RETIREE HEALTH PAYMENT | 31.00                              |
|  |          |                                 |                 |       | <b>Total :</b>         | <b>31.00</b>                       |
| <b>56 Vouchers for bank code : ubgen</b> |          |                                 |                 |       |                        | <b>Bank total : 191,293.78</b>     |
| <b>56 Vouchers in this report</b>        |          |                                 |                 |       |                        | <b>Total vouchers : 191,293.78</b> |

Prepared by:   
 Date: 1-3-19  
 Approved by:   
 Date: 1-3-19

Bank code : ubgen

| Voucher                                 | Date     | Vendor                               | Invoice      | PO # | Description/Account         | Amount                             |
|---|----------|--------------------------------------|--------------|------|-----------------------------|------------------------------------|
| 120330                                  | 1/3/2019 | 10208 ANTHEM BLUE CROSS              | PPE 12/26/18 |      | EMPLOYEE ASSISTANCE PROGRAI | 266.40                             |
|   |          |                                      |              |      | <b>Total :</b>              | <b>266.40</b>                      |
| 120331                                  | 1/3/2019 | 10334 CHLIC                          | 2406505      |      | HEALTH/DENTAL INSURANCE     | 194,071.33                         |
|   |          |                                      |              |      | <b>Total :</b>              | <b>194,071.33</b>                  |
| 120332                                  | 1/3/2019 | 10844 FRANCHISE TAX BOARD            | PPE 12/26/18 |      | WITHHOLDING ORDER           | 80.57                              |
|   |          |                                      |              |      | <b>Total :</b>              | <b>80.57</b>                       |
| 120333                                  | 1/3/2019 | 10424 SANTEE FIREFIGHTERS            | PPE 12/26/18 |      | DUES/PEC/BENEVOLENT/BC EXP  | 2,678.61                           |
|   |          |                                      |              |      | <b>Total :</b>              | <b>2,678.61</b>                    |
| 120334                                  | 1/3/2019 | 10776 STATE OF CALIFORNIA            | PPE 12/26/18 |      | WITHHOLDING ORDER           | 308.30                             |
|   |          |                                      |              |      | <b>Total :</b>              | <b>308.30</b>                      |
| 120335                                  | 1/3/2019 | 10001 US BANK                        | PPE 12/26/18 |      | PARS RETIREMENT             | 838.60                             |
|   |          |                                      |              |      | <b>Total :</b>              | <b>838.60</b>                      |
| 120336                                  | 1/3/2019 | 10959 VANTAGE TRANSFER AGENT/457     | PPE 12/26/18 |      | ICMA - 457                  | 35,909.38                          |
|   |          |                                      |              |      | <b>Total :</b>              | <b>35,909.38</b>                   |
| 120337                                  | 1/3/2019 | 10782 VANTAGEPOINT TRNSFR AGT/801801 | PPE 12/26/18 |      | RETIREE HSA                 | 21,998.09                          |
|   |          |                                      |              |      | <b>Total :</b>              | <b>21,998.09</b>                   |
| <b>8 Vouchers for bank code : ubgen</b> |          |                                      |              |      |                             | <b>Bank total : 256,151.28</b>     |
| <b>8 Vouchers in this report</b>        |          |                                      |              |      |                             | <b>Total vouchers : 256,151.28</b> |

Prepared by: Nicole J  
Date: 1-3-19  
Approved by: Heather Jennings  
Date: 1-3-19

Voucher List  
CITY OF SANTEE


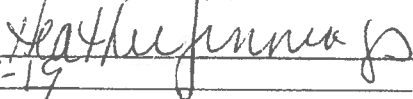
Bank code : ubgen

| Voucher                          | Date     | Vendor                           | Invoice                          | PO # | Description/Account     | Amount                  |                  |
|----------------------------------|----------|----------------------------------|----------------------------------|------|-------------------------|-------------------------|------------------|
| 32136                            | 1/7/2019 | 10956 FRANCHISE TAX BOARD        | PPE 12/26/18                     |      | CA STATE TAX WITHHELD   | 24,367.06               |                  |
|                                  |          |                                  |                                  |      |                         | <b>Total :</b>          | <b>24,367.06</b> |
| 32179                            | 1/7/2019 | 10955 DEPARTMENT OF THE TREASURY | January Retirees<br>PPE 12/26/18 |      | FEDERAL WITHHOLDING TAX | 75.00                   |                  |
|                                  |          |                                  |                                  |      |                         | FED WITHHOLD & MEDICARE | 71,982.56        |
|                                  |          |                                  |                                  |      |                         | <b>Total :</b>          | <b>72,057.56</b> |
| 2 Vouchers for bank code : ubgen |          |                                  |                                  |      |                         | <b>Bank total :</b>     | <b>96,424.62</b> |
| 2 Vouchers in this report        |          |                                  |                                  |      |                         | <b>Total vouchers :</b> | <b>96,424.62</b> |

Prepared by: Nicole J  
Date: 1-7-19  
Approved by: Neather Jennings  
Date: 1-8-19

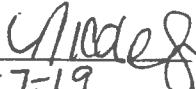

Bank code : ubgen

| Voucher                          | Date     | Vendor                        | Invoice | PO # | Description/Account   | Amount                  |                  |
|----------------------------------|----------|-------------------------------|---------|------|-----------------------|-------------------------|------------------|
| 512                              | 1/7/2019 | 10482 TRISTAR RISK MANAGEMENT | 105923  |      | WORKERS' COMPENSATION | 31,652.65               |                  |
|                                  |          |                               |         |      |                       | <b>Total :</b>          | <b>31,652.65</b> |
| 1 Vouchers for bank code : ubgen |          |                               |         |      |                       | <b>Bank total :</b>     | <b>31,652.65</b> |
| 1 Vouchers in this report        |          |                               |         |      |                       | <b>Total vouchers :</b> | <b>31,652.65</b> |

Prepared by:   
Date: 1-8-19  
Approved by:   
Date: 1-8-19

Bank code : ubgen

| Voucher                          | Date     | Vendor     | Invoice | PO # | Description/Account        | Amount                             |
|----------------------------------|----------|------------|---------|------|----------------------------|------------------------------------|
| 12184                            | 1/8/2019 | 10353 PERS | 12 18 4 |      | RET PYMT/REPL BENEFIT FUND | 127,351.81                         |
| <b>Total :</b>                   |          |            |         |      |                            | <b>127,351.81</b>                  |
| 1 Vouchers for bank code : ubgen |          |            |         |      |                            | <b>Bank total : 127,351.81</b>     |
| 1 Vouchers in this report        |          |            |         |      |                            | <b>Total vouchers : 127,351.81</b> |

Prepared by:   
Date: 1-7-19  
Approved by:   
Date: 1-8-19



Voucher List  
CITY OF SANTEE

Bank code : ubgen

| Voucher | Date     | Vendor                                   | Invoice          | PO #  | Description/Account            | Amount                   |
|---------|----------|--|------------------|-------|--------------------------------|--------------------------|
| 120347  | 1/8/2019 | 10223 10223 CHRISTIAN WHEELER ENGINEERIN | (Continued)      |       |                                | <b>Total : 980.00</b>    |
| 120348  | 1/8/2019 | 10032 CINTAS CORPORATION #694            | 4013805779       | 52207 | UNIFORM/PARTS CLEANER RNTL     | 57.18                    |
|         |          |  |                  |       |                                | <b>Total : 57.18</b>     |
| 120349  | 1/8/2019 | 10050 CITY OF EL CAJON                   | 121318-06        |       | LADDER TRAINING                | 500.00                   |
|         |          |  |                  |       |                                | <b>Total : 500.00</b>    |
| 120350  | 1/8/2019 | 10035 COMPETITIVE METALS INC             | 314060           | 52167 | VEHICLE SUPPLIES               | 17.09                    |
|         |          |  |                  |       |                                | <b>Total : 17.09</b>     |
| 120351  | 1/8/2019 | 10171 COUNTY OF SAN DIEGO AUDITOR &      | DEC18 LTF CLAIM  |       | FUNDS RECEIVED IN ERROR        | 76,706.00                |
|         |          |  |                  |       |                                | <b>Total : 76,706.00</b> |
| 120352  | 1/8/2019 | 10046 D MAX ENGINEERING INC              | 4713             | 52292 | TRASH CAPTURE IMPLEMENTATIO    | 8,202.12                 |
|         |          |  |                  |       |                                | <b>Total : 8,202.12</b>  |
| 120353  | 1/8/2019 | 10433 DEPARTMENT OF CONSERVATION         | OCT - DEC 2018   |       | SMIP OCT - DEC 2018            | 2,551.26                 |
|         |          |  |                  |       |                                | <b>Total : 2,551.26</b>  |
| 120354  | 1/8/2019 | 12593 ELLISON WILSON ADVOCACY, LLC       | 2019-10-10       | 52221 | GOVERNMENTAL ADVOCACY          | 1,500.00                 |
|         |          |  |                  |       |                                | <b>Total : 1,500.00</b>  |
| 120355  | 1/8/2019 | 10724 FIREMASTER                         | 0000605041       | 52389 | INERGEN SYSTEM MAINT & REPAIR  | 325.00                   |
|         |          |  |                  |       |                                | <b>Total : 325.00</b>    |
| 120356  | 1/8/2019 | 12120 GEOCON INCORPORATED                | 1812185          | 51960 | GEOTECHNICAL REVIEW            | 1,100.00                 |
|         |          |  |                  |       |                                | <b>Total : 1,100.00</b>  |
| 120357  | 1/8/2019 | 12638 GEORGE HILLS COMPANY, INC.         | INV1014530       | 52411 | LIABILITY CLAIMS ADMINISTRATIO | 1,439.25                 |
|         |          |  |                  |       |                                | <b>Total : 1,439.25</b>  |
| 120358  | 1/8/2019 | 10066 GLOBALSTAR USA LLC                 | 1000000009943769 |       | SATELLITE PHONE SERVICE        | 90.00                    |
|         |          |  |                  |       |                                | <b>Total : 90.00</b>     |
| 120359  | 1/8/2019 | 10256 HOME DEPOT CREDIT SERVICES         | 6162057          | 52180 | VEHICLE SUPPLIES               | 6.90                     |
|         |          |  | H0673-126299     | 52180 | VEHICLE SUPPLIES               | 5.89                     |
|         |          |  |                  |       |                                | <b>Total : 12.79</b>     |

Voucher List  
CITY OF SANTEE

Bank code : ubgen

| Voucher | Date     | Vendor                             | Invoice         | PO #  | Description/Account                   | Amount                 |
|---------|----------|------------------------------------|-----------------|-------|---------------------------------------|------------------------|
| 120360  | 1/8/2019 | 10301 HORSMAN AUTOMOTIVE           | 418257          | 52181 | VEHICLE SMOG INSPECTION               | 44.95                  |
|         |          |                                    | 418259          | 52181 | VEHICLE SMOG INSPECTION               | 44.95                  |
|         |          |                                    |                 |       | <b>Total :</b>                        | <b>89.90</b>           |
| 120361  | 1/8/2019 | 11807 IMPERIAL SPRINKLER SUPPLY    | 3582884-00      | 52380 | IRRIGATION SUPPLIES                   | 46.04                  |
|         |          |                                    | 3584470         | 52380 | IRRIGATION SUPPLIES                   | 155.18                 |
|         |          |                                    |                 |       | <b>Total :</b>                        | <b>201.22</b>          |
| 120362  | 1/8/2019 | 10759 INDUSTRIAL RUBBER SUPPLY INC | 75972           | 52182 | VEHICLE REPAIR PARTS                  | 124.15                 |
|         |          |                                    |                 |       | <b>Total :</b>                        | <b>124.15</b>          |
| 120363  | 1/8/2019 | 12718 LSA ASSOCIATES INC           | 163538          | 51879 | SUSTAINABILITY PROJECT                | 2,342.86               |
|         |          |                                    |                 |       | <b>Total :</b>                        | <b>2,342.86</b>        |
| 120364  | 1/8/2019 | 10079 MEDICO PROFESSIONAL          | 2304536         | 52188 | MEDICAL LINEN SERVICE                 | 20.02                  |
|         |          |                                    | 2304537         | 52188 | MEDICAL LINEN SERVICE                 | 8.16                   |
|         |          |                                    |                 |       | <b>Total :</b>                        | <b>28.18</b>           |
| 120365  | 1/8/2019 | 10451 NEOPOST USA INC              | 15601292        |       | POSTAGE MACHINE SUPPLIES              | 32.33                  |
|         |          |                                    |                 |       | <b>Total :</b>                        | <b>32.33</b>           |
| 120366  | 1/8/2019 | 11248 RAMONA PAVING & CONSTRUCTION | 3 (FINAL)<br>3R | 52284 | CITYWIDE PAVEMENT REPAIR<br>RETENTION | 17,524.85<br>-1,462.04 |
|         |          |                                    |                 |       | <b>Total :</b>                        | <b>16,062.81</b>       |
| 120367  | 1/8/2019 | 10095 RASA                         | 5238            | 52302 | MAP CHECK                             | 290.00                 |
|         |          |                                    | 5239            | 52302 | MAP CHECK                             | 605.00                 |
|         |          |                                    |                 |       | <b>Total :</b>                        | <b>895.00</b>          |
| 120368  | 1/8/2019 | 11475 ROMSTAD, TOM                 | 12032018        |       | MILEAGE REIMBURSEMENT                 | 23.87                  |
|         |          |                                    |                 |       | <b>Total :</b>                        | <b>23.87</b>           |
| 120369  | 1/8/2019 | 10407 SAN DIEGO GAS & ELECTRIC     | 3563 629 651 1  |       | 9545 CUYAMACA ST D                    | 2,505.93               |
|         |          |                                    |                 |       | <b>Total :</b>                        | <b>2,505.93</b>        |
| 120370  | 1/8/2019 | 10768 SANTEE SCHOOL DISTRICT       | 8165            | 52223 | CHET HARRITT FIELD LIGHTS             | 1,293.00               |
|         |          |                                    | 8166            | 52379 | JOINT USE FIELDS - RIO SECO           | 637.48                 |



Voucher List  
CITY OF SANTEE

Bank code : ubgen

| Voucher | Date     | Vendor                             | Invoice  | PO #                             | Description/Account   | Amount   |
|---------|----------|------------------------------------|--|----------------------------------|---|--|
| 120370  | 1/8/2019 | 10768 10768 SANTEE SCHOOL DISTRICT | (Continued)  |                                  |   | <b>Total : 1,930.48</b>                                      |
| 120371  | 1/8/2019 | 13171 SC COMMERCIAL, LLC           | 0615012-IN<br>0617795-IN<br>CL04774                  | 52420<br>52420<br>52412          | DELIVERED FUEL<br>DELIVERED FUEL<br>FLEET CARD FUELING                                      | 922.38<br>494.70<br>1,228.14<br><b>Total : 2,645.22</b>      |
| 120372  | 1/8/2019 | 13032 SCARBOROUGH STRATEGIC        | 12/1/18  | 52224                            | MSCP SUBAREA PLAN CONSULT   | 1,110.00<br><b>Total : 1,110.00</b>                          |
| 120373  | 1/8/2019 | 13080 SEALMASTER                   | 63276  | 52332                            | ASPHALT MATERIALS   | 486.49<br><b>Total : 486.49</b>                              |
| 120374  | 1/8/2019 | 12938 SELECT ELECTRIC INC          | 3393-10<br>3393-11R                                  | 52272<br>52272                   | TRAFFIC SIGNAL MAINTENANCE<br>TRAFFIC SIGNAL MAINTENANCE                                    | 8,615.89<br>6,274.72<br><b>Total : 14,890.61</b>             |
| 120375  | 1/8/2019 | 11056 STANDARD ELECTRONICS         | S42118   | 52408                            | SECURITY SYS MONITORING   | 1,318.75<br><b>Total : 1,318.75</b>                          |
| 120376  | 1/8/2019 | 10217 STAPLES ADVANTAGE            | 3395718067<br>3399081739<br>3399170449<br>3399602757 | 52414<br>52251<br>52249<br>52273 | OFFICE SUPPLIES<br>OFFICE SUPPLIES<br>OFFICE SUPPLIES - CITY CLERK<br>OFFICE SUPPLIES - PSD | 123.32<br>173.56<br>63.67<br>139.51<br><b>Total : 500.06</b> |
| 120377  | 1/8/2019 | 10027 STATE OF CALIFORNIA          | 342929   |                                  | FINGERPRINTING CHARGES  | 128.00<br><b>Total : 128.00</b>                              |
| 120378  | 1/8/2019 | 10887 STUBER, TIM                  | 01032019   |                                  | TUTITION REIMBURSEMENT  | 1,199.00<br><b>Total : 1,199.00</b>                          |
| 120379  | 1/8/2019 | 10880 TERRYBERRY COMPANY LLC       | F57517   |                                  | SERVICE AWARD PINS  | 1,816.27<br><b>Total : 1,816.27</b>                          |
| 120380  | 1/8/2019 | 10257 TYLER TECHNOLOGIES INC       | 045-246869   | 52424                            | EDEN SERVER MIGRATION   | 160.00<br><b>Total : 160.00</b>                              |

Voucher List  
CITY OF SANTEE

Bank code : ubgen

| Voucher                                  | Date     | Vendor                           | Invoice    | PO #  | Description/Account    | Amount                             |
|--|----------|----------------------------------|------------|-------|------------------------|------------------------------------|
| 120381                                   | 1/8/2019 | 12316 ULTIMATE STAFFING SERVICES | 13678769   |       | TEMP STAFFING          | 86.00                              |
| <b>Total :</b>                           |          |                                  |            |       |                        | <b>86.00</b>                       |
| 120382                                   | 1/8/2019 | 11194 USAFACT INC                | 8092265    |       | BACKGROUND CHECKS      | 45.82                              |
|  |          |                                  | 8100653    |       | BACKGROUND CHECKS      | 39.32                              |
|  |          |                                  | 8113191    |       | BACKGROUND CHECKS      | 18.52                              |
|  |          |                                  | 8120848    |       | BACKGROUND CHECKS      | 55.56                              |
|  |          |                                  | 8121543    |       | BACKGROUND CHECKS      | 39.32                              |
| <b>Total :</b>                           |          |                                  |            |       |                        | <b>198.54</b>                      |
| 120383                                   | 1/8/2019 | 10325 VALLEY POWER SYSTEM INC    | C80788     | 52201 | VEHICLE REPAIR PART    | 200.88                             |
| <b>Total :</b>                           |          |                                  |            |       |                        | <b>200.88</b>                      |
| 120384                                   | 1/8/2019 | 12888 VINYARD DOORS              | 97746      | 52360 | APPARATUS DOOR REPAIRS | 260.00                             |
| <b>Total :</b>                           |          |                                  |            |       |                        | <b>260.00</b>                      |
| 120385                                   | 1/8/2019 | 12473 WEST COAST NETTING, INC    | 0019628-IN | 52396 | BALL FIELD NETTING     | 2,385.01                           |
| <b>Total :</b>                           |          |                                  |            |       |                        | <b>2,385.01</b>                    |
| 120386                                   | 1/8/2019 | 10537 WETMORES                   | 63087327   | 52428 | VEHICLE REPAIR PART    | 2,587.40                           |
| <b>Total :</b>                           |          |                                  |            |       |                        | <b>2,587.40</b>                    |
| 120387                                   | 1/8/2019 | 10232 XEROX CORPORATION          | 095335034  | 52275 | COPY CHARGES AND LEASE | 194.00                             |
|  |          |                                  | 095431922  | 52145 | COPY CHARGES           | 341.66                             |
| <b>Total :</b>                           |          |                                  |            |       |                        | <b>535.66</b>                      |
| 120388                                   | 1/8/2019 | 10318 ZOLL MEDICAL CORPORATION   | 2793637    | 52205 | EMS SUPPLIES           | 50.69                              |
| <b>Total :</b>                           |          |                                  |            |       |                        | <b>50.69</b>                       |
| <b>51 Vouchers for bank code : ubgen</b> |          |                                  |            |       |                        | <b>Bank total : 306,770.55</b>     |
| <b>51 Vouchers in this report</b>        |          |                                  |            |       |                        | <b>Total vouchers : 306,770.55</b> |

Bank code : ubgen

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| <u>Voucher</u> | <u>Date</u> | <u>Vendor</u> | <u>Invoice</u> | <u>PO #</u> | <u>Description/Account</u> | <u>Amount</u> |
|----------------|-------------|---------------|----------------|-------------|----------------------------|---------------|
|----------------|-------------|---------------|----------------|-------------|----------------------------|---------------|

Prepared by: *[Signature]*  
Date: 1-8-19

Approved by: *Heather Jennings*  
Date: 1-8-19

Bank code : ubgen

| Voucher                          | Date      | Vendor              | Invoice  | PO # | Description/Account | Amount           |        |
|----------------------------------|-----------|---------------------|----------|------|---------------------|------------------|--------|
| 120389                           | 1/14/2019 | 12506 BEST, MARLENE | 01152019 |      | LEAGUE OF CA CITIES | 109.00           |        |
|                                  |           |                     |          |      | Total :             | 109.00           |        |
| 120390                           | 1/14/2019 | 11875 HALL, RONN    | 01152019 |      | LEAGUE OF CA CITIES | 109.00           |        |
|                                  |           |                     |          |      | Total :             | 109.00           |        |
| 120391                           | 1/14/2019 | 13223 KOVAL, LAURA  | 01152019 |      | LEAGUE OF CA CITIES | 109.00           |        |
|                                  |           |                     |          |      | Total :             | 109.00           |        |
| 120392                           | 1/14/2019 | 11783 MINTO, JOHN   | 01152019 |      | LEAGUE OF CA CITIES | 109.00           |        |
|                                  |           |                     |          |      | Total :             | 109.00           |        |
| 4 Vouchers for bank code : ubgen |           |                     |          |      |                     | Bank total :     | 436.00 |
| 4 Vouchers in this report        |           |                     |          |      |                     | Total vouchers : | 436.00 |

Prepared by: Nicole J  
Date: 1-14-19  
Approved by: Heather Jennings  
Date: 1-14-19

City of Santee  
**COUNCIL AGENDA STATEMENT**

4

**MEETING DATE** January 23, 2019

**AGENDA ITEM NO.**

**ITEM TITLE** APPROVAL OF THE EXPENDITURE OF \$41,233.08 FOR DECEMBER 2018 LEGAL SERVICES AND RELATED COSTS

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

**SUMMARY**

Legal services invoices proposed for payment for the month of December 2018 total \$41,233.08 as follows:

|                                      |                     |
|--------------------------------------|---------------------|
| 1) General Retainer Services         | \$ 15,129.63        |
| 2) Labor & Employment                | 652.50              |
| 3) Litigation & Claims               | 4,482.77            |
| 4) Special Projects - General Fund   | 15,432.97           |
| 5) Third-Party Reimbursable Projects | 5,535.21            |
| Total                                | <u>\$ 41,233.08</u> |

**FINANCIAL STATEMENT** *TKM*

Account Description: Legal Services

|  | <u>AMOUNT</u> | <u>BALANCE</u> |
|--|---------------|----------------|
| General Fund:                                      |               |                |
| Adopted Budget                                     | \$ 492,000.00 |                |
| Revised Budget                                     | \$ 492,000.00 |                |
| Prior Expenditures                                 | (311,743.89)  |                |
| Current Request                                    | (35,697.87)   | \$ 144,558.24  |
| Other Funds (excluding applicant initiated items): |               |                |
| Adopted Budget                                     | \$ 10,000.00  |                |
| Revised Budget                                     | \$ 10,094.92  |                |
| Prior Expenditures                                 | (6,957.42)    |                |
| Current Request                                    | -             | \$ 3,137.50    |

**CITY ATTORNEY REVIEW**     N/A     Completed

**RECOMMENDATION** *TK for MB*

Approve the expenditure of \$41,233.08 for December 2018 legal services and related costs.

**ATTACHMENT (Listed Below)**

Legal Services Billing Summary

**LEGAL SERVICES BILLING SUMMARY**  
**FY 2018-19**

| <u>Category</u>                  | <u>Adopted Budget</u> | <u>Revised Budget</u> | <u>Spent Year to Date</u> | <u>Available Balance</u> | <u>Current Request Mo/Yr</u> | <u>Amount</u>       |
|----------------------------------|-----------------------|-----------------------|---------------------------|--------------------------|------------------------------|---------------------|
| <b>General Fund:</b>             |                       |                       |                           |                          |                              |                     |
| General / Retainer               | \$ 186,000.00         | \$ 186,000.00         | \$ 77,916.70              | \$ 108,083.30            | Dec-18                       | \$ 15,129.63        |
| Labor & Employment               | 50,000.00             | 50,000.00             | 32,280.52                 | 17,719.48                | Dec-18                       | 652.50              |
| Litigation & Claims              | 60,000.00             | 60,000.00             | 26,083.99                 | 33,916.01                | Dec-18                       | 4,482.77            |
| Special Projects                 | 196,000.00            | 196,000.00            | 175,462.68                | 20,537.32                | Dec-18                       | 15,432.97           |
| <b>Total</b>                     | <b>\$ 492,000.00</b>  | <b>\$ 492,000.00</b>  | <b>\$ 311,743.89</b>      | <b>\$ 180,256.11</b>     |                              | <b>\$ 35,697.87</b> |
| <b>Other City Funds:</b>         |                       |                       |                           |                          |                              |                     |
| Special Projects                 | \$ -                  | \$ 94.92              | \$ 6,934.92               | \$ (6,840.00)            |                              | \$ -                |
| MHFP Commission                  | 10,000.00             | 10,000.00             | 22.50                     | 9,977.50                 |                              | -                   |
| <b>Total</b>                     | <b>\$ 10,000.00</b>   | <b>\$ 10,094.92</b>   | <b>\$ 6,957.42</b>        | <b>\$ 3,137.50</b>       |                              | <b>\$ -</b>         |
| <b>Third-Party Reimbursable:</b> |                       |                       |                           |                          |                              |                     |
| Sky Ranch                        | n/a                   | n/a                   | \$ 2,999.86               | n/a                      | Dec-18                       | \$ 58.00            |
| Weston                           | n/a                   | n/a                   | 2,368.05                  | n/a                      |                              | -                   |
| Weston CFDs                      | n/a                   | n/a                   | 3,216.45                  | n/a                      |                              | -                   |
| Home Fed Project                 | n/a                   | n/a                   | 55,000.91                 | n/a                      | Dec-18                       | 1,256.21            |
| MSCP - Subarea Plan              | n/a                   | n/a                   | 9,140.00                  | n/a                      | Dec-18                       | 3,871.00            |
| Karl Strauss                     | n/a                   | n/a                   | 1,270.67                  | n/a                      | Dec-18                       | 175.00              |
| Walker Trails                    | n/a                   | n/a                   | 4,374.82                  | n/a                      |                              | -                   |
| Davisson Multi-Family            | n/a                   | n/a                   | 350.00                    | n/a                      |                              | -                   |
| Prospect Estates II              | n/a                   | n/a                   | 3,242.63                  | n/a                      |                              | -                   |
| Graves Verizon Wireless Fac.     | n/a                   | n/a                   | 4,572.00                  | n/a                      |                              | -                   |
| Costco Fuel Facility Relocation  | n/a                   | n/a                   | 6,408.74                  | n/a                      |                              | -                   |
| Carribean Way TM/DR Permit       | n/a                   | n/a                   | 841.85                    | n/a                      |                              | -                   |
| Service Station on Cuyamaca      | n/a                   | n/a                   | 1,780.74                  | n/a                      |                              | -                   |
| Garmo Gas Station Project        | n/a                   | n/a                   | 1,747.00                  | n/a                      |                              | -                   |
| Cornerstone Communities          | n/a                   | n/a                   | 8,778.57                  | n/a                      | Dec-18                       | 175.00              |
| Gondola Skate Warehouse          | n/a                   | n/a                   | 285.00                    | n/a                      |                              | -                   |
| <b>Total</b>                     |                       |                       | <b>\$ 106,377.29</b>      |                          |                              | <b>\$ 5,535.21</b>  |

**LEGAL SERVICES BILLING SUMMARY**  
**FY 2018-19**

**Total Previously Spent to Date**  
**FY 2018-19**

|                           |                             |
|---------------------------|-----------------------------|
| <b>General Fund</b>       | <b>\$ 311,743.89</b>        |
| <b>Other City Funds</b>   | <b>6,957.42</b>             |
| <b>Applicant Deposits</b> | <b>106,377.29</b>           |
| <b>Total</b>              | <b><u>\$ 425,078.60</u></b> |

**Total Proposed for Payment**

|                           |                            |
|---------------------------|----------------------------|
| <b>General Fund</b>       | <b>\$ 35,697.87</b>        |
| <b>Other City Funds</b>   | <b>-</b>                   |
| <b>Applicant Deposits</b> | <b>5,535.21</b>            |
| <b>Total</b>              | <b><u>\$ 41,233.08</u></b> |

City of Santee  
**COUNCIL AGENDA STATEMENT**

5

**MEETING DATE** January 23, 2019

**AGENDA ITEM NO.**

**ITEM TITLE** ACCEPT AND APPROPRIATE A \$750 DONATION FROM THE  
SANTEE COMMUNITY FOUNDATION

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

**SUMMARY**

The Santee Community Foundation has donated \$750 for use at the Santee Teen Center to assist with the purchase of materials and supplies.

**ENVIRONMENTAL REVIEW**

This item does not qualify as a project under CEQA Guidelines section 15378 and does not require environmental review.

**FINANCIAL STATEMENT** *m*

The \$750 donation will be appropriated to the General Fund Recreation Materials & Supplies account for use at the Santee Teen Center.

**CITY ATTORNEY REVIEW**  N/A  Completed

**RECOMMENDATION** *JK for MB*

Accept and appropriate the \$750 donation from the Santee Community Foundation to the Recreation Materials and Supplies account for use at the Santee Teen Center.

**ATTACHMENTS (Listed Below)**

None



City of Santee  
**COUNCIL AGENDA STATEMENT**

6

**MEETING DATE** January 23, 2019

**AGENDA ITEM NO.**

**ITEM TITLE**      **AUTHORIZATION OF A PROFESSIONAL SERVICES AGREEMENT WITH ALBERT A. WEBB ASSOCIATES TO PROVIDE A TRAFFIC ENGINEERING STUDY FOR THE SANTEE ROADWAY LIGHTING DISTRICT AND THE APPROPRIATION OF FUNDS**

**DIRECTOR/DEPARTMENT**

Melanie Kush, Development Services   
Tim K. McDermott, Finance 

**SUMMARY**

The Santee Roadway Lighting District ("SRLD") was formed on May 24, 1982 for the purpose of installing, operating and maintaining public lighting facilities (street lights) within the City. The District has two zones, each with separate funding sources. Zone A includes all properties in the City and contains lights of general benefit (such as those located on prime arterials). Zone A is funded by a designated portion of ad valorem property taxes. Zone B includes numerous areas throughout the City and contains all other lights defined as having local benefit. Zone B is funded by a special benefit assessment (currently \$14.06 per household/benefit unit annually).

There are approximately 3,334 street lights in the SRLD. Many of these street lights, such as those located on prime and major arterials, parkways and collectors, provide both local and general benefit. A formal traffic study should be performed periodically, to include an analysis of anticipated trip generation results based on current traffic counts and land uses, which can then be applied to the SRLD in order to provide a more accurate basis for allocating street light operating and maintenance expenditures/benefit between Zones A and B. The last such study was performed in 2014. A new traffic study is needed to reflect the roadway classifications contained in the Mobility Element of the City's General Plan which was adopted by the City Council in late-2017.

Staff recommends the firm of Albert A. Webb Associates ("Webb") be retained to perform the SRLD traffic study and analysis for an amount not to exceed \$16,684. Webb is a multi-disciplined civil engineering and planning firm that has provided services to public and private sector clients since 1945. Webb has solid expertise in traffic engineering and prepared the 2014 traffic study.

**FINANCIAL STATEMENT** 

Funding for this contract would be provided by an appropriation of available reserves in the Santee Roadway Lighting District in an equal amount from both Zones A and B.

**CITY ATTORNEY REVIEW**

N/A

Completed

**RECOMMENDATION** 

Authorize the City Manager to execute a professional services agreement with Albert A. Webb Associates to provide a traffic engineering study for the Santee Roadway Lighting District for an amount not to exceed \$16,684 and appropriate \$16,684 from the Santee Roadway Lighting District reserve balance (Zones A and B).

**ATTACHMENTS**

None

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

7

**MEETING DATE**      January 23, 2019

**AGENDA ITEM NO.**

**ITEM TITLE**      **RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA ACCEPTING THE CITYWIDE PAVEMENT REPAIR & MAINTENANCE PROGRAM 2018 PROJECT (CIP 2018-07 AND 2018-15) AS COMPLETE**

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

**SUMMARY**

This item requests City Council accept the Citywide Pavement Repair & Maintenance Program 2018 Project (CIP 2018-07 and 2018-15) as complete. This project resurfaced a total of 10 streets as identified in the Pavement Management Report. The streets are identified on the attached street list and included in the Citywide Pavement Management Analysis Report. The project also resurfaced the Town Center Community Park East and West parking lots, which was included in the Parking Lot Resurfacing Project (CIP 2018-35) and as identified in the adopted Capital Improvement Program.

On June 27, 2018, City Council awarded the construction contract to Ramona Paving and Construction Corporation for a total contract amount of \$362,520.00 and authorized change orders not to exceed \$36,250.00 for unforeseen items and additional work.

A Notice to Proceed was issued on July 30, 2018 and the work was completed on December 14, 2018. A total of eight change orders were approved in the amount of \$19,453.86 for unforeseen items and additional work for a final contract amount of \$381,973.86.

**FINANCIAL STATEMENT** *fm*

Funding for this project was included in the adopted Capital Improvement Program budget as part of the Pavement Roadway Maintenance Citywide projects. Funding for this project was provided by TransNet Local Street Improvements funds, SB1 funds and the General Fund (Town Center Community Park East and West parking lot).

|                                     |                      |
|-------------------------------------|----------------------|
| Design and Bidding                  | \$ 26,435.75         |
| Construction Contract               | 362,520.00           |
| Construction Change Orders          | 19,453.86            |
| Construction Engineering/Management | 26,936.80            |
| Project Closeout                    | <u>3,000.00</u>      |
| Total Project Cost                  | <u>\$ 438,346.41</u> |

**CITY ATTORNEY REVIEW**

N/A

Completed

**RECOMMENDATION** *MAB*

Adopt the attached Resolution accepting the Citywide Pavement Repair & Maintenance Program 2018 Project (CIP 2018-07 and 2018-15) as complete.

**ATTACHMENTS**

Resolution

Street List

Project Map

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

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA  
ACCEPTING THE CITYWIDE PAVEMENT REPAIR & MAINTENANCE PROGRAM 2018  
PROJECT (CIP 2018-07 AND 2018-15) AS COMPLETE**

**WHEREAS**, the City Council awarded the construction contract for the Citywide Pavement Repair & Maintenance Program 2018 Project (CIP 2018-07 and 2018-15) to Ramona Paving and Construction Corporation on June 27, 2018 for \$362,500.00; and

**WHEREAS**, City Council authorized staff to approve construction change orders in a total amount not to exceed \$36,250.00; and

**WHEREAS**, eight change orders were approved for the project in the amount of \$19,453.86; and

**WHEREAS**, the project was completed for a total contract amount of \$381,973.86; and

**WHEREAS**, Ramona Paving and Construction Corporation has completed the project in accordance with the contract plans and specifications.

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Santee, California, that the work for the construction of the Citywide Pavement Repair & Maintenance Program 2018 Project (CIP 2018-07 and 2018-15) is accepted as complete on this date and the City Clerk is directed to record a Notice of Completion.

**ADOPTED** by the City Council of the City of Santee, California, at a Regular meeting thereof held this 23<sup>rd</sup> day of January, 2019 by the following roll call vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

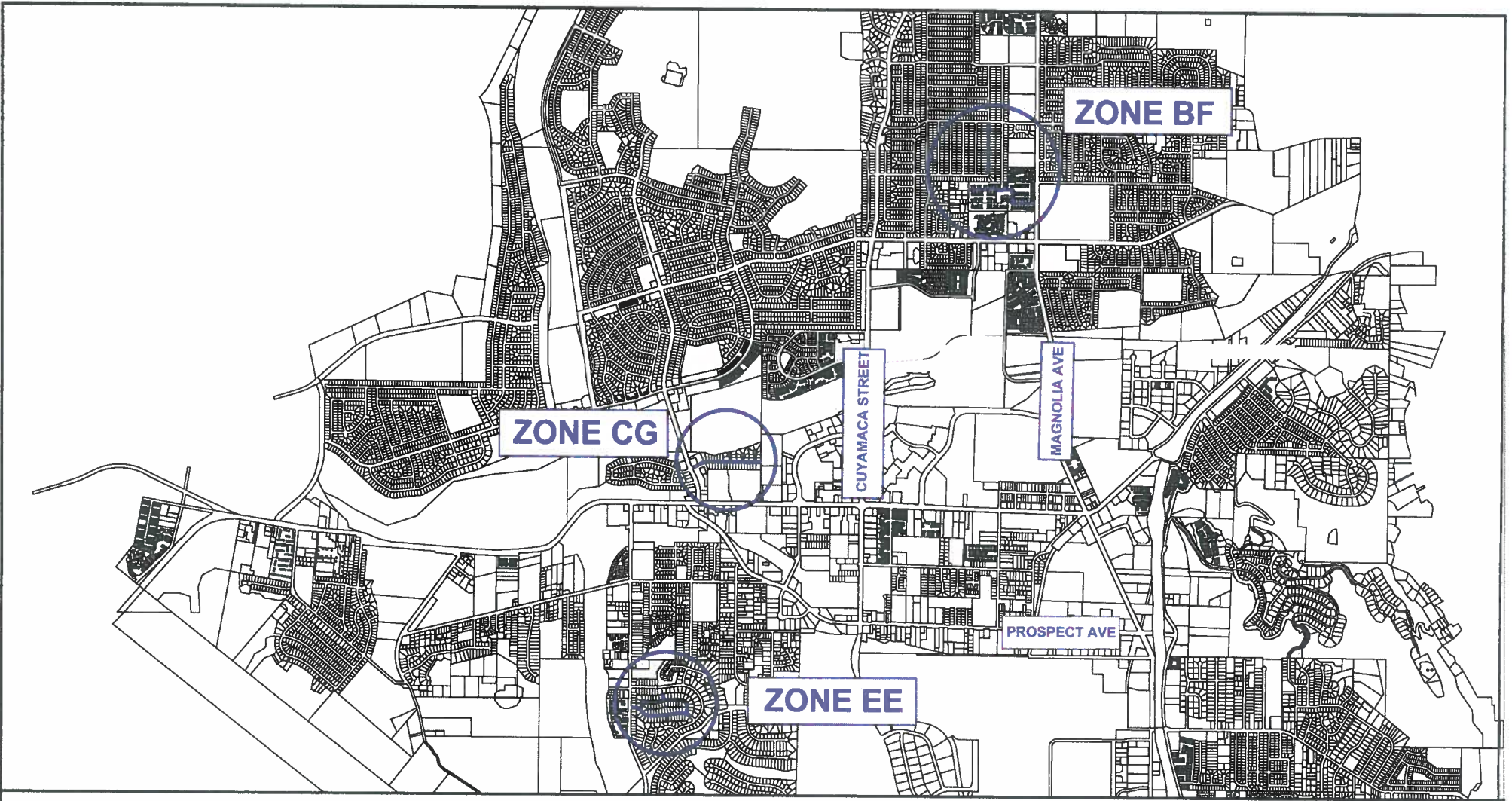
**APPROVED:**

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

**ATTEST:**

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

| <b>City of Santee - Citywide Pavement Program 2018</b> |                    |                  |
|--|--------------------|------------------|
| <b>CIP 2018-07 and CIP 2018-15</b>                     |                    |                  |
|  |                    |                  |
|  |                    |                  |
| <b>Street Name</b>                                     | <b>Begin</b>       | <b>End</b>       |
| Carefree Dr  | Magnolia Ave       | End              |
| Colvin Dr  | Todos Santos Dr    | End              |
| Fanita Rancho Rd                                       | Fanita Dr          | Farrington Dr    |
| Todos Santos Dr  | Fanita Rancho Rd   | Fanita Rancho Rd |
| Willowgrove Ave  | Carlton Hills Blvd | End              |
| Willowgrove Cir  | Willowgrove Ave    | End              |
| Willowgrove Ct   | Willowgrove Ave    | End              |
| Willowgrove Pl   | Willowgrove Ave    | End              |
| Wilvinn Ln   | Fanita Rancho Rd   | End              |
| Woodrose Ave   | Beck Dr            | El Nopal         |
|  |                    |                  |
| Town Center Community Park - West Parking Lot          |                    |                  |
| Town Center Community Park - East Parking Lot          |                    |                  |



**Citywide Pavement Repair & Maintenance Program 2018  
(CIP 2018-07 and 2018-15)  
Project Map**



City of Santee  
**COUNCIL AGENDA STATEMENT**

8

MEETING DATE            January 23, 2019

AGENDA ITEM NO.

ITEM TITLE            **RESOLUTION APPROVING A CLASSIFICATION CHANGE TO A SECRETARY POSITION**

DIRECTOR/DEPARTMENT            Jessie Bishop, Human Resources



SUMMARY

The Human Resources staff conducted a classification and compensation review of the Secretary position that provides support to two departments. As the only remaining Secretary position in the city, it would be more appropriately classified as Administrative Secretary to be properly aligned with the duties required. The position recommended for change to Administrative Secretary is budgeted in the City Manager and City Clerk departments. This action would result in no change to the total number of budgeted FTE positions.

FINANCIAL STATEMENT The proposed reclassification would result in a \$2,320 cost increase for the remainder of fiscal year 2018-19 (FY 2018-19) and would have an eventual annual cost impact of \$17,910. Funding for the FY 2018-19 cost impact will be included in the FY 2018-19 mid-year budget adjustments that will be brought forward to the City Council in late February or early March 2019.

CITY ATTORNEY REVIEW             N/A             Completed

RECOMMENDATION *HK for MB*

Adopt the attached Resolution approving the classification change.

ATTACHMENTS (Listed Below)

Resolution

**RESOLUTION NO.**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE,  
CALIFORNIA, APPROVING A CLASSIFICATION CHANGE TO A SECRETARY  
POSITION**

**WHEREAS**, the City has conducted a classification and compensation review of the Secretary position that provides support to the City Manager's Department and the City Clerk's Office, and determined that the position would be more appropriately classified as an Administrative Secretary; and

**WHEREAS**, the change consists of upgrading one half (.5) Full Time Equivalent (FTE) Secretary position in the City Manager's Department and one half (.5) FTE Secretary position in the City Clerk's Office to Administrative Secretary; and

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Santee, California does hereby approve and adopt a classification change of one Secretary position to Administrative Secretary resulting in a fiscal year 2018-19 budgetary impact of \$2,320.

**PASSED, APPROVED AND ADOPTED** by the City Council of the City of Santee, California, at a Regular meeting thereof held this 23rd day of January 2019, by the following roll call vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

**APPROVED:**

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

**ATTEST:**

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

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

9

**MEETING DATE**

January 23, 2019

**AGENDA ITEM NO.**

**ITEM TITLE** RESOLUTION AUTHORIZING THE PURCHASE OF 84 WORKSTATION COMPUTERS FROM DELL MARKETING, L.P. IN ACCORDANCE WITH THE WESTERN STATES CONTRACTING ALLIANCE-NATIONAL ASSOCIATION OF STATE PROCUREMENT OFFICIALS (WSCA-NASPO) VALUE POINT COOPERATIVE PURCHASING PROGRAM MASTER AGREEMENT NO. WNWNC-108, INCLUDING AMENDMENT NO. 1 TO THE CONTRACT, AND CALIFORNIA PARTICIPATION ADDENDUM NO. 7-15-70-34-003; AND AUTHORIZING THE PURCHASE OF RELATED SOFTWARE AND LICENSING FROM CDW-G CORPORATION PER NATIONAL INTERGOVERNMENTAL PURCHASING ALLIANCE (NATIONAL IPA) AGREEMENT NO. 2018011-01.

**DIRECTOR/DEPARTMENT**

Kathy Valverde, Assistant to the City Manager *KV*

**SUMMARY** Santee Municipal Code 3.24.180 authorizes the City to purchase supplies and equipment from a vendor at a price established by competitive or competitively negotiated bid by another public agency as long as that bid substantially conforms with the formal bidding procedures in Santee Municipal Code Section 3.24.110. On April 1, 2015, the Western States Contracting Alliance-National Association of State Procurement Officials (WSCA-NASPO) entered into a Master Price Agreement for the purchase of computer equipment, software, peripherals and related services with Dell Marketing, L.P. (Ref. WSCA-NASPO Contract No. WNWNC-108, California Participating Addendum No 7-15-70-34-003). The contract term is through March 31, 2020. On March 1, 2018, the Intergovernmental Purchasing Alliance (National IPA) entered into a Master Price Agreement for the purchase of software, peripherals and related services with CDW-G Corporation (Ref. National IPA Technology Solutions 2018011-01). The contract term is through February 8, 2023.

Santee Municipal Code Section 3.24.190 requires City Council approval for all purchases of supplies, materials and equipment exceeding \$20,000. Staff recommends utilizing the WSCA-NASPO agreement to purchase 84 computer workstations and monitors at a cost of \$92,505 and utilize the National IPA agreement to purchase related software and licensing at a cost of \$33,180. Staff also recommends approval of an additional 5% or \$6,285 as a contingency for any unforeseen hardware, software or licensing costs related to the project.

Additional information for this purchase is included in the attached staff report.

**FINANCIAL STATEMENT** *m* The total cost of equipment, related software and licensing, and contingency will not exceed \$131,970. Funds are currently appropriated as part of the adopted Five Year Capital Improvement Program Budget, I.T. Computer Workstation Replacement Project (CIP 2015-52).

**CITY ATTORNEY REVIEW**

N/A      Completed

**RECOMMENDATION**

Adopt the attached Resolution. *KFR MD*

**ATTACHMENTS**

1. Staff Report
2. Resolution



**STAFF REPORT**  
**Purchase of Workstation Computers and Related Software**  
**January 23, 2019**

To keep up with technological advances and to ensure the City's Information Technology equipment is properly maintained and protected, the I.T. Computer Workstation Replacement Project was established to replace the City's desktop computers, laptops, printers and related software as they near the end of useful life. This project sets aside funds each year to maintain the infrastructure with a planned replacement schedule approximately every five years.

While the current workstations were purchased in 2012, the City was able to extend the life of the computers by two additional years beyond the five-year replacement schedule with a small investment in upgrades. Now at seven years old, the computers are at the end of their useful life and out of warranty. This purchase will allow the City to retire the outdated and unsupported hardware and software.

The City's current network includes 96 computer workstations, of which 84 are planned for replacement at this time. The remaining 12 computers in the inventory have already been replaced, as these computers needed critical replacement earlier to meet the needs of staff.

As part of the replacement process, the I.T. Division conducted a cost analysis of purchasing versus leasing the new computers. After careful review, we have concluded that purchasing is more cost effective than leasing. We also believe purchasing allows for better management and maintenance of our I.T. assets.

With the City's current policy to replace computers approximately every five years, we compared the current purchase price to a three-year lease and a five-year lease. Both of the lease options would be more expensive than the purchase, and only take into consideration the hardware costs; software and licensing costs could add to the expense of the lease options. This comparison is summarized below:

| <u><b>Purchase</b></u>                               | <u><b>3-year Lease</b></u>                                    | <u><b>5-year Lease</b></u>                                    |
|--|---|---|
| <b>\$92,505</b>                                      | <b>\$97,575</b>   | <b>\$102,825</b>  |
|  | <b>+\$5,070</b><br>more than purchase                         | <b>+\$10,320</b><br>more than purchase                        |
| Computers can be serviced by on-site City I.T. staff | Computers can only be serviced by authorized Dell technicians | Computers can only be serviced by authorized Dell technicians |

If the City opted to lease the equipment for three years, the annual payment would be \$32,525, for a total lease cost of \$97,575. The three-year lease option would be \$5,070 more expensive than the current purchase.

If the City opted to lease the equipment for five years, the annual payment would be \$20,565, for a total lease of \$102,825. The five-year lease option would be \$10,320 more expensive than the current purchase.

Leasing the computers would also preclude the City's I.T. staff from servicing the computers on an as-needed basis, as the leasing contract will not allow third party technicians to perform repairs, upgrades or modifications to leased equipment. Only Dell authorized staff would be able to add hardware components to the computers, and/or perform repairs, which would most likely result in additional down time to schedule these appointments.

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

**RESOLUTION AUTHORIZING THE PURCHASE OF 84 WORKSTATION COMPUTERS FROM DELL MARKETING, L.P. IN ACCORDANCE WITH THE WESTERN STATES CONTRACTING ALLIANCE-NATIONAL ASSOCIATION OF STATE PROCUREMENT OFFICIALS (WSCA-NASPO) VALUE POINT COOPERATIVE PURCHASING PROGRAM MASTER AGREEMENT NO. WNWNC-108, INCLUDING AMENDMENT NO. 1 TO THE CONTRACT, AND CALIFORNIA PARTICIPATION ADDENDUM NO. 7-15-70-34-003; AND AUTHORIZING THE PURCHASE OF RELATED SOFTWARE AND LICENSING FROM CDW-G CORPORATION PER NATIONAL INTERGOVERNMENTAL PURCHASING ALLIANCE (NATIONAL IPA) AGREEMENT NO. 2018011-01**

**WHEREAS**, to keep up with technological advances and to ensure the City's Information Technology equipment is properly maintained and protected, the I.T. Computer Workstation Replacement Project was established to replace the City's desktop computers, laptops, printers and related software as they near the end of useful life; and

**WHEREAS**, the City's current computers and software are seven years old, at the end of their useful life and out of warranty; and

**WHEREAS**, this purchase will allow the City to retire the outdated and unsupported hardware and software; and

**WHEREAS**, Santee Municipal Code 3.24.180 authorizes the City to purchase supplies and equipment from a vendor at a price established by competitive or competitively negotiated bid by another public agency as long as that bid substantially conforms with the formal bidding procedures in Santee Municipal Code Section 3.24.110; and

**WHEREAS**, on April 1, 2015, the Western States Contracting Alliance-National Association of State Procurement Officials (WSCA-NASPO) entered into a Master Price Agreement for the purchase of computer equipment, software, peripherals and related services with Dell Marketing, L.P. (Ref. WSCA-NASPO Contract No.WNWNC-108, California Participating Addendum No 7-15-70-34-003). The contract term is through March 31, 2020; and

**WHEREAS**, on March 1, 2018, the Intergovernmental Purchasing Alliance (National IPA) entered into a Master Price Agreement for the purchase of software, peripherals and related services with CDW-G Corporation (Ref. National IPA Technology Solutions 2018011-01). The contract term is through February 8, 2023; and

**WHEREAS**, Santee Municipal Code Section 3.24.190 requires City Council approval for all purchases of supplies, materials and equipment exceeding \$20,000.

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

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

**Section 1:** The City Manager is hereby authorized to purchase 84 computer workstations and monitors from Dell Marketing, L.P. at a cost of \$92,505 in accordance with the WSCA-NASPO agreement.

**Section 2:** The City Manager is hereby authorized to purchase related software and licensing from CDW-G Corporation at a cost of \$33,180 in accordance with the National IPA agreement.

**Section 3:** An additional 5% or \$6,285 is hereby approved for purchase of any unforeseen hardware, software or licensing costs related to the project.

**ADOPTED** by the City Council of the City of Santee, California, at a Regular meeting thereof held this 23rd day of January, 2019, by the following roll call vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

**APPROVED:**

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

**ATTEST:**

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

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

10

**MEETING DATE** January 23, 2019

**AGENDA ITEM NO.**


**ITEM TITLE** INFORMATIONAL PRESENTATION ON THE CITY'S STORM WATER ANNUAL REPORTS AND TRASH COMPLIANCE PLAN

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

**SUMMARY** To demonstrate compliance with the City's National Pollutant Discharge Elimination System (NPDES) Permit, annual reports are prepared and submitted to the Regional Water Quality Control Board. These reports provide an overview of city operations and demonstrate progress towards attaining water quality goals. The City also must maintain, for a minimum period of five years, documentation that demonstrates that the City has complied with all components of the Permit.

The first part of this informational item provides an overview on the City's state of compliance with storm water and water quality regulations. The second part of this informational item provides an overview of the City's internal plan and strategy for complying with the State's Trash Order. A presentation made on August 23, 2017 reported on the State's Trash Order and the City's chosen compliance path. A subsequent item came before council on May 23, 2018 for the execution of a Professional Services Agreement to prepare a Trash Capture Implementation Plan. In December 2018, the City submitted to the State a compliance schedule and a GIS map demonstrating how the City intends to comply with the Trash Order. The City's Trash Compliance Implementation Plan provides the path forward for how the City will achieve compliance within the mandated ten year schedule.

**ENVIRONMENTAL STATUS** Activities associated with compliance with the NPDES Permit and the Trash Order are exempt from the provisions of the California Environmental Quality Act (CEQA) because the Order is an action by a regulatory agency as authorized by state law, local ordinance or resolution for the protection of natural resources under State CEQA Guidelines section 15307 and the environment under State CEQA Guidelines section 15308.

  
**FINANCIAL STATEMENT** Funding for program implementation and compliance with storm water regulations has been identified and appropriated in the Storm Water division's annual budget. Partial funding for the installation of the trash capture devices is appropriated as part of the Mast Park Improvements project and CIP2015-23 "Storm Drain Trash Diversion" in the adopted Five-year Capital Improvement Program FY 2017-18 through FY 2021-22.

**CITY ATTORNEY REVIEW**     N/A     Completed

**RECOMMENDATION** Staff recommends that City Council receive the report. 

**ATTACHMENTS** Staff Report

## **STAFF REPORT**

### **CITY COUNCIL MEETING**

**January 23, 2019**

#### **INFORMATIONAL PRESENTATION ON THE CITY'S STORM WATER ANNUAL REPORTS AND TRASH COMPLIANCE PLAN**

##### **I. BACKGROUND**

The City of Santee is regulated by the State's Regional Water Quality Control Board, San Diego Region, for urban runoff discharges from the storm drain system. Owners and operators of storm drain systems that discharge runoff to a waterway are regulated under the National Pollutant Discharge Elimination System (NPDES) Permit ('Permit'). This Permit requires all permittees to establish and maintain a storm water program that meets water quality objectives. The City has a storm water program that implements a variety of programs that help to keep Santee's waterways clean and to comply with water quality regulations.

The San Diego Region is anticipating the reissuance of the NPDES Permit sometime this year. This new Permit will reportedly be predominantly the same as the existing Permit, with small changes and additions. However, because water quality regulations continue to evolve with time as more is learned about the quality and health of the water and the habitats supported by our waterways, it is also likely that new requirements will be imposed.

Most recently, regulations have been modified to address trash, a highly prevalent pollutant in all of the State's waterways. On June 2, 2017, the San Diego Regional Water Board issued an Investigative Order ("Trash Order") to all jurisdictions within San Diego County, and the southern portions of Orange and Riverside Counties. Separate Trash Orders were issued to each jurisdiction throughout the State of California via the respective Regional Water Board offices.

In addition to the Trash Order and the pending reissuance of the Permit, other forthcoming regulatory changes include a Bacteria Investigative Order, new Toxicity Provisions, and Pesticides Amendments to the water quality control plan. As these items come online, additional informational presentations will be made.

##### **II. DISCUSSION**

This presentation provides information on the City's compliance activities under the Permit (Section A) and also provides an overview of the City's implementation plans for complying with the State's Trash Order (Section B, page 5).

###### **A. WATER QUALITY ANNUAL REPORTS**

To demonstrate compliance with the Permit, annual reports are prepared and submitted to the Regional Water Quality Control Board. These reports provide an overview of city operations and demonstrate progress towards attaining water quality goals. The City

must also maintain documentation that demonstrates that the City has complied with all components of the Permit for a minimum of five years. Although the annual report being presented documents accomplishments during fiscal year 2017-18 (FY2017-18), all reports are being finalized and submitted this month.

1. Water Quality Improvement Plan (WQIP) Annual Report: There are five agencies responsible for the implementation of the WQIP. Each agency sets goals and implements strategies which work toward addressing pollution in the San Diego River. While the selected strategies focus toward addressing the highest priority pollutant in the San Diego River – bacteria, other priority pollutants such as nutrients and trash are also addressed by the selected strategies.

Key findings of the WQIP include:

- Santee has achieved all interim goals established by the WQIP
- The majority of strategies are being actively implemented
- Santee has significantly reduced dry weather water flows (not rainwater)
- Strategies have been modified to focus toward human-sourced bacteria
- Human source testing – DNA testing - is ongoing, but initially shows that while there are many sources of bacteria, human sources are a component in many of the samples taken to date.
- Bacteria levels within the San Diego River Watershed remain high, exceeding regulatory standards.

2. Jurisdictional Runoff Management Plan (JRMP) Annual Report: The JRMP is the City's "how-to" manual for complying with the NPDES Permit and for improving water quality in waterways by reducing discharges of pollutants to the storm water conveyance system. To reduce pollutants in these discharges, the City implements and requires residents, businesses, municipal facilities, construction sites, developers, and land owners to implement a variety of measures commonly referred to as best management practices (BMPs). Some examples of BMPs include covering and containing potential pollutant sources to prevent wind dispersal or contact with rain, employing erosion controls at construction sites, adjusting sprinklers to eliminate irrigation runoff, and general good housekeeping practices.

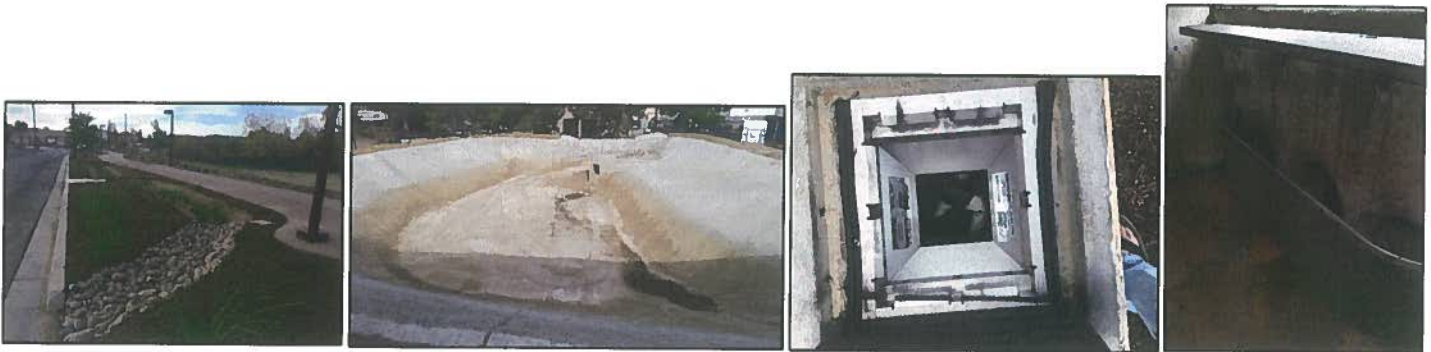
Major components of the JRMP include the implementation of BMP requirements, water quality monitoring, educational outreach efforts, municipal infrastructure maintenance, inspection and enforcement program, complaint investigation, and reporting.

Key findings of the JRMP include:

- Illicit Discharge Detection and Elimination: Discharges of water that are not sourced from rain are prohibited, with limited exception. This program is administered through complaint response and investigation, routine inspections, and water quality monitoring. During this reporting period, 329 discharges were reported and or detected by the City. These findings resulted

in staff taking 72 enforcement actions (low level) and eight escalated enforcement actions.

- **Development Planning:** The addition of impervious surfaces (pavement) can alter the natural drainage patterns of the area and the development can facilitate the introduction of pollutants to the environment. Therefore, new and redevelopment projects have design criteria that they must adhere to. During this reporting period, 15 development projects were reviewed. Staff reviewed and approved the Storm Water Quality Management Plan and associated reports (geotechnical, hydrology, and infiltration), as well as all building plans to ensure compliance with storm water / water quality regulations. Of the 15 submitted projects, six have been completed and final occupancy issued.
- **Post-Construction BMPs:** Following the development and construction of projects, the City must update and maintain an inventory all properties that have permanent post-construction BMPs. Types of post-construction BMPs include bioswales (i.e.: Panera and Town Center Parkway), detention basins (i.e.: Blackhorse Estates and Ladera), and treatment / trash capture devices (i.e.: Sportsplex).



Staff must perform routine inspections, follow-up as needed to achieve a return to compliance, and facilitate the annual submittal or records which demonstrate that the BMPs at each property were properly maintained. Santee currently has 59 facilities in its inventory. The City received documentation for all 59 facilities, 16 sites were inspected, seven violations were identified, 66 enforcement actions (low level), and 15 escalated enforcement actions were taken.

| Post-Construction BMP Inventory | Inspection Requirement | Inspections Completed | Compliance |
|---------------------------------|------------------------|-----------------------|------------|
| 59                              | 16                     | 16                    | Yes        |

- **Construction management:** The City maintains a prioritized inventory of all construction projects within its jurisdiction. Inspection frequencies are determined based on the priority of the project (high – low level risk), proximity to waterways, and compliance history. During this reporting period, the City had 35 inventoried construction sites, of which 32 were active. Staff conducted 130



inspections, identified 266 violations, and five enforcement actions, and 19 escalated enforcement actions were taken.

| <b>Construction Site Inventory</b> | <b>Inspection Requirement</b>        | <b>Inspections Completed</b> | <b>Compliance</b> |
|------------------------------------|--------------------------------------|------------------------------|-------------------|
| 32                                 | High= 2x month;<br>Medium = 1x month | 130                          | Yes               |

- **Industrial and Commercial Businesses:** An inventory of industrial, commercial, and mobile businesses is maintained and facilities are prioritized by business type – potential threat to water quality, proximity to waterways, and compliance history. The City is required to routinely inspect these facilities at a frequency based on their assigned priority. Staff conducts inspections to ensure that all minimum BMPs are in place, and if not, ensure effective follow through to achieve compliance. There are 611 commercial businesses and 128 industrial businesses in the inventory. During FY17-18, 144 inspections were conducted, 54 follow-up inspections were completed, 178 violations were identified, and 32 enforcement actions, and 7 escalated enforcement actions were taken.

| <b>Business Inventory</b> | <b>Inspection Requirement</b> | <b>Inspections Completed</b> | <b>Compliance</b> |
|---------------------------|-------------------------------|------------------------------|-------------------|
| 739                       | Average of 10% per year       | 198                          | Yes               |

- **Municipal Facilities:** There are 17 City-owned facilities in our inventory. Three inspections were conducted, eight violations were identified, and one enforcement action was taken.

| <b>Municipal Inventory</b> | <b>Inspection Requirement</b> | <b>Inspections Completed</b> | <b>Compliance</b> |
|----------------------------|-------------------------------|------------------------------|-------------------|
| 17                         | Average of 10% per year       | 3                            | Yes               |

- **Municipal Infrastructure:** The City is required to operate and maintain all municipal facilities to reduce discharges of pollutants into the storm water conveyance system to the maximum extent practicable. Preventative maintenance is the most cost effective and simple solution to reducing pollution at the source to prevent costly remediation efforts and structural repair and replacement.

The City has 1,320 public storm drain inlets, 297,446 feet of storm drain pipe, and ten channels. These structures must be maintained at a frequency to ensure that 77% flow capacity remains at all times.

Under the storm water regulations, the City is also required to maintain all public roads and parking lots via a street sweeping program. There are an estimated 121.5 miles of roads, and 10 lots (i.e.: parking for public parks).

All municipal facilities must be inspected and cleaned based on their assigned priority. All high and medium facilities must be inspected and cleaned four times annually. All low priority facilities must be inspected at least once per year, and cleaned if conditions warrant. Areas where there is consistent trash and debris present must be re-inspected and cleaned on a more frequent schedule as necessary.

Routine inspection and cleaning of above ground and below ground systems must be completed between May 1 and September 30 yearly. Additional cleaning is conducted as needed between October 1 and April 30. Open channels, streams, and rivers must be cleaned of observed litter in a timely manner.

Below ground storm drain infrastructure is on a replacement / repair schedule based on age and condition of the pipelines and structures. During this reporting period the City replaced 120 linear feet of 24 inch corrugated metal pipe on Cambury Drive East. This one section of pipe contained approximately 188 cubic feet of material which totals approximately 2.35 tons of material removed. The ongoing relining project has provided an opportunity for the City to have large segments of pipe cleaned. Through this process, many sections of pipe were found to be 30-50% full of sediment and debris thereby decreasing drainage capacity. The condition of some of the failing pipes (both private and public) can be attributed to sediment and debris impaction, which causes increased corrosion and degradation of the infrastructure.

| <b>Inventory of Municipal Infrastructure</b> | <b>Inspection/ Cleaning Requirement</b>                 | <b>Inspections/ Cleaning Completed</b> | <b>Compliance</b> |
|--|---|--|-------------------|
| 1,320 inlets / catch basins                  | High/ Medium = 4x year;<br>Low = 1x year                | 18 reported                            | Working toward*   |
| 297,446 feet of pipe                         | High/ Medium = 4x year;<br>Low = 1x year                | One segment of Woodside                | Working toward*   |
| 10 channels                                  | As observed; in timely manner                           | 10+                                    | Yes               |
| 10 lots                                      | 1x month  | 132                                    | Yes               |
| 121.5 miles of roadway                       | High = 2x month<br>Medium = 1x month<br>Low = as needed | 121.5 center lane miles                | Yes               |

\*Through the implementation of Capital Improvement Projects, staff has been able to identify opportunities for process improvement. This process is expected to be completed in 2019.

- **Residential Management Areas (RMAs):** All residential areas have been broken down into groups known as management areas. Minimum BMPs are required to be implemented for all residential activities. Residential Management Area inspections identify whether there is evidence of illegal discharges or if adequate BMPs are being implemented.

| <b>Inventory</b> | <b>Inspection Requirement</b> | <b>Inspections Completed</b> | <b>Compliance</b> |
|------------------|-------------------------------|------------------------------|-------------------|
| 19 RMAs          | Average of 10% per year       | 18 RMAs                      | Yes               |

- **Public Participation and Education:** Outreach and education activities must be conducted on a regular basis. The goal of the program is to foster awareness and encourage behavioral changes. During this reporting period, the City participated in three community events, one training event, facilitated two targeted mailings, and revised and updated web content.

## **B. TRASH ORDER**

The Trash Order prohibits the discharge of trash into surface waters of the State from priority land use areas via the storm drain system. As defined by the Trash Order, priority land uses include high density residential, industrial, commercial, mixed urban, and public transportation stations. For the purposes of this order, trash is defined as manmade materials that are 5 millimeters or larger in size (i.e.: size of a cigarette butt).

Two compliance “tracks” were established by the Trash Order. The City of Santee identified Track 1 as the most cost effective and poses the least amount of compliance liability. Track 1 requires the installation, operation, and maintenance of full capture systems for all storm drains that capture runoff from the priority land uses

1. **COMPLIANCE OPTIONS:** Both Track One and Track Two have a compliance timeline of ten years and require annual reporting. Jurisdictions will have the option to change Tracks through their adaptive management process, provided that supporting justification is submitted to the San Diego Water Board.

2. **SANTEE’S COMPLIANCE PATHWAY:** Based upon review and analysis of the two compliance track options, staff has selected compliance Track 1 (Install, operate, and maintain full capture systems for all storm drains that capture runoff from the priority land uses). Track 1 implementation will result in the most efficient use of the City’s resources. Under Track 1, the City will be required to install certified structural devices in storm drains and/or at storm drain outfalls that convey runoff from priority land use areas (as defined by the Trash Order). Track 1 relieves the City of long term monitoring requirements and the obligation to demonstrate that other programmatic efforts are equally or more effective than structural controls.

3. TRANSITION PERIOD: Over the past two years, staff has identified ways to proactively plan for the long term implementation in accordance with the 10-year deadline (2029). Some changes in policies and procedures have already been made to enable successful compliance with the Trash Order. Some of the efforts that have been taken in preparation for the Trash Order include:

- New fact sheets and a web page were created.
- New developments must install completely enclosed trash enclosures for the outside storage of trash, recycling, and rendering bins (recycled cooking oil).
- New developments must implement full trash capture devices within storm drain systems (inlet screens / baskets).
- CIP projects now include drainage system modifications to allow for full capture devices.
- Certain redevelopment and tenant improvements may be required to retrofit existing trash enclosures to be fully contained.
- The Mast Park Improvement Project was revised to include grant funded water quality improvement and trash capture features.
- Since bus stops are a priority land use under the Trash Order, inlet filter installation will be completed in conjunction with the scheduled bus shelter improvements.

4. IMPLEMENTATION PLAN: Staff submitted the Track 1 selection letter to the RWQCB in September 2017, and submitted the implementation schedule and map in December 2018.

There are two components to Track 1: Public inlets and Private inlets. All inlets within the identified priority land use areas must be retrofitted to be in compliance with the Trash Order. The first phase of this project, years 1-5, will focus on the installation of trash capture devices on public inlets.

By year 4 (2023), staff will develop and propose a strategy to address private inlets. This strategy and any associated process revisions and regulatory changes will be complete by the end of year 5. Year 5 will begin the public outreach regarding the requirements, and an implementation timeline for retrofitting private inlets will be established to ensure completion by year 10 (2029). To date, three private inlets have been retrofitted through the City's minimum development standards for new development.

Funding for program planning and administration of the Trash Order is currently budgeted within the Storm Water division's annual budget. Additionally, the City was awarded funding for the first trash capture device via a grant which is funding a significant amount of the improvements at Mast Park. \$270,000 of the grant is going towards compliance with the Trash Order. This project is currently in construction, and is anticipated to be complete by 2020.

Beginning in FY 2019-20, the City will begin installing, operating, and maintaining full capture systems for public inlets. The City is required to progress at a 10% completion rate for ten years, with one hundred percent compliance achieved by 2029. The adopted Five Year Capital Improvement Program reflects \$115,000 in annual funding to partially fund this effort beginning in FY 2019-20.

### **III. STAFF RECOMMENDATION**

Staff recommends that City Council receive the report. Compliance with both existing and future regulations may require increased funding and resources.

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

11

**MEETING DATE**

January 23, 2019

**AGENDA ITEM NO.**

**ITEM TITLE**      **ADOPT RESOLUTION FINDING IN SUPPORT OF AND AUTHORIZING AN OPEN MARKET PURCHASE OF ONE NEW PIERCE FREIGHTLINER FX3 TYPE 3 WILDLAND BRUSH ENGINE FROM SOUTH COAST FIRE EQUIPMENT, INC. AND DECLARING VEHICLE V-089 AS SURPLUS PROPERTY**

**DIRECTOR/DEPARTMENT**    Acting Fire Chief John Garlow, Fire Department *JG*

**SUMMARY**

This item requests City Council authorization to utilize an open market purchase process to purchase one new Pierce Freightliner FX3 Type 3 Wildland Brush Engine from South Coast Fire Equipment, Inc. and select add-on items which will be purchased separately from other vendors. The new vehicle will ultimately replace Vehicle #089 (V-089), a 1997 Type 3 International Brush Engine. V-089 is over 21 years old and has greater than 63,000 miles. It has required transmission, pump and foam system work and has experienced an unreasonable amount of out of service time. Additionally, V-089 is a 4X2 and is prone to getting stuck while on the off-road. V-089 has exceeded its useful life and can no longer be relied upon as a dependable emergency response vehicle. Details are contained in the attached staff report.

**FINANCIAL STATEMENT** *Jm*

The total not to exceed cost of \$400,000.00 is included in the FY 2018-19 Vehicle Replacement Fund adopted budget.

**CITY ATTORNEY REVIEW**

N/A       Completed

**FLEET MANAGER REVIEW**

N/A       Completed

**RECOMMENDATIONS** *JR MB*

Adopt Resolution:

1. Finding that open market purchasing is in the City's best interest and authorizing such purchase of one new Pierce Freightliner FX3 Type 3 Wildland Brush Engine from South Coast Fire Equipment, Inc. in the amount of \$371,036.91; and
2. Finding that open market purchasing for select add-ons in an amount not to exceed \$21,542.09 is in the City's best interest and authorizing such purchasing; and
3. Authorizing the City Manager to approve additional expenditures for unforeseen changes in an amount not to exceed \$7,421.00 (2%); and
4. Declaring vehicle V-089, a 1997 4X2 Type 3 International Brush Engine, surplus property upon receipt and acceptance of the new vehicle and directing sale of the surplus vehicle at public auction or inter-agency sale; and
5. Authorizing the City Manager to execute all necessary documents.

**ATTACHMENTS (Listed Below)**

1. Staff Report
2. Resolution

**STAFF REPORT**  
**ADOPT RESOLUTION FINDING IN SUPPORT OF AND AUTHORIZING AN OPEN MARKET**  
**PURCHASE OF ONE NEW PIERCE FREIGHTLINER FX3 TYPE 3 WILDLAND BRUSH**  
**ENGINE FROM SOUTH COAST FIRE EQUIPMENT, INC. AND DECLARING VEHICLE V-123**  
**AS SURPLUS PROPERTY**

**JANUARY 23, 2019**

**Background**

This item requests City Council authorization to purchase one new Pierce Freightliner FX3 Type 3 Wildland Brush Engine from South Coast Fire Equipment, Inc. and select add-on items which will be purchased separately from other vendors utilizing an open market purchase process. The new vehicle will ultimately replace Vehicle #089 (V-089), a 1997 4X2 International Chassis Type 3 Brush Engine. V-089 is over 21 years old and has greater than 63,977 miles. It has required engine, transmission and foam pump work resulting in significant out of service time. V-089 has exceeded its useful life and can no longer be relied upon as a dependable emergency response vehicle.

Since 1996 the Fire Department has exclusively purchased Pierce Manufacturing Incorporated ("Pierce") firefighting apparatus and currently 86% of City of Santee's firefighting fleet has been manufactured by Pierce. With this proposed purchase Santee's firefighting fleet will then be 100% manufactured by Pierce. This provides efficiencies in addressing apparatus repairs, parts and service needs. Firefighting personnel operating the equipment and the City's equipment mechanics have developed familiarity with and knowledge of Pierce apparatus that provides efficiency in repair and operation. Pierce has a nationwide reputation for building excellent fire apparatus and the Fire Department desires to continue to use Pierce for its fleet. The Fire Department believes the Pierce line of fire apparatus best meets the Department's needs for performance and service.

Santee Municipal Code (SMC) section 3.24.120.B.4 allows purchase of equipment, materials and supplies on the open market, without compliance with the bidding procedure, when City Council determines that due to special circumstances it would be in the City's best interest to do so. In this case, Pierce brand firefighting vehicle/apparatus must match and be compatible with existing City firefighting fleet. South Coast Fire Equipment, Inc. is the sole authorized dealer in Southern California for Pierce firefighting vehicles/apparatus which the City uses exclusively for its firefighting fleet.

Santee's Purchasing Ordinance requires City Council approval of all purchases exceeding \$20,000. Staff recommends utilizing open market purchasing to purchase one new Pierce Freightliner FX# Type 3 Wildland Brush Engine from South Coast Fire Equipment, Inc. and select permanent add-on items such as radios which will be purchased separately from other vendors.

Anticipated cost amounts are as follows which include base price, inspection, delivery, permanent add-ons, 2% contingency for any unforeseen changes and all other incidental charges as follows.

|   |                     |
|---|---------------------|
| 1. Base Price                                 | \$343,384.00        |
| 2. CA Sales Tax @ 7.75%                       | 26,612.26           |
| 3. Performance Bond                           | 1,030.15            |
| 4. California Tire Fee                        | 10.50               |
| <u>Total South Coast Fire Equipment, Inc.</u> | <u>\$371,036.91</u> |
| 5. Add-ons:                                   | 21,542.09           |
| 6. <u>2% Contingency:</u>                     | <u>7,421.00</u>     |
| <u>Total All-Inclusive Amount:</u>            | <u>\$400,000.00</u> |

### **Recommendation**

Staff requests authorization to utilize an open market purchase process to purchase one new Pierce Freightliner FX3 Type 3 Wildland Brush Engine from South Coast Fire Equipment, Inc. and select permanent add-on items such as radios, which will be purchased separately from other vendors; authorizing the City Manager to approve additional expenditures for unforeseen changes in an amount not to exceed two percent (2%) of the total base price; declaring vehicle V-089, a 1997 4X2 International Chassis Type 3 Brush Engine surplus property upon receipt and acceptance of the new vehicle and directing sale of the surplus vehicle at public auction or inter-agency sale and authorizing the City Manager to execute all necessary documents for a total all-inclusive purchase amount not to exceed \$400,000.00.



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

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA,  
FINDING IN SUPPORT OF AND AUTHORIZING AN OPEN MARKET PURCHASE OF  
ONE NEW PIERCE FREIGHTLINER FX3 TYPE III WILDLAND BRUSH ENGINE  
FROM SOUTH COAST FIRE EQUIPMENT, INC. AND DECLARING VEHICLE V-089  
AS SURPLUS PROPERTY**

**WHEREAS**, the City of Santee fiscal year 2018-19 adopted budget includes the replacement of vehicle V-089, a 1997 Type 3 International Brush Engine that is in need of replacement; and

**WHEREAS**, Santee Municipal Code Section 3.24.120.B.4 provides for the use of an open market purchase when the City Council determines that due to special circumstances it is in the City's best interest to purchase a commodity or enter into a contract without compliance with the bidding procedure; and

**WHEREAS**, special circumstances exist whereby new firefighting vehicles/apparatus should match or be compatible with existing firefighting vehicles/apparatus, including select add-on equipment which will be purchased from separate vendors; and

**WHEREAS**, currently, 86% of the City's firefighting fleet has been manufactured by Pierce Manufacturing, Incorporated, and familiarity and training on Pierce Manufacturing, Incorporated fire apparatus by City personnel provides for efficiency for operation and repairs; and

**WHEREAS**, Pierce Manufacturing, Incorporated, is the manufacturer of Pierce Freightliner FX3 Type 3 Wildland Brush Engines and with this purchase 100% of the City's firefighting vehicles/apparatus will have been manufactured by Pierce Manufacturing, Incorporated; and

**WHEREAS**, South Coast Fire Equipment, Inc. is the sole authorized dealer in Southern California for Pierce firefighting apparatus.

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

1. Finds open market purchasing for one new Pierce Freightliner FX3 Type 3 Wildland Brush Engine is in the City's best interest and authorizes said purchase from South Coast Fire Equipment, Inc. in the amount of \$371,036.91; and
2. Finds open market purchasing for select add-on items is in the City's best interest and authorizes such purchasing in the amount of \$21,542.09; and
3. Authorizes the City Manager to approve additional expenditures for unforeseen changes in an amount not to exceed \$7,421.00 (2%) and;

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

4. Declares vehicle V-089, a 1997 4X2 International Chassis Type 3 Brush Engine, surplus property upon receipt and acceptance of the new vehicle and directing sale of the surplus vehicle at public auction or inter-agency sale; and
5. Authorizes the City Manager to execute all necessary documents.

**ADOPTED** by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 23<sup>rd</sup> day of January 2019, by the following roll call vote, to wit:

**AYES:**

**NOES:**

**ABSENT:**

**APPROVED:**

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

**ATTEST:**

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

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

12

**MEETING DATE**      January 23, 2019

**AGENDA ITEM NO.**

**ITEM TITLE**      **DISCUSSION OF POSSIBLE GENERAL PLAN AND TOWN CENTER SPECIFIC PLAN AMENDMENTS RELATED TO THE PROPOSED DEVELOPMENT OF A 22-ACRE VACANT COUNTY-OWNED PROPERTY, LOCATED AT THE TERMINUS OF PARK CENTER DRIVE IN THE TOWN CENTER PLANNING AREA, INTO A 365-UNIT MULTIPLE-FAMILY RESIDENTIAL DEVELOPMENT (APN 381-051-18-00) APPLICANT: CITY VENTURES**

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

**SUMMARY**      During the 2003 General Plan Update process, the City Council established a process in which proposed applications for general plan amendments would first go to the Council as discussion items for preliminary review and feedback. This process was intended to provide potential applicants with feedback prior to making a significant investment in the application. Comments by Council and staff in this process are advisory only. Ultimately, an applicant can choose to pursue the project as originally proposed, modify the project, or suspend the project entirely, regardless of any comments provided. The City reserves all of its rights regarding any such application.

Staff is requesting City Council input regarding a preliminary application submitted by City Ventures for the development of a 365-unit residential condominium project on a 22-acre vacant parcel located at the end of Park Center Drive that would entail amendments to the General Plan and Town Center Specific Plan. The subject property currently has a Town Center land use designation of R-30 (Urban Residential) which requires the property to be developed at a density of exactly 30 dwelling units per gross acre. However, according to City Ventures, site constraints and market conditions make housing production at such a density impractical at this location. As such, the project proponent is seeking an amendment to the Town Center Specific Plan to reduce the allowable density at the site to about 16.5 dwelling units per gross acre, which would correspond to the R-14 (14 to 22 dwelling units per acre) designation.

The subject site is also identified in the Housing Element of the General Plan as a site with the capacity to produce 600 very low-income residential units, which represents about two thirds of the City's required very low-income housing capacity from its Regional Housing Needs Allocation (RHNA). New California housing law under Senate Bill 166 (No Net Loss) requires that sites identified for low-income housing but which are developed at a lower density and/or at market rate must identify and make available sites with the same low-income capacity as enumerated in the Housing Element. This project would be required to identify and make available sites throughout the City with a combined total capacity of 600 very low-income residential units. Several sites have been identified that may be able to meet this requirement (Exhibit D). Making these sites available means changing the land use designation to R-30 within 180 days of any future project approval to provide the replacement capacity. These subsequent actions may be subject to the Santee General Plan Initiative, as further discussed in the Staff Report.

**FINANCIAL STATEMENT** *m*      The cost to process any General Plan Amendments and Rezones associated with the proposed project would be covered by the applicant.

**CITY ATTORNEY REVIEW**       N/A       Completed

**RECOMMENDATION**      Provide feedback on the proposed project and the sites identified for possible General Plan Amendments and Zone Reclassifications. *MK for MB*

**ATTACHMENTS**

Staff Report  
Exhibit A: Aerial Vicinity Map  
Exhibit B: Site Plan

Exhibit C: Existing/Proposed Zoning  
Exhibit D: Potential Sites for Zone Reclassification  
Exhibit E: Senate Bill 166

## STAFF REPORT

### DISCUSSION OF POSSIBLE GENERAL PLAN AND TOWN CENTER SPECIFIC PLAN AMENDMENTS RELATED TO THE PROPOSED DEVELOPMENT OF A 22-ACRE VACANT COUNTY-OWNED PROPERTY, LOCATED AT THE TERMINUS OF PARK CENTER DRIVE IN THE TOWN CENTER PLANNING AREA, INTO A 365-UNIT MULTIPLE-FAMILY RESIDENTIAL DEVELOPMENT (APN 381-051-18-00)

#### APPLICANT: CITY VENTURES

#### A. BACKGROUND

On October 10, 2017 the County auctioned off the subject property, identified as County Property 2, to the project applicant, City Ventures. The applicant is currently in escrow with the County to purchase the property. On January 8, 2019 City Ventures submitted a preliminary application with conceptual plans for a 365-unit condominium development on County Property 2, a 22-acre vacant property along the San Diego River at the current terminus of Park Center Drive, within the Town Center Planning Area. Town Center Community Park adjoins the project site to the west (Exhibit A).

#### B. PROPOSAL

Conceptual plans provided by the applicant show the 365 proposed units across 60 two- and three-story buildings (Exhibit B). The buildings would consist of Mediterranean architecture with earth-tone colors, similar to previously approved City Ventures residential projects in the City. Park Center Drive would transition from a north-south roadway to an east-west roadway via a new roundabout, extending west to east from its current terminus to align with the Park Center Drive segment recently approved with the Walker Trails residential subdivision. Ten, three-story townhome-style buildings would be situated along Park Center Drive, with street-facing front-door orientations, similar to the adjacent Riverwalk development along Riverwalk Drive. Two additional main drives would be built across the property with direct access to Park Center Drive and Cottonwood Avenue, with multiple interconnected driveways providing pedestrian and vehicular access to each unit. Each unit would include a two-car garage and 95 guest surface parking spaces would be provided throughout the site. A centrally-located park with a community pool would serve as the main common open space area. A 14-foot wide trail along the San Diego River would be built along the southern boundary of the project site in the design of the Walker Preserve Trail, with a planned connection to the trail segment approved with the Walker Trails project.

#### C. DISCUSSION

The property is currently zoned R-30-TC (Town Center Urban Residential) with a required density of exactly 30 dwelling units per gross acre. However, the proposal reflects 16.5 dwelling units per gross acre. To develop the property at the proposed density of 16.5 dwelling units per acre the applicant would need to submit a formal application requesting an amendment to the Town Center Specific Plan to change the

land use designation of the property from R-30-TC (Town Center Urban Residential, 30 dwelling units per acre) to R-14-TC (Town Center High Medium Density Residential, 14-22 dwelling units per acre). The redesignation would allow the development of a multiple-family community at the site from 308 units to 484 units. The current 365-unit proposal would be at the lower end of the allowable density range of the R-14-TC Zone.

As part of the Housing Element certification process with the California Department of Housing and Community Development (HCD) the City is required to identify and inventory sites throughout the City for very low, low, and moderate incomes based on the City's Regional Housing Needs Allocation (RHNA). During the certification process for the current Housing Element, HCD merely required the City to identify vacant and underutilized properties in medium to high residential density zones to qualify as sites with the capacity for very low, low, or moderate incomes. The subject site's R-30-TC zoning was accepted by HCD as a proxy for very low-income units, meaning that due to the site's high residential density it had the potential to generate very low-income residential units. The site is identified in the Housing Element with a capacity for exactly 600 very low-income units.

To address the lack of low- and moderate-income housing production on sites identified for low or moderate incomes, the State enacted Senate Bill 166 (SB 166), effective January 1, 2018, which requires "no net loss" of units on any site identified in the Housing Element inventory for very low, low, or moderate income housing. No net loss means that if a site is not developed at 100% of its identified low- or moderate-income capacity, alternative replacement sites must be identified and made available to make up the lost capacity. Making a site available would entail reclassifying a site to a zone with a capacity to generate the number of very low, low or moderate units lost due to the project approval. Furthermore, SB 166 requires any required rezoning for replacement sites to be completed within 180 days of the project approval.

Due to SB 166, the project proponent would need to identify and make available a site or sites with sufficient capacity for 600 very low-income units. Three sites have been identified by the project proponent for possible rezoning to the R-22 or R-30 zone as shown in attached Exhibit D. One of the sites is within the Town Center Planning Area and would require an amendment to the Town Center Specific Plan. The other two sites would require General Plan Amendments due to changes in land use designations and subsequent zone reclassifications to either an R-22 or R-30 zone. The City would initiate the zone reclassifications pursuant to Santee Municipal Code section 17.04.050(B)(2), and a public hearing would be held on each zone reclassification.

Another issue to consider is the potential impact of the General Plan Initiative ("Initiative") on approval of the project and subsequent land use designation changes and rezone actions if the Initiative becomes effective. While the Initiative would likely not apply to approval of the proposed project because the project results in a reduction of residential density, the Initiative may apply to the City's subsequent action to change the land use designation and rezone a different parcel. This is because the City's action to change the land use designation would require a General Plan Amendment to

increase residential density on the replacement site, which is the type of development action that would likely be subject to the Initiative. This means that if the Initiative becomes effective, the City's actions to rezone sites to accommodate the 600 very low income units may be subject to voter approval if the City Council does not make the findings that the land use designation is required by state housing law.

#### **D. OTHER PROJECT-SPECIFIC CONSIDERATIONS**

At a minimum, the following issues would be analyzed as part of the formal application review process for the proposed project and any proposed General Plan land use amendments or Town Center Specific Plan Amendments:

Development Standards: Any future application would need to include building elevations, floor plans, landscape plans, and other site design information to facilitate staff review of the project.

Traffic/Circulation/Parking: The application would need to provide information about traffic and pedestrian circulation, ingress, egress and safety to facilitate staff review of the project and its compatibility with surrounding development.

Sustainability: With a formal application, the applicant would be asked to evaluate the feasibility of a variety of sustainability features for the project, including rooftop solar, electric vehicle (EV) charging stations, and rain capture systems.

Environmental Considerations: Upon proceeding with a formal project submittal, the project and any associated replacement sites identified for rezoning would be subject to environmental analyses conducted in accordance with the California Environmental Quality Act. The analyses would need to evaluate the effects on traffic, archaeological resources, geology, air quality, storm water, hydrology, cumulative impacts, and any other areas of potential environmental impact.

Costs All costs associated with a formal project application for the development of the project site and rezoning of replacement sites would be borne by the applicant. The applicant would establish a deposit account with the City for full cost recovery of City staff time expended on the project, including legal review by the City Attorney's office.

#### **E. STAFF RECOMMENDATION**

This item is for information and discussion only; there is no recommended action.

EXHIBIT A

County Property 2  
Aerial Vicinity Map

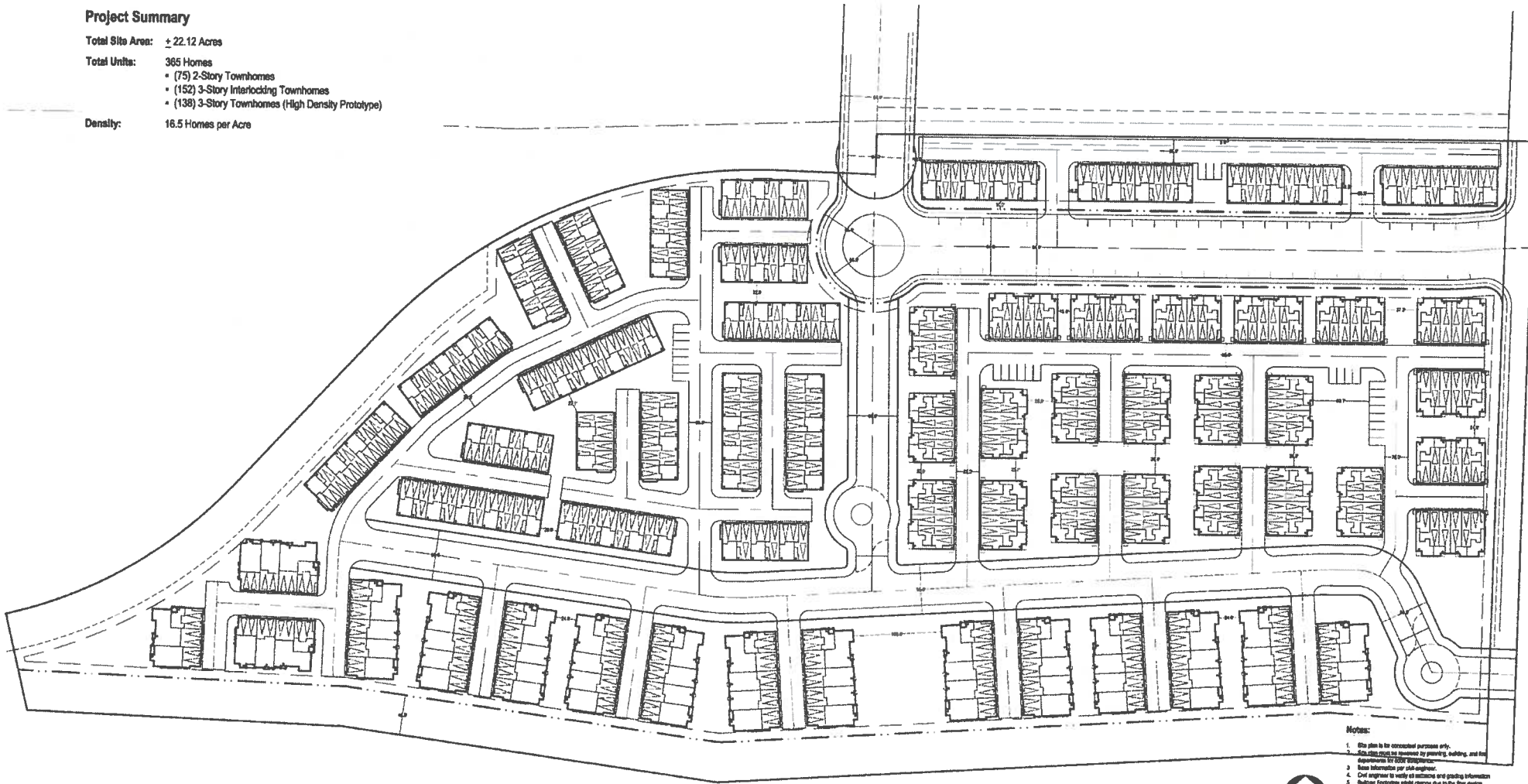


# EXHIBIT B

## Site Plan

### Project Summary

- Total Site Area:** ± 22.12 Acres
- Total Units:** 365 Homes
- (75) 2-Story Townhomes
  - (152) 3-Story Interlocking Townhomes
  - (138) 3-Story Townhomes (High Density Prototype)
- Density:** 16.5 Homes per Acre



- Notes:**
1. Site plan is for conceptual purposes only.
  2. ALL INFORMATION IS FOR INFORMATIONAL PURPOSES ONLY AND IS NOT TO BE USED FOR ANY PURPOSES WITHOUT THE APPROPRIATE PERMITS AND APPROVALS FROM THE CITY OF SANTEE.
  3. Final information per city engineer.
  4. Civil engineer to verify all setbacks and grading information.
  5. Building footprints might change due to the final design construction type.
  6. Open space area is subject to change due to the final design of the elevation.
  7. Building setbacks are measured from property lines to building location lines.



CONCEPTUAL SITE PLAN - HIGH DENSITY ALTERNATIVE  
**SANTEE 3**  
 SANTEE, CA



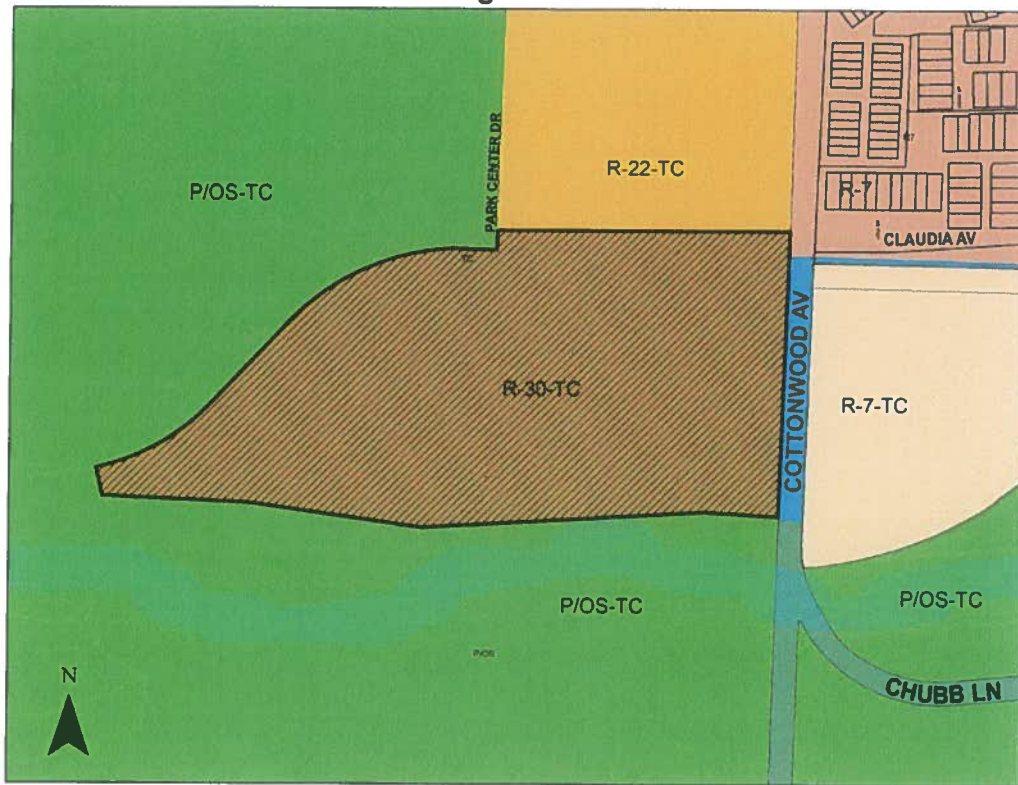
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 © 2019 WILLIAM HEZMALMACH ARCHITECTS, INC. dba WHA | 2017363 | 01-09-19



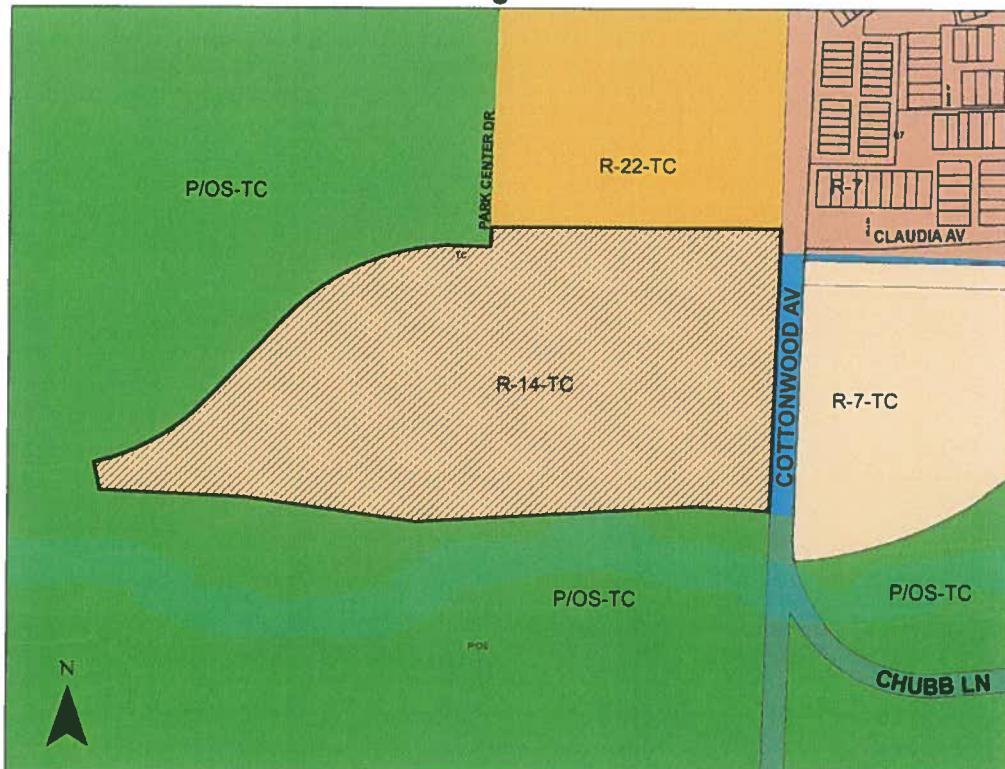


# EXHIBIT C

**County Property 2**  
**Existing Zoning:**  
**R-30-TC (Town Center Urban Residential)**  
**30 Dwelling Units Per Acre**



**Proposed Zoning:**  
**R-14-TC (Town Center Medium High Density Residential)**  
**14-22 Dwelling Units Per Acre**



**EXHIBIT D**  
**Potential Replacement Sites**



EXHIBIT D  
Potential Replacement Sites

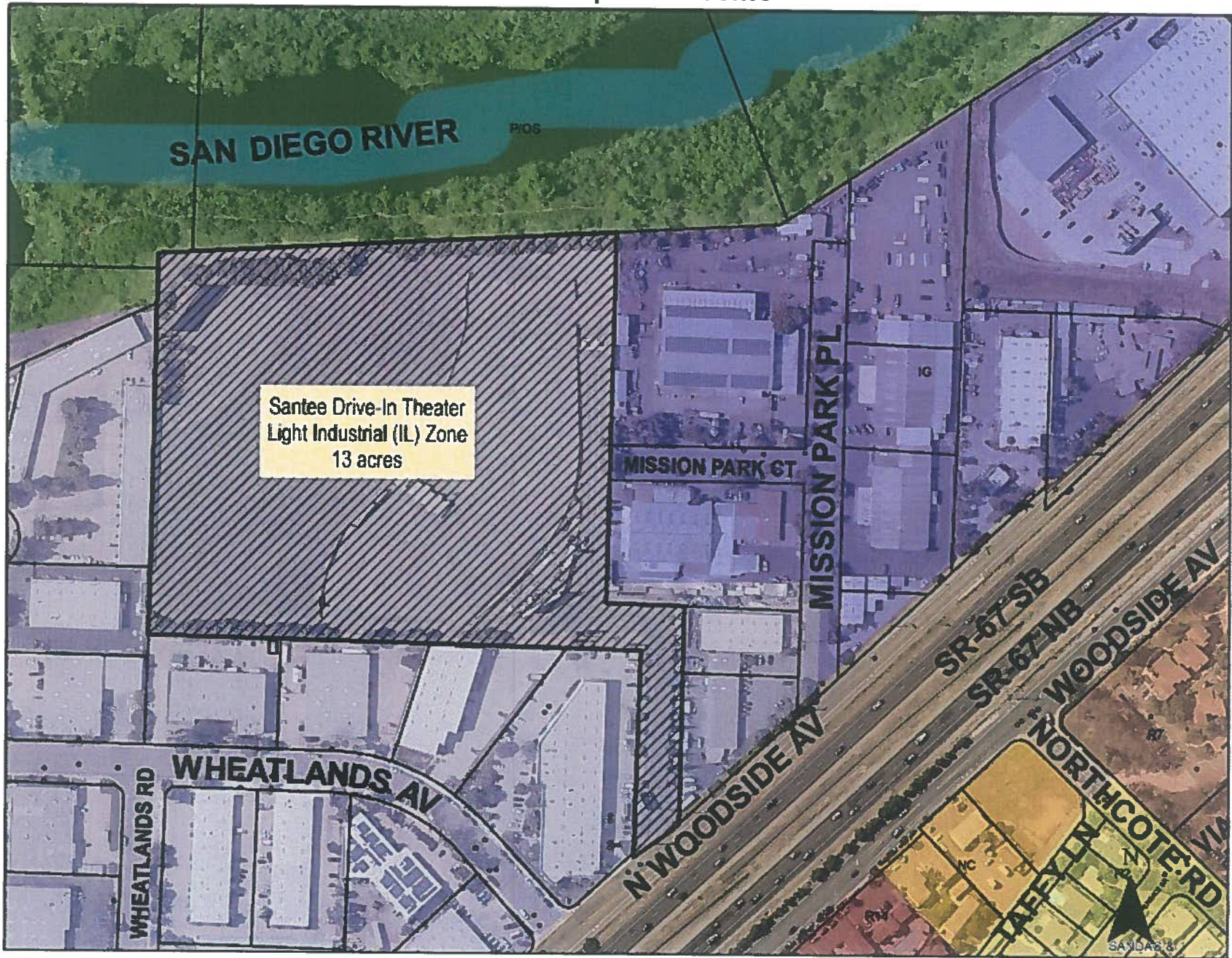
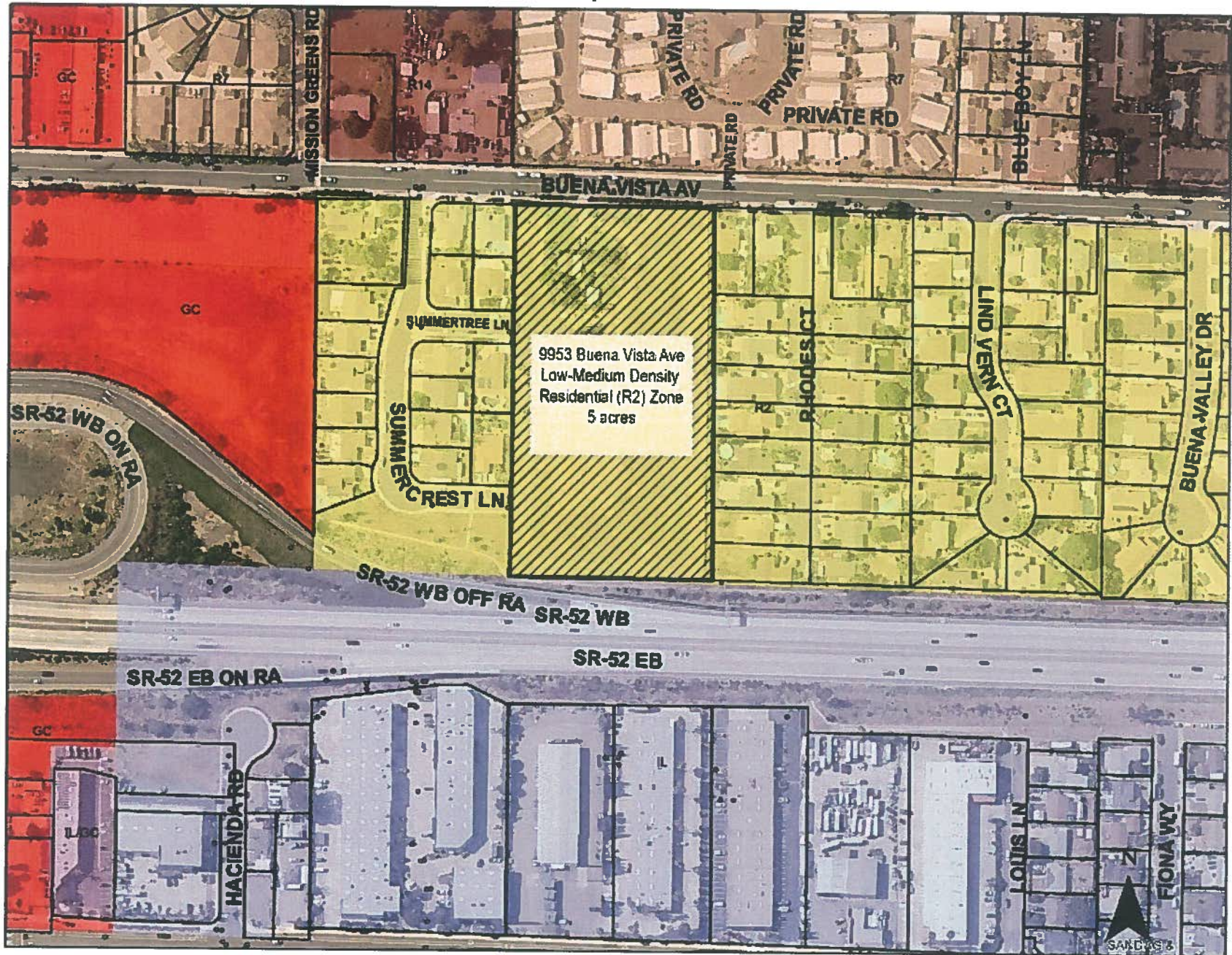


EXHIBIT D  
Potential Replacement Sites





## EXHIBIT E

### Senate Bill No. 166

#### CHAPTER 367

An act to amend Section 65863 of the Government Code, relating to land use.

[Approved by Governor September 29, 2017. Filed with Secretary of State September 29, 2017.]

#### LEGISLATIVE COUNSEL'S DIGEST

SB 166, Skinner. Residential density and affordability.

The Planning and Zoning Law requires a city, county, or city and county to ensure that its housing element inventory, as described, can accommodate its share of the regional housing need throughout the planning period. The law also prohibits a city, county, or city and county from reducing, requiring, or permitting the reduction of the residential density to a lower residential density that is below the density that was utilized by the Department of Housing and Community Development in determining compliance with housing element law, unless the city, county, or city and county makes written findings supported by substantial evidence that the reduction is consistent with the adopted general plan, including the housing element, and that the remaining sites identified in the housing element are adequate to accommodate the jurisdiction's share of the regional housing need. The city, county, or city and county may reduce the residential density for a parcel if it identifies sufficient sites, as prescribed, so that there is no net loss of residential unit capacity.

This bill, among other things, would prohibit a city, county, or city and county from permitting or causing its inventory of sites identified in the housing element to be insufficient to meet its remaining unmet share of the regional housing need for lower and moderate-income households. The bill also would expand the definition of "lower residential density" if the local jurisdiction has not adopted a housing element for the current planning period or the adopted housing element is not in substantial compliance, as specified. The bill would additionally require a city, county, or city and county to make specified written findings if the city, county, or city and county allows development of any parcel with fewer units by income category than identified in the housing element for that parcel. Where the approval of a development project results in fewer units by income category than identified in the housing element for that parcel and the remaining sites in the housing element are not adequate to accommodate the jurisdiction's share of the regional housing need by income level, the bill would require the jurisdiction within 180 days to identify and make available additional adequate sites. The bill would provide that an action that creates an obligation to identify or make available additional adequate sites and the action to

identify or make available those sites would not create an obligation under the California Environmental Quality Act to identify, analyze, or mitigate the environmental impacts of that subsequent action, as specified. By increasing the duties of local agencies, this bill would create a state-mandated local program.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement is required by this act for a specified reason.

*The people of the State of California do enact as follows:*

SECTION 1. Section 65863 of the Government Code is amended to read:

65863. (a) Each city, county, or city and county shall ensure that its housing element inventory described in paragraph (3) of subdivision (a) of Section 65583 or its housing element program to make sites available pursuant to paragraph (1) of subdivision (c) of Section 65583 can accommodate, at all times throughout the planning period, its remaining unmet share of the regional housing need allocated pursuant to Section 65584, except as provided in paragraph (2) of subdivision (c). At no time, except as provided in paragraph (2) of subdivision (c), shall a city, county, or city and county by administrative, quasi-judicial, legislative, or other action permit or cause its inventory of sites identified in the housing element to be insufficient to meet its remaining unmet share of the regional housing need for lower and moderate-income households.

(b) (1) No city, county, or city and county shall, by administrative, quasi-judicial, legislative, or other action, reduce, or require or permit the reduction of, the residential density for any parcel to, or allow development of any parcel at, a lower residential density, as defined in paragraphs (1) and (2) of subdivision (g), unless the city, county, or city and county makes written findings supported by substantial evidence of both of the following:

(A) The reduction is consistent with the adopted general plan, including the housing element.

(B) The remaining sites identified in the housing element are adequate to meet the requirements of Section 65583.2 and to accommodate the jurisdiction's share of the regional housing need pursuant to Section 65584. The finding shall include a quantification of the remaining unmet need for the jurisdiction's share of the regional housing need at each income level and the remaining capacity of sites identified in the housing element to accommodate that need by income level.

(2) If a city, county, or city and county, by administrative, quasi-judicial, legislative, or other action, allows development of any parcel with fewer units by income category than identified in the jurisdiction's housing element for that parcel, the city, county, or city and county shall make a written

finding supported by substantial evidence as to whether or not remaining sites identified in the housing element are adequate to meet the requirements of Section 65583.2 and to accommodate the jurisdiction's share of the regional housing need pursuant to Section 65584. The finding shall include a quantification of the remaining unmet need for the jurisdiction's share of the regional housing need at each income level and the remaining capacity of sites identified in the housing element to accommodate that need by income level.

(c) (1) If a reduction in residential density for any parcel would result in the remaining sites in the housing element not being adequate to meet the requirements of Section 65583.2 and to accommodate the jurisdiction's share of the regional housing need pursuant to Section 65584, the jurisdiction may reduce the density on that parcel if it identifies sufficient additional, adequate, and available sites with an equal or greater residential density in the jurisdiction so that there is no net loss of residential unit capacity.

(2) If the approval of a development project results in fewer units by income category than identified in the jurisdiction's housing element for that parcel and the jurisdiction does not find that the remaining sites in the housing element are adequate to accommodate the jurisdiction's share of the regional housing need by income level, the jurisdiction shall within 180 days identify and make available additional adequate sites to accommodate the jurisdiction's share of the regional housing need by income level. Nothing in this section shall authorize a city, county, or city and county to disapprove a housing development project on the basis that approval of the housing project would require compliance with this paragraph.

(d) The requirements of this section shall be in addition to any other law that may restrict or limit the reduction of residential density.

(e) This section requires that a city, county, or city and county be solely responsible for compliance with this section, unless a project applicant requests in his or her initial application, as submitted, a density that would result in the remaining sites in the housing element not being adequate to accommodate the jurisdiction's share of the regional housing need pursuant to Section 65584. In that case, the city, county, or city and county may require the project applicant to comply with this section. The submission of an application for purposes of this subdivision does not depend on the application being deemed complete or being accepted by the city, county, or city and county.

(f) This section shall not be construed to apply to parcels that, prior to January 1, 2003, were either (1) subject to a development agreement, or (2) parcels for which an application for a subdivision map had been submitted.

(g) (1) If the local jurisdiction has adopted a housing element for the current planning period that is in substantial compliance with Article 10.6 (commencing with Section 65580) of Chapter 3, for purposes of this section, "lower residential density" means the following:

(A) For sites on which the zoning designation permits residential use and that are identified in the local jurisdiction's housing element inventory described in paragraph (3) of subdivision (a) of Section 65583, fewer units

on the site than were projected by the jurisdiction to be accommodated on the site pursuant to subdivision (c) of Section 65583.2.

(B) For sites that have been or will be rezoned pursuant to the local jurisdiction's housing element program described in paragraph (1) of subdivision (c) of Section 65583, fewer units for the site than were projected to be developed on the site in the housing element program.

(2) (A) If the local jurisdiction has not adopted a housing element for the current planning period within 90 days of the deadline established by Section 65588 or the adopted housing element is not in substantial compliance with Article 10.6 (commencing with Section 65580) of Chapter 3 within 180 days of the deadline established by Section 65588, "lower residential density" means any of the following:

(i) For residentially zoned sites, a density that is lower than 80 percent of the maximum allowable residential density for that parcel or 80 percent of the maximum density required by paragraph (3) of subdivision (c) of Section 65583.2, whichever is greater.

(ii) For sites on which residential and nonresidential uses are permitted, a use that would result in the development of fewer than 80 percent of the number of residential units that would be allowed under the maximum residential density for the site parcel or 80 percent of the maximum density required by paragraph (3) of subdivision (c) of Section 65583.2, whichever is greater.

(B) If the council of governments fails to complete a final housing need allocation pursuant to the deadlines established by Section 65584.05, then for purposes of this paragraph, the deadline pursuant to Section 65588 shall be extended by a time period equal to the number of days of delay incurred by the council of governments in completing the final housing need allocation.

(h) An action that obligates a jurisdiction to identify and make available additional adequate sites for residential development pursuant to this section creates no obligation under the California Environmental Quality Act (Division 13 (commencing with Section 21000) of the Public Resources Code) to identify, analyze, or mitigate the environmental impacts of that subsequent action to identify and make available additional adequate sites as a reasonably foreseeable consequence of that action. Nothing in this subdivision shall be construed as a determination as to whether or not the subsequent action by a city, county, or city and county to identify and make available additional adequate sites is a "project" for purposes of the California Environmental Quality Act (Division 13 (commencing with Section 21000) of the Public Resources Code).

SEC. 2. No reimbursement is required by this act pursuant to Section 6 of Article XIII B of the California Constitution because a local agency or school district has the authority to levy service charges, fees, or assessments sufficient to pay for the program or level of service mandated by this act, within the meaning of Section 17556 of the Government Code.



City of Santee  
**COUNCIL AGENDA STATEMENT**

13

**MEETING DATE** January 23, 2019

**AGENDA ITEM NO.**

**ITEM TITLE** APPOINTMENT OF CITIZEN MEMBERS TO VARIOUS BOARDS, COMMISSIONS AND COMMITTEES WITH EXPIRING TERMS ACCORDING TO LPM 2018-01 AND PURSUANT TO GOVERNMENT CODE 54974.

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

**SUMMARY**

Due to resignations, terminations or other causes, at this time the following vacancies exist and are eligible for appointment:

- 1 vacancy on the Citizen Advisory Committee for Mission Trails Regional Park
  - Vacated 6/5/18
- 1 vacancy on the Gillespie Field Development Council
  - Vacated 1/2/19
- 3 vacancies on the Manufactured Home Fair Practices Commission
  - Vacancies on 12/21/17, 6/5/18 and 1/14/19
- 4 vacancies on the Salary Setting Advisory Committee
  - Vacancies on 10/5/16 and 1/30/17 and two vacancies on 12/17/18
- 6 vacancies on the Santee Park and Recreation Committee
  - Vacancies on 2/12/18, 3/8/18, 8/14/18, 9/25/18 and 1/2/19

Mayor Minto will present recommendations for appointment and the attached master list will be updated to reflect Council's action and will be available for public review at the Santee Library and the City Clerk's Office as required by state law.

**FINANCIAL STATEMENT** *m* None.

**CITY ATTORNEY REVIEW**  N/A  Completed

**RECOMMENDATION** *for MB*

1. Take action on recommended appointments as presented by the Mayor; and
2. Reaffirm/continue all other standing groups and representations as listed.

**ATTACHMENTS**

Proposed Local Appointment List  
Existing Local Appointment List

**CITY OF SANTEE – LOCAL APPOINTMENT LIST  
BOARDS, COMMISSIONS AND COMMITTEES  
(Proposed)**

|                    |   |
|--------------------|---|
| Purple Highlight – | Mayor will recommend assignment on 1/23/19      |
| Blue Highlight –   | Letter sent – seat will be vacant after 1/23/19 |
| Yellow Highlight – | Current vacant seat                             |

**CITIZEN COMMITTEES**

| <b><u>CITIZENS ADVISORY COMMITTEE FOR MISSION TRAILS REGIONAL PARK</u></b> |           |                         | <b>DISTRICT</b> |
|--|-----------|-------------------------|-----------------|
| <i>Qualifications: City of Santee resident; terms are annual</i>           |           |                         |                 |
|  | Appointed | Current Term Expiration |                 |
| Representative – Gary Strawn   | 01/23/19  | 01/23/20                | <b>4</b>        |

| <b><u>COMMUNITY ORIENTED POLICING COMMITTEE</u></b>   |           |                         | <b>DISTRICT</b> |
|---|-----------|-------------------------|-----------------|
| <i>Requirements: Members are set forth by Council and include a City Council Member, City Manager, Santee Sheriff's Station Commander, representatives from the Santee School District, Grossmont Union High School District, Chamber of Commerce, Santee Collaborative Institute for Public Strategies, 2 Citizens-At-Large and Santee Solutions Coalition; term limits are at the pleasure of the legislative body.</i> |           |                         |                 |
|   | Appointed | Current Term Expiration |                 |
| Representative – John Minto, Mayor  | 01/24/18  | 01/23/19                |                 |
| Citizen-At-Large – Mike Aiken   | 01/24/18  | 01/23/19                | <b>2</b>        |
| Citizen-At-Large – Dustin Trotter - Reapply   | 01/24/18  | 01/23/19                | <b>4</b>        |

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

| <b><u>MANUFACTURED HOME FAIR PRACTICES COMMISSION*</u></b>  |           |                         | <b>DISTRICT</b> |
|---|-----------|-------------------------|-----------------|
| <i>Qualifications: The Commission consists of five regular members and all members must be resident electors and are appointed by the Mayor, with the approval of the City Council.<br/>Term: Each regular member shall be appointed to serve a two-year term and shall hold office until a new member has been duly appointed.</i> |           |                         |                 |
|   | Appointed | Current Term Expiration |                 |
| Commissioner D'Arcy Granbois  | 01/23/19  | 01/23/20                | <b>2</b>        |
| Commissioner Keshav Damoor  | 01/27/16  | 01/23/19                | <b>4</b>        |
| Commissioner Lee E. Wilson – NO Reapply   | 01/25/95  | 01/25/19                | <b>4</b>        |
| Commissioner Rusty Williams   | 09/24/03  | 01/25/19                | <b>1</b>        |
| VACANT – Resident Elector   | OPEN      | 01/25/20                |                 |
|   |           |                         |                 |
|   |           |                         |                 |

LOCAL APPOINTMENTS LIST, REVISED DECEMBER 2018

\*Stipend Received

| <b>SALARY SETTING ADVISORY COMMITTEE</b>   |           |                         | <b>DISTRICT</b> |
|--|-----------|-------------------------|-----------------|
| <i>Regular biennial meetings are held on odd-numbered years. Appointments are made by the Mayor, with the approval of the City Council; terms are at the pleasure of the legislative body.</i> |           |                         |                 |
|  | Appointed | Current Term Expiration |                 |
| VACANT   | OPEN      |                         |                 |
| VACANT   | OPEN      |                         |                 |
| Karen Bisignano  | 01/28/09  |                         | 2               |
| VACANT   | OPEN      |                         |                 |
| Marilynn Lynn -  | 01/28/09  | 01/23/19                | 4               |
| VACANT   | OPEN      |                         |                 |
| Warren Savage  | 01/28/09  |                         | 4               |
| Keshav Damoor  | 08/28/13  |                         | 4               |

| <b>SANTEE PARK AND RECREATION COMMITTEE (SPARC)</b>  |           |                    |      | <b>DISTRICT</b> |
|--|-----------|--------------------|------|-----------------|
| <i>Resident appointments to the SPARC are made by the Mayor, with the approval of the City Council. Term is at the pleasure of the legislative body.</i> |           |                    |      |                 |
|  | Appointed | Current Expiration | Term |                 |
| Dan Bickford   | 01/23/19  | 01/23/20           |      | 3               |
| Anita Bautista – Reapply   | 10/11/95  | 01/23/19           |      | 1               |
| Ken Fox, Chair – Reapply   | 04/28/99  | 01/23/19           |      | 2               |
| Vice Chair Cyndy Carlton   | 01/23/19  | 01/23/20           |      | 1               |
| Rusty Williams   | 10/24/01  |                    |      | 1               |
| Charles Hattaway   | 05/27/03  |                    |      | 1               |
| Dean Velasco   | 01/23/19  | 01/23/20           |      | 4               |
| Brian Mitchell – Secretary   | 01/23/19  | 01/23/20           |      | 2               |
| Alan Tuthill   | 06/22/11  |                    |      | 1               |
| Jennifer Jensen  |           |                    |      | 4               |
| Laqueta Strawn   | 01/25/12  |                    |      | 4               |
| Patricia Fortin  | 08/26/15  |                    |      | 2               |
| Dustin Trotter   | 08/26/15  |                    |      | 4               |
| Mell Schaer  | 01/23/19  | 01/23/20           |      | 4               |

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

(Revised January 2019)

**Council Committees**

**CITY COUNCIL & SANTEE ELEMENTARY SCHOOL DISTRICT CONFERENCE COMMITTEE**

*Qualifications: Member of the City Council or School Board; terms are annual*

|                             | Appointed | Current Term Expiration |
|-----------------------------|-----------|-------------------------|
| Council Member Laura Koval  | 01/09/19  | 01/09/20                |
| Vice Mayor Stephen Houlahan | 01/09/19  | 01/09/20                |

**COUNTY SERVICE AREA (CSA) 69 (PARAMEDICS)**

*Qualifications: City of Santee resident representative and a Member of the City Council. Term: The Mayor has term length discretion, but Resident Representatives typically serve a term concurrent with the appointing Mayor. Representatives must be approved by Board of Supervisors.*

|  | Appointed | Current Term Expiration |
|--|-----------|-------------------------|
| Representative – Vice Mayor Stephen Houlahan | 01/09/19  | 01/09/20                |
| Alternate – Council Member Ronn Hall         | 01/09/19  | 01/09/20                |
| Resident – Warren H. Savage, Jr.             | 01/24/18  | 01/23/19                |

**EAST COUNTY ECONOMIC DEVELOPMENT COUNCIL**

*Qualifications: Member of the City Council*

|   | Appointed | Current Term Expiration |
|---|-----------|-------------------------|
| Representative – Council Member Laura Koval | 01/09/19  | 01/09/20                |
| Alternate – Council Member Ronn Hall        | 01/09/19  | 01/09/20                |

**GOODAN RANCH POLICY COMMITTEE**

*Qualifications: Three elected representatives from the County of San Diego, City of Poway and City of Santee*

|  | Appointed | Current Term Expiration |
|--|-----------|-------------------------|
| Representative – Vice Mayor Stephen Houlahan | 01/09/19  | 01/09/20                |
| Alternate – Council Member Rob McNelis       | 01/09/19  | 01/09/20                |

**HEARTLAND COMMUNICATIONS FACILITY COMMISSION\***

*Each public agency which is a party to this agreement has one seat on the Commission. The cities of El Cajon, Lemon Grove, Santee, and La Mesa, and the Alpine, Bostonia, Lakeside and San Miguel Fire Protection Districts jointly equip, maintain, operate and staff a facility, thereby providing emergency services of receiving and dispatching calls to said public agencies; term is per appointing agency*

|   | Appointed | Current Term Expiration |
|---|-----------|-------------------------|
| Representative – Council Member Laura Koval | 01/09/19  | 01/09/20                |
| Alternate – Council Member Rob McNelis      | 01/09/19  | 01/09/20                |

\*Stipend Received

LOCAL APPOINTMENTS LIST, REVISED JANUARY 2019

**HEARTLAND FIRE TRAINING FACILITY AUTHORITY COMMISSION\***

*Qualifications: Agency member Heartland Fire Training Facility Authority; term is per appointing agency*

|   | Appointed | Current Term Expiration |
|---|-----------|-------------------------|
| Representative – Council Member Rob McNelis | 01/09/19  | 01/09/20                |
| Alternate – Council Member Ronn Hall        | 01/09/19  | 01/09/20                |

*\*Stipend Received*

**LEAGUE OF CALIFORNIA CITIES\***

*Qualifications: Member of the City Council; terms are annual.*

|                                      | Appointed | Current Term Expiration |
|--------------------------------------|-----------|-------------------------|
| Representative – Mayor John Minto    | 01/09/19  | 01/09/20                |
| Alternate – Council Member Ronn Hall | 01/09/19  | 01/09/20                |

*\*Any Council Member may choose to attend any individual event*

**MISSION TRAILS REGIONAL PARK TASK FORCE**

*Qualifications: Member of City Council; terms are annual*

|  | Appointed | Current Term Expiration |
|--|-----------|-------------------------|
| Representative – Vice Mayor Stephen Houlahan | 01/09/19  | 01/09/20                |
| Alternate – Council Member Rob McNelis       | 01/09/19  | 01/09/20                |

**SAN DIEGO ASSOCIATION OF GOVERNMENTS (SANDAG) Board of Directors\***

*Qualifications: Member of the City Council; terms are annual*

|  | Appointed | Current Term Expiration |
|--|-----------|-------------------------|
| Representative – Mayor John Minto                      | 01/09/19  | 01/09/20                |
| Alternate – Council Member Ronn Hall                   | 01/09/19  | 01/09/20                |
| 2 <sup>nd</sup> Alternate – Council Member Rob McNelis | 01/09/19  | 01/09/20                |

*\*Stipend Received*

**SAN DIEGO METROPOLITAN TRANSIT SYSTEM (MTS)\***

*Qualifications: Member of the City Council; terms are annual.*

|   | Appointed | Current Term Expiration |
|---|-----------|-------------------------|
| Representative – Council Member Ronn Hall | 01/09/19  | 01/09/20                |
| Alternate – Council Member Rob McNelis    | 01/09/19  | 01/09/20                |

*\*Stipend Received*

**SAN DIEGO RIVER CONSERVANCY BOARD**

*Qualifications: Member of the City Council; terms are annual.*

|  | Appointed | Current Term Expiration |
|--|-----------|-------------------------|
| Representative – Vice Mayor Stephen Houlahan | 01/09/19  | 01/09/20                |

LOCAL APPOINTMENTS LIST, REVISED JANUARY 2019

**CITIZEN COMMITTEES**

| <b><u>CITIZENS ADVISORY COMMITTEE FOR MISSION TRAILS REGIONAL PARK</u></b> |           |                         | <b><u>DISTRICT</u></b> |
|--|-----------|-------------------------|------------------------|
| <i>Qualifications: City of Santee resident; terms are annual</i>           |           |                         |                        |
|  | Appointed | Current Term Expiration |                        |
| Representative –   |           |                         |                        |

| <b><u>COMMUNITY ORIENTED POLICING COMMITTEE</u></b>   |           |                         | <b><u>DISTRICT</u></b> |
|---|-----------|-------------------------|------------------------|
| <i>Requirements: Members are set forth by Council and include a City Council Member, City Manager, Santee Sheriff's Station Commander, representatives from the Santee School District, Grossmont Union High School District, Chamber of Commerce, Santee Collaborative Institute for Public Strategies, 2 Citizens-At-Large and Santee Solutions Coalition; term limits are at the pleasure of the legislative body.</i> |           |                         |                        |
|   | Appointed | Current Term Expiration |                        |
| Representative – John Minto, Mayor  | 01/24/18  | 01/23/19                |                        |
| Citizen-At-Large – Mike Aiken   | 01/24/18  | 01/23/19                | 2                      |
| Citizen-At-Large – Dustin Trotter   | 01/24/18  | 01/23/19                | 4                      |

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

| <b><u>MANUFACTURED HOME FAIR PRACTICES COMMISSION*</u></b>  |           |                         | <b><u>DISTRICT</u></b> |
|---|-----------|-------------------------|------------------------|
| <i>Qualifications: The Commission consists of five regular members and all members must be resident electors and are appointed by the Mayor, with the approval of the City Council. Term: Each regular member shall be appointed to serve a two-year term and shall hold office until a new member has been duly appointed.</i> |           |                         |                        |
|   | Appointed | Current Term Expiration |                        |
| Commissioner (Vacant)   |           |                         |                        |
| Commissioner Keshav Damoor  | 01/27/16  | 01/23/19                | 4                      |
| Commissioner (Vacant)   |           |                         |                        |
| Commissioner Rusty Williams   | 09/24/03  | 01/25/19                | 1                      |
| VACANT – Resident Elector   | OPEN      | 01/25/20                |                        |

\*Stipend Received

LOCAL APPOINTMENTS LIST, REVISED JANUARY 2019

| <b><u>SALARY SETTING ADVISORY COMMITTEE</u></b>  |           |                         | <b><u>DISTRICT</u></b> |
|--|-----------|-------------------------|------------------------|
| <i>Regular biennial meetings are held on odd-numbered years. Appointments are made by the Mayor, with the approval of the City Council; terms are at the pleasure of the legislative body.</i> |           |                         |                        |
|  | Appointed | Current Term Expiration |                        |
| VACANT   | OPEN      |                         |                        |
| VACANT   | OPEN      |                         |                        |
| Karen Bisignano  | 01/28/09  |                         | 2                      |
| VACANT   | OPEN      |                         |                        |
| Marilynn Lynn  | 01/28/09  | 01/23/19                | 4                      |
| VACANT   | OPEN      |                         |                        |
| Warren Savage  | 01/28/09  |                         | 4                      |
| Keshav Damoor  | 08/28/13  |                         | 4                      |

| <b><u>SANTEE PARK AND RECREATION COMMITTEE (SPARC)</u></b>   |           |                         | <b><u>DISTRICT</u></b> |
|--|-----------|-------------------------|------------------------|
| <i>Resident appointments to the SPARC are made by the Mayor, with the approval of the City Council. Term is at the pleasure of the legislative body.</i> |           |                         |                        |
|  | Appointed | Current Term Expiration |                        |
| VACANT   | 01/24/18  |                         |                        |
| Anita Bautista   | 10/11/95  | 01/23/19                | 1                      |
| Ken Fox, Chair   | 04/28/99  | 01/23/19                | 2                      |
| VACANT – Vice Chair  |           |                         |                        |
| Rusty Williams   | 10/24/01  |                         | 1                      |
| Charles Hattaway   | 05/27/03  |                         | 1                      |
| VACANT   |           |                         |                        |
| VACANT – Secretary   |           |                         |                        |
| Alan Tuthill   | 06/22/11  |                         | 1                      |
| VACANT   |           |                         |                        |
| Laqueta Strawn   | 01/25/12  |                         | 4                      |
| Patricia Fortin  | 08/26/15  |                         | 2                      |
| Dustin Trotter   | 08/26/15  |                         | 4                      |
| VACANT   |           |                         |                        |

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

14

**MEETING DATE**      January 23, 2019

**AGENDA ITEM NO.**

**ITEM TITLE**            **APPROVE PARTNERSHIP WITH CHULA VISTA AND LA MESA TO PREPARE A COMMUNITY CHOICE AGGREGATION FEASIBILITY STUDY**

**DIRECTOR/DEPARTMENT**            Shawn Hagerty, City Attorney  
Marlene Best, City Manager

**SUMMARY**

Many cities in California, including San Diego, are currently investigating Community Choice Aggregation (“CCA”). Solana Beach has the only active CCA in San Diego County. The cities of Encinitas, Oceanside, Carlsbad, and Del Mar are currently conducting a joint (four city) CCA feasibility study, which is expected to be completed in early 2019. The cities of Chula Vista and La Mesa recently selected a EES Consulting, Inc. (“EES”) to prepare a joint CCA feasibility study for their communities. Santee has the opportunity to join Chula Vista and La Mesa in participating in this study, as discussed in the attached letter from EES.

On January 9, 2019, the City Council received a presentation from Best Best & Krieger attorney Ryan Baron regarding CCAs. Following the presentation, the City Council provided direction to staff to bring back options for undertaking a CCA feasibility study.

Below for Council’s consideration are two options for pursuing a CCA feasibility study:

Option 1: Issue an RFP for a CCA feasibility study, review proposals, and award an individual contract to a consultant who would prepare a CCA feasibility study for Santee. This option would take longer than Option 2, because of the time involved in advertising and processing an RFP. This option would also be more costly than Option 2, because Santee would be solely responsible for funding the study. Based on information provided by EES, the estimated cost of a Santee-only study is \$65,170 (consultant fee plus approximately \$5,000 to be paid to SDG&E to request load data).

Option 2: Partner with Chula Vista and La Mesa to prepare a joint (three city) feasibility study. This option could occur more quickly than Option 1, because La Mesa and Chula Vista have already selected the consultant, and would be less costly, because it would allow Santee to share the costs of preparing the study with Chula Vista and La Mesa. The estimated cost of joining the Chula Vista and La Mesa study is approximately \$28,258.83 (consultant fee plus approximately \$5,000 to be paid to SDG&E to request load data.) This estimated fee is based on recent cost-sharing discussions with Chula Vista and La Mesa, and therefore differs from the fee set forth in the EES letter.

**FINANCIAL STATEMENT** <sup>jm</sup> Funding for a CCA feasibility study would require an appropriation from the General Fund reserve.

**CITY ATTORNEY REVIEW**       N/A       Completed

**RECOMMENDATION** <sup>jk for MB</sup>

Select Option 2 and authorize the City Manager to take any steps necessary to move forward with the study and to execute all necessary documents.

**ATTACHMENTS**

Santee CCA Feasibility Letter from EES  
Chula Vista and La Mesa CCA Study Cost Sharing Agreement





January 16, 2019

Ms. Marlene Best  
City Manager, City of Santee  
10601 Magnolia Ave  
Santee, CA 92071

SUBJECT: Consumer Choice Aggregation Technical Feasibility Study

Dear Ms. Best:

EES Consulting, Inc. (EES) would be pleased to work with the City of Santee (City) to develop a Consumer Choice Aggregation (CCA) Technical Feasibility Study (Study). The City requested estimated budgets for both the option to join with nearby cities currently conducting feasibility studies as well as a budget for the case that the City wishes to conduct its own study. This letter provides background on EES and our experience and involvement in CCAs as well as provides a scope for a Study. Budget estimates and schedule are also included.

#### About EES

EES has previously prepared CCA Feasibility Analyses, Business Plans and Implementation Plans for the Counties of Los Angeles, Alameda, and Ventura, the San Bernardino Associated Governments, the Coachella Valley Association of Governments, Western Riverside Council of Governments, and the City of San José, and is currently preparing a CCA feasibility study for Butte County and the Cities of Encinitas, Carlsbad, Del Mar and Oceanside. EES has also provided CCA Feasibility Peer Review services for the City of Solana Beach and King City and is currently peer reviewing CCA feasibility studies for the City of San Diego. In addition, EES has recently been hired by Sustain OC to perform a CCA feasibility study for Orange County. Finally, EES is an ongoing participant in numerous CCA-related regulatory proceedings at the California Public Utility Commission (CPUC), including the recently concluded Power Charge Indifference Adjustment (PCIA) review proceeding (R.17-06-026).

EES personnel have expertise in all areas of electric utility operations, which has developed over our 40 years of working as a full-service engineering, financial and regulatory consulting firm for the electric utility industry. EES professional staff members have

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570 Kirkland Way, Suite 100  
Kirkland, Washington 98033

Telephone: 425 889-2700

Facsimile: 425 889-2725

A registered professional engineering corporation with offices in  
Kirkland, WA and Portland, OR

Ms. Marlene Best

January 16, 2019

Page 2

backgrounds in engineering, economics, finance, financial analysis, resource development, distributed energy resources (DER), wholesale power and gas markets, public administration, operations research, telecommunications and utility management. Prior to consulting, many of our principals have worked for a utility or regulatory agency. This understanding of the day-to-day workings of a typical utility is invaluable in working with clients and managing projects in an efficient and cost-effective manner. In addition, the senior staff at EES have professional licenses and/or one or more graduate degrees to supplement their practical experience.

Our broad base of clients includes utilities and industrial companies located throughout North America, with a focus on municipalities, cooperatives, CCAs and public power utilities. EES has a track record of success in arenas where the results of the evaluation or analysis may have far reaching effects on the viability of an organization and the local community. Because of the size of our firm and our highly qualified staff, we can deliver results in less time and with less expense to our clients. We are responsive and focused on cost-effective solutions for our clients' needs, and always recommend the most direct and efficient means of carrying out a project. The success of our approach has resulted in the large volume of repeat business that EES enjoys.

### **Scope of Work**

A high-level scope of work is provided below.

#### **1. Load Study and Forecast**

A primary input to the Study is the load forecast for the CCA. The load forecast should be prepared for each rate class and take into account direct access and participation rates. The load forecast determines how much power supply the CCA will need as well as forms the basis for the revenue model. Both retail and system load forecasts should be prepared. Historic loads, provided through a data request by SDG&E, are evaluated for weather conditions and used as the starting point for a CCA that launches in 2021 or later.

Based on the load-forecast output, possible phase-in scenarios for the CCA are then developed. CCA phases typically use rate schedule, account ownership, or geographic regions to differentiate customers into groups for a staggered CCA roll-out that can then be implemented more smoothly than if all accounts were launched simultaneously. For the City of Santee, it is anticipated that the CCA could be implemented in one or two phases.

#### **2. Rate Analysis and Comparison**

Electricity rates for CCA customers include three components: the CCA's cost of generation, SDG&E's cost for transmission and distribution (T&D), and regulated charges such as the Power Charge Indifference Adjustment (PCIA). Based on the outputs of the load forecast and CCA power supply scenario analysis, EES will develop a rate projection

for each of these components for the potential CCA, as well as the competing SDG&E rates out to 10-years. A discussion of how rate structure impacts CCA customer savings will also be included in the analysis.

The CCA generation cost is primarily determined by the cost of power procurement and scheduling, then secondarily by the cost of operating the CCA. Base case procurement cost assumptions will be informed by the power supply scenarios described in the following section. To arrive at power supply cost, EES will draw on current energy market trends, forecasts of market and renewable price projections, and the large EES data base of power cost forecasts derived from numerous other CCA feasibility studies. High and low price scenarios for each of these inputs will be assessed as part of the sensitivity analysis. CCA operational costs include the cost of capital, data management, uncollected accounts, staffing, facilities, legal, and regulatory costs such as the CCA surety bond. EES will also evaluate the impacts of potential CCA customer programs such as a feed-in tariff, net energy metering, or other such programs operated by the CCA to encourage renewable energy project development within its service territory. These programs will be evaluated for potential financial and environmental benefits to the CCA and its customers.

Based on these expenses, EES will estimate the total CCA revenue requirement (budget) and resulting unit costs (rates) for 10-years of operation. Projected revenues will be compared to the annual revenue requirement to identify a rate for existing monthly rates and charges. If necessary, the Plan can be tailored to phase-in rate changes over time. EES will also evaluate the range of possible regulated surcharge costs, such as for the PCIA. The PCIA is a charge applied by the CPUC to ensure that IOU stranded generation costs are not disproportionately passed on to SDG&E's remaining bundled customers as CCAs are formed. EES monitors all CCA-relevant CPUC proceedings very closely to ensure our regulated charge forecast accounts for the most up-to-date regulations. The sensitivity analysis will also explore a range of possible PCIA rates and scenarios.

Finally, EES will project SDG&E's power supply costs based on SDG&E's latest power supply filings, procurement strategy, projected generation costs, and RPS requirements. SDG&E's T&D rates will be forecast based on distribution system investment trends, recent rate filings, and the revenue requirements stated in SDG&E's most recent CPUC filings. Additional sources of variability, such as high and low gas and hydro pricing, and larger economic trends will be explored as part of a sensitivity analysis.

### **3. Supply Scenario Analysis**

EES will work with staff from the City to develop multiple power supply scenarios that match the needs and priorities of the community. Scenarios may vary in their share of renewable energy, greenhouse-gas free energy, locally generated energy, and use of specific generation technologies. All scenarios will consider that consumers would be able to opt-up to a 100% renewable option, which would be offered on a voluntary basis, with

a substantial portion of the electricity from in-State and local renewable resources. One possible set of scenarios might look as follows:

- **Option 1:** Match SDG&E's share of RPS-compliant and GHG-free generation.
- **Option 2:** Minimum 50% RPS compliant power.
- **Option 3:** 100% RPS compliant power.

This analysis will also estimate costs associated with scheduling and ancillary services. The energy procurement analysis will also explore alternative supply options such as energy efficiency programs and local renewable projects (e.g., net energy metering, distributed generation, community solar, etc.). Finally, EES will calculate the GHG emissions reductions of each power supply scenario to ensure the resource portfolios meet each jurisdiction's GHG reduction goals.

#### **4. Pro-Forma Analysis**

EES will prepare a pro-forma financial model that can be adjusted and re-run to evaluate CCA viability under multiple organizational and governance scenarios (i.e. each jurisdiction operating independently or both together). The pro-forma will include a cash-flow analysis with itemized annual CCA operating expenses over the 10-year analysis period. These costs will include start-up costs, CCA surety bond, cost of capital, data management, staffing, customer service, legal services, marketing, accounting, and all power procurement costs such as scheduling, transmission, and surcharges. EES will detail collection of reserves to provide emergency rate stabilization for the CCA in the future. These operating costs will be based on the operating costs of existing CCAs and scaled for the size of the program. Based on these expenses, EES will estimate the total CCA revenue requirement and resulting unit costs for 10-years of operation.

#### **5. Sensitivity Analysis**

EES will examine CCA viability under a wide range of values for all key inputs in the analysis. This analysis will ensure that the recommended resource plan is appropriate under unexpected market and regulatory conditions. The sensitivity analysis will include the following variables:

- Market prices for conventional and renewable energy (high-and low-price scenarios for gas, hydro, solar, etc.)
- Program phase-in at varying supply levels
- Changes in SDG&E generation rates, Power Charge Indifference Adjustment (PCIA), and other customer surcharges
- Customer participation rates
- Changes in policies affecting local renewables development, including possible net metering, federal solar tax credit, and wind power production tax credit changes
- Rate sensitivity to the inclusion of local renewable generation, energy efficiency, demand response, and demand reduction programs
- Identification of any anomalies, either challenges or opportunities, in the service area

- related to geographic, demographic, or economic circumstances
- The inclusion in the supply portfolio of renewable energy resources at levels that exceed state RPS requirements
- The inclusion in the supply portfolio of local and distributed renewable resources, energy efficiency, demand response and demand reduction programs
- Program viability under various customer opt-out rate scenarios (i.e., 2%, 5% and 10% opt-out rates)
- Program viability if other cities opt to join the CCA. Identify the factors that should be considered when adding a new jurisdiction

## **6. Regulatory and Risk Analysis**

EES will evaluate a range of risks and risk mitigation strategies associated with CCA formation and operation. The analysis will address challenges faced by existing CCAs, as well as those anticipated for new CCAs over the next 10 years. For each risk category identified, the Study will describe causes, effects, potential impact, likelihood of occurrence, and strategies to mitigate them. Based on the results of this analysis, risks can then be anticipated and addressed through changes in program policy, contract terms, insurance, financing, and modification of management practices. Specific risks to be analyzed include:

- Power Charge Indifference Adjustment (PCIA) and other regulated surcharges
- CCA Surety Bond
- Risk of over- or under-procurement of electric power
- Market availability of renewable power
- Regulatory and legislative changes impacting CCA financial viability
- Financing and debt risks
- Financing of renewable and distributed energy resource (DER) facilities
- Labor cost risk
- Changes in federal energy policy
- CCA failure and financial risk to participating jurisdictions
- Impact to customers in the event of program failure
- Grid stability

## **7. Governance, Management, and Funding Models**

The project team will evaluate three CCA governance structures: a CCA operated by a Joint Powers Authority (JPA) formed between the two CCA member governments, two separate, individual CCAs, or joining an existing CCA, such as in the City of Solana Beach, the City of San Diego, or another potential SDG&E area CCA. EES will discuss the pros and cons of each structure as they pertain to management efficiency and effectiveness, financial impacts, and decision-making autonomy and discretion. EES will also discuss different management and staffing strategies for the CCA, ranging from a completely internally staffed program to a maximally outsourced program. The project team examined similar scenarios for governance and operation of CCAs in Los Angeles County,

San Bernardino and Riverside Counties, the City of San José and the Cities of Encinitas, Carlsbad, Del Mar and Oceanside.

**8. Economic Impacts**

Another key benefit of a CCA is to bring increased economic vitality to the communities it serves. The project team will use an economic input-output model to estimate the magnitude of CCA impacts on the economy.

**9. Deliverables and Report**

EES will provide regular updates on the progress of the project. In prior engagements such as this one, EES has held weekly or bi-weekly calls with the client to provide these updates, discuss key decisions, and solicit feedback. We can work around any updated schedule requested by the City. As noted above, EES will involve staff from the City to ensure the study design, power portfolio scenarios, and other key decisions are consistent with the vision of the Cities. Key decisions and discussions will be documented for reference by City staff. EES will then provide a draft Technical Study in MS Word format as well as a draft pro-forma model in MS Excel for Staff review. We will also make our work available to a third-party reviewer as needed, which we’ve done for several previous CCA Feasibility studies.

After review is complete, EES will provide a final version of the study and the pro-forma model. EES will present the study findings to staff, City Council, or community groups as needed. Finally, EES will support the City in educating local stakeholders and presenting the draft Plan at up to two community events.

**10. Project Timeline**

EES will complete a draft feasibility analysis within 90 days of the release of the electricity load data from SDG&E. EES will then solicit feedback and comments from the City’s staff, implement those changes, and turn around a final report. The expected schedule is detailed in the following chart.

|                                     | Month 1 | Month 2 | Month 3 | Month 4 | Month 5 | Month 6 |
|-------------------------------------|---------|---------|---------|---------|---------|---------|
| Notice to Proceed                   |         |         |         |         |         |         |
| Data Received from SDG&E            |         |         |         |         |         |         |
| 1. Load Study and Forecast          |         |         |         |         |         |         |
| 2. Supply Scenario Analysis         |         |         |         |         |         |         |
| 3. Rate Analysis and Comparison     |         |         |         |         |         |         |
| 4. Pro-Forma Analysis               |         |         |         |         |         |         |
| 5. Sensitivity Analysis             |         |         |         |         |         |         |
| 6. Regulatory and Risk Analysis     |         |         |         |         |         |         |
| 7. Governance, Management & Funding |         |         |         |         |         |         |
| 8. Economic Impacts                 |         |         |         |         |         |         |
| 9. Deliverables and Reports         |         |         |         |         |         |         |
| 10. Presentations, Other            |         |         |         |         |         |         |

If the City submits its data request to SDG&E by January 25, 2019, we anticipate load data will be provided by the end of February and the draft report could be submitted to City staff in June and finalized by early August.

**Budget**

EES charges the following hourly billing rates:

|                                       |       |
|---------------------------------------|-------|
| President .....                       | \$250 |
| Senior Associate .....                | 245   |
| Manager .....                         | 240   |
| Senior Project Manager.....           | 235   |
| Project Manager.....                  | 230   |
| Senior Analyst/Engineer.....          | 225   |
| Analyst/Engineer .....                | 220   |
| Senior Administrative Assistant ..... | 170   |

Preliminary budget estimates are provided for two scenarios: 1) the City joins Chula Vista and La Mesa; and 2) the City pursues a CCA Feasibility Study on its own. The incremental expenses are based on additional time needed to develop an individual analysis for the City including data processing and load forecasting, power supply analysis, reporting, and presentations at the City. The individual study assumes that the City conducts the Technical Feasibility study for just the City of Santee (no other partners).

| Task   | Incremental to Chula Vista & La Mesa | Individual Study |
|--|--------------------------------------|------------------|
| 1. Load Study and Forecast                   | \$1,840                              | \$3,680          |
| 2. Supply Scenario Analysis                  | \$920                                | \$3,680          |
| 3. Rate Analysis and Comparison              | \$960                                | \$7,680          |
| 4. Pro-Forma Analysis                        | \$2,080                              | \$10,400         |
| 5. Sensitivity Analysis                      |                                      | \$5,600          |
| 6. Regulatory and Risk Analysis              |                                      | \$3,720          |
| 7. Governance, Management and Funding Models |                                      | \$2,800          |
| 8. Economic Impacts                          |                                      | \$2,840          |
| 9. Deliverables and Reports                  | \$3,840                              | \$11,520         |
| 10. Presentations, Other                     | \$5,500                              | \$8,250          |
| <b>GRAND TOTAL</b>                           | <b>\$15,140</b>                      | <b>\$60,170</b>  |

Ms. Marlene Best  
January 16, 2019  
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Out-of-pocket expenses will be billed separately at their actual cost to EES. The above quoted fees will remain in effect until December 31, 2019.

**Summary**

We look forward to working with the City on this interesting project and hope to hear back from you soon. In the meantime, feel free to call me with any questions.

Very truly yours,

A handwritten signature in cursive script that reads "Gary Saleba".

Gary Saleba  
President/CEO



## **Agreement to Share Cost of Community Choice Aggregation Technical Feasibility Study**

This Cost Share Agreement (AGREEMENT) is entered into by the City of Chula Vista and the City of La Mesa (collectively, PARTIES, and individually, PARTY), to establish the responsibilities of each PARTY with respect to the preparation of a Community Choice Aggregation Technical Feasibility Study.

### RECITALS

1. WHEREAS, in 2002, the California State Legislature passed Assembly Bill 117, enabling Community Choice Aggregation (CCA); and
2. WHEREAS, Community Choice Aggregation enables various entities to serve as 'community choice aggregators' to combine electrical loads of multiple end-use customers and provide power supply services, including facilitating the sale and purchase of electrical energy, transmission, and other services on behalf of the end-use customers; and
3. WHEREAS, State law authorizes any city, or group of cities operating as a joint powers agency, to serve as a community choice aggregator to combine the loads of its residents, businesses, and municipal facilities to reduce transaction costs to consumers, provide consumer protections, and leverage the negotiation of contracts; and
4. WHEREAS, prior to furnishing electricity to consumers, a community choice aggregator is required to file a CCA implementation plan detailing the process and outcomes of aggregation for adoption by the California Public Utilities Commission; and
5. WHEREAS, an adopted CCA implementation plan is required to address: a. the organizational structure of the CCA program, its operations, and its funding, b. rate setting and other costs to participants, c. provisions for disclosure and due process in setting rates and allocating costs among participants, d. the methods for entering and terminating agreements with other entities, e. the rights and responsibilities of program participants, including, but not limited to, consumer protection procedures, credit issues, and shutoff procedures, f. termination of the program, and g. a description of the third parties that will be supplying electricity under the program, including, but not limited to, information about financial, technical, and operational capabilities; and
6. WHEREAS, a CCA Technical Feasibility Study would evaluate the environmental, financial, economic, and technical implications and overall viability of establishing a CCA program among the PARTIES; and

## **Agreement to Share Cost of Community Choice Aggregation Technical Feasibility Study**

7. WHEREAS, a CCA Technical Feasibility Study would provide the PARTIES with a basis upon which to determine whether further investment might be warranted to develop a CCE implementation plan; and
8. WHEREAS, the City of Chula Vista and the City of La Mesa have each expressed interest in studying the feasibility of establishing CCA through Council resolution or by some other policy directive; and
9. WHEREAS, the City of Chula Vista has agreed to provide project management and contract administration services on behalf of the PARTIES and to engage a consultant to prepare a joint CCA Technical Feasibility Study; and
10. WHEREAS, the PARTIES have agreed to share the costs of a joint CCA Technical Feasibility Study; and
11. WHEREAS, the PARTIES have agreed that the costs of the CCA Technical Feasibility Study will be based upon a scope of work to be finalized and unanimously agreed upon by the PARTIES, in general accordance with the tasks outlined in Exhibit A to this AGREEMENT and incorporated herein by this reference.

### AGREEMENT

NOW, THEREFORE, the PARTIES mutually agree as follows:

- I. **PURPOSE:** The purpose of this AGREEMENT is to identify the PARTIES' individual and collective responsibilities and cost-sharing obligations with respect to the preparation of a joint CCA Technical Feasibility Study.
- II. **TERM:** The term of this AGREEMENT shall commence once the AGREEMENT is fully executed by all PARTIES and shall end upon completion of the CCA Technical Feasibility Study.
- III. **PARTY RESPONSIBILITIES AND PARTICIPATION:**
  - A. **RESPONSIBILITIES OF PARTY LEAD:** The City of Chula Vista is hereby designated as PARTY Lead. The City of Chula Vista will be responsible for overall project management, administration of consultant contracts, ensuring the quality and timeliness of consultant work products, and coordinating and facilitating cooperation among the PARTIES and the consultant.

## **Agreement to Share Cost of Community Choice Aggregation Technical Feasibility Study**

**B. RESPONSIBILITIES OF ALL PARTIES:** PARTIES agree to participate in studying the feasibility of CCA, including the process of preparing a CCA Technical Feasibility Study and agree to assign one (1) person to serve as its representative to participate in meetings (at least 80% of all meetings), participate in a consultant selection panel (as deemed appropriate by all PARTIES), and collaborate on developing strategies, making decisions, and reviewing work products and submittals. Each PARTY agrees to be responsive in this effort and, while recognizing that all parties may have different interests, the PARTIES agree to aim for consensus on decisions whenever possible.

The PARTIES shall have full access to, and opportunity to provide comments on, all consultant work product, including working documents. All PARTIES shall have co-ownership of all consultant work products.

### **IV. FUNDING:**

- A. Each PARTY shall pay its share of expenses within sixty (60) days of receipt of an invoice from the PARTY Lead. The PARTY Lead shall send invoices to the City of La Mesa on a quarterly basis based on a proportional distribution of costs over the Fiscal Year. Funds collected and not expended at termination of the AGREEMENT shall be refunded or credited to the PARTY that contributed the funds.
- B. The total cost incurred by each PARTY shall not exceed those shown in Table 1 without the prior written approval of each PARTY and amendment of this AGREEMENT by all PARTIES.
- C. The total cost to prepare the CCA Technical Feasibility Study, excluding the cost associated with requesting the data from SDG&E, shall not exceed \$74,200. That total cost will be divided among the PARTIES as shown in Table 1 below. The not-to-exceed costs allocated in Table 1 are based on each PARTY paying 20% of the Study Cost plus a per capita allotment.

**Table 1. Cost Share Budget**

| City        | Total Population | Proportional Population | Proportional Pop. Cost | Fixed Cost (20%) | Total Study Cost |
|-------------|------------------|-------------------------|------------------------|------------------|------------------|
| Chula Vista | 267,172          | 0.82                    | \$36,361.27            | \$14,840         | \$51,201.27      |

**Agreement to Share Cost of  
Community Choice Aggregation Technical Feasibility Study**

|                |                |             |                 |                 |                 |
|----------------|----------------|-------------|-----------------|-----------------|-----------------|
| <b>La Mesa</b> | 59,948         | 0.18        | \$8,158.73      | \$14,840        | \$22,998.73     |
| <b>Total</b>   | <b>327,120</b> | <b>1.00</b> | <b>\$44,520</b> | <b>\$29,680</b> | <b>\$74,200</b> |

- V. **AMENDMENTS TO THE AGREEMENT:** This AGREEMENT may be amended upon unanimous consent of the PARTIES. No amendment shall be effective unless agreed to in writing by all PARTIES.
  
- VI. **GOVERNING LAW:** This AGREEMENT shall be governed and construed in accordance with the laws of the State of California. If any provision or provisions shall be held to be invalid, illegal or unenforceable, it shall not in any way affect the validity, legality, and enforceability of the remaining provisions. In addition, each PARTY agrees to comply with all federal, state and local laws and ordinances applicable to the work to be performed under the terms of this AGREEMENT.
  
- VII. **WAIVER AND CONSENT:** No term or provision hereof shall be deemed waived and no breach of any term or provision hereof shall be deemed consented to, unless such waiver or consent shall be in writing and signed by the PARTY alleged to have so waived or consented. No waiver by any PARTY of any term or provision hereof, whether express or implied, shall constitute a waiver by that PARTY of any other term or provision hereof. No consent by any PARTY to a breach of any term or provision hereof, whether express or implied, shall constitute a consent by that PARTY to a breach of any other different or subsequent breach of any term or provision hereof.
  
- VIII. **DISPUTES:** The PARTIES agree to mediate any dispute prior to filing suit or prosecuting suit against the other parties. In the event suit is brought upon this AGREEMENT to enforce its terms, each PARTY shall be responsible for its own attorneys' fees and costs.
  
- IX. **APPLICATION OF PRIOR AGREEMENTS:** This AGREEMENT constitutes the entire Agreement between the PARTIES with respect to the subject matter; all prior agreements, representations, statements, negotiations, and undertakings are superseded hereby.
  
- X. **TERMINATION:** Any PARTY may terminate this AGREEMENT by giving written notice to the other PARTIES no less than 30 days prior to the effective date of termination. Termination of this AGREEMENT does not release any PARTY from its financial

## **Agreement to Share Cost of Community Choice Aggregation Technical Feasibility Study**

responsibilities as outlined in Section IV of this AGREEMENT. Upon termination, the terminating PARTY shall pay its cost share in full.

- XI. **ADVICE OF COUNSEL:** Each PARTY acknowledges it has consulted with and been advised by its respective attorneys concerning the terms of this AGREEMENT, or that it knowingly declined to consult with or seek the advice of an attorney, and that it has executed this AGREEMENT after independent investigation.
- XII. **JOINT DRAFT:** Each PARTY has had the opportunity to participate in the drafting and preparation of this AGREEMENT. Any construction to be made of this AGREEMENT or any of its terms or provisions shall not be construed against any one PARTY.
- XIII. **WARRANTY OF AUTHORITY TO EXECUTE AGREEMENT:** Each person executing this AGREEMENT on behalf of any PARTY hereto hereby warrants that he or she has authority to so execute this AGREEMENT in that capacity, that no other approval or consent other than that of the person executing this AGREEMENT is necessary for the due and legal execution of this AGREEMENT and that the PARTY on whose behalf the AGREEMENT is signed, including that PARTY's agents, officers and employees, is legally bound thereby as of the date the AGREEMENT is executed.
- XIV. **COUNTERPARTS:** This AGREEMENT may be executed in counterparts, with the same force and effect as if executed in a single, complete document. For purposes of this AGREEMENT, a facsimile or Portable Document Format ("PDF") execution shall be considered as the equivalent of a wet ink signature, shall be deemed good and valid acceptance of this AGREEMENT, and shall be reasonably relied upon by all PARTIES.

**Agreement to Share Cost of  
Community Choice Aggregation Technical Feasibility Study**

IN WITNESS THEREOF, this AGREEMENT is executed as follows:

For the City of Chula Vista

BY: \_\_\_\_\_  
MARY CASILLAS SALAS  
MAYOR

APPROVED AS TO FORM

BY: \_\_\_\_\_  
Glen R. Googins  
City Attorney

**Agreement to Share Cost of  
Community Choice Aggregation Technical Feasibility Study**

IN WITNESS THEREOF, this AGREEMENT is executed as follows:

For the City of La Mesa

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

\_\_\_\_\_

Title

## **Agreement to Share Cost of Community Choice Aggregation Technical Feasibility Study**

### **EXHIBIT A: Draft Scope of Work**

The specific deliverables provided under this Agreement include the following:

- a) Bi-weekly updates with assigned project staff;
- b) Coordination with Partners to finalize load data request to SDG&E;
- c) Finalize study scope, assumptions, and power supply scenarios;
- d) Summary of communications with and vetting of study assumptions and finding by SDG&E and/or Sempra Services Corporation;
- e) Draft Technical Study in Microsoft Word format, plus additional drafts as necessary;
- f) Draft pro-forma model in Microsoft Excel format, plus additional drafts as necessary;
- g) Responses to any reasonable third-party reviewer as directed by the Partners;
- h) Final Technical Study and all relevant final documents and models;
- i) Presentation of study findings and results to all Partner staff, Councils, advisory boards, and/or public meetings (up to six presentations);
- j) Outreach to the public to support the study including assistance in preparing web content, fliers, social media blasts and press releases for each of the six public meetings.