

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

STAFF:
ASSISTANT TO THE CITY MANAGER
Kathy Valverde
COMMUNITY SERVICES DIRECTOR
Bill Maertz
DEVELOPMENT SERVICES DIRECTOR
Melanie Kush
FINANCE DIRECTOR/TREASURER
Tim McDermott
FIRE & LIFE SAFETY DIRECTOR/FIRE CHIEF
John Garlow
HUMAN RESOURCES DIRECTOR
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**

**Wednesday, April 10, 2019
7:00 PM**

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

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: Gary Lawton – Calvary Chapel of Santee

PLEDGE OF ALLEGIANCE

PRESENTATION: Dr. Nabil Abu-Ghazaleh – Grossmont College

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 for the March 26, 2019 Special Meeting and the March 27, 2019 Regular Meeting. (City Clerk – Ortiz)**
- (3) Approval of Payment of Demands as presented. (Finance – McDermott)**

- (4) **Adoption of a Resolution accepting the Internally Illuminated Street Name Sign Lighting Replacement Project (CIP 2018-03) as complete. (Development Services – Kush)**
- (5) **Authorize appropriation and expenditure of FY 2018 State Homeland Security Grant Funds in accordance with all program requirements and approve purchase of APX 8000 portable radios and related equipment from Motorola Incorporated per utilization of the County of San Diego Cooperative Regional Communications System (RCS) Contract for an amount not to exceed \$35,124. (Fire – Garlow)**

NEW BUSINESS:

- (6) **Public Workshop on short-term rentals. (Development Services – Kush)**

Recommendation:

Receive report and provide direction to staff on allowing short-term rentals or maintaining their prohibition.

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:**CITY MANAGER REPORTS:****CITY ATTORNEY REPORTS:****CLOSED SESSION:**

- (7) **LIABILITY CLAIM**
(Gov. Code section 54956.95)
Claimant: Andrew Farquhar
Agency Claimed Against: City of Santee
- (8) **CONFERENCE WITH LABOR NEGOTIATORS**
(Government Code Section 54957.6)
City Designated Representative: City Manager
Employee Organization: Santee Firefighters Association
- (9) **CONFERENCE WITH REAL PROPERTY NEGOTIATORS**
(Gov. Code section 54956.8)
Property: Parcel 4 of Parcel Map 18857 located in Trolley Square (Library site)
City Negotiator: City Manager
Negotiating Parties: Excel Hotel Group and Vestar Kimco Santee, LP
Under Negotiation: Price and terms of payment

ADJOURNMENT:



Apr	04	SPARC	Civic Center Building 8A
Apr	08	Community Oriented Policing Committee	Council Chamber
Apr	10	City Council Meeting	Council Chamber
Apr	24	City Council Meeting	Council Chamber
May	02	SPARC	Civic Center Building 8A
May	08	City Council Meeting	Council Chamber
May	13	Community Oriented Policing Committee	Council Chamber
May	22	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.

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

State of California } County of San Diego } ss. City of Santee }	<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>April 5, 2019</u> , at <u>4:00 p.m.</u>	
_____ Signature	_____ 04/05/19 Date

City of Santee
COUNCIL AGENDA STATEMENT

MEETING DATE April 10, 2019

AGENDA ITEM NO.

ITEM TITLE PRESENTATION: GROSSMONT COLLEGE

DIRECTOR/DEPARTMENT John W. Minto, Mayor

SUMMARY

Dr. Nabil Abu-Ghazaleh will provide a brief presentation on Grossmont College.

FINANCIAL STATEMENT N/A

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION Receive presentation.

ATTACHMENTS (Listed Below)

None

City of Santee
COUNCIL AGENDA STATEMENT

Item 1

MEETING DATE April 10, 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

Item 2

MEETING DATE April 10, 2019

AGENDA ITEM NO.

ITEM TITLE **APPROVAL OF MEETING MINUTES OF THE SANTEE CITY COUNCIL FOR THE MARCH 26, 2019, SPECIAL MEETING AND THE MARCH 27, 2019 REGULAR MEETING.**

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

SUMMARY

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

FINANCIAL STATEMENT N/A

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION

Approve Minutes as presented.

ATTACHMENT

March 26, 2019 Special Meeting Minutes
March 27, 2019 Regular Meeting Minutes

DRAFT

Minutes

Santee City Council

**Mission Trails Regional Park Visitor Center
One Father Junipero Serra Trail
San Diego, CA 92119**

**March 26, 2019
9:00 a.m.**

1. CALL TO ORDER

This Special Meeting of the Santee City Council was called to order by Mayor John W. Minto at 9:15 a.m.

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

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

2. CITY COUNCIL/STAFF PLANNING WORKSHOP

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

3. PUBLIC COMMENT

There was no public comment.

4. ADJOURNMENT

There being no further business, the meeting was adjourned at 4:12 p.m.

Date Approved:

Annette Ortiz, MBA, CMC, City Clerk

**Minutes
Santee City Council
Council Chamber – Building 2
10601 Magnolia Avenue
Santee, California
March 27, 2019**

DRAFT

This Regular Meeting of the Santee City Council was called to order by Mayor John W. Minto at 7:02 p.m.

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

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

The **INVOCATION** was given by Pastor Danny Henderson of City Hills Church and the **PLEDGE OF ALLEGIANCE** was led by City Manager Marlene Best.

CONSENT CALENDAR:

- (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 for the March 13, 2019 Regular Meeting. (City Clerk – Ortiz)**
- (3) **Approval of Payment of Demands as presented. (Finance – McDermott)**
- (4) **Approval of the expenditure of \$53,744.87 for February 2019 Legal Services and Related Costs. (Finance – McDermott)**
- (5) **Authorization of Fiscal Year 2018-19 expenditures with South Coast Emergency Vehicle Service for as-needed fire apparatus repairs and replacement parts in the amount of \$26,000. (Fire – Garlow)**
- (6) **Acceptance and appropriation of \$13,708 for Fiscal Year 2018 Urban Area Security Initiative (UASI) Grant Training Funds for UASI Training backfill overtime reimbursement and to conduct a regional safety officer class. (Fire – Garlow)**
- (7) **Authorize State Senator Brian Jones to use a reproduction of the City Seal and delegate to the Mayor the authorization to approve future requests for use of reproductions of the City Seal as appropriate. (Council – Mayor Minto)**

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

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.

NEW BUSINESS:

- (8) **Resolution authorizing the purchase of eight multi-function copy machines totaling \$104,026.16 from Sharp Business Systems in accordance with Sourcewell Contract No. 083116-SEC; Declare up to eight copiers and 84 computers as surplus property and authorize the donation of surplus property to a charitable organization. (City Manager – Valverde) (Reso 019-2019)**

The Assistant to the City Manager provided the staff report and responded to Council questions.

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.

NON-AGENDA PUBLIC COMMENT:

- (A) Jeff O'Connor, HomeFed Corp, presented a donation to Bree Humphrey, Special Events Supervisor, for \$21,000.00 to sponsor City Special Events.
- (B) Melanie Knight, Campaign for Non-Toxic Santee, urged Council to look into adopting an Integrative Pest Management Program in Santee.

The Council recessed at 7:15 p.m. and reconvened in Open Session at 7:25 p.m.

CITY COUNCIL REPORTS:

- (9) **State of the City Address. (Council – Mayor Minto)**

Vice Mayor Houlahan introduced Mayor Minto who then delivered the State of the City address and update on City Council priorities. He provided an overview of the accomplishments of the City over the past year and commended staff for all their efforts for the City. He closed with remarks regarding Santee's bright future.

CITY MANAGER REPORTS: None

CITY ATTORNEY REPORTS: None

Council Members recessed at 8:19 p.m. and convened in Closed Session at 8:27 p.m.

CLOSED SESSION:

- (10) **CONFERENCE WITH LABOR NEGOTIATORS**
(Government Code Section 54957.6)
City Designated Representative: City Manager
Employee Organization: Santee Firefighters Association

Council Members reconvened in Open Session at 8:41 p.m. with all members present. Mayor Minto reported that for Item 10, information was received and no action was taken.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:42 p.m.

Date Approved:

Annette Ortiz, MBA, CMC, City Clerk

City of Santee
COUNCIL AGENDA STATEMENT

Item 3

MEETING DATE April 10, 2019

AGENDA ITEM NO.

ITEM TITLE PAYMENT OF DEMANDS

DIRECTOR/DEPARTMENT

Tim K. McDermott, Finance *m*

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 *m*

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

CITY ATTORNEY REVIEW

N/A Completed

RECOMMENDATION *MAB*

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>
03/15/2019	Accounts Payable	\$ 10,485.51
03/18/2019	Accounts Payable	95,471.12
03/18/2019	Accounts Payable	98,820.84
03/19/2019	Accounts Payable	21,215.06
03/20/2019	Accounts Payable	1,574,121.59
03/28/2019	Payroll	355,721.99
03/28/2019	Accounts Payable	<u>49,753.59</u>
	TOTAL	<u><u>\$2,205,589.70</u></u>

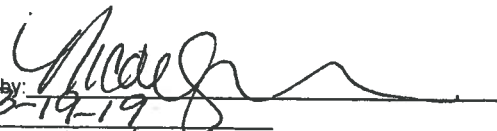
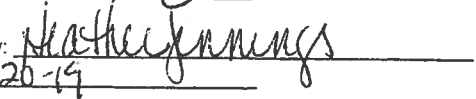
I hereby certify to the best of my knowledge and belief that the foregoing demands listing is correct, just, conforms to the approved budget, and funds are available to pay said demands.



Tim K. McDermott, Director of Finance


Bank code : ubgen

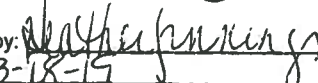
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
556	3/15/2019	12774 LIABILITY CLAIMS ACCOUNT	02282019		LIABILITY CLAIMS	10,485.51	
						Total :	10,485.51
1 Vouchers for bank code : ubgen						Bank total :	10,485.51
1 Vouchers in this report						Total vouchers :	10,485.51

Prepared by: 
Date: 3-19-19
Approved by: 
Date: 3-20-19

Bank code : ubgen


Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
34457	3/18/2019	10955 DEPARTMENT OF THE TREASURY	March Retirees PPE 03/06/19		FEDERAL WITHHOLDING TAX FED WITHHOLD & MEDICARE	75.00 71,297.19
					Total :	71,372.19
34478	3/18/2019	10956 FRANCHISE TAX BOARD	PPE 03/06/19		CA STATE TAX WITHHELD	24,098.93
					Total :	24,098.93
2 Vouchers for bank code : ubgen					Bank total :	95,471.12
2 Vouchers in this report					Total vouchers :	95,471.12

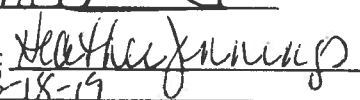
Prepared by: 
Date: 3-18-19

Approved by: 
Date: 3-18-19

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
3193	3/19/2019	10353 PERS	03 19 3		RETIREMENT PAYMENT	98,820.84
Total :						98,820.84
1 Vouchers for bank code : ubgen						Bank total : 98,820.84
1 Vouchers in this report						Total vouchers : 98,820.84

Prepared by: 
Date: 3-18-19

Approved by: 
Date: 3-18-19

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
120901	3/20/2019	10412 AT&T	000012654631		TELEPHONE	794.13
					Total :	794.13
120902	3/20/2019	10516 AWARDS BY NAVAJO	0119423	52162	NAMETAGS	49.58
					Total :	49.58
120903	3/20/2019	10021 BOUND TREE MEDICAL LLC	83123096	52163	EMS SUPPLIES	5.19
			83123097	52163	EMS SUPPLIES	484.33
			83123098	52163	EMS SUPPLIES	806.49
			83124594	52163	MEDICAL SUPPLIES	548.20
			83125924	52163	EMS SUPPLIES	48.03
					Total :	1,892.24
120904	3/20/2019	10023 BUILDERS FENCE COMPANY INC	1735051	52213	FENCING MATERIALS/SUPPLIES	348.62
					Total :	348.62
120905	3/20/2019	10876 CANON SOLUTIONS AMERICA INC	989146167	52240	PLOTTER MAINT & USAGE	32.36
					Total :	32.36
120906	3/20/2019	10032 CINTAS CORPORATION #694	4017316259	52207	UNIFORM/PARTS CLEANER RNTL	64.65
			4017397370	52207	STATION SUPPLIES	52.47
					Total :	117.12
120907	3/20/2019	10050 CITY OF EL CAJON	022219-03		TRAINING REGISTRATION	1,110.00
					Total :	1,110.00
120908	3/20/2019	10979 CITY OF LA MESA	20661		LIVESCAN FINGERPRINTING	20.00
					Total :	20.00
120909	3/20/2019	11168 CTE INC CLARK TELECOM AND	1970	52263	DIG ALERT MARK-OUTS	436.50
			1985	52263	EXTRA WORK - MULTIPLE LOC	832.50
			1986	52263	STREET LIGHT REPAIRS	1,024.50
					Total :	2,293.50
120910	3/20/2019	13270 DAVID CUMMINGS	Ref000055214		CORRECTED LICENSE TYPE - REF	39.00
					Total :	39.00

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
120911	3/20/2019	12655 DELL MARKETING LP	10300188720	52458	COMPUTER REPLACEMENT	92,504.16
					Total :	92,504.16
120912	3/20/2019	12483 DISCOUNT SIGNS AND BANNERS	5104	52172	SIGNS FOR STATIONS 4 & 5	239.21
					Total :	239.21
120913	3/20/2019	13269 DUNCAN, DARLENE	2003737.001		RECREATION PROGRAM REFUND	12.00
					Total :	12.00
120914	3/20/2019	12271 FERNO WASHINGTON INC	842243	52175	EQUIPMENT REPAIR PARTS	1,284.88
					Total :	1,284.88
120915	3/20/2019	10065 GLOBAL POWER GROUP INC	60296	52147	ELECTRICAL REPAIRS & MAINT	370.08
					Total :	370.08
120916	3/20/2019	10070 HAWTHORNE MACHINERY	PS020043168	52179	VEHICLE REPAIR PART	447.42
					Total :	447.42
120917	3/20/2019	11807 IMPERIAL SPRINKLER SUPPLY	3642480-00	52380	IRRIGATION SUPPLIES	86.36
					Total :	86.36
120918	3/20/2019	12317 LEKOS ELECTRIC INC	1507.02 1507.02R	52465	IISNS LIGHTING REPLACEMENT PF RETENTION	36,075.00 -5,222.70
					Total :	30,852.30
120919	3/20/2019	12718 LSA ASSOCIATES INC	164614	51879	SUSTAINABILTY PROJECT	9,332.61
					Total :	9,332.61
120920	3/20/2019	10079 MEDICO PROFESSIONAL	2344484 2344485	52188 52188	MEDICAL LINEN SERVICE MEDICAL LINEN SERVICE	20.02 8.16
					Total :	28.18
120921	3/20/2019	12604 MSDSONLINE, INC.	192316		HAZARDOUS CHEMICAL DATABASI	2,499.00
					Total :	2,499.00
120922	3/20/2019	10640 NEOGOV	INV26082		NEOGOVS RENEWAL 12/1/2018 - 11/	4,825.60
					Total :	4,825.60

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
120923	3/20/2019	12653 NEW WEST DEVELOPMENT GROUP INC	GRD1129S		REFUNDABLE DEPOSIT	16,799.54
					Total :	16,799.54
120924	3/20/2019	10218 OFFICE DEPOT	273986674001	52246	OFFICE SUPPLIES	355.47
					Total :	355.47
120925	3/20/2019	10095 RASA	5253	52302	MAP CHECK	290.00
			5254	52302	MAP CHECK	1,185.00
					Total :	1,475.00
120926	3/20/2019	10097 ROMAINE ELECTRIC CORPORATION	12-045311	52139	VEHICLE SUPPLIES	147.19
					Total :	147.19
120927	3/20/2019	12605 SAFE HEARING AMERICA INC	16726	52464	HEARING TEST 2019	1,696.00
					Total :	1,696.00
120928	3/20/2019	10606 S.D. COUNTY SHERIFF'S DEPT.	SHERIFF JAN 2019		LAW ENFORCEMENT JAN 2019	1,202,423.80
					Total :	1,202,423.80
120929	3/20/2019	10407 SAN DIEGO GAS & ELECTRIC	4199 703 434 3		10143 MISSION GORGE RD MP	45.95
			4850 865 935 1		10363 MISSION GORGE RD MP	24.46
					Total :	70.41
120930	3/20/2019	10768 SANTEE SCHOOL DISTRICT	8218	52379	JOINT USE FIELDS - RIO SECO	236.80
					Total :	236.80
120931	3/20/2019	10768 SANTEE SCHOOL DISTRICT	8217	52223	CHET HARRITT FIELD LIGHTS	32.70
					Total :	32.70
120932	3/20/2019	13171 SC COMMERCIAL, LLC	0640442-IN	52420	DELIVERED FUEL	245.20
			0641457-IN	52420	DELIVERED FUEL	572.39
			CL10093	52412	FLEET CARD FUELING	1,374.99
					Total :	2,192.58
120933	3/20/2019	10585 SHARP REES-STEALY MEDICAL	329395131	52455	ANNUAL FIRE DEPT PHYSICALS	7,677.00
					Total :	7,677.00
120934	3/20/2019	11072 SHOW STOPPER WAX PRODUCTS	5488	52197	VEHICLE SUPPLIES	267.09


Voucher List
CITY OF SANTEE

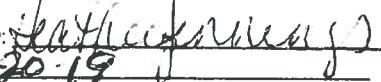
Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
120934	3/20/2019	11072	11072 SHOW STOPPER WAX PRODUCTS (Continued)			Total : 267.09
120935	3/20/2019	10217	STAPLES ADVANTAGE	3405116408	52226	OFFICE SUPPLIES 189.49
				3405227779	52226	OFFICE SUPPLIES -3.15
				3405227781	52226	OFFICE SUPPLIES 3.15
						Total : 189.49
120936	3/20/2019	10119	STEVEN SMITH LANDSCAPE INC	40689	52198	A1 LANDSCAPE SERVICES 240.00
				40690	52198	A1 LANDSCAPE SERVICES 110.00
				40691	52198	A1 LANDSCAPE SERVICES 370.00
				40783	52198	A1 LANDSCAPE SERVICES 1,040.00
				40784	52198	A1 LANDSCAPE SERVICES 60.00
						Total : 1,820.00
120937	3/20/2019	10611	TRI-GROUP CONSTRUCTION & DEV	5	52358	MISSION GORGE MEDIAN 198,741.65
				5R		RETENTION -9,937.08
						Total : 188,804.57
120938	3/20/2019	10133	UNDERGROUND SERVICE ALERT	120190678	52274	DIG ALERT SERVICES 166.75
				18DSBFEE510	52274	DIG ALERT SERVICES 96.33
						Total : 263.08
120939	3/20/2019	10550	UNIFORMS PLUS INC	49429	52151	UNIFORM ACCESSORIES 47.41
						Total : 47.41
120940	3/20/2019	12480	UNITED SITE SERVICES	114-8100766	52199	PORTABLE TOILETS 201.94
						Total : 201.94
120941	3/20/2019	12470	VIVINT SOLAR	19STE-PV00091		PLAN CHECK FEE OVERPAYMENT 36.00
						Total : 36.00
120942	3/20/2019	10318	ZOLL MEDICAL CORPORATION	2828417	52205	EMS SUPPLIES 207.17
						Total : 207.17
42 Vouchers for bank code : ubgen						Bank total : 1,574,121.59
42 Vouchers in this report						Total vouchers : 1,574,121.59

Bank code : ubgen


<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>PO #</u>	<u>Description/Account</u>	<u>Amount</u>
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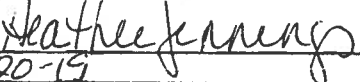
Prepared by: 
Date: 3-20-19

Approved by: 
Date: 3-20-19

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
559	3/19/2019	10482 TRISTAR RISK MANAGEMENT	106574		WORKERS' COMPENSATION	21,215.06
Total :						21,215.06
1 Vouchers for bank code : ubgen						Bank total : 21,215.06
1 Vouchers in this report						Total vouchers : 21,215.06

Prepared by: 
Date: 3-20-19


Approved by: 
Date: 3-20-19

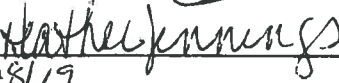
Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
120943	3/28/2019	12724 AMERICAN FIDELITY ASSURANCE	B871600		VOLUNTARY LIFE INS-AM FIDELITY	4,451.30
					Total :	4,451.30
120944	3/28/2019	12903 AMERICAN FIDELITY ASSURANCE CO	2034472		FLEXIBLE SPENDING ACCOUNT	2,456.12
					Total :	2,456.12
120945	3/28/2019	12722 FIDELITY SECURITY LIFE	163817250		EYEMED - VOLUNTARY VISION	769.76
					Total :	769.76
120946	3/28/2019	10844 FRANCHISE TAX BOARD	PPE 03/20/19		WITHHOLDING ORDER	25.00
					Total :	25.00
120947	3/28/2019	10508 LIFE INSURANCE COMPANY OF	March 2019		LIFE/LTD INSURANCE	2,678.83
					Total :	2,678.83
120948	3/28/2019	10784 NATIONAL UNION FIRE INSURANCE	March 2019		VOLUNTARY AD&D	93.00
					Total :	93.00
120949	3/28/2019	10785 RELIANCE STANDARD LIFE	March 2019		VOLUNTARY LIFE INSURANCE	645.98
					Total :	645.98
120950	3/28/2019	10335 SAN DIEGO FIREFIGHTERS FEDERAL	March 2019		LONG TERM DISABILITY-SFFA	1,053.50
					Total :	1,053.50
120951	3/28/2019	10424 SANTEE FIREFIGHTERS	PPE 03/20/19		DUES/PEC/BENEVOLENT/BC EXP	2,452.77
					Total :	2,452.77
120952	3/28/2019	12892 SELMAN & COMPANY	March 2019		ID THEFT PROTECTION	160.00
					Total :	160.00
120953	3/28/2019	10776 STATE OF CALIFORNIA	PPE 03/20/19		WITHHOLDING ORDER	308.30
					Total :	308.30
120954	3/28/2019	10001 US BANK	PPE 03/20/19		PARS RETIREMENT	1,146.06
					Total :	1,146.06
120955	3/28/2019	10959 VANTAGE TRANSFER AGENT/457	PPE 03/20/19		ICMA - 457	29,920.20

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
120955	3/28/2019	10959	10959 VANTAGE TRANSFER AGENT/457 (Continued)			Total : 29,920.20
120956	3/28/2019	10782	VANTAGEPOINT TRNSFR AGT/801801 PPE 03/20/19		RETIREE HSA	3,592.77
						Total : 3,592.77
14 Vouchers for bank code : ubgen						Bank total : 49,753.59
14 Vouchers in this report						Total vouchers : 49,753.59

Prepared by: 
Date: 3-28-19

Approved by: 
Date: 3/28/19

City of Santee
COUNCIL AGENDA STATEMENT

Item 4

MEETING DATE

April 10, 2019

AGENDA ITEM NO.

ITEM TITLE RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, ACCEPTING THE INTERNALLY ILLUMINATED STREET NAME SIGN LIGHTING REPLACEMENT PROJECT (CIP2018-03) AS COMPLETE

DIRECTOR/DEPARTMENT Melanie Kush, Development Services



SUMMARY

This item requests City Council accept the Internally Illuminated Street Name Sign Lighting Replacement Project (CIP 2018-03) as complete.

City Council awarded the construction contract for the Internally Illuminated Street Name Sign Lighting Replacement Project (CIP 2018-03) to Lekos Electric, Inc. on September 26, 2018 in the amount of \$103,078.00 with change order authorization up to \$10,308.00. A Notice to Proceed was issued on November 26, 2018 and the work was completed on March 6, 2019. Two change orders were approved in the amount of \$1,776.00 for additional replacement bulbs and to repair sign wiring, making the total contract price \$104,854.00.

Staff requests City Council accept the project as complete and direct the City Clerk to file a Notice of Completion.

FINANCIAL STATEMENT

HJ for TM

Funding for this project is provided by SB1 Gas Tax Funds in the amount of \$133,000.00 and is included in the adopted FY 2017-2022 Capital Improvement Program Budget.

Total Budget	<u>\$133,000.00</u>
Design and Bidding	\$ 4,447.65
Construction Contract	103,078.00
Construction Change Orders	1,776.00
Construction Management and Inspection	3,733.25
Project Close Out	<u>1,000.00</u>
Total Project Cost	<u>\$114,034.90</u>
Total Project Savings	\$ 18,965.10

CITY ATTORNEY REVIEW

N/A

Completed

RECOMMENDATION

MKB

Adopt the attached Resolution accepting the Internally Illuminated Street Name Sign Lighting Replacement Project (CIP 2018-03) as complete.

ATTACHMENTS

Resolution

Exhibit – List of Intersections

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA,
ACCEPTING THE INTERNALLY ILLUMINATED STREET NAME SIGN LIGHTING
REPLACEMENT PROJECT (CIP2018-03) AS COMPLETE**

WHEREAS, City Council awarded the construction contract for the Internally Illuminated Street Name Sign Lighting Replacement Project (CIP 2018-03) to Lekos Electric, Inc. on September 26, 2018 for \$103,078.00; and

WHEREAS, City Council authorized Staff to approve construction change orders not to exceed \$10,308.00; and

WHEREAS, Staff approved two construction change orders totaling \$1,776.00 for additional replacement LED bulbs and to repair sign wiring; and

WHEREAS, the project was completed for a total contract amount of \$104,854.00; and

WHEREAS, Lekos Electric, Inc. 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 Internally Illuminated Street Name Sign Lighting Replacement Project (CIP 2018-03) 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 10th day of April, 2019, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

ANNETTE ORTIZ, MBA, CMC, CITY CLERK

**Exhibit
List of Intersections**

**Internally Illuminated Street Name Sign Lighting Replacement Project
CIP 2018-03**

List of Locations

#	Main Street	Cross Street	Number of Signs
1	Mast Blvd	West Hills HS	3
2	Mast Blvd	Weston Rd	4
3	Mast Blvd	Medina Dr	4
4	Mast Blvd	Pebble Beach Dr	4
5	Mast Blvd	Fanita Pkwy	4
6	Mast Blvd	Carlton Hills Blvd	4
7	Mast Blvd	Halberns Blvd	4
8	Mast Blvd	Cuyamaca St	4
9	Mast Blvd	Bilteer Dr	4
10	Mast Blvd	Park Center Dr	3
11	Mast Blvd	Magnolia Ave	4
12	Mission Gorge Rd	Father Junipero Serra Trail	3
13	Mission Gorge Rd	West Hills Parkway	4
14	Mission Gorge Rd	Rancho Fanita Dr	4
15	Mission Gorge Rd	Big Rock Rd	3
16	Mission Gorge Rd	Mesa Rd	3
17	Mission Gorge Rd	Fanita Dr	3
18	Mission Gorge Rd	Carlton Hills Blvd	4
19	Mission Gorge Rd	Market Place	2
20	Mission Gorge Rd	Post Office	2
21	Mission Gorge Rd	Town Center Pkwy/Olive Ln	4
22	Mission Gorge Rd	Cuyamaca St	4
23	Mission Gorge Rd	Mission Greens Rd	4
24	Mission Gorge Rd	Riverview Pkwy/Tamberly Way	4
25	Mission Gorge Rd	Cottonwood Ave	4
26	Mission Gorge Rd	Edgemoor Dr	2
27	Mission Gorge Rd	Magnolia Ave	4
28	Cuyamaca St	Prospect Ave	4
29	Cuyamaca St	Buena Vista Ave	4
30	Cuyamaca St	Trolley Square Dwy	4
31	Cuyamaca St	Town Center Pkwy	4
32	Cuyamaca St	River Park Dr	4

List of Intersections

#	Main Street	Cross Street	Number of Signs
33	Cuyamaca St	Riverwalk Dr	4
34	Magnolia Ave	Prospect Ave	4
35	Magnolia Ave	Alexander Way	4
36	Magnolia Ave	Rockvill St	4
37	Magnolia Ave	New Frontier / Riverview Pkwy	4
38	Magnolia Ave	Braverman Dr	3
39	Magnolia Ave	Carefree Dr	3
40	Magnolia Ave	Second St	3
41	Magnolia Ave	El Nopal	4
42	Magnolia Ave	Woodglen Vista Dr / Len St	3
43	Prospect Ave	Fanita Dr	4
44	Prospect Ave	Ellsworth Ln	4
45	Prospect Ave	Atlas View Dr	4
46	Prospect Ave	Olive Ln	4
47	Prospect Ave	Cottonwood Ave	3
48	Prospect Ave	Graves Ave	4
49	Carlton Hills Blvd	Willowgrove Ave	4
50	Carlton Hills Blvd	Carlton Oaks Dr	4
51	Carlton Hills Blvd	Stoyer Dr	4
52	Carlton Oaks Dr	Fanita Pkwy	4
53	Carlton Oaks Dr	Pebble Beach Dr	3
54	Carlton Oaks Dr	Wethersfield Rd	4
55	Town Center Pkwy	Costco-Walmart Dwy	2
56	Town Center Pkwy	Home Town Buffet Dwy	2
57	Town Center Pkwy	Riverview Pkwy	4
58	Woodside Ave	Davidann	3

Total Signs: 209

City of Santee
COUNCIL AGENDA STATEMENT

Item 5

MEETING DATE April 10, 2019

AGENDA ITEM NO.

ITEM TITLE **AUTHORIZE APPROPRIATION AND EXPENDITURE OF FY2018 STATE HOMELAND SECURITY GRANT FUNDS IN ACCORDANCE WITH ALL PROGRAM REQUIREMENTS AND APPROVE PURCHASE OF APX 8000 PORTABLE RADIOS AND RELATED EQUIPMENT FROM MOTOROLA INCORPORATED PER UTILIZATION OF THE COUNTY OF SAN DIEGO COOPERATIVE REGIONAL COMMUNICATIONS SYSTEMS (RCS) CONTRACT**

DIRECTOR/DEPARTMENT John Garlow, Fire Chief *JD*

SUMMARY - On March 08, 2018, the San Diego County Office of Emergency Services approved Santee's 2018 State Homeland Security Grant (SHSG) request in the amount of \$35,124.00. The SHSG funds will be utilized to replace six older Motorola XTS 5000 model portable radios used by front-line fire apparatus with six Motorola APX8000 digital models. The deadline for reimbursement of the \$35,124.00 grant is May 31, 2020. On February 27, 2019, Council authorized the appropriation and expenditure of FY2017 funds for the purchase of portable radios.

This item requests authorization to purchase from Motorola Incorporated the APX8000 portable radios. Santee Municipal Code Section 3.24.180 authorizes purchasing directly from a vendor at a price established by a competitive or competitively negotiated bid by another public jurisdiction in substantial compliance with Santee Municipal Code Section 3.24.110 even if the City had not joined with that public agency in a cooperative purchase. City staff has determined that due to special circumstances, it would be in the City's best interest to purchase the radios from Motorola Incorporated via the County of San Diego's competitively bid Contract #553982 with Motorola Incorporated for Regional Communications System's (RCS) radio equipment.

Santee's Purchasing Ordinance requires City Council approval of all purchases exceeding \$20,000. Staff recommends utilizing County of San Diego Contract #553982 to purchase new radio equipment that includes six (6) APX8000 digital portable radios from Motorola Incorporated in an amount not to exceed \$35,124.00.

HJ bar TM

FINANCIAL STATEMENT - 2018 State Homeland Security Grant funds will reimburse the Department \$35,124.00 towards the cost for the new portable radios.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *MDB*

1. Authorize the appropriation and expenditure of 2018 State Homeland Security Grant (SHSG) to purchase new radio equipment; and
2. Find, determine and approve that, due to special circumstances, it would be in the City's best interest to purchase APX 8000 digital portable radios from Motorola Incorporated via the County of San Diego's competitively bid Contract #553982 with Motorola Incorporated for Regional Communications System's (RCS) radio equipment for an amount not to exceed \$35,124.00.

ATTACHMENTS – Resolution Grant Assurances Award Notification Motorola Quote

RESOLUTION NO. _____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, AUTHORIZING THE APPROPRIATION AND EXPENDITURE OF FY2018 STATE HOMELAND SECURITY GRANT FUNDS IN ACCORDANCE WITH ALL PROGRAM REQUIREMENTS AND APPROVE PURCHASE OF APX8000 PORTABLE RADIOS AND RELATED EQUIPMENT FROM MOTOROLA INCORPORATED PER UTILIZATION OF THE COUNTY OF SAN DIEGO COOPERATIVE REGIONAL COMMUNICATIONS SYSTEMS (RCS) CONTRACT

WHEREAS, Santee Fire Department is in need of new portable radios and related equipment to perform its mission of protecting life, property and the environment; and

WHEREAS, the City of Santee will provide all matching funds required for the grant project and that any cash match will be appropriated as required; and

WHEREAS, any liability required out of the performance of this agreement shall be the responsibility of the City of Santee and the City Council; and

WHEREAS, grant funds shall not be used to supplant expenditures controlled by the City Council; and

WHEREAS, the City of Santee received FY2018 State Homeland Security Grant funds in the amount of \$35,124.00; and

WHEREAS, City staff has determined that due to special circumstances, it would be in the City's best interest to purchase the radios from Motorola Incorporated via the County of San Diego's competitively bid Contract #553982 with Motorola Incorporated for Regional Communications System's (RCS) radio equipment.

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

1. Finds the purchase of Motorola APX8000 portable radios and related equipment is in the City's best interest and authorizes the amount not to exceed \$35,124.00; and
2. Finds purchasing utilizing the FY2018 State Homeland Security Grant funds is in the City's best interest; and
3. Finds purchasing from Motorola Incorporated via the County of San Diego's competitively bid Contract #553982 with Motorola Incorporated for Regional Communications System's (RCS) radio equipment is in the best interest of the City; and
4. Authorizes the City Manager to execute all necessary documents.

RESOLUTION NO. _____

ADOPTED by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 10th day of April 2019, by the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

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



**Standard Assurances
For All Cal OES Federal Grant Programs**

As the duly authorized representative of the Applicant, I hereby certify that the Applicant has the legal authority to apply for federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay any non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application, within prescribed timelines.

I further acknowledge that the Applicant is responsible for reviewing and adhering to all requirements within the:

- (a) Applicable Federal Regulations (see below);
- (b) Federal Program Notice of Funding Opportunity (NOFO);
- (c) California Supplement to the NOFO; and
- (d) Federal and State Grant Program Guidelines.

Federal Regulations

Government cost principles, uniform administrative requirements, and audit requirements for federal grant programs are set forth in Title 2, Part 200 of the Code of Federal Regulations (C.F.R.). Updates are issued by the Office of Management and Budget (OMB) and can be found at <http://www.whitehouse.gov/omb/>.

Significant state and federal grant award requirements (some of which appear in the documents listed above) are set forth below. The Applicant hereby agrees to comply with the following:

1. Proof of Authority

The Applicant will obtain written authorization from the city council, governing board, or authorized body in support of this project. This written authorization must specify that the Applicant and the city council, governing board, or authorized body agree:

- (a) To provide all matching funds required for the grant project and that any cash match will be appropriated as required;
- (b) Any liability arising out of the performance of this agreement shall be the responsibility of the Applicant and the city council, governing board, or authorized body;
- (c) Grant funds shall not be used to supplant expenditures controlled by the city council, governing board, or authorized body, and
- (d) The official executing this agreement is, in fact, authorized to do so.

This Proof of Authority must be maintained on file and readily available upon request.

2. Period of Performance

The Applicant will initiate work after approval of the award and complete all work within the period of performance specified in the grant.

3. Lobbying and Political Activities

As required by Section 1352, Title 31 of the United States Code (U.S.C.), for persons entering into a contract, grant, loan, or cooperative agreement from an agency or requests or receives from an agency a commitment providing for the United States to insure or guarantee a loan, the Applicant certifies that:

- (a) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- (b) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

The Applicant will also comply with provisions of the Hatch Act (5 U.S.C. §§ 1501-1508 and §§ 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with federal funds.

Finally, the Applicant agrees that federal funds will not be used, directly or indirectly, to support the enactment, repeal, modification or adoption of any law, regulation or policy without the express written approval from the California Governor's Office of Emergency Services (Cal OES) or the federal awarding agency.

4. Debarment and Suspension

As required by Executive Orders 12549 and 12689, and 2 C.F.R. § 200.213 and codified in 2 C.F.R. Part 180, Debarment and Suspension, the Applicant will provide protection against waste, fraud, and abuse by debarring or suspending those persons deemed irresponsible in their dealings with the federal government. The Applicant certifies that it and its principals, subgrantees, recipients or subrecipients:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
- (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (2)(b) of this certification; and
- (d) Have not within a three-year period preceding this application had one or more public transaction (federal, state, or local) terminated for cause or default.

Where the Applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

5. Non-Discrimination and Equal Employment Opportunity

The Applicant will comply with all federal statutes relating to non-discrimination. These include, but are not limited to, the following:

- (a) Title VI of the Civil Rights Act of 1964 (Public Law (P.L.) 88-352 and 42 U.S.C. § 2000d et. seq.) which prohibits discrimination on the basis of race, color, or national origin and requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services;
- (b) Title IX of the Education Amendments of 1972, (20 U.S.C. §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex in any federally funded educational program or activity;
- (c) Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794), which prohibits discrimination against those with disabilities or access and functional needs;
- (d) Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability and requires buildings and structures be accessible to those with disabilities and access and functional needs (42 U.S.C. §§ 12101-12213);
- (e) Age Discrimination Act of 1975, (42 U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age;
- (f) Public Health Service Act of 1912 (42 U.S.C. §§ 290 dd—2), relating to confidentiality of patient records regarding substance abuse treatment;
- (g) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.), relating to nondiscrimination in the sale, rental or financing of housing as implemented by the Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units—i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)— be designed and constructed with certain accessible features (See 24 C.F.R. § 100.201);

- (h) Executive Order 11246, which prohibits federal contractors and federally assisted construction contractors and subcontractors, who do over \$10,000 in Government business in one year from discriminating in employment decisions on the basis of race, color, religion, sex, sexual orientation, gender identification or national origin;
- (i) Executive Order 11375, which bans discrimination on the basis of race, color, religion, sex, sexual orientation, gender identification, or national origin in hiring and employment in both the United States federal workforce and on the part of government contractors;
- (j) California Public Contract Code § 10295.3, which prohibits discrimination based on domestic partnerships and those in same sex marriages;
- (k) DHS policy to ensure the equal treatment of faith-based organizations, under which all applicants and recipients must comply with equal treatment policies and requirements contained in 6 C.F.R. Part 19;
- (l) Any other nondiscrimination provisions in the specific statute(s) under which application for federal assistance is being made; and
- (m) The requirements of any other nondiscrimination statute(s) which may apply to the application.

In addition to the items listed in (a) through (m), the Applicant will comply with California's Fair Employment and Housing Act (FEHA). FEHA prohibits harassment and discrimination in employment because of ancestry, familial status, race, color, religious creed (including religious dress and grooming practices), sex (which includes pregnancy, childbirth, breastfeeding and medical conditions related to pregnancy, childbirth or breastfeeding), gender, gender identity, gender expression, sexual orientation, marital status, national origin, ancestry, mental and physical disability, genetic information, medical condition, age, pregnancy, denial of medical and family care leave, or pregnancy disability leave (California Government Code §§12940, 12945, 12945.2), military and veteran status, and/or retaliation for protesting illegal discrimination related to one of these categories, or for reporting patient abuse in tax supported institutions.

6. Drug-Free Workplace

As required by the Drug-Free Workplace Act of 1988 (41 U.S.C. § 701 et seq.), the Applicant certifies that it will maintain a drug-free workplace and a drug-free awareness program as outlined in the Act.

7. Environmental Standards

The Applicant will comply with state and federal environmental standards, which may be prescribed pursuant to the following, as applicable:

- (a) California Environmental Quality Act (CEQA) (California Public Resources Code §§ 21000- 21177), to include coordination with the city or county planning agency;
- (b) CEQA Guidelines (California Code of Regulations, Title 14, Division 6, Chapter 3, §§ 15000- 15387);
- (c) Federal Clean Water Act (CWA) (33 U.S.C. § 1251 et seq.), which establishes the basic structure for regulating discharges of pollutants into the waters of the United States and regulating quality standards for surface waters;
- (d) Federal Clean Air Act of 1955 (42 U.S.C. § 7401) which regulates air emissions from stationary and mobile sources;

- (e) Institution of environmental quality control measures under the National Environmental Policy Act (NEPA) of 1969 (P.L. 91-190); the Council on Environmental Quality Regulations for Implementing the Procedural Provisions of NEPA; and Executive Order 12898 which focuses on the environmental and human health effects of federal actions on minority and low-income populations with the goal of achieving environmental protection for all communities;
- (f) Evaluation of flood hazards in floodplains in accordance with Executive Order 11988;
- (g) Executive Order 11514 which sets forth national environmental standards;
- (h) Executive Order 11738 instituted to assure that each federal agency empowered to enter into contracts for the procurement of goods, materials, or services and each federal agency empowered to extend federal assistance by way of grant, loan, or contract shall undertake such procurement and assistance activities in a manner that will result in effective enforcement of the Clean Air Act and the Federal Water Pollution Control Act Executive Order 11990 which requires preservation of wetlands;
- (i) The Safe Drinking Water Act of 1974, (P.L. 93-523);
- (j) The Endangered Species Act of 1973, (P.L. 93-205);
- (k) Assurance of project consistency with the approved state management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.);
- (l) Conformity of Federal Actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.);
- (m) Wild and Scenic Rivers Act of 1968 (16 U.S.C. § 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

The Applicant shall not be: 1) in violation of any order or resolution promulgated by the State Air Resources Board or an air pollution district; 2) subject to a cease and desist order pursuant to § 13301 of the California Water Code for violation of waste discharge requirements or discharge prohibitions; or 3) determined to be in violation of federal law relating to air or water pollution.

8. Audits

For subrecipients expending \$750,000 or more in federal grant funds annually, the Applicant will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and Title 2 of the Code of Federal Regulations, Part 200, Subpart F Audit Requirements.

9. Access to Records

In accordance with 2 C.F.R. § 200.336, the Applicant will give the awarding agency, the Comptroller General of the United States and, if appropriate, the state, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award. The Applicant will require any subrecipients, contractors, successors, transferees and assignees to acknowledge and agree to comply with this provision.

10. Conflict of Interest

The Applicant will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

11. Financial Management

False Claims for Payment

The Applicant will comply with 31 U.S.C §§ 3729-3733 which sets forth that no subgrantee, recipient, or subrecipient shall submit a false claim for payment, reimbursement or advance.

12. Reporting - Accountability

The Applicant agrees to comply with applicable provisions of the Federal Funding Accountability and Transparency Act (FFATA) (P.L. 109-282), specifically (a) the reporting of subawards obligating \$25,000 or more in federal funds and (b) executive compensation data for first-tier subawards. This includes the provisions of FFATA, which includes requirements for executive compensation, and also requirements implementing the Act for the non-federal entity at 2 C.F.R. Part 25 Financial Assistance Use of Universal Identifier and Central Contractor Registration and 2 C.F.R. Part 170 Reporting Subaward and Executive Compensation Information.

13. Whistleblower Protections

The Applicant also must comply with statutory requirements for whistleblower protections at 10 U.S.C. § 2409, 41 U.S.C. § 4712, and 10 U.S.C. § 2324, 41 U.S.C. § 4304 and § 4310.

14. Human Trafficking

The Applicant will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. § 7104) which prohibits grant award recipients or a subrecipient from: (1) engaging in trafficking in persons during the period of time that the award is in effect; (2) procuring a commercial sex act during the period of time that the award is in effect; or (3) using forced labor in the performance of the award or subawards under the award.

15. Labor Standards

The Applicant will comply with the following federal labor standards:

- (a) The Davis-Bacon Act (40 U.S.C. §§ 276a to 276a-7), as applicable, and the Copeland Act (40 U.S.C. § 3145 and 18 U.S.C. § 874) and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327-333), regarding labor standards for federally-assisted construction contracts or subcontracts, and
- (b) The Federal Fair Labor Standards Act (29 U.S.C. § 201 et al.) as they apply to employees of institutes of higher learning (IHE), hospitals and other non-profit organizations.

16. Worker's Compensation

The Applicant must comply with provisions which require every employer to be insured to protect workers who may be injured on the job at all times during the performance of the work of this Agreement, as per the workers compensation laws set forth in California Labor Code §§ 3700 et seq.

17. Property-Related

If applicable to the type of project funded by this federal award, the Applicant will:

- (a) Comply with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of federal participation in purchase;
- (b) Comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires subrecipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more;
- (c) Assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. § 470), Executive Order 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §469a-1 et seq.); and
- (d) Comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. § 4831 and 24 CFR Part 35) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

18. Certifications Applicable Only to Federally-Funded Construction Projects

For all construction projects, the Applicant will:

- (a) Not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with federal assistance funds to assure nondiscrimination during the useful life of the project;
- (b) Comply with the requirements of the awarding agency with regard to the drafting, review and approval of construction plans and specifications; and
- (c) Provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.

19. Use of Cellular Device While Driving is Prohibited

Applicants are required to comply with California Vehicle Code sections 23123 and 23123.5. These laws prohibit driving motor vehicle while using an electronic wireless communications device to write, send, or read a text-based communication. Drivers are also prohibited from the use of a wireless telephone without hands-free listening and talking, unless to make an emergency call to 911, law enforcement, or similar services.

20. California Public Records Act and Freedom of Information Act

The Applicant acknowledges that all information submitted in the course of applying for funding under this program, or provided in the course of an entity’s grant management activities that are under Federal control, is subject to the Freedom of Information Act (FOIA), 5 U.S.C. § 552, and the California Public Records Act, California Government Code section 6250 et seq. The Applicant should consider these laws and consult its own State and local laws and regulations regarding the release of information when reporting sensitive matters in the grant application, needs assessment, and strategic planning process.

HOMELAND SECURITY GRANT PROGRAM - PROGRAM SPECIFIC ASSURANCES / CERTIFICATIONS

21. Reporting Accusations and Findings of Discrimination

If during the past three years the recipient has been accused of discrimination on any basis the recipient must provide a list of all such proceedings, pending or completed, including outcome and copies of settlement agreements to the DHS Financial Assistance Office and the DHS Office for Civil Rights and Civil Liberties (CRCL) by e-mail at CRCL@hq.dhs.gov or by mail at U.S. Department of Homeland Security, Office for Civil Rights and Civil Liberties, Building 410, Mail Stop #0190, Washington, D.C. 20528.

In the courts or administrative agencies make a finding of discrimination on grounds of race, color, national origin (including LEP), sex, age, disability, religion, or familial status against the recipient, or the recipients settle a case or matter alleging such discrimination, recipients must forward a copy of the complaint and findings to the DHS Financial Assistance Office and the CRCL by e-mail or mail at the addresses listed above.

The United States has the right to seek judicial enforcement of these obligations.

22. Acknowledgment of Federal Funding from DHS

All recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.

23. Activities Conducted Abroad

All recipients must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

24. Best Practices for Collection and Use of Personally Identifiable Information (PII)

DHS defines personally identifiable information (PII) as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. All recipients who collect PII are required to have a publically-available privacy policy that describes standards on the usage and maintenance of PII they collect. Recipients may also find the DHS Privacy Impact Assessments: Privacy Guidance and Privacy template a useful resource respectively.

25. Copyright

All recipients must affix the applicable copyright notices of 17 U.S.C. §§ 401 or 402 and an acknowledgement of U.S. Government sponsorship (including the award number) to any work first produced under federal financial assistance awards.

26. Duplication of Benefits

Any cost allocable to a particular federal financial assistance award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other federal financial assistance awards to overcome fund deficiencies, to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions, or for other reasons. However, these prohibitions would not preclude recipients from shifting costs that are allowable under two or more awards in accordance with existing federal statutes, regulations, or the federal financial assistance award terms and conditions.

27. Energy Policy and Conservation Act

All recipients must comply with the requirements of 42 U.S.C. § 6201 which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.

28. Federal Debt Status

All recipients are required to be non-delinquent in their repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. See OMB Circular A-129.

29. Fly America Act of 1974

All recipients must comply with Preference for U.S. Flag Air Carriers: (air carriers holding certificates under 49 U.S.C. § 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974 (49 U.S.C. § 40118) and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

30. Hotel and Motel Fire Safety Act of 1990

In accordance with Section 6 of the Hotel and Motel Fire Safety Act of 1990, all Applicants must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of the Federal Fire Prevention and Control Act of 1974, as amended, 15 U.S.C. § 2225a.

31. Non-supplanting Requirement

All recipients who receive federal financial assistance awards made under programs that prohibit supplanting by law must ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-federal sources.

32. Patents and Intellectual Property Rights

Unless otherwise provided by law, recipients are subject to the Bayh-Dole Act, Pub. L. No. 96-517, as amended, and codified in 35 U.S.C. § 200 et seq. All recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from financial assistance awards located at 37 C.F.R. Part 401 and the standard patent rights clause located at 37 C.F.R. § 401.14.

33. SAFECOM

All recipients who receive federal financial assistance awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

34. Terrorist Financing

All recipients must comply with Executive Order 13224 and U.S. law that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. Recipients are legally responsible to ensure compliance with the Order and laws.

35. Reporting of Matters Related to Recipient Integrity and Performance

If the total value of the recipient's currently active grants, cooperative agreements, and procurement contracts from all federal assistance offices exceeds \$10,000,000 for any period of time during the period of performance of this federal financial assistance award, you must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated here by reference in the award terms and conditions.

36. USA Patriot Act of 2001

All recipients must comply with requirements of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act (USA PATRIOT Act), which amends 18 U.S.C. §§ 175–175c.

37. Use of DHS Seal, Logo, and Flags

All recipients must obtain permission from their DHS Financial Assistance Office, prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

IMPORTANT

The purpose of the assurance is to obtain federal and state financial assistance, including any and all federal and state grants, loans, reimbursement, contracts, etc. The Applicant recognizes and agrees that state financial assistance will be extended based on the representations made in this assurance. This assurance is binding on the Applicant, its successors, transferees, assignees, etc. Failure to comply with any of the above assurances may result in suspension, termination, or reduction of grant funds.

All appropriate documentation, as outlined above, must be maintained on file by the Applicant and available for Cal OES or public scrutiny upon request. Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the subrecipient may be ineligible for award of any future grants if the Cal OES determines that any of the following has occurred: (1) the recipient has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

All of the language contained within this document must be included in the award documents for all subawards at all tiers. All recipients are bound by the Department of Homeland Security Standard Terms and Conditions 2018, Version 8.1, hereby incorporated by reference, which can be found at: <https://www.dhs.gov/publication/fy15-dhs-standard-terms-and-conditions>.

The undersigned represents that he/she is authorized to enter into this agreement for and on behalf of the Applicant.

Subrecipient: _____

Signature of Authorized Agent: _____

Printed Name of Authorized Agent: _____

Title: _____ Date: _____



County of San Diego Office of Emergency Services
5580 Overland Ave., Suite 100
San Diego, CA 92123 -1251
Phone: (858) 565-3490 Fax: (858) 565-3499
Email: oes@sdcounty.ca.gov



March 8, 2019

City of Santee
10601 Magnolia Ave
Santee, CA 92071

SUBJECT: NOTIFICATION OF FEDERAL FUNDING AWARD
FY 2018 Homeland Security Grant Program (HSGP)
Subaward #2018-0054, Cal OES ID #073-00000

The purpose of this letter is to notify you that the County of San Diego Office of Emergency Services has approved your **FY2018 SHSP** award in the amount of **\$35,124** as listed below:

Subrecipient Name:	City of Santee
Subrecipient DUNS:	103163374
Federal Award ID (FAIN)	EMW-2018-SS-00054-S01
Federal Award Date:	09/01/18 to 08/31/21
Subaward Period of Performance:	03/01/19 to 05/31/20
Subrecipient Award Amount:	\$35,124
Federal Award Project Description:	Implementation of homeland security management grant to support state, local, tribal and territorial efforts to prevent terrorism and other catastrophic events
Federal Awarding Agency:	US Department of Homeland Security
CFDA Number:	97.067/Homeland Security Grant Program
Research & Development Award (Y/N):	No
Indirect Cost Rate:	N/A
Match Requirement:	N/A

This grant award is subject to all provisions of Uniform Guidance (2 CFR Part 200), which can be accessed at www.ecfr.gov. Non-federal entities that expend \$750,000 or more annually in Federal Awards must have a single audit performed each year. Please forward a copy of your most current single audit report to the contact below.

Please complete and return the attached OES Grant Management Assessment Questionnaire and 2018 Grant Assurances.

Your performance period ends May 31, 2020. Please submit your reimbursement requests in a timely manner, no later than June 30, 2020.

For further assistance, please contact Raluca Pimenta at (858) 715-2214 or Raluca.Pimenta@sdcounty.ca.gov.

Sincerely,

Martin Kurian, Principal Administrative Analyst
County of San Diego, Office of Emergency Services

Attachments: OES Grant Management Assessment Questionnaire
2018 Grant Assurances
SHSP 2018 Approved FMFW

Unified San Diego County Emergency Services Organization

CARLSBAD • CHULA VISTA • CORONADO • COUNTY OF SAN DIEGO • DEL MAR • EL CAJON • ENCINITAS • ESCONDIDO • IMPERIAL BEACH • LA MESA
LEMON GROVE • NATIONAL CITY • OCEANSIDE • POWAY • SAN DIEGO • SAN MARCOS • SANTEE • SOLANA BEACH • VISTA

QUOTE TO: SANTEE FIRE - HARLEY WALLACE 619-258-4151

PREPARED BY: Andy Grimm 858-864-3660

agrimm@daywireless.com

**MOTOROLA SOLUTIONS**

DATE: April 1, 2019

Quote Valid through June 30, 2019

Quote # QU0000111888AG

*Line #	Qty	Part Number	Item Description	List Price	Unit Discounted Price	Total Extended Discount Price
APX8000 Model 3.5 ALL BAND PORTABLE RADIO w TDMA						
1		H91TGD9PW7AN	APX 8000 ALL BAND PORTABLE MODEL 3.5	\$6,292.00	\$3,932.50	
1a		Q806CB	ADD: ASTRO DIGITAL CAI OPERATION	\$515.00	\$321.88	
1b		H38BS	ADD: SMARTZONE OPERATION	\$1,500.00	\$937.50	
1c		Q361AN	ADD: P25 9600 BAUD TRUNKING	\$300.00	\$0.00	
1d		QA00580AA	ADD: TDMA OPERATION	\$450.00	\$281.25	
1e		G996	ADD: PROGRAMMING OVER P25 (OTAP)	\$100.00	\$62.50	
1f		QA05594AA	ALT: BATTERY, INT SAFE, UL 3400 MAH (PMNN4504)	\$130.00	\$81.25	
1g		H64	ALT: APX 8000 HOUSING YELLOW	\$25.00	\$15.63	
1h		QA05509	DEL: DELETE UHF BAND	(\$800.00)	(\$500.00)	
	6	PORTABLE TOTAL	TOTAL APX8000 Model 3.5 Portable w TDMA	\$8,512.00	\$5,132.51	\$30,795.06
2	3	PMMN4062A	APX STANDARD REMOTE SPEAKER MIC	\$117.70	\$88.28	\$264.84
3	4	NNTN7624C	APX VEHICLE CHARGERS	\$429.00	\$321.75	\$1,287.00
4	0	PMNN4504	APX SPARE BATTERY FOR 8000, INT SAFE, UL 3400 MAH	\$150.00	\$112.50	\$0.00
5	2	NNTN8860A	IMPRESS SINGLE UNIT CHARGER GEN 2, 3AMP	\$150.00	\$112.50	\$225.00
6	0	NNTN7686A	6-PACK OF INSERTS FOR APX TO USE XTS CHARGER	\$207.00	\$155.25	\$0.00
					Total Equipment:	\$32,571.90
					7.75 % tax on Equipment	\$2,524.32
					Total Equipment and Tax	\$35,096.22
7	6	Q58AU	ADD: 3Y ESSENTIAL SERVICE	\$110.00	\$0.00	NOT TAXED \$0.00
					Order Total (Equipment, Tax, Warranty):	\$35,096.22

Discounted Pricing from San Diego County RCS Contract # 553982. Shipping is included at No Charge. PO's must be made out to Motorola Solutions, INC (not Day Wireless).

City of Santee
COUNCIL AGENDA STATEMENT

Item 6

MEETING DATE April 10, 2019

AGENDA ITEM NO.

ITEM TITLE PUBLIC WORKSHOP ON SHORT-TERM RENTALS

DIRECTOR/DEPARTMENT Melanie Kush, Development Services 

SUMMARY

Short-term rentals through online platforms have gained popularity in the last several years throughout the country. Many municipalities are evaluating the impacts of short-term rentals and adopting regulations to address issues such as noise, parking, safety and revenue collection. The Santee Municipal Code does not expressly permit short-term rentals, meaning that they are prohibited in the City of Santee. Most coastal cities in San Diego County allow and regulate short-term rentals, with the exception of Coronado, where they are prohibited. Most inland cities and the unincorporated areas of San Diego County do not regulate short-term rentals. The City of San Diego recently repealed a short-term rental ordinance and is considering new regulations. Most cities that allow short-term rentals also collect Transient Occupancy Tax (TOT) from these rentals. The attached Staff Report provides a summary of the main issues surrounding short-term rentals and potential regulations.

City Council direction is desired at this meeting regarding the City's policy on short-term rentals. Direction to support would be followed by more information in conjunction with the comprehensive update to the City of Santee Municipal Code.

ENVIRONMENTAL REVIEW

This item seeks input on short-term rentals and does not take action to enact such a change and therefore not a project under the California Environmental Quality Act ("CEQA") as defined in Section 15378 of the CEQA Guidelines.

FINANCIAL STATEMENT *HS for TM*

Staff time expended on this project would be paid for by the General Fund.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *MDB*

Receive report and provide direction to staff on allowing short-term rentals or maintaining their prohibition.

ATTACHMENTS

Staff Report
Exhibit A – Good Neighbor Policy Sample

STAFF REPORT

PUBLIC WORKSHOP ON SHORT-TERM RENTALS

CITY COUNCIL MEETING

APRIL 10, 2019

A. BACKGROUND

Unregulated short-term rentals through online platforms, such as Airbnb, have emerged throughout the region, including within the City of Santee. As the Santee Municipal Code does not expressly permit short-term rentals, they are prohibited and those that exist are operating absent business licenses. Several cities in San Diego County permit and regulate short-term rentals. The following discussion provides the regulation status of short-term rentals by jurisdiction within San Diego County and a summary of regulations that have been adopted that may provide the framework for City of Santee regulations, if it is the Council's desire to permit and regulate short-term rentals.

B. DISCUSSION

Regulation Status by Jurisdiction

In San Diego County, jurisdictions have adopted various policies and regulations concerning short-term rentals. Most coastal cities have adopted regulations and have entered into agreements with online platforms to collect Transient Occupancy Tax (TOT). The City of San Diego had adopted regulations but repealed them and is currently considering new regulations. Nevertheless, the City of San Diego has an agreement in place with Airbnb to collect TOT. Other cities and San Diego County have no regulations in place, but do not expressly prohibit them. Other municipalities, including El Cajon, have permissive Zoning Ordinances similar to the City of Santee's, where short-term rentals are not expressly permitted, and are therefore prohibited. The City of Coronado has expressly prohibited them (see table below for summary of regulations by municipality).

Regulates Short-term Rentals	Short-term Rentals Not Allowed	No Regulations	Regulations under consideration
Carlsbad	El Cajon	La Mesa	City of San Diego
Del Mar	Poway	Chula Vista	Escondido
Solana Beach	National City	San Marcos	
Encinitas	Coronado	Vista	
Oceanside	Santee	San Diego County	
Imperial Beach		Lemon Grove	

Potential Regulations

Jurisdictions that have chosen to regulate short-term rentals have developed a variety of ways to manage them, including requiring business licenses and the payment of TOT, requiring safety inspections of the residential units, requiring the hosts to be present, and limiting the geographic concentration of rentals.

Following are some of the more prominent issues surrounding short-term rentals the Council could consider in regulating such rentals in Santee:

- **Revenue Collection:** Many cities require short-term rental hosts to obtain business licenses and remit TOT to the City. Airbnb has entered into agreements with many cities whereby they collect the TOT from the rental hosts and remit the funds directly to the City. The City Council could require short-term rentals to obtain a business license and/or a new special permit specifically for short-term rentals. The City also has the option to require each short-term rental to collect TOT and remit individually to the City or have the City Finance Department execute agreements with the online hosting platforms to collect this tax.
- **Safety:** Many jurisdictions require the rental unit to be inspected by a building and/or fire safety inspector. Some jurisdictions require homes with short-term rentals to have fire sprinklers. The City Council could require that approval of a business license be contingent upon the inspection of the property by the Fire Marshal. The business license fee could factor in any inspection costs.
- **Type:** A short-term rental may be hosted or un-hosted. In a hosted rental, a permanent resident must live at the home while it is being rented. Un-hosted rentals are normally for the entire residential unit as opposed to a room. Hosted rentals could present fewer zoning compliance issues since the host would reside on the premises to oversee the rental. The City Council could limit short-term rentals to hosted rentals by making it a requirement for the issuance of a business license.
- **Geographic Limits:** A minimum distance could be established between properties that have been permitted for short-term rentals. Short-term rentals could be confined to certain zones within the City. The number of short-term rentals within those zones within the City could also be limited. This could be enforced by requiring business licenses for short-term rentals. Such a provision already exists for large daycare homes, where they are required to be at least 300 feet from each other on the same street. The City Council could adopt a similar provision for short-term rentals.
- **Parking:** Vehicle parking for short-term rentals could be required to remain on-

site, or the number of vehicles per short-term rental could be limited. The City Council could require that as part of a business license approval process, the short-term rental proponent demonstrate that all parking needs can be accommodated onsite.

- **Commercial Uses:** Assembly or commercial uses, such as weddings or other special events, could be prohibited at short-term rentals. This would reduce noise, vehicles, and the overall impacts to a neighborhood.
- **Good Neighbor Policy:** Some jurisdictions have published Good Neighbor Policy handouts for hosts to provide to renters outlining rental rules regarding pets, parking, noise, trash, parties and occupancy limits. Attached is a sample policy from the City of Oceanside (Exhibit A).
- **Enforcement:** The City of Santee Code Compliance Division would enforce any new short-term rental regulations on a complaint-driven basis

C. STAFF RECOMMENDATION

Receive report and provide direction to staff on allowing short-term rentals or maintaining their prohibition.

EXHIBIT A

Good Neighbor Policy & Operational Requirements

The City of Oceanside would like to minimize any adverse impacts on residential neighborhoods due to the proliferation of Short-Term Vacation Rentals, defined as less than 30 consecutive days. Consequently, the City requires that all occupants of Short-Term Vacation Rentals adhere to the "Good Neighbor Policy" outlined below. It is the responsibility of the owner and the owner's agent to ensure that the rules are acknowledged and followed.

1. Owner or owner's authorized agent shall be available 24-hours a day, seven days a week to respond to complaints concerning condition, operation or conduct of short-term rental occupants.
2. Owner/owner's agent must post in a conspicuous place on the exterior of the unit a copy of the Short-Term Vacation Rental Permit and owner/agent's phone number (local emergency contact), reachable at all times.
3. If Good Neighbor Policy is violated, owner/owner's agent must respond to remedy the issue within 60 minutes of receipt of complaint.
4. Parking for all vehicles must be on-site in the driveway, garage, or carport.
5. Refuse containers shall be stored out of public view.
6. The number of occupants shall be limited to two people per bedroom plus one person per unit.
7. Amplified sound is prohibited from 10:00 p.m. to 10 a.m.
8. Owner/owner's agent must share this Short-Term Rental Good Neighbor Policy with all renters.
9. Require renters to execute a formal acknowledgement that renter is legally responsible for compliance with all requirements contained herein.
10. Obtain names, addresses & phone numbers of renters.
11. Agree to provide information from items 8-10 above to the City when requested and maintain this information for three years.