

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
Erica Hardy
LAW ENFORCEMENT
Captain Christina Bavencoff



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

CITY COUNCIL

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

******GOVERNOR'S EXECUTIVE ORDER N-29-20****
RE CORONAVIRUS COVID-19**

This meeting will be conducted pursuant to the provisions of the Governor's Executive Order which suspends certain requirements of the Ralph M. Brown Act.

In an effort to protect public health and prevent the spread of COVID-19, the City Council meeting on Wednesday, August 12, 2020, will be conducted via webinar and telephonically.

To watch the meeting via webinar please click on this link:

<https://attendee.gotowebinar.com/register/3529861543482810895>

**To listen to the City Council meeting telephonically please call:
(619) 678-0714**

NOTE: A pin number will be required, please enter 690-558-400#.

LIVE PUBLIC COMMENT:

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

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

**Please review the
COVID-19 webpage (<http://Cityofsanteeca.Gov/Our-City/Public-Notice>)
for updates both before and during the Council meeting.**

**Wednesday, August 12, 2020
6:30 PM**

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

Regular City Council Meeting – 6:30 p.m.

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

LEGISLATIVE INVOCATION: The Church of Jesus Christ of Latter-day Saints – Kevin Prescott

PLEDGE OF ALLEGIANCE

CONSENT CALENDAR:

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

- (1) Approval of Reading by Title Only and Waiver of Reading in Full of Ordinances and Resolutions on the Agenda. (City Clerk – Ortiz)
- (2) Approval of Meeting Minutes of the Santee City Council for the June 10, 2020, Regular Meeting, the June 16, 2020, Special Meeting, the June 24, and July 22, 2020, Regular Meetings and the August 5, 2020, Special Meeting. (City Clerk – Ortiz)
- (3) Approval of Payment of Demands as Presented. (Finance – McDermott)
- (4) Award of Contract for Irrigation Supplies to Imperial Sprinkler Supply, Inc. per RFB #20/21-20049 for an Amount Not to Exceed \$27,870.78. (Community Services – Maertz)
- (5) Approval of a Second Amendment to the Agreement with Steven Smith Landscape, Inc., for Landscape and Horticultural Management Services (Area 3) and Accelerating Appropriations from Fiscal Year 2020-21 to Fiscal Year 2019-20 for an Amount Not to Exceed \$158,586.94. (Community Services – Maertz)
- (6) Adoption of a Resolution Adopting the 2020 Emergency Operations Plan. (Fire – Garlow)

NON-AGENDA PUBLIC COMMENT (15 minutes):

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

CONTINUED BUSINESS:

- (7) Discussion on the Priority of Use for the Coronavirus Aid, Relief, and Economic Security (CARES) Act Coronavirus Relief Funds From the State of California. (City Manager – Best)**

Recommendation:

Provide direction to staff regarding the use of federal CARES Act CRF funds allocated to the City of Santee by the State of California and authorize the City Manager to execute and enter into all agreements related to the CARES Act funding. In addition, authorize allow the City Manager to adjust funding allocations based on necessity.

NEW BUSINESS:

- (8) Confirmation of Interim Policies to Support Businesses Impacted by the Novel Coronavirus (COVID-19). (City Manager – Best)**

Recommendation:

Adopt Resolution confirming Interim Policies and waiver of fees.

- (9) Resolution Approving the Amended and Restated Exclusive Franchise Agreement for Solid Waste Management Services with Waste Management, Incorporated. (Community Services – Maertz)**

Recommendation:

Adopt the Resolution approving the Amended and Restated Exclusive Franchise Agreement for Solid Waste Management Services with Waste Management, Inc. and authorizing the City Manager to execute the Agreement.

- (10) Consideration of Extension of the Exclusive Negotiation Agreement (ENA) Between the City of Santee and Excel Acquisitions, LLC for Development of Real Property Known as Parcel 4 of Parcel Map 18857 Located in Trolley Square. (City Manager – Best)**

Recommendation:

Authorize the City Manager to execute a Second Amendment to extend the ENA.

NON-AGENDA PUBLIC COMMENT (Continued):

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

CITY COUNCIL REPORTS:

CITY MANAGER REPORTS:

CITY ATTORNEY REPORTS:

CLOSED SESSION:

(11) CONFERENCE WITH REAL PROPERTY NEGOTIATORS

(Government Code section 54956.8)

Property: Parcel 4 of Parcel Map 18857 located in Trolley Square (Library site)

City Negotiator: City Manager

Negotiating Parties: Excel Hotel Group and Vestar Kimco Santee, LP

Under Negotiation: Price and terms of payment

(12) LIABILITY CLAIM

(Gov. Code section 54956.95)

Claimant: [David Leask]

Agency Claimed Against: City of Santee

ADJOURNMENT:



August & September Meetings

Aug 06	SPARC	Virtual/Telephonic
Aug 10	Community Oriented Policing Committee	Virtual/Telephonic
Aug 12	Council Meeting	Virtual/Telephonic
Aug 26	Council Meeting	Virtual/Telephonic
Sept 03	SPARC	TBD
Sept 09	Council Meeting	TBD
Sept 14	Community Oriented Policing Committee	TBD
Sept 17	SMHFPC	TBD
Sept 23	Council Meeting	TBD

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


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

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

AFFIDAVIT OF POSTING AGENDA

State of California }
 County of San Diego } ss.
 City of Santee }

I, Annette Ortiz, City Clerk 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 August 07, 2020, at 5:00 p.m.



 Signature

 08/07/2020
 Date

City of Santee
COUNCIL AGENDA STATEMENT

Item 1

MEETING DATE August 12, 2020

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

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

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

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 August 12, 2020

AGENDA ITEM NO.

ITEM TITLE APPROVAL OF MEETING MINUTES OF THE SANTEE CITY COUNCIL FOR THE JUNE 10, 2020, REGULAR MEETING, THE JUNE 16, 2020, SPECIAL MEETING, THE JUNE 24, AND JULY 22, 2020, REGULAR MEETINGS AND THE AUGUST 5, 2020, SPECIAL MEETING.

DIRECTOR/DEPARTMENT Annette Ortiz, CMC, City Clerk

SUMMARY

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

FINANCIAL STATEMENT N/A

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION

Approve Minutes as presented.

ATTACHMENT

Regular Meeting Minutes

- June 10, 2020
- June 24, 2020
- July 22, 2020 (attachment will be added prior to Council Meeting)

Special Meeting Minutes

- June 16, 2020
- August 5, 2020

**Minutes
Santee City Council
Council Chamber – Building 2
10601 Magnolia Avenue
Santee, California
June 10, 2020**

DRAFT

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

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

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

INVOCATION was given by Gary Lawton – Calvary Chapel Santee

PLEDGE OF ALLEGIANCE was led by Mayor Minto.

Mayor Minto made a brief statement commending the Council Members, citizens and Sheriff personnel for their professionalism and patience during these challenging times.

CONSENT CALENDAR:

Council Member McNelis registered an abstention from Item 4. Council Member Hall registered an abstention from Item 5. The City Clerk announced that public comments were submitted for Items 4, 8, and 9.

- (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 April 22, 2020, Regular Meeting. (City Clerk – Ortiz)**
- (3) **Approval of Payment of Demands as Presented. (Finance – McDermott)**
- (4) **Item Pulled for Discussion.**
- (5) **Resolutions Approving the Engineer's Report and Declaring the City Council's Intention to Levy Assessments and Setting a Public Hearing for the Fiscal Year 2020-21 Town Center Landscape Maintenance District Annual Levy of Assessments. (Finance – McDermott) (Resos 043-2020 & 044-2020)**
- (6) **Resolutions Approving the Engineer's Report and Declaring the City Council's Intention to Levy Assessments and Setting a Public Hearing**

for the Fiscal Year 2020-21 Santee Roadway Lighting District Annual Levy of Assessments. (Finance – McDermott) (Resos 045-2020 & 046-2020)

- (7) Rejection of Bid for Fountain Maintenance and Repairs RFB #20/21-20043. (Community Services – Maertz)
- (8) Item Pulled for Discussion.
- (9) Item Pulled for Discussion.

ACTION: Council Member Houlahan moved approval of the Consent Calendar with the exception of Item 4, 8, and 9.

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

Council Member Hall abstained from Item 5.

Items Pulled from Consent Calendar:

- (4) Item Pulled for Discussion Resolutions Approving the Engineer's Report, and Declaring the City Council's Intention to Levy Assessments and Setting a Public Hearing for the Fiscal Year 2020-21 Santee Landscape Maintenance District Annual Levy of Assessments. (Finance – McDermott) (Resos 041-2020 & 042-2020)

Council Member McNelis registered an abstention, muted his microphone and turned off his camera.

PUBLIC SPEAKER:

- Michele Perchez

ACTION: Council Member Houlahan moved approval of staff recommendation.

Council Member Hall seconded the motion, which carried by the following roll call vote: Mayor Minto: Aye; Vice Mayor Koval: Aye, and Council Members Hall: Aye; Houlahan: Aye, and McNelis: Abstain. Ayes: 4. Noes: 0. Abstain: 1.

Council Member McNelis rejoined the meeting.

- (8) Authorize a Second Amendment to the Agreement for Professional Services Between the City of Santee and Fireworks & Stage FX America for an Amount not to Exceed \$30,000.00. (Community Services – Maertz)

PUBLIC SPEAKERS:

- Brett Pepin
- Heather Pepin
- Mary Hyder

ACTION: Council Member Houlahan moved approval of staff recommendation.

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

- (9) **Second Reading and Adoption of an Ordinance Adding Chapter 2.40.150 “Electronic and Paperless Filing of Fair Political Practices Commission Campaign Disclosure Statements” to Title 2 of the Santee Municipal Code Relating to Electronic and Paperless Filing of Fair Political Practices Commission Campaign Disclosure Statements. (City Clerk – Ortiz) (Ord 578)**

PUBLIC SPEAKER:

- Mary Hyder

ACTION: Council Member Houlahan moved approval of staff recommendation.

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

NON-AGENDA PUBLIC COMMENT: (15 minutes)

- (A) Rudy Reyes expressed concerns related to racism in Santee.
- (B) Keanu Aholelei expressed concerns about the skatepark at Woodglen Vista Park.
- (C) Alison Liebrecht provided suggestions on how to help bring the community together.
- (D) Anonymous expressed concerns with individuals in front of local businesses during protests.
- (E) Daniel Bickford expressed concerns with a comment made by Council Member Hall during the June 5, 2020 Emergency Meeting.

Council Member Houlahan moved to reorder Council Reports to be heard after the first portion of Non-Agenda Public Comment.

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

CITY COUNCIL REPORTS:

Council Members made brief comments regarding the civil unrest; how the situation was handled, how the situation personally affected them and helped them grow and understand; and how Santee can do better as a City and community.

PUBLIC HEARING:

- (10) **Public Hearing for Conditional Use Permit (P2017-1) and Mitigated Negative Declaration (AEIS2017-2) and a Mitigation Monitoring and Reporting Program Prepared Pursuant to the California Environmental Quality Act for a 6,267-Square-Foot Commercial Retail Building Consisting of a Convenience Store and a Drive-Through Coffee Shop on a 1.02-Acre Vacant Parcel of Land Located at 8606 Graves Avenue in the General Commercial (GC) Zone (APN: 384-142-21). Applicant: Michael A. Grant. (Development Services – Kush) (Resos 047-2020 & 048-2020)**

The Public Hearing was opened at 7:52 p.m. The Director of Development Services introduced the Item and the Associate Planner provided a PowerPoint presentation and responded to Council questions.

PUBLIC SPEAKER:

- Nicole Boghossian
- Lyndsey Brown
- Jeff Hughes
- Mary Hyder
- Mike
- Thao Hughes
- Richard J. Moyer III, Psy.D., provided photos

ACTION: Council Member McNelis moved approval of staff recommendation.

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

The Public Hearing was closed at 8:40 p.m.

- (11) **Resolution Amending the Program Year (PY) 2019 Annual Action Plan and Approving an Amendment to the Citizen and Community Participation Plan. (Development Services – Kush) (Reso 049-2020)**

The Public Hearing was opened at 8:41 p.m. The Director of Development Services introduced the Item and the Senior Management Analyst provided a PowerPoint presentation and responded to Council questions.

PUBLIC SPEAKER:

- Mary Hyder

ACTION: Council Member McNelis moved approval of staff recommendation.

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

The Public Hearing was closed at 8:45 p.m.

NEW BUSINESS:

(12) Alternative Measure Establishing City Council Term Limits. (City Attorney – Hagerty) (Reso 050-2020)

The City Attorney introduced the Item, presented the staff report and responded to Council questions.

PUBLIC SPEAKERS:

- Anonymous
- Christina Deesen
- Daniel Bickford, Santee Term Limits Committee
- Evlyn Andrade
- Janet Garvin
- Janet McLees
- Loretta Cole
- Lori Scribner
- Mary Hyder
- Michele Perchez
- Patti La Bouff
- Elizabeth Walk
- Samson Osburn

Council Member Houlahan opposed an alternative measure, stating citizens already gathered signatures and qualified an initiative for the ballot in November.

FAILED MOTION: Council Member Houlahan moved to not adopt the Resolution.

The motion failed for lack of a second.

Vice Mayor Koval stated the citizen initiative would put the City at a disadvantage when it comes to representation at SANDAG and other agencies if the Council representation changes so often.

Council Member Hall suggested making a hybrid of the citizen initiative and Council term limit Resolution by allowing a four-term limit maximum regardless of being a City Council Member or Mayor.

Council Member McNelis stressed the importance of having Council Members with institutional knowledge and history; he stated that at times staffers at the State and local level have more influence and power because of the longevity in their positions; he referenced his experience on the Heartland Fire Training Facility Authority Commission; he mentioned that any Council Member could be replaced at any time as a result of a recall or election; he also stated this would provide an option to voters who want term limits but that he does not support the citizen initiative.

Mayor Minto referenced how the proposed Resolution would be more similar to the term limits of the State Legislature; he stated he has seen new Mayors and Council Members not be effective when they are representing their City on a State or local level; he also mentioned that giving the citizens a choice is a good thing; he stressed the importance for seasoned Council Members to train new Council Members so they can be successful.

ACTION: Council Member McNelis moved approval to adopt the Resolution.

Mayor Minto seconded the motion, which carried by the following roll call vote: Mayor Minto: Aye; Vice Mayor Koval: Aye, and Council Members Hall: Aye; Houlahan: No, and McNelis: Aye. Ayes: 4. Noes: 1.

(13) Resolution Amending the Management Services Agreement of the City Clerk. (Human Resources – Hardy) (Reso 051-2020)

The Director of Human Resources provided a brief staff report.

PUBLIC SPEAKER:

- Mary Hyder

Council Member Houlahan stated that the City Clerk has been an incredible addition to the City and has been an innovator by bringing new services to the City.

ACTION: Council Member Houlahan moved approval of staff recommendation.

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

(14) Acceptance of the Draft 2020-2024 San Diego Regional Analysis of Impediments to Fair Housing Choice and Authorize the City Manager to Certify its Completion. (Development Services – Kush)

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

ACTION: Council Member McNelis moved approval of staff recommendation.

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

(15) Resolution Awarding the Construction Contract for the Mission Gorge Road Streetlight Project CIP 2017-02, HSIPL 5429 (030) and Appropriating Santee Roadway Lighting District Zone A Funds. (Development Services – Kush) (Reso 052-2020)

Vice Mayor Koval registered an abstention, turned off her microphone and camera.

The Director of Development Services introduced the Item.

ACTION: Council Member McNelis moved approval of staff recommendation.

Council Member Houlahan seconded the motion, which carried by the following roll call vote: Mayor Minto: Aye, Vice Mayor Koval: Abstain and Council Members Hall: Aye; Houlahan: Aye, and McNelis: Aye. Ayes:4. Noes: 0. Abstain: 1

Vice Mayor Koval rejoined the meeting.

(16) Resolution Awarding the Construction Contract for the School Area Streetlight Project CIP 2017-03, HSIPL 5429 (031) and Appropriating Santee Roadway Lighting District Zone A Funds. (Development Services – Kush) (Reso 053-2020)

Council Member Hall registered an abstention, turned off his microphone and camera.

The Director of Development Services introduced the Item.

ACTION: Council Member McNelis moved approval of staff recommendation.

Council Member Houlahan seconded the motion, which carried by the following roll call vote: Mayor Minto: Aye, Vice Mayor Koval: Aye, and Council Members Hall: Abstain, Houlahan: Aye, and McNelis: Aye. Ayes:4. Noes: 0. Abstain: 1.

(17) Resolution Authorizing Award of the Contract for Landscape and Horticultural Management Services for Area 1 (City Parks and Facilities) to Steven Smith Landscape Incorporated Per RFP #20/21-40018. (Community Services – Maertz) (Reso 054-2020)

Vice Mayor Koval and Council Member Hall registered an abstention, turned off their microphones and cameras.

The Director of Community Services introduced the Item and the Senior Management Analyst provided a PowerPoint presentation and responded to Council questions.

ACTION: Council Member Houlahan moved approval of staff recommendation.

Council Member McNelis seconded the motion, which carried by the following roll call vote: Mayor Minto: Aye, Vice Mayor Koval: Abstain, and Council Members Hall: Abstain, Houlahan: Aye, and McNelis: Aye. Ayes: 3. Noes: 0. Abstain: 2.

Vice Mayor Koval and Council Member Hall rejoined the meeting.

NON-AGENDA PUBLIC COMMENT: (Continued)

- (A) Anonymous expressed concerns with a comment made by Council Member Hall during the June 5, 2020 Emergency Meeting.
- (B) Anonymous expressed concerns with a comment made by Council Member Hall during the June 5, 2020 Emergency Meeting.
- (C) Christopher Bout thanked the City Council and Staff for their work during protests.
- (D) Gary Buzel expressed concerns with a comment made by Council Member Hall during the June 5, 2020 Emergency Meeting and requested more updates regarding civil unrest.
- (E) Ted DuVall expressed concerns with racist symbols and acts in Santee.
- (F) Eid Fakhouri expressed concerns related to racism and commented on his experience during protests in Santee.
- (G) Erin D. expressed concerns related to the Confederate flag.
- (H) Michael Evans-Layng, PhD expressed concerns related to the American flag.
- (I) Gloria Jardon expressed concerns regarding racism and intolerance; she also provided suggestions on how to address the issue.
- (J) Kimberly Hansen expressed concerns related to racism and the Confederate flag.
- (K) Joan Irving suggested the City Council ban Confederate images.
- (L) Lynda Marrokal thanked the Mayor, Council and staff for their work and addressed a comment made by Council Member Hall during the June 5, 2020 Emergency Meeting.
- (M) Mike Forzano addressed issues between individuals protesting and individuals wanting to defend businesses.
- (N) Michael Ranson expressed concerns that there will be accusations of corruption and deception related to Fanita Ranch and requested the City make the public comment portion of the Environment Impact Report review easy for the citizens to access.
- (O) Rudy Reyes expressed concerns related to racism during the curfew.
- (P) Caillie Roach expressed concerns related to racists acts in Santee and a comment made by Council Member Hall during the June 5, 2020 Emergency Meeting.
- (Q) Rob Schick stated he would defend his home if Antifa threatens to cause harm.

- (R) Ryn Corbeil suggested Council denounce the display of the Confederate flag.
- (S) August Scalzitti expressed concerns about the Carlton Oaks Golf Course and changing the General Plan for development projects.
- (T) Justin Schlaefli expressed concerns related to a comment Council Member Hall made during the June 5, 2020 Emergency Meeting.
- (U) Steve Stelman commended the Mayor on the appointees to the Community Oriented Policing Committee and requested improved communication from the Sheriff's Department on incidents of intolerance.
- (V) Teresa Van Devere urged the City Council to not defund the Sheriff's Department.
- (W) Elizabeth Vaughan commended the peaceful protests on Sunday, June 7, 2020.
- (X) Mike Vecchio expressed concerns with individuals protesting and individuals wanting to defend businesses; he commended the Mayor, Council and Sheriff for their efforts in making the City safe.
- (Y) Jenilee Villosio expressed concerns related to the Confederate flag and urged the Council denounce displays of the Confederate flag.
- (Z) Mike Aiken commended the Mayor and Council for their leadership during the recent protests.
- (AA) Rob Vigil requested the City help revitalize the Santana National and Santee Pioneer baseball fields.

Council Member Houlahan thanked the public for taking the opportunity to communicate with the Council; he expressed his hopes that the Council can rise to the task of bridging racial relations in the City; he mentioned that after this experience things will change and must change; he wanted to speak with the individuals who came out to protect businesses in Santee, however vigilantism is dangerous; he spoke with members of the "Defender" group and commended the speaker in that group for his leadership after seeing violent acts; he encouraged the public to use their 1st Amendment rights to freedom of speech.

Vice Mayor Koval clarified that the American flag is the flag of Santee and addressed comments related to the Confederate flag.

Mayor Minto addressed the displays of the Confederate flag.

CITY COUNCIL REPORTS:

This item was moved to be heard after the first session of Non-Agenda Public Comment.

CITY MANAGER REPORTS:

None.

CITY ATTORNEY REPORTS:

None.

CLOSED SESSION:

Council Members recessed at 10:29 p.m. and convened in Closed Session at 10:34 p.m.

(18) CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION

(Government Code section 54956.9(d)(1))

Name of case: Preserve Wild Santee, Climate Action Campaign, and Center for Biological Diversity v. City of Santee et al.

Case Number: 37-2020-00007331-CU-TT-CLT

Council Members reconvened in Open Session at 11:02 p.m. with all members present. Mayor Minto reported that direction was given to staff on Item 18.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 11:04 p.m.

Prepared By:

James Jeffries, Assistant City Clerk

Date Approved:

Annette Ortiz, CMC, City Clerk

**Minutes
Santee City Council
Council Chamber – Building 2
10601 Magnolia Avenue
Santee, California
June 16, 2020**

DRAFT

This Special Meeting of the Santee City Council was called to order by Mayor John W. Minto at 5:00 p.m.

1. Call to Order

ROLL CALL: Present: Mayor John W. Minto, Vice Mayor Laura Koval and Council Members Stephen Houlahan and Rob McNelis – 4. Absent: Council Member Ronn Hall – 1.

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

2. Budget Workshop

The City Manager introduced the item and the Finance Director provided a PowerPoint presentation; each Department Head made brief comments regarding their department's budget.

City Council recessed at 6:15 p.m. and reconvened at 6:20 p.m. due technical difficulties

Public Speakers:

- Shelley Lund
- Joshua Petrie
- Theresa McCarthy
- Daniel Bickford

Vice Mayor Koval thanked staff for their hard work on the proposed budget; commented on a SANDAG study of the projections for economic recovery using a U-shaped recovery but has seen other reports projecting a V-shaped recovery; she inquired who the City collaborated with to determine the City's projections; she referenced a SANDAG report which detailed the City's employment sector and requested staff reach out to the businesses regarding Coronavirus Aid, Relief, and Economic Security (CARES) Act funding; she requested the City consider prioritizing a Development Impact Fee study to ensure the City is charging the appropriate fees; she inquired whether the City could benefit from CARES Act funding to assist with infrastructure projects; she suggested using commercial space to offer services for seniors and inquired whether delaying Phase 1 of the Community Center would result in a cost savings.

Council Member McNelis stated he is cautious to rely on the current projections for economic recovery and appreciates staff looking at it in a U-shaped recovery; he

expressed concerns regarding property tax increases, due to a 35 percent reduction in housing availability in San Diego County.

City Council recessed at 6:50 p.m. and reconvened at 6:54 p.m. due to technical difficulties.

Council Member McNelis requested clarification between other fee studies that have been conducted during his tenure as a Council Member; he inquired how the fees are legally spent and allocated based on how the fees are collected and suggested deferring the Development Impact Fee study until next Fiscal Year.

Council Member Houlahan thanked the Fire Chief for his help in modifying the County Service Area 69 contract; he suggested making efficiencies through joining a Community Choice Aggregation (CCA) program, such as getting electric vehicles for the City and using the CCA to pay for charging stations, as well as finding ways to reduce electric costs to City buildings; he suggested the City consider changing the franchise fee/agreement for waste hauling services; he stated Metropolitan Transit System (MTS) would be receiving CARES Act money and the City should look to improving trolley ridership.

Mayor Minto thanked staff for their hard work on the budget; he stated the City is exploring other industries that bring diversity in jobs within the City; he is interested in more training to help place people in jobs.

Vice Mayor Koval stated Santee's unemployment rate has fared better than other City's; she also added that while a CCA is a priority for the Council, she does not want to give false hopes that a CCA would be profitable in the first year and it may take time to return the City's investment; she urged the City to be cautious on timing when entering into a CCA agreement, and expressed concerns with having a voting structure similar to SANDAG; she mentioned the example of Solana Beach's CCA raising rates.

3. CARES Act:

The City Manager introduced the Item and the Finance Director provided a PowerPoint presentation and responded to Council questions.

Mayor Minto stated he supports finding ways to help businesses that are required to do tenant improvements in order to reopen; he mentioned he would like to make sure City Hall is properly set up to be safe and sanitary to help as many people as we can moving forward; he would also like to make sure the parks are safe for citizens to enjoy.

Council Member Houlahan stated he wants to prioritize businesses which have been closed and need improvements to reopen; he urged the City to be a model on how to respond to the current events; he suggested the money be used for outreach and awareness; he supports using the money for a public restroom at City Hall; he wants to keep children safe at parks with fencing and other improvements; he encouraged providing assistance to service organizations like Santee Santa's and the Santee Food

bank; he suggested using some of the funds for rental assistance; he also requested a banner to help demonstrate racial harmony.

Mayor Minto added, he would like staff to reach out to dental offices and other medical offices which are required to make changes in order to reopen.

Vice Mayor Koval suggesting using the Santee Chamber Magazine to help businesses with free advertising; she commended staff for prioritizing Personal Protective Equipment improvements and sanitation prioritization; she requested making employment centers a priority; she suggested using part of the funds for rental assistance; she also inquired about more information related to a food truck event.

Council Member McNelis concurred that the City should prioritize helping small businesses that are required to make improvements or changes to reopen; he does not support building a new bathroom at City Hall due to the cost, he suggested using existing facilities in the City's community rooms instead; he supports the idea of creating an event to highlight local restaurants and food trucks; he mentioned the idea of utilizing the Santee Chamber Magazine to provide advertising for businesses is a great idea.

Vice Koval agreed with Council Member McNelis on utilizing existing City facilities to provide a public restroom at City Hall.

The City Manager clarified the concept of the food truck event.

4. Adjournment

There being no further business, the meeting was adjourned at 7:48 p.m.

Prepared By:

James Jeffries, Assistant City Clerk

Date Approved:

Annette Ortiz, CMC, City Clerk

**Minutes
Santee City Council
Council Chamber – Building 2
10601 Magnolia Avenue
Santee, California
June 24, 2020**

DRAFT

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

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

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

PROCLAMATION: Proclaiming July as Parks Make Life Better Month

Mayor Minto presented the Proclamation to Ken Fox, Santee Park and Recreation Committee Chairperson.

INVOCATION was given by Phil Herrington – Pathways Community Church

PLEDGE OF ALLEGIANCE was led by Mayor Minto.

CONSENT CALENDAR:

Council Member Houlahan requested Item 18 be reordered to be heard after the Consent Calendar. The City Clerk announced that public comment was submitted for Item 6.

- (1) **Approval of Reading by Title Only and Waiver of Reading in Full of Ordinances and Resolutions on the Agenda. (City Clerk – Ortiz)**
- (2) **Approval of Payment of Demands as Presented. (Finance – McDermott)**
- (3) **Approval of the Expenditure of \$36,179.05 for May 2020 Legal Services and Related Costs. (Finance – McDermott)**
- (4) **Approval of the Expenditure of \$128,815.80 for May 2020 Legal Services and Related Costs – HomeFed (Fanita Ranch). (Finance – McDermott)**
- (5) **Adoption of a Resolution Establishing the Appropriations Limit for Fiscal Year 2020-21. (Finance – McDermott) (Reso 055-2020)**
- (6) **Item Pulled for Discussion**

- (7) **Adoption of a Resolution Accepting the Mast Park Improvements (CIP 2008-53) as Complete and Appropriating Park In-Lieu Funds in the amount of \$20,285.00. (Development Services – Kush) (Reso 057-2020)**
- (8) **Adoption of Resolutions Calling for a November 3, 2020 General Municipal Election. (City Clerk – Ortiz) (Resos 058-2020, 059-2020, 060-2020, and 061-2020)**
- (9) **Rejection of Bids for Irrigation Supplies (RFB #20/21-20045). (Community Services – Maertz)**
- (10) **Claims Against the City by David Castro and Charles Cushman. (Human Resources – Hardy)**

ACTION: Council Member Houlahan moved approval of the Consent Calendar with the exception of Item 6 and reordering Item 18.

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

Item Pulled from Consent Calendar:

- (6) **Adoption of a Resolution Approving the 2020 Local Guidelines for Implementing the California Environmental Quality Act (CEQA). (Development Services – Kush) (Reso 056-2020)**

PUBLIC SPEAKER:

- Patti La Bouff

ACTION: Council Member Houlahan moved approval of staff recommendation.

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

- (8) **Adoption of Resolutions Calling for a November 3, 2020 General Municipal Election. (City Clerk – Ortiz) (Resos 058-2020, 059-2020, 060-2020, and 061-2020)**

Public Comment for Item 8 was read after the Consent Calendar vote was taken.

PUBLIC SPEAKER:

- Patti La Bouff

NEW BUSINESS:**(18) Resolution Affirming the City's Commitment to Equality, Promoting Tolerance and Denouncing Hate Speech and Racism. (City Manager – Best) (Reso 066-2020)**

The City Manager introduced the Item and presented the staff report.

Mayor Minto stated the Resolution would act as a guiding principal and would direct the City towards the future; he mentioned that the Community Oriented Policing Committee (COMPOC) is brainstorming ideas; he learned a lot by attending a seminar by the League of California Cities in which a presentation from the National League of Cities was given on equity versus equality; he acknowledged there have been problems in the City but that it will not stop the City from continuing to move forward and do better.

PUBLIC SPEAKERS:

- Christina Perry
- Marc Hyder
- Michele Perchez
- Jeff McGreevey

Council Member Houlahan urged Council to adopt the Resolution immediately and to condemn the actions that have occurred regarding racism; he denounced racism; he stated that people will, unfortunately, use their First Amendment rights to express themselves in hateful ways; he expressed concerns with individuals trying to police the City and spoke regarding the City not tolerating attacks or violence; he urged the community to unite and move forward; he stated there is a balance that needs to occur to give law enforcement the ability to do their jobs.

Vice Mayor Koval stated the first step the City took to denounce racism was the branding campaign; she believes the City was making progress to show it is a welcoming community; she is grateful to have the Resolution to reaffirm what the City represents.

Council Member Hall concurs with the Resolution and that denouncing racism is important; he stated he wants to see more action, in addition to adopting a Resolution; he requested COMPOC make periodic presentations to the City Council regarding the progress and actions the Committee is making; he would like the City to be accountable on these items.

Council Member McNelis stated he wishes simply denouncing racism would make it disappear, he urged staff to continue to come up with ways to do more; he suggested creating a diversity festival to bring people together to celebrate each other would be more productive than a lecture, bringing people together would show that we have more in common as Americans than we do apart as different races; he requested the Item be brought back and kept in the City's focus moving forward.

Mayor Minto stated he is looking forward to the progress the City will make during this unfortunate time.

PUBLIC SPEAKERS:

- Gloria Jardon
- Tasha Cassidy and Alana Ethridge

ACTION: Council Member Houlahan moved approval of staff recommendation.

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

NON-AGENDA PUBLIC COMMENT: (15 minutes)

- (A) Jessica Webb requested a point of contact for the public in which questions related to COMPOC can be directed.
- (B) Rob Schick suggested a law enforcement appreciation day.
- (C) Teresa McCarthy requested Council declare if any Council Member has received campaign donations from a Political Action Committee or their affiliates.

PUBLIC HEARING:

- (11) **Public Hearing on a Resolution Approving the Staff Report and Authorizing a Special Assessment on Certain Parcels of Land that Received Administrative Citations for Municipal Code Violations and/or Administrative Fees for Which Costs Have Not Been Paid by the Owner(s) of Record of Said Parcels. (Development Services – Kush) (Reso 062-2020)**

The Public Hearing was opened at 7:28 p.m. The Director of Development Services provided a PowerPoint presentation and responded to Council questions.

ACTION: Council Member Hall moved approval of staff recommendation.

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

The Public Hearing was closed at 7:33 p.m.

- (12) **Public Hearing Establishing a Special Assessment on Certain Parcels of Land that Were Subject to Involuntary Weed Abatement and/or Administrative Fees by the City and for Which Costs Have Not Been**

Paid by the Owner(s) of Record of Said Parcels. (Development Services – Kush) (Reso 063-2020)

The Public Hearing was opened at 7:34 p.m. The Director of Development Services provided a PowerPoint presentation.

ACTION: Council Member Hall moved approval of staff recommendation.

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

The Public Hearing was closed at 7:39 p.m.

CONTINUED BUSINESS:

(13) Continued Housing Element Update Workshop II – Overview of Inclusionary Housing Program as an Affordable Housing Strategy. (Development Services – Kush)

The Director of Development Services introduced the Item and the Associate Planner provided a PowerPoint presentation and responded to Council questions.

Mayor Minto inquired how much the City would need to collect in housing in-lieu fees to construct affordable units; he stated due to the amount of money it takes for inclusionary housing, is a reason he is not in favor of it; he is not in favor of having a group of individuals have to pay for their neighbor's house; he expressed concerns with the City's ability to receive enough money to afford building based on the lack of housing being built; he added if the General Plan Protection Initiative passes it may be even harder; he suggested finding other ways to put funds aside to dedicate to affordable housing.

Council Member Houlahan urged the Council to seriously consider the need for affordable housing; he stated that being able to get any affordable housing is good and clarified that state mandated housing requirements are only for affordable housing; he mentioned that the General Plan Protection Initiative has nothing to do with affordable housing; he supports a 15 percent inclusionary housing requirement; he does not support all of the affordable housing in one place; he believes this is one step towards creating equity and equality for all citizens; he clarified that the City is not required to build thousands of houses, but is required to build affordable housing and that the City needs to mandate inclusionary housing; he stated there are good models already out there to follow and mentioned a lot of people cannot afford to buy a house; he expressed concerns with the current economic situation.

Vice Mayor Koval stated that she agrees that the City needs inclusionary housing and agrees that she does not want it all in one location; she suggested 10 percent if the developer builds the housing or 15 percent if the developer pays the in-lieu fee; she

considered the examples staff provided and took into account the customer who would be purchasing affordable housing; she stated she is in favor of vertical mixed use housing, near the trolley; she stated the City needs a study and requested developers be included during the study.

Council Member Hall inquired how much an in-lieu fee study would cost; he also questioned whether developers would still be willing to build if required to build inclusionary housing, to which the Director of Development Services responded; he expressed concerns related to the General Plan Protection Initiative and how it would affect inclusionary housing; he suggested the study review more than one option; he affirmed he supports Vice Mayor Koval's position and that the City should complete the study.

Council Member McNelis expressed concerns for the cost to build inclusionary housing compared to other units and how inclusionary housing would affect smaller developments, citing examples used in the presentation; he concurred with Mayor Minto that there should be other approaches to meeting the affording housing requirements; he expressed concerns that developers of small projects already have impediments to building; he suggested including the building industry in the process of the study to see what ideas they proposed to help the City meet affordable housing requirements; he requested more information by working with stakeholders in the industry.

Vice Mayor Koval concurred with Council Member McNelis on including the building industry in the discussion.

Mayor Minto request information regarding the cost to build homes in Santee, to compare the cost for developers.

Council Member Houlahan stated based on Exhibit D in the presentation, the minimum zoning requirements would be in R-7; he stated based on the exhibit's unit yield, he would support excluding very small developments if the requirement caused an undue burden.

Council Member Hall requested clarification on the Polo Barn site listed in Exhibit D and expressed concerns of the proposed re-zoning of the location if the General Plan Protection Initiative passes.

Vice Mayor Koval clarified that the building industry would be included in the process.

FAILED MOTION: Council Member Houlahan moved approval of the in-lieu study.

Council Member Hall seconded the motion, which carried by the following roll call vote: Mayor Minto: No; Vice Mayor Koval: No, and Council Members Hall: Aye; Houlahan: Aye, and McNelis: No. Ayes: 2. Noes: 3.

ACTION: Vice Mayor Koval moved to meet with stakeholders prior to hiring a consultant for the study and approve the funding for the study.

Council Member McNelis seconded the motion, which carried by the following roll call vote: Mayor Minto: Aye; Vice Mayor Koval: Aye, and Council Members Hall: Aye; Houlahan: No, and McNelis: Aye. Ayes: 4. Noes: 1

(14) City Council Consideration of an Urgency Ordinance Extending the Temporary Moratorium on Evictions Due to Nonpayment of Rent by Residential and Commercial Tenants Impacted by the NOVEL Coronavirus (COVID-19) and Setting Forth the Facts Constituting Such Urgency. (City Manager – Best) (Ord 579)

The City Manager introduced the Item and presented the staff report.

Vice Mayor Koval requested this item not be brought back again for future extensions.

ACTION: Council Member Hall moved approval of staff recommendation.

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

(15) Resolution Approving and Adopting the Operating Budget for Fiscal Year 2020-21 and Taking Related Actions. (Finance – McDermott) (Reso 064-2020)

The Director of Finance introduced the Item, presented the staff report, and responded to Council questions.

PUBLIC SPEAKERS:

- Elizabeth Walk
- Scott Patterson
- Theresa McCarthy
- Bill Pommering

Council Member Houlahan inquired about the sales and use taxes location agreement payment; he also inquired about sales tax deferrals for businesses related to the State's pandemic response; he expressed concerns for decreased revenues due to COVID-19; he requested information regarding the reserve threshold beginning FY 2021-22; he mentioned the ads he has seen on social media regarding Highway 52 Coalition, and requested clarification regarding expenditures.

ACTION: Council Member Hall moved approval of staff recommendation.

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

(16) Approval of the Expenditure Plan for the Coronavirus Aid, Relief, and Economic Security (CARES) Act Coronavirus Relief Fund (CRF) and Subgrant from San Diego County. (City Manager – Best)

The City Manager introduced the Item and the Marketing Coordinator provided a PowerPoint presentation and responded to Council questions.

Mayor Minto stated the proposal looked very inclusive, he requested choosing the least expensive vendor when the City decides on one to help with the grants; he suggested working with the Economic Development Council if possible

Vice Mayor Koval stated the East Council Economic Development Council has the proper licensing to distribute small business loans for these types of CARES Act programs; she thanked the County for being able to distribute the funds; she stated she has researched the definition of a community outbreak and how it has affected the ability of businesses to reopen and operate.

Council Member Houlahan stated outbreaks are getting very bad and the City should pay close attention to the issue; he urged the City to provide a high level of safety for residents when visiting businesses; he mentioned more people are asking how businesses will reopen safely; he suggested following the County's guidelines.

Mayor Minto suggested having the Care and Shelter team with the EOC check in with the senior mobile home parks to assist with stocking the food pantries.

ACTION: Council Member Houlahan moved approval of staff recommendation.

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

NEW BUSINESS:

(17) Resolution Setting Priorities for Arguments for and Against Ballot Measures. (City Clerk – Ortiz) (Reso 065-2020)

The City Attorney introduced the Item and the responded to Council questions.

PUBLIC SPEAKER:

- Michele Perchez

MOTION: Council Member Houlahan moved to be the designee to write the Pro argument for the General Plan Initiative Measure, be designated the proponent for the Santee Term Limit Initiative and be designee to write the against argument for the City sponsored Term Limit Measure.

After clarification from the City Attorney, Council Member Houlahan withdrew his motion.

ACTION: Mayor Minto moved to designate Council Member McNelis to write the argument in favor of the City Council Term Limit Measure and write the arguments the Santee Term Limit Initiative and General Plan Protection Initiative.

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

(18) Item moved to be heard following the Consent Calendar.

The City Council recessed at 9:52 p.m. and reconvened at 9:56 p.m.

NON-AGENDA PUBLIC COMMENT: (Continued)

- (A) Lauren Ellis state Santee does not need a diversity parade, but needs an American parade.
- (B) Amanda Outlaw requested Council Member Hall resign due to remarks made during a previous Council Meeting.
- (C) Anthony Przytulski requested Council Member Hall resign due to remarks made during a previous Council Meeting.
- (D) Brian Zellers requested Council Member Hall resign due to remarks made during a previous Council Meeting.
- (E) Cara Hartley requested Council Member Hall resign due to remarks made during a previous Council Meeting.
- (F) Darcey Enarson requested Council Member Hall resign due to remarks made during a previous Council Meeting.
- (G) Elyse Pederson requested Council Member Hall resign due to remarks made during a previous Council Meeting.
- (H) Kyle Taylor requested Council Member Hall resign due to remarks made during a previous Council Meeting.
- (I) Robyn Forzano requested Council Member Hall resign due to remarks made during a previous Council Meeting.
- (J) Tianna Miller requested Council Member Hall resign due to remarks made during a previous Council Meeting.
- (K) CJ Langner stated Santee does not need a diversity parade and requested Council Member Hall resign due to remarks made during a previous Council Meeting.
- (L) Ashley DeCarbo stated Santee does not need a diversity parade and requested Council Member Hall resign due to remarks made during a previous Council Meeting.
- (M) Kelsee Dauz stated Santee does not need a diversity parade and requested Council Member Hall resign due to remarks made during a previous Council Meeting.

- (N) Brian Twitty stated Santee does not need a diversity parade and requested Council Member Hall resign due to remarks made during a previous Council Meeting.
- (O) Carole Harris stated Santee does not need a diversity parade and requested Council Member Hall resign due to remarks made during a previous Council Meeting.
- (P) Carol requested Council Member Hall resign due to remarks made during a previous Council Meeting.
- (Q) Maria Hart stated she does not want a diversity parade.
- (R) Shelley Montallegro stated Santee does not need a diversity parade and requested Council Member Hall resign due to remarks made during a previous Council Meeting.
- (S) Potters stated Santee does not need a diversity parade and requested Council Member Hall resign due to remarks made during a previous Council Meeting.
- (T) Darrick Parmer requested Council Member Hall resign due to remarks made during a previous Council Meeting.
- (U) Chad O'Donnell stated Santee does not need a diversity parade and requested Council Member Hall resign due to remarks made during a previous Council Meeting.
- (V) Chase Daigle stated Santee does not need a diversity parade and requested Council Member Hall resign due to remarks made during a previous Council Meeting.
- (W) Ashley Strandberg stated Santee does not need a diversity parade and requested Council Member Hall resign due to remarks made during a previous Council Meeting.
- (X) Ashly Perkins stated Santee does not need a diversity parade and requested Council Member Hall resign due to remarks made during a previous Council Meeting.
- (Y) Brenda Montgomery stated she does not want a diversity parade.
- (Z) Eid Fakhouri expressed concerns on COVID-19 impacts to sales tax revenues and suggested the City find ways to pay down CalPERs unfunded pension liability.
- (AA) Joeren Rogers stated Santee does not need a diversity parade and requested Council Member Hall resign due to remarks made during a previous Council Meeting.
- (BB) Kerry Kennedy requested Council not pander to radicals and the media.
- (CC) Melissa McDuffee requested Council Member Hall resign due to remarks made during a previous Council Meeting.
- (DD) Kimberly Luna stated Santee does not need a diversity parade and requested Council Member Hall resign due to remarks made during a previous Council Meeting.
- (EE) Darrick Parmer requested Council Member Hall resign due to remarks made during a previous Council Meeting.
- (FF) Steve Stelman urged the Council to stand strong for what is right.

(GG) Leonard Gallo stated Santee does not need a diversity parade and requested Council Member Hall resign due to remarks made during a previous Council Meeting.

Under discussion, the City Manager clarified the City is not hosting a diversity parade.

CITY COUNCIL REPORTS:

Council Member Houlahan commended the Community Services Department reopening of the West Hills Little League; he also thanked the City Manager for her clarifications.

Vice Mayor Koval stated she virtually attended the East County Economic Development Council (ECEDC) Annual Board Meeting; she reported that the ECEDC provided guidance to over 300 small businesses in the last year and helped those businesses obtain over \$14 million in funding; she suggested businesses reach out to the ECEDC for any issues.

Council Member Hall stated he would like to have a discussion with the Defend East County group and apologized for his inappropriate comment.

CITY MANAGER REPORTS:

The City Manager announced the disc golf course at Mast park is now open; she reminded the Council and community that the Regular Meeting for July 8, 2020, has been cancelled; she wished everyone a safe 4th of July.

CITY ATTORNEY REPORTS:

None.

CLOSED SESSION:

Council Members recessed at 10:25 p.m. and convened in Closed Session at 10:26 p.m.

(19) CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION

(Government Code section 54956.9(d)(1))

Name of case: Preserve Wild Santee, Climate Action Campaign, and Center for Biological Diversity v. City of Santee et al.

Case Number: 37-2020-00007331-CU-TT-CLT

Council Members reconvened in Open Session at 10:33 p.m. with all members present.

Mayor Minto reported that all parties agreed to a settlement agreement for Item 19.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 10:34 p.m.

Date Approved:

Annette Ortiz, CMC, City Clerk

**Minutes
Santee City Council
Council Chamber – Building 2
10601 Magnolia Avenue
Santee, California
August 5, 2020**

DRAFT

This Special Meeting of the Santee City Council was called to order by Mayor John W. Minto at 3:00 p.m.

1. Call to Order

ROLL CALL: Present: Mayor John W. Minto, Vice Mayor Laura Koval and Council Members Ronn Hall and Rob McNelis – 4. Absent: Council Member Stephen Houlahan – 1.

Officers present: City Manager Marlene Best, Assistant City Attorney Victoria Hester, and City Clerk Annette Ortiz.

2. Amend Argument and Rebuttal Dates to Comply with the San Diego County Registrar of Voters Recommendations for the November 3, 2020 Election.

The City Clerk presented the staff report and responded to Council questions.

ACTION: Council Member McNelis moved approval of staff recommendation.

Vice Mayor Koval seconded the motion, which carried by the following roll call vote: Mayor Minto: Aye; Vice Mayor Koval: Aye, and Council Members Hall: Aye and McNelis: Aye. Absent: Council Member Houlahan. Ayes: 4. Noes: 0. Absent 1.

3. Adjournment.

There being no further business, the meeting was adjourned at 3:02 p.m.

Prepared By:

James Jeffries, Assistant City Clerk

Date Approved:

Annette Ortiz, CMC, City Clerk

City of Santee
COUNCIL AGENDA STATEMENT

Item 3

MEETING DATE August 12, 2020

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 *MOB*

Approve 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>
07/15/2020	Accounts Payable	\$ 100,481.41
07/15/2020	Accounts Payable	2,838.45
07/15/2020	Accounts Payable	50,561.05
07/16/2020	Payroll	375,943.68
07/16/2020	Accounts Payable	15,870.29
07/20/2020	Accounts Payable	1,460,623.34
07/20/2020	Accounts Payable	108,417.93
07/21/2020	Accounts Payable	123,471.02
07/23/2020	Accounts Payable	143,507.00
07/23/2020	Accounts Payable	1,800,956.53
07/23/2020	Accounts Payable	498,727.39
07/29/2020	Accounts Payable	196,350.00
07/29/2020	Accounts Payable	616,865.44
07/30/2020	Payroll	384,480.61
07/30/2020	Accounts Payable	330,986.24
07/30/2020	Accounts Payable	<u>51,256.22</u>
	TOTAL	<u><u>\$6,261,336.60</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
124958	7/15/2020	13292 BORDER TIRE	8012478	52871	TIRE SERVICE	166.44
Total :						166.44
124959	7/15/2020	10021 BOUND TREE MEDICAL LLC	83647764	52673	EMS SUPPLIES	365.49
			83672750	52673	EMS SUPPLIES	172.29
			83677455	52673	EMS SUPPLIES	399.02
Total :						926.80
124960	7/15/2020	10098 BURNER, RONALD	063020-1	52731	ATHLETIC FIELD COORDINATION	2,083.34
Total :						2,083.34
124961	7/15/2020	10429 CALPERS	100000016088975		CALPERS DEDUCTION SERVICES	303.24
Total :						303.24
124962	7/15/2020	12349 CHOICE LOCKSMITHING	051920WP	52774	LOCKSMITH SERVICES	545.93
Total :						545.93
124963	7/15/2020	10032 CINTAS CORPORATION #694	4052711389	52944	UNIFORM/PARTS CLEANER	87.08
Total :						87.08
124964	7/15/2020	12328 CINTAS FIRE 636525	6665803	52906	FIRE EXTINGUISHER SERVICE	383.51
			6665875	52906	FIRE EXTINGUISHER SERVICE	1,246.71
			6665887	52906	FIRE EXTINGUISHER SERVICE	174.73
			6665898	52906	FIRE EXTINGUISHER SERVICE	172.25
Total :						1,977.20
124965	7/15/2020	10035 COMPETITIVE METALS INC	369706	52690	METAL SUPPLIES	163.01
Total :						163.01
124966	7/15/2020	10358 COUNTY OF SAN DIEGO	20CTOFSAN12	52744	SHERIFF RADIOS	4,503.00
Total :						4,503.00
124967	7/15/2020	10142 CSA SAN DIEGO COUNTY	631	52830	CDBG SUBRECIPIENT	1,142.12
Total :						1,142.12
124968	7/15/2020	10043 D & D SERVICES INC	74780	52652	DEAD ANIMAL REMOVAL SERVICE	1,482.89

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
124968	7/15/2020	10043 10043 D & D SERVICES INC	(Continued)		Total :	1,482.89
124969	7/15/2020	10046 D MAX ENGINEERING INC	6070	52940	STORM WATER INSPECTION SVCS	5,493.30
					Total :	5,493.30
124970	7/15/2020	11295 DOKKEN ENGINEERING	36961	52440	PROSPECT/MESA INTERSECTION	3,490.00
					Total :	3,490.00
124971	7/15/2020	10054 ELDERHELP OF SAN DIEGO	06302020	52855	CDBG SUBRECIPIENT	817.50
					Total :	817.50
124972	7/15/2020	13766 HARMONY ENVIRONMENTAL SERVICES	3696		DECONTAMINATION	2,363.36
					Total :	2,363.36
124973	7/15/2020	13363 LESAR DEVELOPMENT CONSULTANTS	ST-13	52725	2020-24 CONSOLIDATED PLAN	2,154.80
					Total :	2,154.80
124974	7/15/2020	13056 PACIFIC SWEEPING	151812 151979	52664 52664	STREET SWEEPING SVCS STREET SWEEPING SVCS	15,839.98 15,839.98
					Total :	31,679.96
124975	7/15/2020	10092 PHOENIX GROUP INFO SYSTEMS	052020031	52766	PARKING CITE PROCESS SVCS	266.98
					Total :	266.98
124976	7/15/2020	10095 RASA	5401	52677	MAP CHECK	605.00
					Total :	605.00
124977	7/15/2020	13061 SAN DIEGO HUMANE SOCIETY &	MAY-20	52750	ANIMAL CONTROL SERVICES	35,400.33
					Total :	35,400.33
124978	7/15/2020	10212 SANTEE SCHOOL DISTRICT	8558		TEEN BUS TRANSPORTATION	449.60
					Total :	449.60
124979	7/15/2020	10768 SANTEE SCHOOL DISTRICT	8581	52623	CHET HARRITT FIELD LIGHTS	498.45
					Total :	498.45
124980	7/15/2020	10837 SOUTHWEST TRAFFIC SIGNAL	80367 80368	52759 52759	USA MARKOUTS TRAFFIC SIGNAL SERVICE CALLS	320.00 2,133.16

Bank code : ubgen


Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
124980	7/15/2020	10837 10837 SOUTHWEST TRAFFIC SIGNAL	(Continued)			Total : 2,453.16
124981	7/15/2020	10250 THE EAST COUNTY	00096860 97076	52629	INVITATION TO BID INVITATION TO BID	861.00 224.00 Total : 1,085.00
124982	7/15/2020	12888 VINYARD DOORS	101170	52852	APPARATUS GATE & DOOR REPAIR	262.00 Total : 262.00
124983	7/15/2020	10331 HDS WHITE CAP CONST SUPPLY	10012427401	52867	PSD STORM WATER SUPPLIES	80.92 Total : 80.92

26 Vouchers for bank code : ubgen

Bank total : 100,481.41

26 Vouchers in this report

Total vouchers : 100,481.41

Prepared by: 

Date: 7-15-2020

Approved by: 

Date: 7/15/20

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
124984	7/15/2020	10333 COX COMMUNICATIONS	038997401		10601 N MAGNOLIA AVE	104.50
					Total :	104.50
124985	7/15/2020	10507 MITEL LEASING	902702791		MONTHLY RENTAL 122670	1,878.80
			902702829		MONTHLY RENTAL 124690	312.66
			902702909		MONTHLY RENTAL 130737	276.33
			902702924		MONTHLY RENTAL 131413	266.16
					Total :	2,733.95
2 Vouchers for bank code : ubgen						Bank total : 2,838.45
2 Vouchers in this report						Total vouchers : 2,838.45

Prepared by: 
Date: 7-15-2020
Approved by: 
Date: 7/15/20

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
124986	7/15/2020	10001 US BANK	02845		EMERGENCY REPAIR	147.29
			0510652		CAMP SUPPLIES	15.52
			06-05236-48645		MDC	392.47
			0850639		MATERIALS & SUPPLIES	107.72
			091574		CLOROX WIPES	161.52
			113-8805020-7492247		TABLET CASES/KEYBOARDS	429.84
			1142893324		ENR SUBSCRIPTION	60.00
			1166633		FILTER CHANGES	819.82
			123		LAMINATING POUCHES	13.88
			18634		EQUIPMENT REPAIR PARTS	230.98
			2020Z01658-B		NON-CONTACT THERMOMETERS	290.93
			20945		FORESTER CREEK CLEAN UP	23.07
			212316		EQUIPMENT RENTAL	213.41
			212549		EQUIPMENT RENTAL	213.41
			212578		EQUIPMENT RENTAL	239.27
			2241861		CAMP SUPPLIES	268.12
			2357362		CR-ONLINE FITNESS PROGRAM	-237.07
			2587413		SAFETY SUPPLIES	334.19
			343838		WATER PUMP REPAIR	5.80
			3519429		PASSPORT CAMERA AND PRINTER	592.57
			40323348233		CARLTON FIRE	85.77
			4039157189		CARLTON FIRE	38.26
			4379440		CREDIT FOR RETURN	-85.96
			56667		CITY HALL MAINTENANCE	27.92
			59259		TCCP EAST MAINTENANCE	12.34
			6153861		CAMP SUPPLIES	39.86
			6153861-B		CAMP SUPPLIES	215.20
			660209		CIVIL UNREST ON 6/1/20	26.34
			8014602		RETRACTABLE BARRIER	37.15
			80349		PROFESSIONAL DEVELOPMENT	145.00
			842		EQUIPMENT HOOKS	64.83
			885503001		TELECONFERENCE SERVICE	86.01
			976787		LEAGUE OF CA CITIES	150.00
			INV633626		RADIO REPROGRAMMING	225.00
					Total :	5,390.46

vchlist
07/15/2020 2:25:28PM

Voucher List
CITY OF SANTEE

Page: 6

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
124987	7/16/2020	12903 AMERICAN FIDELITY ASSURANCE CO	2075253		FLEXIBLE SPENDING ACCOUNT	2,843.38
					Total :	2,843.38
124988	7/16/2020	10208 ANTHEM EAP	78994		EMPLOYEE ASSISTANCE PROGRAM	286.38
					Total :	286.38
124989	7/16/2020	12722 FIDELITY SECURITY LIFE	164396296		EYEMED - VOLUNTARY VISION	892.09
					Total :	892.09
124990	7/16/2020	10508 LIFE INSURANCE COMPANY OF	July 2020		LTD/LIFE INSURANCE	2,776.62
					Total :	2,776.62
124991	7/16/2020	10784 NATIONAL UNION FIRE INSURANCE	July 2020		VOLUNTARY AD&D	91.80
					Total :	91.80
124992	7/16/2020	10335 SAN DIEGO FIREFIGHTERS FEDERAL	July 2020		LONG TERM DISABILITY-SFFA	1,504.50
					Total :	1,504.50
124993	7/16/2020	10424 SANTEE FIREFIGHTERS	PPE 07/08/20		DUES/PEC/BENEVOLENT/BC EXP	3,043.68
					Total :	3,043.68
124994	7/16/2020	12892 SELMAN & COMPANY	July 2020		ID THEFT PROTECTION	210.00
					Total :	210.00
124995	7/16/2020	10776 STATE OF CALIFORNIA	PPE 07/08/20		WITHHOLDING ORDER	308.30
					Total :	308.30
124996	7/16/2020	10001 US BANK	PPE 07/08/20		PARS RETIREMENT	356.88
					Total :	356.88
124997	7/16/2020	10959 VANTAGE TRANSFER AGENT/457	PPE 07/08/20		ICMA - 457	28,738.00
					Total :	28,738.00
124998	7/16/2020	10782 VANTAGEPOINT TRNSFR AGT/801801	PPE 07/08/20		RETIREMENT HSA	4,118.96
					Total :	4,118.96
13 Vouchers for bank code : ubgen						Bank total : 50,561.05

4

vchlist
07/15/2020 2:25:28PM

Voucher List
CITY OF SANTEE

Bank code : ubgen

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>PO #</u>	<u>Description/Account</u>	<u>Amount</u>	
13	Vouchers in this report					Total vouchers :	50,561.05

Prepared by: 
Date: 7-15-2020


Approved by: 
Date: 7/15/20

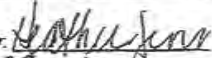
Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
797	7/16/2020	10482 TRISTAR RISK MANAGEMENT	110369		WORKERS' COMPENSATION	15,870.29
					Total :	15,870.29
					Bank total :	15,870.29
					Total vouchers :	15,870.29

1 Vouchers for bank code : ubgen


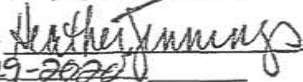
1 Vouchers in this report

Prepared by: 
Date: 7-23-2020

Approved by: 
Date: 7-23-2020

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
801	7/20/2020	10401 US BANK TRUST	1625790		DEBT SERVICE TARB 2016A	1,460,623.34
						Total : 1,460,623.34
1 Vouchers for bank code : ubgen						Bank total : 1,460,623.34
1 Vouchers in this report						Total vouchers : 1,460,623.34

Prepared by: 
Date: 7-27-2020
Approved by: 
Date: 7-29-2020

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
54770	7/20/2020	10955 DEPARTMENT OF THE TREASURY	PPE 07/08/20		FED WITHHOLD & MEDICARE	81,060.56
					Total :	81,060.56
54786	7/20/2020	10956 FRANCHISE TAX BOARD	PPE 07/08/20		CA STATE TAX WITHHELD	27,357.37
					Total :	27,357.37
2 Vouchers for bank code : ubgen						Bank total : 108,417.93
2 Vouchers in this report						Total vouchers : 108,417.93

Prepared by: Nicole S
Date: 7-16-2020

Approved by: [Signature]
Date: 7/16/20


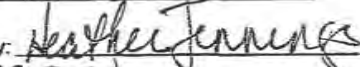
Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
7203	7/21/2020	10353 PERS	07 20 3		RETIREMENT PAYMENT	123,471.02
Total :						123,471.02
1 Vouchers for bank code : ubgen						Bank total : 123,471.02
1 Vouchers in this report						Total vouchers : 123,471.02

Prepared by: 
Date: 7/16/2020
Approved by: 
Date: 7/16/20

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
799	7/23/2020	10402 BANK OF NEW YORK MELLON	8900606738		CDBG SEC 108 LOAN PMT	143,507.00	
						Total :	143,507.00
1 Vouchers for bank code : ubgen						Bank total :	143,507.00
1 Vouchers in this report						Total vouchers :	143,507.00

Prepared by: 
Date: 7-27-2020
Approved by: 
Date: 7-29-2020

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
124999	7/23/2020	10128 AAIR PURIFICATION SYSTEMS	16801	52934	MAGNETIC PLYMOVENT SYSTEM -	13,625.96
					Total :	13,625.96
125000	7/23/2020	13456 AGRICULTURAL PEST CONTROL	540306 540870	52790 52790	PEST CONTROL SERVICES PEST CONTROL SERVICE	595.00 125.00
					Total :	720.00
125001	7/23/2020	13850 GREIESHABER, SAGE	Ref000065413		CORRECTED LICENSE TYPE - REF	41.00
					Total :	41.00
125002	7/23/2020	10020 BEST BEST & KRIEGER LLP	LEGAL SVCS JUNE 2020		LEGAL SVCS JUNE 2020	109,256.10
					Total :	109,256.10
125003	7/23/2020	10022 BRAUN NORTHWEST INC	29366	52872	AMBULANCE MODULE REMOUNT	170,050.71
					Total :	170,050.71
125004	7/23/2020	10033 CITY ELECTRIC SUPPLY COMPANY	STE/060721 STE/063655	52689 52689	ELECTRICAL SUPPLIES ELECTRICAL SUPPLIES	133.07 186.22
					Total :	319.29
125005	7/23/2020	12153 CORODATA RECORDS	RS4604860	52742	DOCUMENT RETRIEVAL & STORAG	422.75
					Total :	422.75
125006	7/23/2020	11862 CORODATA SHREDDING INC	DN1274911	52743	SECURE DESTRUCTION SERVICES	42.87
					Total :	42.87
125007	7/23/2020	10040 COUNTYWIDE MECHANICAL SYSTEMS	29079	52641	HVAC MAINT & REPAIRS	1,351.52
					Total :	1,351.52
125008	7/23/2020	10046 D MAX ENGINEERING INC	5218 6084R	52745	WATER QUALITY MONITORING WATER QUALITY MONITORING - M/	11,836.20 20,107.84
					Total :	31,944.04
125009	7/23/2020	11295 DOKKEN ENGINEERING	37085	52440	PROSPECT/MESA INTERSECTION	19,635.00
					Total :	19,635.00
125010	7/23/2020	10057 ESGIL CORPORATION	06/2020		SHARE OF FEES	86,313.67

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
125010	7/23/2020	10057 10057 ESGIL CORPORATION	(Continued)			Total : 86,313.67
125011	7/23/2020	10251 FEDERAL EXPRESS	7-049-71325		SHIPPING CHARGES	33.55
						Total : 33.55
125012	7/23/2020	10724 FIREMASTER	0000729905		INERGEN SYSTEM MAINTENANCE	325.00
						Total : 325.00
125013	7/23/2020	12760 FOCUS PSYCHOLOGICAL	SANTEE2020-6	52710	COUNSELING SERVICES	750.00
						Total : 750.00
125014	7/23/2020	10065 GLOBAL POWER GROUP INC	68447	52645	GENERATOR MAINTENANCE	76.07
			68845	52645	GENERATOR MAINTENANCE	76.07
			68846	52645	GENERATOR MAINTENANCE	76.07
			68848	52645	GENERATOR MAINTENANCE	76.07
						Total : 304.28
125015	7/23/2020	10246 HUDSON SAFETY T LITE RENTALS	000077422	52696	TRAFFIC SIGNS	714.45
						Total : 714.45
125016	7/23/2020	13558 KIFER HYDRAULICS CO, INC	62445	52902	VEHICLE REPAIR PARTS	38.97
						Total : 38.97
125017	7/23/2020	13345 KING, ERIC	06202020		TUITION REIMBURSEMENT	4,224.72
						Total : 4,224.72
125018	7/23/2020	10527 MOYNEUR, KYLE	06062020		EMPLOYEE REIMBURSEMENT	200.00
						Total : 200.00
125019	7/23/2020	10344 PADRE DAM MUNICIPAL WATER DIST	29700016		CONSTRUCTION METER	260.62
						Total : 260.62
125020	7/23/2020	10442 PAYCO SPECIALTIES	1768-06-2020	52758	STREET STRIPING MAINTENANCE	64,570.61
			1768-06-2020S	52758	STREET STRIPING MAINTENANCE	5,338.44
						Total : 69,909.05
125021	7/23/2020	10161 PRIZM JANITORIAL SERVICES INC	25773	52660	CUSTODIAL SERVICES - OFFICES	3,419.67
			26011	52660	CUSTODIAL SERVICES - OFFICES	3,419.67

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
125021	7/23/2020	10161 PRIZM JANITORIAL SERVICES INC	(Continued) 26053	52660	CUSTODIAL SERVICES - OFFICES	550.00
					Total :	7,389.34
125022	7/23/2020	10150 PROBUILD	04-0268271 04-0268444 04-0268950	52904 52904 52904	BUILDING MATERIALS BUILDING MATERIALS BUILDING MATERIALS	129.32 41.46 261.10
					Total :	431.88
125023	7/23/2020	13455 ROTO-ROOTER	5764	52832	PLUMBING REPAIRS & MAINT	212.47
					Total :	212.47
125024	7/23/2020	10606 S.D. COUNTY SHERIFF'S DEPT.	SHERIFF- MAY 2020		LAW ENFORCEMENT MAY 2020	1,269,274.88
					Total :	1,269,274.88
125025	7/23/2020	10768 SANTEE SCHOOL DISTRICT	8601 8645	52675 52675	JOINT USE FIELDS - RIO SECO JOINT USE FIELDS - RIO SECO	290.13 237.87
					Total :	528.00
125026	7/23/2020	13171 SC COMMERCIAL, LLC	1661208-IN	52644	DELIVERED FUEL	494.89
					Total :	494.89
125027	7/23/2020	13554 SC FUELS	0262016	52889	FLEET CARD FUELING	496.73
					Total :	496.73
125028	7/23/2020	12223 SITEONE LANDSCAPE SUPPLY LLC	100162108 100164785 100477585 100693137 100966797 99807193	52825 52825 52825 52825 52825 52825	IRRIGATION SUPPLIES IRRIGATION SUPPLIES IRRIGATION SUPPLIES IRRIGATION SUPPLIES IRRIGATION SUPPLIES IRRIGATION SUPPLIES	-22.30 280.90 264.41 30.94 12.11 101.06
					Total :	667.12
125029	7/23/2020	11056 STANDARD ELECTRONICS	S44237 S44239	52625 52625	SECURITY SYS - REPAIRS SECURITY SYS - REPAIRS	190.00 190.00
					Total :	380.00
125030	7/23/2020	10027 STATE OF CALIFORNIA	457250		FINGERPRINTING COSTS	175.00

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
125030	7/23/2020	10027 10027 STATE OF CALIFORNIA	(Continued)		Total :	175.00
125031	7/23/2020	10255 TARGET SOLUTIONS LEARNING LLC	INV8668	52965	ANNUAL PROGRAM SUBSCRIPTIOI	4,240.00
					Total :	4,240.00
125032	7/23/2020	10325 VALLEY POWER SYSTEM INC	R03139	52634	VEHICLE REPAIR PARTS	173.40
					Total :	173.40
125033	7/23/2020	10706 WALLACE, HARLEY	07022020		EMPLOYEE REIMBURSEMENT	200.00
					Total :	200.00
125034	7/23/2020	10136 WEST COAST ARBORISTS INC	161716	52663	URBAN FORESTRY	5,600.00
					Total :	5,600.00
125035	7/23/2020	10317 WM HEALTHCARE SOLUTIONS INC	0489967-2793-8	52639	BIOMEDICAL WASTE DISPOSAL	104.70
			0489968-2793-6	52639	BIOMEDICAL WASTE DISPOSAL	104.57
					Total :	209.27

37 Vouchers for bank code : ubgen

Bank total : 1,800,956.53

37 Vouchers in this report

Total vouchers : 1,800,956.53


Prepared by: 
Date: 7-23-2020
Approved by: 
Date: 7-23-2020

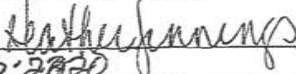
Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
125036	7/23/2020	11445 AMERICAN MESSAGING	L1072898UG		FD PAGER SERVICE	169.13
					Total :	169.13
125037	7/23/2020	10262 AUSTIN, ROY	07202020		RETIREE HEALTH INSURANCE	1,399.95
					Total :	1,399.95
125038	7/23/2020	10021 BOUND TREE MEDICAL LLC	83681466	53076	EMS SUPPLIES	904.40
					Total :	904.40
125039	7/23/2020	11173 CITY OF SAN DIEGO	1000286966		AED SERVICE AGREEMENT	275.00
					Total :	275.00
125040	7/23/2020	10333 COX COMMUNICATIONS	064114701 066401501		8115 ARLETTE ST 10601 N MAGNOLIA AVE	193.33 8.55
					Total :	201.88
125041	7/23/2020	13389 CROW CANYON SYSTEMS INC	2020-299	53085	NITRO TENANT SUBSCRIPTION	2,880.00
					Total :	2,880.00
125042	7/23/2020	12251 CSAC EXCESS INSURANCE	21300093 21500093		GENERAL LIABILITY 1 PROGRAM PROPERTY INSURANCE PROGRAM	321,048.00 99,505.00
					Total :	420,553.00
125043	7/23/2020	13335 IRON WALL SECURITY, INC	3249	53033	SANTEE SALUTES	360.00
					Total :	360.00
125044	7/23/2020	10272 JENKINS, CARROLL	07202020		RETIREE HEALTH INSURANCE	2,888.70
					Total :	2,888.70
125045	7/23/2020	13247 JOHNSON, DOUGLAS	07202020		RETIREE HEALTH INSURANCE	430.80
					Total :	430.80
125046	7/23/2020	13558 KIFER HYDRAULICS CO, INC	62458	53009	VEHICLE REPAIR PART	48.71
					Total :	48.71
125047	7/23/2020	11665 NGUOI VIET TODAY NEWS	9107		NOTICE OF ELECTION PUBLICATIC	60.00

Bank code : ubgen

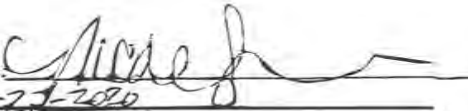

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
125047	7/23/2020	11665 11665 NGUOI VIET TODAY NEWS	(Continued)			Total : 60.00
125048	7/23/2020	10344 PADRE DAM MUNICIPAL WATER DIST	90000366		GROUP BILL	62,639.50
						Total : 62,639.50
125049	7/23/2020	12062 PURETEC INDUSTRIAL WATER	1812358	53061	DEIONIZED WATER SERVICE	54.69
			1812359	53061	DEIONIZED WATER SERVICE	36.47
						Total : 91.16
125050	7/23/2020	10228 QUESTYS SOLUTIONS	MN00001125	53035	QUESTYS SOFTWARE ANNUAL MA	3,541.16
						Total : 3,541.16
125051	7/23/2020	10467 THE EPOCH TIMES IN SAN DIEGO	SD056202007		NOTICE OF ELECTION PUBLICATIC	210.00
						Total : 210.00
125052	7/23/2020	10536 THE FILIPINO PRESS INC	6842-20		NOTICE OF ELECTION	150.00
						Total : 150.00
125053	7/23/2020	10978 US BANK	5782498		CFD NO 2017-1 (WESTON) 2019 SP	1,200.00
						Total : 1,200.00
125054	7/23/2020	10850 CCH INCORPORATED	5411185214		PAYROLL MGRS LTR SUBSCRIP	724.00
						Total : 724.00
19 Vouchers for bank code : ubgen						Bank total : 498,727.39
19 Vouchers in this report						Total vouchers : 498,727.39

Prepared by: 
 Date: 7-23-2020

Approved by: 
 Date: 7-23-2020

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
803	7/28/2020	10401 US BANK TRUST	1625792		DEBT SERVICE TARB 2016B	196,350.00
					Total :	196,350.00
					1 Vouchers for bank code : ubgen	Bank total : 196,350.00
					1 Vouchers in this report	Total vouchers : 196,350.00

Prepared by: 
Date: 7-27-2020
Approved by: 
Date: 7-29-2020

Voucher List
CITY OF SANTEE

Bank code : ubgen

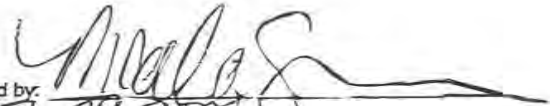
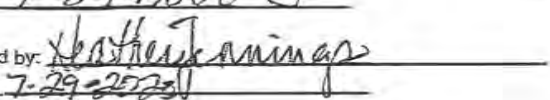
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
125055	7/29/2020	13198 3-D ENTERPRISES, INC	CIP 2008-53		RETENTION RELEASE	525,688.18
					Total :	525,688.18
125056	7/29/2020	13198 3-D ENTERPRISES, INC	16 16R	52409	MAST PARK IMPROVEMENTS RETENTION	32,952.79 -1,647.64
					Total :	31,305.15
125057	7/29/2020	10003 A & B SAW & LAWNMOWER SHOP	30502	52687	SMALL TOOL PARTS & REPAIRS	200.36
					Total :	200.36
125058	7/29/2020	10668 CALIFORNIA BUILDING STANDARDS	APR-JUNE 2020		SB1473 APRIL - JUNE 2020	731.70
					Total :	731.70
125059	7/29/2020	10478 CALIFORNIA DEPARTMENT OF	APR - JUNE 2020		USE TAX APR - JUNE 2020	578.00
					Total :	578.00
125060	7/29/2020	10171 COUNTY OF SAN DIEGO AUDITOR &	05/2020 AGENCY REV 05/2020 DMV REVENUE 05/2020 PHOENIX REV 06/2020 AGENCY REV 06/2020 DMV REVENUE 06/2020 PHOENIX REV		05/20 AGENCY PARK CITE REPT 05/20 DMV PARK CITE REPT 05/20 PHOENIX CITE REV REPT 06/20 AGENCY PARK CITE REPT 06/20 DMV PARK CITE REPT 06/20 PHOENIX CITE REV REPT	17.50 273.75 700.00 22.50 543.50 562.50
					Total :	2,119.75
125061	7/29/2020	10358 COUNTY OF SAN DIEGO	20CTOFSASN12	52579	800 MHZ RADIO ACCESS (FIRE/PS)	1,606.45
					Total :	1,606.45
125062	7/29/2020	10486 COUNTY OF SAN DIEGO	202000482		RECORDED DOC FEE	60.00
					Total :	60.00
125063	7/29/2020	10046 D MAX ENGINEERING INC	6025	52940	STORM WATER INSPECTION SVCS	7,278.97
					Total :	7,278.97
125064	7/29/2020	10433 DEPARTMENT OF CONSERVATION	APR-JUNE 2020		SMIP APRIL-JUNE 2020	2,230.21
					Total :	2,230.21
125065	7/29/2020	11295 DOKKEN ENGINEERING	37084	52440	MAST PARK IMPROVEMENTS	5,275.00

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
125065	7/29/2020	11295 DOKKEN ENGINEERING	(Continued) 37091	52440	CUYAMACA RIGHT TURN POCKET	9,397.50
					Total :	14,672.50
125066	7/29/2020	11724 ICF JONES & STOKES INC	0148393	50991	MSCP SUBAREA PLAN	6,720.00
					Total :	6,720.00
125067	7/29/2020	12703 KB HOME COASTAL INC	GRD1242A		REFUNDABLE DEPOSIT	1,166.05
					Total :	1,166.05
125068	7/29/2020	10079 MEDICO PROFESSIONAL	20227617	52763	MEDICAL LINEN SERVICE	20.02
					Total :	20.02
125069	7/29/2020	10083 MUNICIPAL EMERGENCY SERVICES	IN1476359	52949	SAFETY APPAREL	2,761.69
					Total :	2,761.69
125070	7/29/2020	13127 MYERS, CHRIS	87334		SMALL TOOLS	182.10
					Total :	182.10
125071	7/29/2020	13859 NEW PONTE COMMUNITIES, INC	GRD1266A		REFUNDABLE DEPOSIT	419.97
					Total :	419.97
125072	7/29/2020	10101 PROFESSIONAL MEDICAL SUPPLY	B010886 B010887 B010888	52617 52617 52920	OXYGEN CYLINDERS & REFILLS OXYGEN CYLINDERS & REFILLS EMS SUPPLIES	74.40 68.20 1,132.35
					Total :	1,274.95
125073	7/29/2020	10552 SAFEWAY SIGN COMPANY	50205	52702	STREET NAME SIGNS	1,999.62
					Total :	1,999.62
125074	7/29/2020	10837 SOUTHWEST TRAFFIC SIGNAL	80443 80455 80456 80457 80485	52759 52759 52759 52759 52759	CONFLICT MONITOR TESTING CONFLICT MONITOR TESTING USA MARKOUTS TRAFFIC SIGNAL SERVICE CALLS LOOP INSTALLATION W/PERMIT FE	4,283.69 780.00 160.00 2,886.64 4,090.00
					Total :	12,200.33
125075	7/29/2020	10121 SUPERIOR READY MIX LP	118946	52678	ASPHALT MATERIALS	446.84

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
125075	7/29/2020	10121 SUPERIOR READY MIX LP	(Continued) 119275	52678	ASPHALT MATERIALS	673.69	
						Total :	1,120.53
125076	7/29/2020	10520 TRAFFIC SAFETY MATERIALS LLC	8927	52712	TRAFFIC SIGNS & HARDWARE	533.53	
						Total :	533.53
125077	7/29/2020	10133 UNDERGROUND SERVICE ALERT	620200691 dsb20193691	52768 52768	DIG ALERT SERVICES DIG ALERT SERVICES - STATE FEE	173.35 70.85	
						Total :	244.20
125078	7/29/2020	12480 UNITED SITE SERVICES	114-10544699	52648	PORTABLE TOILETS	48.49	
						Total :	48.49
125079	7/29/2020	12017 WEST COAST LIGHTS & SIRENS INC	20046	52950	VEHICLE CONSOLE	757.64	
						Total :	757.64
125080	7/29/2020	10232 XEROX CORPORATION	010723175 010723176 010723177	52753 52754 52755	XEROX PSD JUN 2020 XEROX FS#4 JUNE 2020 XEROX FS#5 JUNE 2020	318.10 318.10 308.85	
						Total :	945.05
26 Vouchers for bank code : ubgen						Bank total :	616,865.44
26 Vouchers in this report						Total vouchers :	616,865.44

Prepared by: 
Date: 7-29-2020
Approved by: 
Date: 7-29-2020

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
125081	7/30/2020	11419 ANALYTICAL CHEMISTS INC	41318	52985	EQUIPMENT TESTING	95.00
					Total :	95.00
125082	7/30/2020	13854 OLEWINE, CAROLINE	Ref000065603		DUPLICATE APPLICATION - REFUN	90.00
					Total :	90.00
125083	7/30/2020	12951 BERRY, BONNIE F.	August 1, 2020		RETIREE HEALTH PAYMENT	91.00
					Total :	91.00
125084	7/30/2020	11513 BOND, ELLEN	08012020-263		MEADOWBROOK HARDSHIP PROC	58.05
					Total :	58.05
125085	7/30/2020	10299 CARQUEST AUTO PARTS	11102-508108	53083	VEHICLE SUPPLIES	10.03
					Total :	10.03
125086	7/30/2020	11402 CARROLL, JUDI	08012020-96		MEADOWBROOK HARDSHIP PROC	58.19
					Total :	58.19
125087	7/30/2020	10032 CINTAS CORPORATION #694	4055184696	53084	UNIFORM/PARTS CLEANER RNTL	87.08
					Total :	87.08
125088	7/30/2020	11409 CLAYTON, SYLVIA	08012020-340		MEADOWBROOK HARDSHIP PROC	60.90
					Total :	60.90
125089	7/30/2020	10268 COOPER, JACKIE	August 1, 2020		RETIREE HEALTH PAYMENT	91.00
					Total :	91.00
125090	7/30/2020	10333 COX COMMUNICATIONS	063453006 112256001		9534 VIA ZAPADOR 9130 CARLTON OAKS DR	92.02 91.07
					Total :	183.09
125091	7/30/2020	13072 GOVERNMENT TRAINING AGENCY	15699		CCPA CONSORTIUM FEES	1,680.00
					Total :	1,680.00
125092	7/30/2020	11196 HD SUPPLY FACILITIES	9182939441	53072	STATION SUPPLIES	413.70
					Total :	413.70

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
125093	7/30/2020	13558 KIFER HYDRAULICS CO, INC	62493	53009	VEHICLE REPAIR	222.60
					Total :	222.60
125094	7/30/2020	10300 LANGUAGE LINK	139173		TRANSLATION OF NOTICE OF ELE	640.00
					Total :	640.00
125095	7/30/2020	10357 LAWCX	LAWCX 2021-0026		EXCESS WORKERS COMP PREM	179,693.00
					Total :	179,693.00
125096	7/30/2020	10558 MAERTZ, BILL	07/25/2020		CELL PHONE REIMBURSEMENT	44.54
					Total :	44.54
125097	7/30/2020	10079 MEDICO PROFESSIONAL	20238579 20238581	53090 53090	MEDICAL LINEN SERVICE MEDICAL LINEN SERVICE	20.02 8.16
					Total :	28.18
125098	7/30/2020	10757 NENOW, DAN	07162020		PARAMEDIC LICENSE RENEWAL	225.00
					Total :	225.00
125099	7/30/2020	10308 O'REILLY AUTO PARTS	2968-351676	53013	VEHICLE REPAIR PART	7.91
					Total :	7.91
125100	7/30/2020	10344 PADRE DAM MUNICIPAL WATER DIST	90000367		GROUP BILL	41,869.25
					Total :	41,869.25
125101	7/30/2020	11442 PATTERSON, LUANNE	08012020-225		MEADOWBROOK HARDSHIP PROC	56.14
					Total :	56.14
125102	7/30/2020	11888 PENSKE FORD	140983	53092	VEHICLE REPAIR PART	716.32
					Total :	716.32
125103	7/30/2020	10446 PLAY WELL TEKNOLOGIES	19937		INSTRUCTOR PAYMENT	45.00
					Total :	45.00
125104	7/30/2020	12237 RAYON, KYLE	August 1, 2020		RETIREE HEALTH PAYMENT	91.00
					Total :	91.00
125105	7/30/2020	12256 ROE, DARLENE	08012020-318		MEADOWBROOK HARDSHIP PROC	59.01

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
125105	7/30/2020	12256	12256 ROE, DARLENE		(Continued)	Total : 59.01
125106	7/30/2020	10109	SAN DIEGO COUNTY FIRE CHIEFS'		07012020.1 07012020.2 07012020.3 07012020.4 07012020.5	FY 20/21 MEMBERSHIP DUES 100.00 FY 20/21 MEMBERSHIP DUES 50.00 FY 20/21 MEMBERSHIP DUES 50.00 FY 20/21 MEMBERSHIP DUES 50.00 FY 20/21 MEMBERSHIP FEES 50.00 Total : 300.00
125107	7/30/2020	10407	SAN DIEGO GAS & ELECTRIC		0422 970 321 8 2237 358 004 2 3422 380 562 8 4394 020 550 9 7990 068 577 7 8509 742 169 4	STREET LIGHTS 31,660.54 TRAFFIC SIGNALS 4,692.10 ROW / MEDIANS 212.96 LMD 1,578.88 PARKS 14,711.82 CITY HALL GROUP BILL 9,106.05 Total : 61,962.35
125108	7/30/2020	13061	SAN DIEGO HUMANE SOCIETY &	JULY-20	53110	ANIMAL CONTROL SERVICES 36,250.00 Total : 36,250.00
125109	7/30/2020	13171	SC COMMERCIAL, LLC	1662656-IN 1665941-IN	53077 53077	DELIVERED FUEL 376.91 DELIVERED FUEL 388.44 Total : 765.35
125110	7/30/2020	13554	SC FUELS	0263256	53078	FLEET CARD FUELING 906.52 Total : 906.52
125111	7/30/2020	10468	SDCFCA - EMS SECTION	20202021		ANNUAL MEMBERSHIP DUES 50.00 Total : 50.00
125112	7/30/2020	10314	SOUTH COAST EMERGENCY VEHICLE	499659	53096	VEHICLE REPAIR PART 369.41 Total : 369.41
125113	7/30/2020	11403	ST. JOHN, LYNNE	08012020-78		MEADOWBROOK HARDSHIP PROC 58.30 Total : 58.30
125114	7/30/2020	10475	VERIZON WIRELESS	9858442566 9858442567		CELL PHONE SERVICE 1,338.62 WIFI SERVICE 988.26

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
125114	7/30/2020	10475 10475 VERIZON WIRELESS	(Continued)			Total : 2,326.88
125115	7/30/2020	10537 WETMORES	63114141	53029	SHOP SUPPLIES	14.80 Total : 14.80
125116	7/30/2020	12930 WILLIAMS, ROCHELLE M.	August 1, 2020		RETIREE HEALTH PAYMENT	91.00 Total : 91.00
125117	7/30/2020	12641 WITTORFF, VICKY DENISE	August 1, 2020		RETIREE HEALTH PAYMENT	31.00 Total : 31.00
125118	7/30/2020	10318 ZOLL MEDICAL CORPORATION	3097439	53065	EMS SUPPLIES	1,244.64 Total : 1,244.64
38 Vouchers for bank code : ubgen						Bank total : 330,986.24
38 Vouchers in this report						Total vouchers : 330,986.24

Prepared by: 
Date: 7-30-2020
Approved by: 
Date: 7-30-2020

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
125119	7/30/2020	12724 AMERICAN FIDELITY ASSURANCE	D187125		VOLUNTARY LIFE INS-AM FIDELITY	5,542.94	
					Total :	5,542.94	
125120	7/30/2020	12903 AMERICAN FIDELITY ASSURANCE CO	2075890		FLEXIBLE SPENDING ACCOUNT	2,843.38	
					Total :	2,843.38	
125121	7/30/2020	10424 SANTEE FIREFIGHTERS	PPE 07/22/20		DUES/PEC/BENEVOLENT	2,900.31	
					Total :	2,900.31	
125122	7/30/2020	10776 STATE OF CALIFORNIA	PPE 07/22/20		WITHHOLDING ORDER	308.30	
					Total :	308.30	
125123	7/30/2020	10001 US BANK	PPE 07/22/20		PARS RETIREMENT	328.90	
					Total :	328.90	
125124	7/30/2020	10959 VANTAGE TRANSFER AGENT/457	PPE 07/22/20		ICMA - 457	28,873.80	
					Total :	28,873.80	
125125	7/30/2020	10782 VANTAGEPOINT TRNSFR AGT/801801	PPE 07/22/20		RETIREMENT HSA	10,458.59	
					Total :	10,458.59	
7 Vouchers for bank code : ubgen						Bank total :	51,256.22
7 Vouchers in this report						Total vouchers :	51,256.22

Prepared by: *[Signature]*
 Date: 7-30-2020
 Approved by: *[Signature]*
 Date: 7-30-2020

City of Santee
COUNCIL AGENDA STATEMENT

Item 4

MEETING DATE August 12, 2020

AGENDA ITEM NO.

ITEM TITLE AWARD OF CONTRACT FOR IRRIGATION SUPPLIES TO IMPERIAL SPRINKLER SUPPLY, INC. PER RFB #20/21-20049

DIRECTOR/DEPARTMENT Bill Maertz, Community Services *WMM*

SUMMARY The City's contract for Irrigation Supplies expired on June 30, 2020. Services are currently being provided under a 90-day extension authorized in the contract.

In compliance with the City's purchasing ordinance and Santee Municipal Code 3.24.100, the Finance Department administered a formal request for bids (RFB) process for Irrigation Supplies per RFB 20/21-20049. On July 30, 2020 two bids were received and opened. Based on the requirements for lowest responsive responsible bid, staff recommends that the City Council award the contract for Irrigation Supplies to Imperial Sprinkler Supply, Inc. for an amount not to exceed \$27,870.78.

The term of the initial contract shall be September 1, 2020 through June 30, 2021, with authorization for three (3) subsequent 12-month options to renew and one (1) 90-day extension. Annual increases for this contract, if any, shall be at the sole discretion of the City and shall not exceed the San Diego All-Urban Consumers Price Index (CPI) for the preceding calendar year. Staff also requests the City Council authorize the City Manager to approve future purchase orders per subsequent contract renewals and annual change orders up to ten percent (10%) of the then-current annual contract amount.

ENVIRONMENTAL REVIEW This item is categorically exempt from the California Environmental Quality Act ("CEQA") pursuant to section 15301 (maintenance of existing structures, facilities or mechanical equipment).

FINANCIAL STATEMENT *HJ for TM* Funding for this contract is provided by various maintenance accounts in the FY 2020-21 Community Services Department operating budget.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION

1. Award the contract for Irrigation Supplies to Imperial Sprinkler Supply, Inc. for an amount not to exceed \$27,870.78; and
2. Authorize the City Manager to approve three (3) additional 12-month options to renew and one (1) 90-day extension along with the corresponding purchase orders; and
3. Authorize the City Manager to approve annual change orders up to ten percent (10%) of the then-current contract amount.

ATTACHMENT Bid Results

Mayor
John W. Minto

City Council
Ronn Hall
Stephen Houlahan
Laura Koval
Rob McNelis

August 5, 2020
RFB 20/21-20049

Bid Results
for
IRRIGATION SUPPLIES

Bids received; verified:

- | | | |
|----|---------------------------------|-------------------------|
| 1. | Imperial Sprinkler Supply, Inc. | Bid: <u>\$27,870.78</u> |
| 2. | SiteOne Landscape Supply | Bid: <u>\$28,274.13</u> |

City of Santee
COUNCIL AGENDA STATEMENT

Item 5

MEETING DATE August 12, 2020

AGENDA ITEM NO.

ITEM TITLE APPROVAL OF A SECOND AMENDMENT TO THE AGREEMENT WITH STEVEN SMITH LANDSCAPE, INC. FOR LANDSCAPE AND HORTICULTURAL MANAGEMENT SERVICES (AREA 3) AND ACCELERATING APPROPRIATIONS FROM FISCAL YEAR 2020-21 TO FISCAL YEAR 2019-20

DIRECTOR/DEPARTMENT Bill Maertz, Community Services *WMM*

SUMMARY On October 1, 2019, the City entered into a contract with Steven Smith Landscape, Inc. for Landscape and Horticultural Management Services in Landscape Maintenance Districts ("LMDs") Citywide (Area 3) ("Contract").

On October 23, 2019, the City Council approved the First Amendment to the Contract to increase Extra Work in the El Nopal zone of the Santee Landscape Maintenance District ("SLMD") by \$18,433.00, increasing the FY 19/20 nine-month Contract amount from \$120,578.94 to \$139,011.94.

On May 27, 2020, the City Council approved the Second Amendment to the Contract to extend the Contract for a period of 12 months from July 1, 2020 through June 30, 2021 and modify the Contract to temporarily increase FY 20/21 Extra Work in The Heights, Mitchell Ranch and Dakota Ranch zones of the SLMD by a total of \$19,575.00, thus increasing the FY 20/21 12-month Contract amount from \$154,831.92 to \$174,406.92. The Extra Work authorized by the Second Amendment was performed instead in Fiscal Year 19/20 and before the Second Amendment was executed.

This replacement Second Amendment will extend the Contract for a period of 12 months from July 1, 2020 through June 30, 2021 as authorized by the Contract (First Extension) and modify the Contract to increase FY 19/20 Extra Work in The Heights, Mitchell Ranch and Dakota Ranch zones of the SLMD by a total of \$19,575.00, thus increasing the FY 19/20 12-month Contract amount from \$139,011.94 to \$158,586.94. The Fiscal Year 20/21 contract amount will revert to \$154,831.92

FINANCIAL STATEMENT *Hj for TM*

Funding for this contract amendment is available in the reserve balances of The Heights, Mitchell Ranch and Dakota Ranch zones of the SLMD which were appropriated with the FY 20/21 adopted budget. An acceleration of these appropriations from FY 20/21 to FY 19/20 totaling \$19,575.00 will be required.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATIONS

1. Approve and authorize the City Manager to execute the Second Amendment to the contract with Steven Smith Landscape, Inc. for Landscape and Horticultural Management Services in Landscape Maintenance Districts Citywide (Area 3) for a not to exceed amount of \$158,586.94 for FY 19/20.
2. Accelerate appropriations from FY 20/21 to FY 19/20 in the following Santee Landscape Maintenance District zones and amounts: The Heights \$7,050.00; Mitchell Ranch \$2,970.00; and Dakota Ranch \$9,555.00.

ATTACHMENTS (Listed Below)

None

City of Santee
COUNCIL AGENDA STATEMENT

Item 6

MEETING DATE August 12, 2020

AGENDA ITEM NO.

ITEM TITLE RESOLUTION ADOPTING THE 2020 EMERGENCY OPERATIONS PLAN

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

SUMMARY

The Emergency Operations Plan (EOP) highlights the City's planned response to extraordinary emergency/disaster situations associated with natural disasters, human-caused events, technological incidents and national security emergencies. The EOP does not address normal day-to-day emergencies or the well-established and routine procedures used in coping with such emergencies. Instead, the operational concepts reflected in the plan focus on potential large-scale disasters that can generate unique situations requiring unusual response when day-to-day resources are overwhelmed.

The EOP is a preparedness document intended to be read, understood and exercised prior to an emergency/disaster. It is designed to include the City of Santee as part of the San Diego Operational Area. The plan incorporates concepts and principles from the California Standardized Emergency Management System (SEMS), the National Incident Management System (NIMS) and the Incident Command System (ICS) into the City's emergency operations. The plan is flexible enough to use in all emergencies and will facilitate response and short-term recovery activities.

JG
FINANCIAL STATEMENT N/A Completed

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *MSB*
Adopt Resolution

ATTACHMENTS

Resolution
EOP Basic Plan

RESOLUTION NO.

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA,
ADOPTING THE EMERGENCY OPERATIONS PLAN**

WHEREAS, the City of Santee has been a member of the San Diego County Unified Disaster Council (UDC) and the Unified San Diego County Emergency Services Organization (USDCESO) for over 22 years, along with the County and the 17 other cities; and

WHEREAS, UDC and USDCESO members set policy and coordinate emergency response in the event of a major disaster or other emergency; and

WHEREAS, an Emergency Operations Plan (the Plan) has been developed after nearly a year of research and based on the San Diego Operational Area Emergency Operations Plan; and

WHEREAS, FEMA's Comprehensive Preparedness Guide (CPG) 101 provided guidance on developing the Plan to ensure it met all of FEMA's recommendations; and

WHEREAS, the Plan applies to all City of Santee departments, employees and others participating in protection, prevention, mitigation, preparedness, response and recovery efforts within the City of Santee; and

WHEREAS, the City of Santee's Municipal Code provides for the preparation and carrying out of plans for the protection of people and property within the City's boundaries; and

WHEREAS, the Plan is exempt from CEQA review by Public Resources Code Section 21080, Subdivision (b)(4),

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Santee, California, that the attached Emergency Operations Plan is hereby adopted as an official plan of the City of Santee, and that the City Manager is authorized to execute any further agreements relating to the implementation of the Plan.

ADOPTED by the City Council of the City of Santee, California, at a regular meeting thereof held this twelfth day of August, 2020, by the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

ANNETTE ORTIZ, CMC, CITY CLERK



City of Santee
Emergency Operations Plan

PROMULGATION

The City of Santee's municipal code provides for the preparation and carrying out of plans for the protection of persons and property within this City in the event of an emergency; the direction of the emergency organization; and the coordination of the emergency functions of this City with all other public agencies, corporations, organizations, and affected private persons.

Additionally, emergency plans shall provide for the effective mobilization of all the resources of the City, both public and private, to meet any condition constituting a local emergency, state of emergency, or state of war emergency, and shall provide for the organization, powers and duties, services, and staff of the emergency organization.

This Emergency Operations Plan (EOP) has been developed as the basis for conducting emergency operations within the City of Santee. It provides a framework for the City of Santee to use in performing emergency functions before, during, and after an emergency event, natural disaster or technological incident. This EOP supports the National Incident Management System (NIMS) and the Standardized Emergency Management System (SEMS). The City shall work together with local, State, and Federal agencies to effectively and efficiently prevent, prepare for, respond to, and recover from incidents regardless of cause, size, or complexity. This plan is intended to be in accordance with all existing Federal, State and local statutes. All Federal, State, and local laws supersede the policies and procedures listed in this plan.

*****Include a copy of the City Council Resolution once the EOP has been adopted*****

APPROVAL AND IMPLEMENTATION

The City of Santee is committed to providing for the safety residents and properties within the jurisdiction. Their level of safety is dependent upon the continuation of public services before, during and after an emergency or disaster.

The City of Santee is mandated by federal, state, and local laws to ensure that mitigation efforts are enhanced, preparedness is encouraged, responsiveness is assured, and recovery is achieved efficiently and effectively, before, during, and after man-made or natural disasters which may occur within the jurisdiction.

The City of Santee's Emergency Operations Plan (EOP) was developed following recommended guidance from the Federal Emergency Management Agency's (FEMA) Comprehensive Preparedness Guide 101 Version 2.0. The EOP is an all-hazards document which addresses emergency response functions of local government departments, public officials, and other public and private organizations during emergencies/disasters. The plan was developed through a collaborative effort of City departments, including public safety agencies such as fire, police, and public works. These organizations play a pivotal and functional role in responding to emergencies.

The City of Santee EOP is based on the County of San Diego Operational Area Emergency Operations Plan (OA EOP). It is designed to meet the needs of the City of Santee with respect to organizational structure and the City's top hazards.

The EOP applies to all City of Santee departments, employees, and others participating in protection, prevention, mitigation, preparedness, response and recovery efforts within the City of Santee. Furthermore, all stakeholders should maintain their own procedures and actively participate in the training, exercise, and maintenance needed to support this plan.

The Santee Emergency Manager is responsible for the development and maintenance of the City's EOP. Any changes to the plan must be submitted to the Emergency Manager for official updates to the plan. The City of Santee City Council approval will not be necessary for minor changes and daily operational issues. It will be necessary, however, when major changes or responsibilities are modified.

The 2020 EOP shall supersede all previous versions of the City of Santee EOP.

PLAN CONCURRENCE

Provide evidence that the assigned emergency agencies agree with how the plan describes their tasks. This may be in the form of a letter of concurrence or a sign-off sheet. (SEMS)

*****This section is optional*****

RECORD OF CHANGES

Change #	Date	Point of Contact	Summary of Change
----------	------	------------------	-------------------

RECORD OF DISTRIBUTION

Department/Agency	Position	Method of Delivery	Date
-------------------	----------	--------------------	------

TABLE OF CONTENTS

Contents

Promulgation.....	2
Approval and Implementation.....	3
Plan Concurrence.....	4
Record of Changes.....	5
Record of Distribution.....	6
Table of Contents.....	7
INTRODUCTION.....	11
Purpose.....	11
Scope.....	11
Whole Community Approach.....	12
Situation.....	12
Hazards.....	12
Assumptions.....	13
Inclusive Emergency Management Practices.....	14
CONCEPT OF OPERATIONS.....	15
General.....	15
Preparedness.....	15
Community Emergency Response Team (CERT).....	16
Public Education/Outreach.....	16
Training and Exercise.....	16
Mitigation.....	16
Response.....	17
Local On-Scene Command and Management.....	18
EOP Activation.....	18
Authority to Activate.....	18
Levels of Activation.....	20
Emergency Operations Center.....	20
EOC Activation.....	20
EOC Deactivation.....	22
Emergency Operations Center Organization.....	22

EOC Location	22
Proclamation of Local Emergency.....	23
Mutual Aid.....	23
Additional Response Considerations.....	24
Recovery	26
Organization and Assignment of Responsibilities.....	26
General	26
Organization.....	26
Emergency Council.....	26
Director of Emergency Services.....	27
Assistant Director of Emergency Services.....	27
Disaster Service Workers.....	27
Seat of Government.....	27
Emergency Preparedness Structure.....	28
Roles/Functional Responsibilities Matrix.....	29
Assignment of Responsibilities	33
Emergency Council.....	Error! Bookmark not defined.
Mayor and City Council	33
Policy Group	33
Director of Emergency Services.....	34
Fire Department.....	34
Law Enforcement	35
Public Works.....	35
Engineering Department	36
Recreation Department.....	36
Animal Care	37
Communications / PIO	37
Finance Department	38
Development Services Department.....	38
City Attorney	38
Information Technology Services	38
Human Resources	39
City Clerk	39

Supporting Organizations.....	39
Direction, Control, and Coordination	41
Local Response Structure	41
Field.....	41
Department Operations Center (DOC)	41
Management/EOC	41
Operational Area.....	42
State Coordination	42
Federal Coordination	43
Information Collection, Analysis, and Dissemination	43
Collection	43
Analysis	43
Dissemination	44
Communications	44
Incident Communications.....	44
Alert and Warning	45
Public Information	48
Administration, Finance, and Logistics	49
Administration.....	49
Documentation.....	49
Finance	50
Logistics	52
Homeland Security Grant Program	52
Support Requirements/Mutual Aid	53
Resource Management.....	53
Plan Development and Maintenance.....	53
Authorities and References	54
Attachment 1- Master Mutual Aid Agreement.....	56
Responsibilities	56
Local jurisdictions are responsible for:	56
Operational Area (OA) is responsible for:.....	57
Cal OES Mutual Aid Region is responsible for:	57
California Governor's Office of Emergency Services (Cal OES) is responsible for:	57

Other State Agencies	58
Policies and Procedures	58
Attachment 2 – EOC Organization Chart.....	60

INTRODUCTION

Purpose

The City of Santee Emergency Operations Plan (EOP) was developed to describe the City's comprehensive emergency management system, which provides for a coordinated response to any natural disaster or man-made emergency. This plan establishes the emergency organization and addresses the coordination of emergency response activities. The goal of this plan is to provide for a coordinated effective response to ensure the protection of life, property and the environment.

This plan was developed with input from partnering jurisdictions within San Diego County and is consistent with operational concepts defined in plans throughout the region, including the Operational Area (OA) Emergency Operations Plan (EOP). The EOP facilitates coordination among responding agencies, clearly defining areas of responsibility for effective response to any emergency.

Scope

Santee's EOP applies to any extraordinary emergency, within the City of Santee, associated with any hazard, natural or human caused, which may affect the City and result in a planned, coordinated response by multiple City departments, partner agencies, or jurisdictions. The City of Santee is responsible for ensuring emergency preparedness, response, and recovery activities for all populations within the geographic boundary that defines the City of Santee.

The Santee emergency organization includes all City departments having a role in emergency preparedness, response, and recovery, and includes sources of outside support, which might be provided (through mutual aid and specific statutory authorities) by other jurisdictions, state and federal agencies, and the private sector.

The operational response concepts outlined in this plan will be employed by all responding departments and agencies. The EOP is flexible and scalable and can be adapted as necessary to satisfy the response needs of the emergency.

This EOP has been developed to provide guidance for the City of Santee based on the following objectives:

- Provide a system for the effective management of emergencies, including describing how people (e.g. unaccompanied minors, individuals with disabilities and others with access and functional needs (AFN), and individuals with limited English-speaking proficiency) and property are protected.
- Identify lines of authority and relationships.
- Assign tasks and responsibilities.
- Ensure adequate maintenance of facilities, services, and resources.
- Provide a framework for adequate resources for recovery operations.

Whole Community Approach

The City of Santee is fully committed to planning for the needs of the whole community. The whole community concept is a process by which residents, emergency management representatives, organizational and community leaders, and government officials can understand and assess the needs of their respective communities and determine the best ways to organize and strengthen their resources, capacities, and interests. Engaging in whole community emergency management planning builds a more effective path to societal security and resilience.

In keeping with the whole community approach, this plan was developed with the guidance of representatives from County departments/agencies, City departments, special districts, law enforcement, fire services, emergency management, access and functional needs communities, tribal communities, business and industry, and various other public and private stakeholders. The effectiveness of emergency response is largely predicated on the preparedness and resiliency of the collective community.

Community resiliency consists of three key factors:

1. The ability of first responder agencies (e.g. fire, law, emergency medical services) to divert from their day-to-day operations to the emergency effectively and efficiently.
2. The strength and inclusivity of the emergency management system and organizations within the region, to include the Emergency Operations Center (EOC), mass notification systems, emergency public information systems, etc.
3. The civil preparedness of the region's citizens, businesses, and community organizations.

Focusing on enhancing all three of these components constantly focuses the City of Santee on improving the region's resiliency.

Situation

Sunny climate, good schools, small-town friendliness. Santee prides itself on having a lean government that responds to its citizens' concerns. Collectively, these are among the key attributes of the City of Santee, which in 2018 had an estimated population of 58,115. Quality-of-life issues are important to local residents, who simultaneously value the abundance of open space as well as convenient shopping in the City's retail core. Santee also boasts a low crime rate and a median annual household income of \$83,533.

Hazards

The City of Santee is exposed to several hazards and has the potential to be impacted to varying degrees from natural, technological, or man-made disasters. The City of Santee continues to work with local planning groups to determine its exposure and loss potential to identified hazards in the City.

Through the hazard mitigation planning process, the City has identified wildfire, dam failure (flood inundation), earthquake (liquefaction and landslide), hazardous materials release, and

man-made hazards (terrorism, crime, plane crash, etc.). These hazards are briefly described below and are covered more in-depth in the San Diego County Multi-Jurisdictional Hazard Mitigation Plan.

Wildfire

The northern portion of the City is undeveloped, difficult to access hilly terrain. This area and the adjacent undeveloped areas outside the City have been subject to multiple fires in the past. Most of the adjacent undeveloped areas have been set aside to remain in their natural state.

Dam Failure/Flood

The City is split by the San Diego River that has a significant flow volume and floodway/floodplain. The San Diego River watershed also has two significant dams upstream.

Earthquake

There are numerous ancient landslides within the City including some that have been reactivated and resulted in the partial or complete loss of homes. The San Diego River floodplain consists of alluvial soils that are subject to liquefaction during seismic events. Additionally, the City is within 10 miles of a significant earthquake fault.

Hazardous Materials Release

Three freeways are within the City and a major arterial within the City is designated as a federal oversized load route. Numerous industrial facilities within the City handle hazardous materials on a regular basis

Human Caused Events

Terrorism and crime can create vulnerabilities within the facilities within the City. The flight paths and landing zones of an adjacent general aviation airport and nearby military airfield pass over the City.

In addition, the City of Santee could also be impacted by the hazards in neighboring jurisdictions. The City of El Cajon, the City of San Diego, and the unincorporated areas of the County of San Diego are bordering jurisdictions to the City of Santee. Their jurisdictional hazards almost mirror Santee's hazards and have the potential to cross jurisdictional boundaries and require a coordinated response between the jurisdictions. More information on the hazards of neighboring jurisdictions can also be found in the San Diego County Multi-Jurisdictional Hazard Mitigation Plan.

Assumptions

The following assumptions apply to this plan:

- Emergency management activities are accomplished using SEMS and NIMS.

- Emergency response is best coordinated at the lowest level of government involved in the emergency.
- Local authorities maintain operational control and responsibility for emergency management activities within their jurisdiction, unless otherwise superseded by statute or agreement.
- Mutual Aid is requested when needed and provided as available.
- Mitigation activities conducted prior to the occurrence of a disaster result in a potential reduction in loss of life, injuries, and damage.
- Supporting plans and procedures are updated and maintained by responsible parties.

Inclusive Emergency Management Practices

The City of Santee is committed to achieving and fostering a whole community emergency management system that is fully inclusive of individuals with disabilities and others with access and functional needs. Through the integration of community-based organizations, service providers, government programs, and individuals with disabilities and others with access and functional needs into the planning process, meaningful partnerships have been developed and leveraged that enable the City to create, support, and sustain an inclusive emergency management system.

In the City of Santee, all programs, services, and activities provided to residents during times of emergency, to maximum extent feasible, will be inclusive of individuals with disabilities and others with access and functional needs. The following are key focus areas for inclusive service delivery and support:

- Accessible transportation
- Assistance animals
- Dietary restrictions and needs
- Assistive equipment and services
- Accessible public messaging
- Evacuation assistance
- Restoration of essential services
- Language translation and interpretation services
- Service delivery site ADA compliance

In addition to observing inclusive planning practices, the City of Santee is also cognizant of Federal and State laws that govern the service of individuals with disabilities and others with access and functional needs during emergency planning and response efforts. The City of Santee complies with Federal laws that prohibit discrimination in emergency management programs on the basis of disability, which includes the following:

Americans with Disabilities Act of 1990

Rehabilitation Act of 1973

Robert T. Stafford Disaster Relief and
Emergency Assistance Act of 1988

Fair Housing Act Amendments
of 1988

Individuals with Disabilities Education Act of
1975

Architectural Barriers Act of 1968

Post-Katrina Emergency Management
Reform Act of 2006

Twenty-First Century Communications and
Video Accessibility Act of 2010

Telecommunications Act of 1996

Additionally, the City of Santee complies with California Government Code § 8593.3, which requires government agencies to integrate planning for the needs of individuals with access and functional needs into emergency operations plans. As stated in the aforementioned Code, this includes planning for individuals who have developmental or intellectual disabilities, physical disabilities, chronic conditions, injuries, limited English proficiency or who are non-English speaking, older adults, children, people living in institutionalized settings, or those who are low income, homeless, or transportation disadvantaged, including, but not limited to, those who are dependent on public transit or those who are pregnant.

CONCEPT OF OPERATIONS

General

It is the responsibility of the City of Santee to establish and maintain a comprehensive approach to emergency management to mitigate the effects of hazardous events. The City has the primary responsibility for preparedness and response activities within our jurisdiction. The City's emergency organization operates under SEMS and NIMS, which are based on the Incident Command System (ICS) and the Multi-Agency Coordination System (MACS). These management systems are designed to provide a structure for response to any emergency, large or small. SEMS consists of the emergency management systems of all local jurisdictions (including special districts), OAs (county-wide), Cal OES Mutual Aid Regions (two or more counties) and State Government. SEMS is scalable and may not require a complete activation of all levels. The incident will dictate the level of activation required.

Preparedness

During non-emergency times, the City remains in a constant state of readiness. The potential for natural disasters and/or man-made hazards/incidents places a continued emphasis on preparedness activities. Preparedness activities are those activities which help City staff support and enhance response to an emergency. Emergency planning, staff training and exercises,

hazard identification and assessment, resource identification, public awareness and education focus on the City's preparedness for all hazards.

City public safety departments other entities, identified in this plan as having either a primary or support responsibilities during emergencies, maintain policies and procedures for responding. City personnel receive training on emergency response procedures, both at the field level, and in the emergency operations center.

Community Emergency Response Team (CERT)

The CERT program is an all-risk, all-hazard training, designed to educate residents in the community about disaster preparedness. CERT is a valuable program that helps residents protect themselves, their families, their neighbors, and their neighborhood during an emergency. The City of Santee CERT program provides preparedness opportunities to City residents through various workshops and training courses.

Public Education/Outreach

The Santee Fire Department and San Diego Sheriff's Department support emergency preparedness through public education. The Fire Department's Public Education Officer and fire personnel engage with the public to inform residents about the different hazards and provides community presentations to increase public knowledge about emergency preparedness, response and recovery operations.

Training and Exercise

The City strives to ensure personnel have the training necessary to perform daily operations and serve in an emergency role during any incident. The City follows the NIMS guidelines to ensure EOC personnel are adequately trained and familiar with their roles and responsibilities during emergency response.

The City also participates in the countywide reoccurring two-year exercise schedule, which includes a tabletop exercise in year one, followed by a full-scale exercise in year two. Every two-year cycle focuses on a different hazard/scenario and provides an opportunity for emergency responders and EOC staff to test regional coordination, plans and procedures. In addition, the City engages in internal exercises as needed to test City-specific operations, policies, and procedures.

Mitigation

Emphasis is also placed on mitigation measures to reduce losses from disasters, including the development and enforcement of appropriate land use, design and construction regulations. Identified hazards will be made safer via ordinance, regulations, public awareness campaigns, special mitigation projects, and policy making.

The City has identified its top hazards and corresponding mitigation activities, listed in the Multi-Jurisdictional Hazard Mitigation Plan. The City's Development Services Department – enforces earthquake building code standards. Additionally, all City projects are subjected to an

environmental assessment initial report which provides site-specific information on existing natural hazards and other environmental concerns.

The City's zoning ordinances and the California Building Code support mitigation efforts through the enforcement of fire codes and earthquake standards. Other City regulations help mitigate potential hazards through several code enforcements such as installation of water systems of adequate size and pressure for firefighting, ensuring adequate roadway widths for emergency vehicle access, and avoiding projects in floodplains.

Additionally, the City continually applies for hazard mitigation grants through the Hazard Mitigation Grant Program and the Pre-Disaster Mitigation grants that are offered through the state.

Response

All emergency response activities will be initiated and managed as best possible with City resources. The City is responsible for directing and/or coordinating emergency operations, while the other levels within the SEMS structure provide support when requested or as needed. When the emergency exceeds the City's capabilities, mutual aid assistance should be requested through established agreements with other local jurisdictions, the Operational Area (OA), and the State and Federal governments.

Any response to an emergency will progress through the SEMS organizational response levels. The chart below depicts the five organizational levels of SEMS and how activation levels grow with the scale of the incident.

Chart 1
The Five SEMS Organizational Levels

State	Statewide resource coordination integrated with federal agencies.
Regional	Manages and coordinates information and resources among operational areas.
Operational Area	Manages and/or coordinates information, resources, and priorities among all local governments within the boundary of a county.
Local	Manages and/or coordinates information, resources, and priorities within its jurisdiction.
Field	Commands on-scene information, resources, and priorities.

All incidents will be managed at the lowest possible level, using standard operating procedures established by the responding departments or agencies. Responders use ICS to manage response operations. If an incident exceeds normal incident response procedures, the City will activate established mutual aid channels prior to requesting support from the OA.

Local On-Scene Command and Management

An Incident Commander (Police, Fire, or Public Works) will be responsible for all response activities, including the development of strategies and tactics and the ordering and release of resources.

The Incident Commander has overall authority and responsibility for conducting incident operations and is responsible for the management of all operations at the incident site. When multiple command authorities are involved, the incident may be led by a unified command comprised of officials who have jurisdictional authority and/or functional responsibility for the incident under an appropriate law, ordinance, or agreement. The unified command provides direct, on-scene control of tactical operations.

At the tactical level, on-scene incident command and management organization are located at an Incident Command Post, which is typically comprised of local and mutual aid responders.

EOP Activation

The City of Santee's EOP is an all-hazards plan that is scalable and flexible to meet the response needs of an incident. The EOP should be activated when an emergency has occurred or might occur that will meet any condition constituting a local emergency. The EOP shall be activated under the following circumstances:

- On the order of the Director of Emergency Services, who is designated by the City of Santee Municipal Code, Chapter 2.32, provided that the existence or threatened existence of a local emergency has been proclaimed in accordance with the ordinance.
- When the Operational Area (OA) County of San Diego Office of Emergency Services proclaims a local emergency that includes the City of Santee.
- When the Governor has proclaimed a state of emergency in an area including the City of Santee.
- Automatically on the proclamation of a state of war emergency as defined in the California Emergency Services Act (Chapter 7, Division 1, Title 2, California Government Code).
- A Presidential declaration of national emergency

Authority to Activate

The City of Santee Municipal Code charges the Director of Emergency Services and the Emergency Manager to develop the emergency plan and manage the emergency programs of the City. These individuals will also be responsible for the activation of the City's EOP. The following personnel have the authority to activate the EOP:

- Director of Emergency Services (City Manager)
- Acting City Manager
- Fire Chief
- SDSO Captain
- Director of Community Services Department / Public Works
- Emergency Manager

Levels of Activation

The State of California Emergency Plan identifies three levels of emergencies used to categorize emergency response. These same levels are used by the San Diego County Operational Area (OA), including the City of Santee.

ACTIVATION LEVEL	CONDITIONS / DEFINITION
Normal Operations / Monitoring	A constant state of readiness, wherein emergency management functions maintain situational awareness and operational capabilities. First responders manage day-to-day incidents within this level.
LEVEL 3	A minor to moderate incident wherein local resources are adequate and available. A local emergency is unlikely.
LEVEL 2	A moderate to severe emergency wherein local resources are not adequate and mutual aid may be required from the OA, region, or state. A local emergency may or may not be proclaimed.
LEVEL 1	Major disasters wherein resources in or near the impacted area are overwhelmed and extensive, and state and/or federal resources are required. A local emergency proclamation is likely, and state of emergency may be proclaimed. A presidential declaration of emergency or major disaster may be requested.

Emergency Operations Center

The City of Santee Emergency Operations Center (EOC) is integral in the coordination of successful response and recovery operations. The EOC serves in support of the incident commander and field responders. With centralized decision making, personnel and other resources can be utilized more effectively. Coordination of activities through the EOC ensures that all tasks are accomplished with little or no duplication of effort, and with the highest probability of success.

Day-to-day operations are conducted by departments and agencies throughout the City. When a major emergency or disaster occurs, the EOC provides the centralized management needed to facilitate a coordinated response.

EOC Activation

The level of EOC activation is dependent on the severity of the impending disaster or emergency. EOC activation levels are likely to correspond with the emergency response levels listed above.

Activation Procedures

1. The Incident Commander will submit a recommendation for EOC activation through their chain of command (Fire Police, and/or Public Works).
2. The Fire Chief, Police Chief, or Community Services/Public Works Director will notify the Director of Emergency Services (City Manager) and advise of the impending emergency requiring EOC activation.
3. The Director of Emergency Services will coordinate with City public safety personnel and decide on EOC activation.
4. EOC staff will be notified through the City's mass notification system of an EOC activation.

The decision to activate the EOC may be considered under the following circumstances:

Event	Activation Level	Recommended Staffing
<ul style="list-style-type: none"> • Structure fire displacing large number of residents • Police activity requiring evacuation or shelter in place • Two or more large incidents involving 2 or more City departments • Notified of a credible attack on a target within the City boundaries • Minor earthquake of 4.0 – 4.9 magnitude within San Diego County and affecting Santee • Severe storm predicted to bring high wind and heavy rain • Notification of Public Safety Power Shutoff (PSPS) affecting Santee • EOC activation in a neighboring jurisdiction during a major event 	<p>LEVEL 3 Monitoring</p>	<ul style="list-style-type: none"> • EOC Director • Operations Section Coordinator • Planning Section Coordinator • Public Information Officer
<ul style="list-style-type: none"> • Emergency involving multiple City departments with heavy resource involvement • Wildland fire threatening developed areas • Severe weather damage necessitating damage assessment information collection • Moderate Earthquake 5.0 – 5.9 magnitude centered in San Diego County. 	<p>LEVEL 2 Transitional Activation – modified as needed</p>	<ul style="list-style-type: none"> • All <u>LEVEL ONE</u> positions and: <ul style="list-style-type: none"> ○ Section Coordinators ○ Agency Representatives as needed ○ Branches / Units as needed

Event	Activation Level	Recommended Staffing
<ul style="list-style-type: none"> • Any natural disaster causing evacuations and/or damages • Major Earthquake of 6.0 or greater, centered in the City of Santee or neighboring jurisdiction • A Local Emergency has been proclaimed for the City of Santee. • A State of Emergency has been declared by the Governor in our County. 	<p>LEVEL 1 Full Activation</p>	<ul style="list-style-type: none"> • All EOC positions <ul style="list-style-type: none"> ○ Staff for second operational period alerted

EOC Deactivation

The decision to deactivate the EOC will be a coordinated discussion among City leadership and the incident commander/unified command in the field. There are several factors that influence the decision to deactivate the EOC however, the EOC is generally deactivated when the incident response operations have concluded and begin transitioning to recovery operations. It should be noted that the EOC may need to remain activated to facilitate recovery operations. Therefore, EOC deactivations are situation dependent.

Emergency Operations Center Organization

The City’s Emergency Manager is responsible to ensure the readiness of the EOC and EOC personnel. All City departments are required to provide staff to fill EOC positions as necessary.

During emergency operations, the EOC, in accordance with SEMS, is organized into six major functional areas. They are:

1. Policy Group
2. Management
3. Operations
4. Planning/Intelligence
5. Logistics
6. Finance/Administration

There are several procedural responsibilities common to all the sections. These responsibilities include gathering information and verification; making decisions; coordinating; briefing; advising; following procedures; providing, notifying and scheduling staff; and keeping comprehensive records.

An EOC organization chart can be found in Attachment 2.

EOC Location

The EOC is located at the City of Santee City Hall. The Alternate EOC is located at the City of Santee Public Works Operations Center. The EOC will be used during any EOC activation unless that location is inaccessible/unusable, at which time operations would be moved to the alternate EOC.

Proclamation of Local Emergency

The Director of Emergency Services (or in absence, the alternates) is empowered to request the City council to proclaim the existence or threatened existence of a “local emergency” if the City Council is in session, or to issue such proclamation if the City Council is not in session.

Whenever a local emergency is proclaimed by the Director of Emergency Services, the City Council shall ratify the proclamation at their next regularly scheduled council meeting held after the date of the proclamation, or the proclamation shall have no further force or effect unless terminated sooner by the City council at a special meeting called by the council for that purpose.

In the local proclamation, the Director of Emergency Services may also request the Governor to proclaim a “state of emergency” when, in the opinion of the Director, the locally available resources are inadequate to cope with the emergency.

Whenever a local emergency is proclaimed, a copy of the proclamation will be sent to the County of San Diego Office of Emergency Services as the Operational Area and be requested that the OA forward the local proclamation to the State for further considerations.

A local proclamation empowers the Director of Emergency Services to:

- Make and issue rules and regulations on matters reasonably related to the protection of life and property as affected by such emergency; provided, however, such rules and regulations must be confirmed at the earliest practicable time by the City council,
- To obtain vital supplies, equipment, and such other properties found lacking and needed for the protection of life and property and to bind the City for the fair value thereof and, if required immediately, to commandeer the same for public use,
- To require emergency services of any City officer or employee and, in the event of the proclamation of a “state of emergency” in the county in which this City is located or the existence of a “state of war emergency,” to command the aid of as many citizens of this community as deemed necessary in the execution of his/her duties; such persons shall be entitled to all privileges, benefits, and immunities as are provided by state law for registered disaster service workers.
- To requisition necessary personnel or material of any City department or agency, and
- To execute all his/her ordinary power as City Manager, all the special powers conferred upon him/her by this chapter or by resolution or emergency plan pursuant hereto adopted by the City Council, and by any other lawful authority.

Mutual Aid

Mutual aid, including personnel, supplies, and equipment, is provided in accordance with the California Master Mutual Aid Agreement, and other local Mutual Aid Agreements. The Master Mutual Aid Agreement is described in further detail in Attachment 1.

In San Diego County, jurisdictions are linked through various mutual aid agreements. The City of Santee, through its Fire Department, contract Police Department, and Public Works Department have existing mutual aid agreements, including automatic mutual aid, with regional partners. These agreements are often utilized daily and are always available on an as needed basis.

The City of Santee EOP is supported by various strategic and tactical plans of City departments, as well as the operational plans of partner agencies throughout San Diego County. The City's EOP is designed under the guidance of the Operational Area EOP. The emergency preparedness, response, and recovery process, policies, and activities described within this EOP are consistent with the uniform coordination that exists among all OA partners in local government, non-governmental organizations, and the private sector.

Additional information about the process for mutual aid operations can be found in the functional annexes of the County of San Diego EOP. These annexes describe mutual aid coordination for fire and rescue, law enforcement, care and shelter, public health, public works, and many other functions.

Additional Response Considerations

During emergency response, it is important to ensure that preparedness and response strategies serve the needs of the entire population within the City. This includes vulnerable populations. Strategies rooted in inclusive emergency management practices will ensure that all populations are considered, and the necessary services are provided to all impacted communities.

Physical, Programmatic and Communications Needs

Emergencies are not selective about the communities or the people they impact. Individuals with disabilities and others with access and functional needs may experience a greater impact from disasters because of disruptions in their support systems and loss of equipment, supplies, transportation, and communication.

The City, in coordination with the County of San Diego, continues to plan for the needs of individuals with disabilities and access and functional needs, including but not limited to providing accessible transportation during evacuations, providing public information in multiple languages, language translation services at evacuation and recovery centers, and training first responders on how to interact with persons with physical, cognitive, and emotional disabilities.

There are key principles to consider when planning for the needs of persons with disabilities and access and functional needs. These principles guide the programs and activities necessary for addressing the needs of these individuals:

1. **Equal Access**
 - a. People with disabilities must be able to access the same programs and services as the general population.
2. **Physical Access**

- a. People with disabilities must be able to access locations where emergency programs and services are provided.
- 3. **Access to Effective Communication**
 - a. People with disabilities must be given the same information provided to the general population. Communications with people with disabilities must be as effective as communications with others.
- 4. **Inclusion**
 - a. People with disabilities have the right to participate in and receive the benefits of emergency programs, services, and activities.
- 5. **Integration**
 - a. Emergency programs, services, and activities typically must be provided in an integrated setting.
- 6. **Program Modifications**
 - a. People with disabilities must have equal access to programs and services, which may entail modifications.
- 7. **No Charge**
 - a. People with disabilities may not be charged to cover the costs of measures necessary to ensure equal access and nondiscrimination.

Essential Needs of Children

It has been established that children have unique physical and emotional needs when a disaster occurs. Children are at increased risk of physical, psychological, developmental and emotional harm, and respond differently to these traumatic events than adults do. Children require protection from physical harm, exploitation or violence, psychosocial distress, family separation, abuses related to evacuation, denial of access to quality education and recruitment into gangs. Working with partner agencies, the City's goal is to adequately address these needs and provide for children.

Regarding family separation, the City sheltering policies (in conjunction with the Red Cross) require the intake of family units. Parents and children are linked through an established identification system and children are not allowed to leave the shelter without being accompanied by the adult they came with. When dealing with unaccompanied minors, arrangements are made to bring in support from law enforcement and County of San Diego Child Support Services to ensure they receive the additional assistance they need. Additionally, arrangements are made to provide children in shelters a "normal" lifestyle, including play areas, dietary needs, and opportunities to communicate with trained professionals reading emotional and psychological concerns.

Household Pets and Service Animals

The City of Santee is partnered with the San Diego Humane Society who is equipped to shelter animals in an emergency response situation. Animal Control Officers are available 365 days per year on a standby basis to pick up dangerous or injured animals. They have vehicles for transport, including animal control trucks. The San Diego Humane Society is a member of the regional welfare coalition with Chula Vista, Coronado, El Cajon, County of San Diego, Friends of Cats, and the Rancho Coastal Humane Society. The partners of the coalition collectively assist one another during emergencies.

Recovery

A successful recovery operation begins before the disaster occurs. Recovery operations include the development, coordination, and execution of service- and site-restoration plans for impacted communities, as well as the reconstitution of government operations and services.

The City participated in the development of the San Diego County Operational Area Recovery Plan, which is activated as necessary during any emergency requiring large scale recovery activities. The Director of Emergency Services or a designated Recovery Director will manage the City's recovery operations in accordance with the recovery plan. As the incident transitions from response to recovery, EOC staff will be reassigned as necessary to support the recovery operation and fulfill recovery roles and responsibilities.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

General

The City of Santee has the overall responsibility to provide an effective emergency response within the City's geographical boundaries. The City follows SEMS and NIMS principles for incident management. These emergency management systems provide not only for the on-scene management of an incident, but also for the coordination of response activities between City departments and external partners.

Organization

The City of Santee municipal code establishes the emergency organization for the City.

All officers and employees of this City, together with those volunteer forces enrolled to aid them during an emergency, and all groups, organizations, and persons who may by agreement or operation of law, pressed into emergency service duties, specific to the protection of life and property in this City during such emergency, shall constitute the emergency organization of the City.

Emergency Council

The City of Santee Emergency Council is responsible for overseeing the development of emergency and mutual aid plans and agreements, and the ordinances, resolutions, rules and regulations necessary to implement the emergency plans and mutual aid agreements. The Emergency Council will also recommend that these plans, agreements, ordinances, etc. be adopted by the City Council. The Emergency Council is comprised of:

- Mayor, Chair of the Emergency Council
- Director of Emergency Services, Vice Chair of the Emergency Council
- Fire Chief
- Other representatives of civic, business, labor, veterans, professional, or other organizations having an official emergency responsibility, as appointed by the Director of Emergency Services

Director of Emergency Services

The City Manager is the Director of Emergency Services and is empowered to control and direct the effort of the emergency organization of this City to prepare and carry out emergency plans for the protection of persons and property within the City. Additionally, the Director will ensure that emergency functions are coordinated with all other public agencies, corporations, organizations and affected private persons during emergency response.

Assistant Director of Emergency Services

The Assistant Director of Emergency Services is appointed by the Director and empowered to act on behalf of the Director in his/her absence.

Line of Succession

It is incumbent upon all levels of government to establish a line of succession of authority if current officers are unable to carry out their responsibilities. An individual serving as Acting City Manager/Director of Emergency Services has the authority and powers of the position of City Manager/Director of Emergency Services.

Director of Emergency Services Line of Succession

Order of Succession	Title
First	Acting City Manager / City Director Identified by the City Manager in his/her absence
Second	Fire Chief

Disaster Service Workers

Per CA Government Section 3100-3109, all public employees are hereby declared to be disaster service workers (DSW) subject to such disaster service activities as may be assigned to them by their superiors or by law. The term "public employees" includes all persons employed by the state or any county, City, City and county, state agency or public district.

The City of Santee may utilize DSWs during emergency response as necessary.

Seat of Government

It is incumbent upon all levels of government to designate temporary seats of government in the event the normal location is not available. The normal seat of government for the City of Santee is located at 10601 Magnolia Ave., Santee, CA 92071. In the event this location is not available, the temporary seat of government will be located at the following locations below, unless another location is specifically designated:

Order of Alternate Locations	Location	Address
First	Fire Station 4	8950 Cottonwood Ave. Santee, CA 92071
Second	Fire Station 5	9130 Carlton Oaks Dr. Santee, CA 92071
Third	Operations Center	9534 Via Zapador Santee, CA 92071

The City Clerk maintains a “Clerk in a Box”, which includes the materials needed to continue City Council meetings and City Administration operations as necessary. Materials include vital records (Municipal Code), important handbooks and forms (resolutions, agendas, minutes, etc.), and various other supplies.

Emergency Preparedness Structure

In the City of Santee, emergency operations are divided into emergency functions or response areas. Each emergency function or response area is generally assigned to appropriate City departments, emergency personnel, and/or external partners. Specific details regarding each emergency function and the requirements to accomplish a given function are contained within position checklists, standard operating procedures/guides, or specific annexes. The matrix in the next section briefly identifies emergency functions/response areas and the City departments or external partners responsible for ensuring these functions are carried out or addressed.

Roles/Functional Responsibilities Matrix

FUNCTIONS/ RESPONSE AREA	Primary (P) and Supporting (S) Departments																Supporting Agencies														
	City Council	Mayor	City Manager (EOCD)	Deputy City Manager	Assistant City Manager	Animal Care	City Attorney	City Clerk	Communications PIO	Development Services	Economic Development	Finance	Fire	Human Resources	Information Technology	Library	Police	Public Works	Recreation	Emergency Management	County of San Diego (OA)	Cal Highway Patrol	American Red Cross	County Office of Education	Salvation Army	Humane Society	SDG&E	2-1-1 San Diego	VOAD	Cal OES	
MANAGEMENT																															
EOC Activation			P	P	P	S	S	S	S	S	S	S	S	S	S		S	S	S	S											
Public Information	S	S	S			S			P				S				S	S	S	S		S	S	S	S	S	S	S		S	
Emergency Council		P	P	P									P				P	P													
Policy Group	S	P	P					P																							
Emergency Proclamations	S	S	P				S	S					S				S	S		S											
Press Conferences		P	P					S				S					S	S		S	S										
Rumor Control			P																												
OPERATIONS																															
Incident Command													P /S				P /S	P /S		S											
EOC Management																				P											
Alert/Warning								S				S					P	S		S								S			
Evacuation/ Re-entry								S				S					P	S		S											

FUNCTIONS/ RESPONSE AREA	Primary (P) and Supporting (S) Departments																Supporting Agencies														
	City Council	Mayor	City Manager (EOCD)	Deputy City Manager	Assistant City Manager	Animal Care	City Attorney	City Clerk	Communications PIO	Development Services	Economic Development	Finance	Fire	Human Resources	Information Technology	Library	Police	Public Works	Recreation	Emergency Management	County of San Diego (OA)	Cal Highway Patrol	American Red Cross	County Office of Education	Salvation Army	Humane Society	SDG&E	2-1-1 San Diego	VOAD	Cal OES	
Access Control												S				P															
Traffic Control																	P	S				S									
Crowd Control												S				P	S														
Animal Rescue						P																			S						
Establish Perimeter																	P	S													
Site/Scene Security																	P														
Search and Rescue												P					S														
Fire Suppression			S			S		S			S	P					S	S	S	S	S	S									
Hazardous Materials												S					S	S		S	P										
Radiological Protection												S								S	P										
Medical Multi- Casualty												P				S				S	S										
Public Health												S								S	P										
Behavioral Health																				S	P										
Agriculture																				S	P										

FUNCTIONS/ RESPONSE AREA	Primary (P) and Supporting (S) Departments																Supporting Agencies														
	City Council	Mayor	City Manager (EOCD)	Deputy City Manager	Assistant City Manager	Animal Care	City Attorney	City Clerk	Communications PIO	Development Services	Economic Development	Finance	Fire	Human Resources	Information Technology	Library	Police	Public Works	Recreation	Emergency Management	County of San Diego (OA)	Cal Highway Patrol	American Red Cross	County Office of Education	Salvation Army	Humane Society	SDG&E	2-1-1 San Diego	VOAD	Cal OES	
Shelter Operations																		P/S	S	S		P									
Debris Removal																		P		S	S										
Flood Fighting																				S											
Utility Restoration																		P		S							P				
PLANNING/ INTELLIGENCE																															
Situational Awareness						S			S	S	S	S	S	S	S	S	S	S	S	P											
Documentation							S	P	S			S								S											
GIS															P																
Advanced Planning										P										S											
LOGISTICS																															
Supply																		P													
Transportation																		P													
Facilities																		P													
Personnel														P																	
Communication s/IT															P																

FUNCTIONS/ RESPONSE AREA	Primary (P) and Supporting (S) Departments																Supporting Agencies																		
	City Council	Mayor	City Manager (EOCD)	Deputy City Manager	Assistant City Manager	Animal Care	City Attorney	City Clerk	Communications PIO	Development Services	Economic Development	Finance	Fire	Human Resources	Information Technology	Library	Police	Public Works	Recreation	Emergency Management	County of San Diego (OA)	Cal Highway Patrol	American Red Cross	County Office of Education	Salvation Army	Humane Society	SDG&E	2-1-1 San Diego	VOAD	Cal OES					
Volunteer Coordination																				P	P														
Donations Management																				P	P														
FINANCE/ADMIN																																			
Compensation and Claims											P									S															
Cost Accounting											P									S															
Procurement											P									S															
Reimbursement											P									S	S														S
RECOVERY																																			
Recovery Director									P									S		S															
Damage Assessment								S	S			S				S	P		S	S											S	S			
Debris Removal									S		S						P		S	S											S				
Public Assistance	S		S														S		P	S														S	
Individual Assistance	S		S														S		P	S											S	S			
Local Assistance Center								S	S	S	S	S					S	S	S	P											S	S			

Assignment of Responsibilities

This section lists the roles and responsibilities of City departments and/or personnel assigned to the emergency organization.

Emergency Council

- Develop emergency plans, agreements, and mutual aid plans
- Develop ordinances, resolutions, rules, and regulations to implement emergency and mutual aid plans
- Provide direction for the emergency organization

Mayor and City Council

The role of the Mayor and City Council is extremely important to ensure the continuity of government during emergencies or disasters. Roles and responsibilities include:

- The Mayor is the Chair of the Emergency Council
- Mayor may serve as the primary spokesperson to the media for the City (in coordination with the City's Public Information Officer (PIO)).
- The City Council will communicate with and report the needs of their constituents to the Director of Emergency Services and/or Mayor.
 - Conduct public meetings to determine public needs and identify current or future City actions related to the disaster
- The City Council must validate/ratify any Proclamations of Local Emergency.
 - The initial proclamation must be approved by City Council within seven days of the proclamation and reviewed and re-approved every 14 days.
- Address any issues that require consideration of the governing body.
 - Review requirements for special legislation and development of policy.
- Establish executive-level policies and pass important resolutions for the management of the emergency.
- Consider and advise both short- and long-term recovery strategies.
- Host and accompany VIPs and government officials on tours of the emergency/disaster.

Policy Group

The Policy Group is an advisory body to the Emergency Operations Center. The Policy Group is made up of the City Manager and City department leadership. Responsibilities of the Policy Group include:

- Provide policy, direction, and guidance for incident management, including making executive/priority decisions.
- Advise City Council on emergency response, recovery and management issues, as well as set priorities and establish policies governing EOC operations and activities.
- Ensure long-range, logistical, and recovery planning.
- Maintain active liaison with elected officials in other jurisdictions throughout the OA.
- Ensure emergency proclamations are made.

Director of Emergency Services

The Director of Emergency Services is responsible for:

- Request proclamation of local emergency
- Request governor to proclaim state of emergency
- Coordinate the direction of the emergency organization
- Represent the City in dealings with public and private agencies
- Represent the emergency organization in front of City Council to make and issue rules and regulations on matters reasonably related to the protection of life and property.
- Authorize personnel to obtain resources necessary for the protection of life and property
- Authorize the utilization of disaster service workers to support the emergency response

Fire Department

The Fire Department is responsible for daily fire suppression and prevention operation, including structural fires, medical emergency response, and hazardous materials response or public assistance. In addition, the Fire Department must maintain levels of training to respond to disasters that are beyond the scope of daily duties. Responsibilities include:

- Coordinate and conduct necessary training to adequately perform functions and responsibilities during emergencies.
- In coordination with the Police Department, maintain adequate training on procedures and processes for managing incidents at the field level using ICS, including but not limited to:
 - train accidents, including light rail;
 - aircraft accidents, including military aircraft;
 - dam failure (consistent with inundation areas);
 - hazardous material incidents (consistent with County's Hazardous Materials Response Plan)
 - earthquakes
 - floods
 - wildland fires
 - landslides
 - extreme weather or storm situations
 - epidemic or infectious outbreak
 - mass casualty incidents
- Coordinate with the Sheriff's Department on emergency public alert and warning procedures, utilizing the City's mass notification system.
- Direct all action toward stabilizing and mitigating the emergency including controlling fires, saving lives, safeguarding property and assisting other emergency services in restoring normal conditions.
- Conduct mutual aid activities in accordance with established operational procedures.
- Conduct windshield surveys as part of damage assessment activities

Law Enforcement

In general, the San Diego Sheriff's Department will assist with such activities as evacuations, traffic control/direction, scene security, search and rescue operations (if appropriately trained) and a variety of activities that fall within the purview of law enforcement agencies.

These include but are not limited to:

- Coordinate and conduct necessary training to adequately perform functions and responsibilities during emergencies.
- Receive and disseminate warning information to the general public.
- Facilitate operations for evacuations/movement operations and traffic and crowd control operations, including the identification of evacuation routes, evacuation reception areas, shelter locations, and access controls for evacuated areas.
- Coordinate the establishment of emergency traffic routing and ingress/egress procedures with other local and state agencies (i.e. California Highway Patrol)
- Support search and rescue operations
- Provide security for essential facilities, services, and resources.
- In coordination with the Fire Department, maintain adequate training on procedures and processes for managing incidents at the field level using ICS, including but not limited to:
 - train accidents, including light rail;
 - aircraft accidents, including military aircraft;
 - dam failure (consistent with inundation areas);
 - hazardous material incidents (consistent with County's Hazardous Materials Response Plan)
 - earthquakes
 - floods
 - wildland fires
 - landslides
 - extreme weather or storm situations
 - epidemic or infectious outbreak
 - mass casualty incidents
- Provide staff to serve as terrorism liaison officer (TLO) to the San Diego Law Enforcement Coordination Center
 - TLO shall receive critical information to maintain situational awareness on threat levels, activity and the like, and provide information to the emergency organization for planning and response purposes
- Promote awareness to City residents regarding vigilance and the importance of deterring criminally related activity, and provide a platform for sharing of this information between the public and first responders

Public Works

The Public Works Department is responsible for providing and managing the City's infrastructure, parks and open space through high quality operations, maintenance and construction in order to optimize mobility, public and environmental health and safety. During

emergency response, public works is responsible for a variety of services needed to preserve public safety. These responsibilities include:

- Coordinate and conduct necessary training to adequately perform functions and responsibilities during emergencies.
- Provide department personnel to staff the EOC.
- Support the execution of emergency contracting support for lifesaving and life-sustaining services, to include providing potable water, ice, emergency power, and other emergency commodities and services.
- Managing, monitoring, and/or providing technical advice in the clearance, removal, and disposal of contaminated and uncontaminated debris from public property.
- Manage and coordinate contracted transportation vehicles and facilities.
- Implement storm response procedures such as providing sandbags, clearance of drainage canals, culverts, sewers, etc.

Engineering Department

The Engineering Department provides engineering services, technical expertise and oversight for the development and operations of the City's public infrastructure and facilities. Additional responsibilities include:

- Coordinate and conduct necessary training to adequately perform functions and responsibilities during emergencies.
- Provide department personnel to staff the EOC.
- Support restoration of utilities, including evaluation and repair of transportation systems (roads, bridges, etc.)
- Providing emergency repair of damaged infrastructure and critical public facilities.
- Coordinate and provide structural specialists expertise to support inspection of mass care facilities and urban search and rescue operations.
- Assist in the monitoring and stabilization of damaged structures and the demolition of structures designated as immediate hazards to public health and safety.
- Support evacuations through traffic engineering

Recreation Department

The Recreation Department will serve as the lead for mass care and shelter operations during disasters. Responsibilities include:

- Develop procedure for mobilizing Recreation personnel and pre-positioning resources and equipment.
- Ensure that an adequate number of Recreation personnel are trained in shelter operations.
- Provide staff to the EOC for coordination of shelter operations with emergency response.
- Request appropriate mutual aid support for medical care and public health at City shelters

- In coordination with the American Red Cross, develop procedures for caring for displaced persons (shelter operations).
 - Ensure that all mass care operations address the whole community including those with disabilities and other access and functional needs.
- In coordination with the Animal Care Facility develop procedures for the care and shelter of pets and livestock.
- Follow established procedures to coordinate care for unaccompanied minors.

Animal Care

The San Diego Humane Society ensures health and safety for animals and citizens in the East County. During emergencies, Animal Care Facility responsibilities include:

- Prepare and maintain procedures and functional checklists for animal control response to a disaster or emergency
- Coordinate planning efforts with the County of San Diego Department of Animal Services
- Ensure adequate personnel are trained in response operations.
- Provide staff to the EOC for coordination during disasters.
- Provide for the immediate care, control, and safety of animals.
- Coordinate the transportation of animals to appropriate animal care facilities
- Minimize animal suffering, loss of life, and potential disability by ensuring timely and coordinated assistance.
- Provide for the care of animals brought to shelters or housed at staging areas and evacuation sites.
- Provide a system for returning animals to their owners after the event.

Communications / Public Information

The Public Information Officer (PIO) is responsible for implementing a proactive, informative, creative and innovative marketing and communications program. One of the most important roles of the PIO is to help our community access information and services from their City government. During disasters, providing the public with accurate information and instructions is essential to life safety and an effective response with public support. Working closely with the EOC and first responders, the PIO will coordinate all aspects of public information. Public information activities include:

- Provide staff to serve in the EOC.
- Provide personnel trained as Public Information Officers
- Participate in the countywide Joint Information System with PIOs throughout the region and share pertinent information related to the disaster
- Serve as the lead for all public information related duties. Direct and coordinate aspects of the communication with the media, the public, and other public and private agencies
- Respond to local, national, and international media requests for interviews and/or information
- Maintain the City website and provide comprehensive information to the public

- Provide updates to the media and the public via the City's social media platforms.
- Monitor social media to keep abreast of messages and possible inquiries from the media, the public, and other response agencies
- Monitor all traditional media and social media outlets and provide rumor control and correct any misinformation about the incident
- Ensure public messaging is released in multiple formats, allowing the message to reach the whole community, including those with disabilities and other access and functional needs.

Finance Department

The Finance Department must ensure that response operations are cost effective and that the City is documenting and tracking incident costs to maximize reimbursable expenses.

Finance Department responsibilities include:

- Develop procedures for procuring emergency resources to sustain operations.
- Develop the process for documenting the financial cost of disaster response and recovery operations.
- Develop the process and procedure for tracking employees' time and issuing paychecks during disaster operations.
- Develop process and the procedures for submitting and processing workers' compensation claims.
- Facilitate the disaster response reimbursement process with state and federal agencies

Development Services Department

The Development Services Department serves a support function during disasters affecting the City. Potential responsibilities include:

- Serve as the Recovery Director and ensure recovery activities are implemented
- Provide structural engineers and building inspectors for damage assessment activities, as well as for recovery efforts.

City Attorney

The City Attorney's Office serves in a support role to all City departments by providing legal counsel on all City related matters. During an emergency the City Attorney's responsibility include:

- Serve as a member of the Policy Group and advise on all legal matters
- Provide assistance in presenting emergency ordinances to City Council
- Assist in the development of emergency proclamations

Information Technology Services

The Information Technology (IT) Department provides Citywide technology services, solutions, and support to all departments within the City. IT develops, implements, operates, and maintains computer hardware and software systems in order to improve the operational

efficiency and effectiveness of all departments. During an emergency the IT department responsibilities include:

- Ensure communications networks and software programs are functioning
- Oversee the installation of communications resources within the EOC.
- Ensure radio, telephone and computer resources and services are provided to EOC staff as required
- Provide expertise to City officials as it relates to cyber threats

Human Resources

The Human Resources Department develops and manages the delivery of human resources services and programs. The Human Resources Department serves a support role in emergency preparedness and response operations. The Human Resource Department responsibilities include:

- Promote personal emergency preparedness to City staff
- In coordination with the Emergency Management Program, recruit personnel to serve as member of the EOC
- Provide department staff to serve in EOC roles
- Provide information on time policies for emergency personnel during emergency response
- Process worker's compensation claims for emergency personnel
- Develop plans addressing the safety, welfare and health of all employees before, during and after a disaster
- Develop evacuation plans for employees, visitors, customers, subcontractors and vendors who work or operate at City facilities.

City Clerk

The City Clerk is responsible for preparing all logistical requirements for conduct of City Council meetings, maintaining a record of all Council proceedings, and maintaining the Citywide records management program. During a disaster the City Clerk will support response operations, responsibilities include:

- Collect documentation related to incident response and retain according to established record retention policies
- Support in the development of local emergency proclamations.

Supporting Organizations

Supporting organizations are likely to be used to support local operations in all functional areas of emergency response. Supporting organizations include state and federal agencies and departments, local organizations, nonprofit organizations, private sector and other voluntary organizations.

County of San Diego

The County of San Diego is responsible for serving as the operational area coordinator and will facilitate coordination among responding agencies. The County of San Diego commits several County departments to disaster response in their respective functional areas. These departments include, Office of Emergency Services, Environmental Health, Public Health, Communications, Sheriff, etc.

California Governor's Office of Emergency Services (Cal OES)

Cal OES provides support to the local jurisdiction through the operational area coordinator. Cal OES serves as the conduit between the local jurisdiction and the federal government. Resources can be requested through established chain of command and will be coordinated via the mission tasking system. State agencies will provide direct or indirect support to the local jurisdiction for a wide range of activities.

Federal Emergency Management Agency (FEMA)

FEMA's mission is to help before, during, and after disasters. FEMA provides resources for all phases of emergency management, and most notably provides disaster relief programs for those affected by disaster.

CERT

The CERT program educates people about disaster preparedness for hazards that may impact their area and trains them in basic disaster response skills, such as fire safety, light search and rescue, team organization, and disaster medical operations. Using the training learned in the classroom and during exercises, CERT members can assist others in their neighborhood or workplace following an event when professional responders are not immediately available to help. CERT members also are encouraged to support emergency response agencies by taking a more active role in emergency preparedness projects in their community.

American Red Cross (ARC)

- Assist with shelter operations, including managing and operating shelters.
- Assist with family reunification.
- Provide counseling services as necessary.

2-1-1

- Provide current emergency information to non-emergency callers.
- Aid PIOs with media monitoring and rumor control.
- Refer volunteers to volunteer organizations that are accepting volunteers

DIRECTION, CONTROL, AND COORDINATION

The City of Santee utilizes SEMS for coordinating all local emergencies. The framework of SEMS incorporates the use of the Incident Command System, multi-agency or interagency coordination, Operational Area concepts, and the State's master mutual aid agreement.

SEMS is flexible and scalable, and designed to meet the needs to any situation, therefore can be partially or fully implemented in response to a potential/actual threat, in anticipation of a significant event, or in response to an incident. Selective implementation allows for a scaled response, delivery of the exact resources needed and a level of coordination appropriate to each incident.

Local Response Structure

Field

Responders use ICS to manage response operations. All public safety departments follow standard operating procedures when managing an incident internally and/or in coordination with multiple City departments. During any incident, an Incident Commander (IC) or Unified Command (UC) will be established. The IC/UC responsible for developing and implementing the tactical response to the incident. Tactical roles and responsibilities are outlined in agency SOPs and other procedural guides.

Department Operations Center (DOC)

Some departments operate miniature command centers that allow them to better track their resources and manage their departmental roles and responsibilities. They are able to operate from their departmental locations without reporting to the EOC. Department operations centers communicate directly with the field, mitigating field needs potentially addressing field needs before they reach the EOC. These department assist with the coordination of emergency operations, communicating their actions with the EOC, and requesting resources outside of their scope. The DOC is linked to the EOC through the EOC Operations section and the coordinators assigned each specific function.

Management/EOC

When an incident requires activation of the Emergency Operations Center (EOC), the IC/UC maintains authority to direct the tactical response, however, the EOC assumes management of the overall coordination for the incident in addition to establishing priorities for response (and all responders). Coordination elements include but are not limited to communication, resource ordering, resource allocation, information collection, alert and warning, and public information.

The EOC is organized into six sections, each responsible for carrying out a different aspect of the response.

1. Policy Group

- Responsible for providing direction and intent for overall incident operations. The Policy Group focuses on setting objectives to support incident response and maintain continuity of operations for the City.
- 2. Management**
 - Responsible for overall EOC operations and coordination. Facilitate the EOC response at the direction of the Policy Group and ensure all EOC functions are operational.
 - 3. Operations**
 - Responsible for coordinating all incident related strategic operations as directed by the Policy Group and/or Management Section. The Operations Section coordinates priority missions with the branch coordinators and ensures resource deployment is consistent with the EOC objectives.
 - 4. Planning and Intelligence**
 - Responsible for maintaining situational awareness for the EOC, collecting, analyzing and displaying incident related information, preparing the EOC Action Plan and maintaining resource status.
 - 5. Logistics**
 - Responsible for providing resources to support the City's disaster response, including, but not limited to, personnel, vehicles, and equipment
 - 6. Finance**
 - Responsible for ensuring all financial records are maintained and tracking all costs associated with the incident, to include cost recovery.

Operational Area

Once it has been determined that an incident is beyond the capabilities of the City and its mutual aid agreements, request for assistance will be made to the County of San Diego as the Operational Area. Direction and control of the incident remains with the City, however additional support can be provided by the County.

The County of San Diego manages the OA EOC. The decision to activate the OA EOC will be made by the Director of OES, when there is an incident involving the unincorporated area, an incident involving the unincorporated area and one or more cities, or an incident involving two or more cities. The OA EOC will help coordinate incident response with all affected local jurisdictions.

State Coordination

The OA EOC communicates with the State Operations Center (SOC) on behalf of the local jurisdictions. During major emergencies, state government resources are mobilized through Cal OES in response to requests received through regional mutual aid coordinators. Jurisdictional needs are communicated to the OA EOC who communicates these needs to the state.

Federal Coordination

When the federal government responds to an emergency or disaster within the City, it will coordinate with the state to establish a Unified Coordination Group (UCG) in accordance with unified command principles. The UCG will integrate state and federal resources and set priorities for implementation. The UCG may activate a joint field office (JFO) to facilitate the unified operation. When a JFO is activated, the SOC will transfer operations to that facility.

INFORMATION COLLECTION, ANALYSIS, AND DISSEMINATION

Accurate information, analysis of that information, and sharing of the information are critical to successful planning, response, and recovery operations.

Collection

Prior to the activation of the EOC, information is collected in the field by the Incident Commander and by emergency dispatchers who may have been alerted to the incident. When the decision is made to activate the EOC, information gathering becomes one of the priorities for the EOC in order to maintain situational awareness and establish a common operating picture. The Planning and Intelligence section in the EOC is tasked with seeking out and collecting incident information and compiling the information into useable formats. Information is collected from field personnel (through the Operations Section), media outlets, social media platforms, and various other sources.

Obtaining accurate information quickly through rapid assessment is key to initiating response activities. Critical information, also called essential elements of information (EEI), includes information about:

- Lifesaving needs, such as evacuation and search and rescue.
- The status of critical infrastructure, such as transportation, utilities, communication systems, and fuel and water supplies.
- The status of critical facilities, such as police and fire stations, medical providers, water and sewage treatment facilities, and media outlets.
- The risk of damage to the community (e.g., dams and levees, facilities producing or storing hazardous materials) from imminent hazards.
- The number of citizens who have been displaced as a result of the event and the estimated extent of damage to their dwellings.
- Information about the potential for cascading events

Analysis

All information collected will be analyzed by response personnel, EOC staff, supporting agencies, decision makers, and any partner with a vested interest in the planning, response, and/or recovery. Analysis of information involves vetting and verifying that the information is accurate.

Dissemination

Once information has been collected, vetted and verified, information will be distributed widely. Information is shared from the field to the EOC and from the EOC to the field, to partner agencies, and to the public.

Internal information dissemination will be shared through several methods, including but not limited to:

- Verbal
- Email
- Web EOC
- 800 MHz Radio
- Phone (direct or conference calls)
- EOC briefings
 - Periodic EOC briefings will be held to update agencies, departments, organizations, and entities of the current status of the incident, event, or disaster. The briefings will take place as often as necessary.

All information being released to the public will be approved for release by the incident commander and/or the EOC Director. The incident PIO is responsible for releasing information through all necessary communication methods. External partners and the public may receive information through any of the aforementioned methods, and may also include:

- Press releases
- Press briefings/conferences
- Alert and warning messages
- Situational reports
- Social media
- Media outlets

COMMUNICATIONS

During normal operations, responders use the Regional Communications System (RCS) to facilitate emergency communications among response agencies throughout the county. The RCS provides public safety voice and data communications to San Diego County agencies via 800Mhz radio, for the purpose of improving public safety, public service communications, and interoperability. The San Diego County Sheriff's Department's Wireless Services Division oversees the operation and maintenance of the Regional Communications System (RCS).

Incident Communications

Response to local emergencies is managed by first responders operating under the Incident Command System (ICS). The City of Santee has designated radio channels for the public safety departments.

Fire

Day-to-day radio communications are managed by Heartland Communications (HCFA). HCFA is staffed 24/7 with dispatchers and administrative personnel. The center is responsible for all medical, fire, and rescue operations in the City of Santee and also dispatches for cities of Lemon Grove, El Cajon, La Mesa, as well as, numerous fire districts and reservation fire departments.

Law Enforcement

The San Diego Sheriff's Department dispatch center manages and coordinates law enforcement communications for the City of Santee. The San Diego Sheriff's Department dispatch also coordinates with HCFA to ensure communication coordination and interoperability with the Fire Department.

Public Works

The Public Works manages calls for service and dispatches crews as appropriate to deal with any incidents requiring public works personnel.

As incidents grow, or when multiple incidents are taking place simultaneously, existing procedures provide that the EOC is staffed to coordinate information and provide support to the incidents. The City has a dedicated set of emergency channels that can be utilized by all City departments for incident coordination.

Communication will be coordinated between all responding agencies through various forms of communications devices, channels and methods. If an incident expands beyond the City's capabilities and mutual aid is required, the RCS network provides access to conventional mutual aid / interoperability frequencies that can be used to communicate with non-member agencies when there is a need to coordinate information and/or.

When the EOC is activated, all incident related information, updates, resource requests, etc. can be shared via WebEOC in addition to any other chosen communication methods. Communication is a two-way flow (both top down and bottom up) through the established ICS structure. All communications use plain language, avoiding acronyms.

The regional communication framework is further explained in the County of San Diego Emergency Operations Plan, Annex I: Communication and Warning Systems, and the Tactical Interoperability Communications Plan.

Alert and Warning

There are three primary alert and warning systems within San Diego County. These systems are designed to provide San Diego County residents with emergency notifications. These systems are the Emergency Alert System (EAS), Wireless Emergency Alerts (WEA) and the AlertSanDiego/Accessible AlertSanDiego system.

EAS

The State of California has been divided into "EAS Operational Areas" for the purpose of disseminating emergency information. The San Diego EAS Operational Area encompasses the entire County. Under Federal guidelines, local EAS operational plans are written by the broadcast community. Two radio stations, KOGO (600 AM) the Local Primary (LP)-1 and KLSD (1360 AM) the Local Primary (LP)-2 have emergency generators and have volunteered to be the local primary stations for the OA.

All radio and television stations in San Diego County along with all cable TV providers will be broadcasting emergency public information in the event of an activation of the EAS. The system is designed so that all of the radio, TV and cable stations/systems monitor the LP-1 and LP-2 stations and forward the information to their listeners and viewers.

The County's Office of Emergency Services (OES) is authorized to activate the EAS. Local jurisdictions in the OA can contact the OES Duty Officer to activate the system in the event of the need to notify its citizens to take protective actions or to provide emergency information.

Wireless Emergency Alerts

The Wireless Emergency Alert (WEA) system, is a federally maintained alert and warning system, available to all jurisdictions to notify residents in times of severe or extreme hazards within the framework, agreements, rules and protocols agreed upon by the Federal Emergency Management Agency (FEMA), the Federal Communications Commission (FCC), and the Unified Disaster Council.

Through the County's existing mass notification system (Blackboard Connect), jurisdictions can initiate Wireless Emergency Alert (WEA) messages. WEA messages are emergency notifications sent by authorized government alerting authorities, as determined by the jurisdiction, through mobile carriers and broadcast to mobile phones receiving a signal from cell towers within or in close proximity to the alert area.

WEA version 3.0 from FEMA/FCC incorporates .10-mile geo-targeting capability which allows jurisdictions to notify residents with greater accuracy. Since WEA messages may have regional implications and may be received by residents in surrounding jurisdictions, WEA messages require regional coordination.

If a jurisdiction's public safety official (Incident Command, or other authorized alerting authority as determined by the Jurisdiction) determines that the severity of an incident necessitates public alert through WEA, the public safety official will request that a WEA is devised and sent out through their respective dispatch agency. Use of the WEA system is solely authorized for severe or extreme hazards.

Severe or extreme hazards are incidents where an emergency threatens, or is imminently expected to threaten, life, health, or property. WEA messages must contain protective action instructions that recipients will follow to reduce vulnerability to an imminent threat.

Protective action instructions include:

1. Shelter – Shelter in place
2. Evacuate – Relocate as instructed
3. Prepare – Make preparations
4. Execute – Execute a pre-planned activity
5. Avoid – Avoid the hazard
6. Monitor – View local information sources
7. All clear – The event no longer poses a threat or concern

AlertSanDiego/Accessible AlertSanDiego

The County of San Diego has instituted a regional notification system that is able to send telephone notifications, texts and emails to residents and businesses within San Diego County impacted by, or in danger of being impacted by, a disaster. This system (software), called AlertSanDiego, is used by emergency response personnel to notify residents at risk with information about the event and/or actions (such as evacuation, shelter in place, gas leak, missing person at risk, etc.)

AlertSanDiego enables emergency dispatchers to call residents, via a reverse 911 type of system, and alert them to emergency actions which may need to be taken. AlertSanDiego combines GIS mapping technologies with 9-1-1 calling data in an easy-to-use interface. The system utilizes the region's 9-1-1 database, provided by the local telephone companies, which includes both listed and unlisted landline phone numbers. It is TTY/TDD capable.

AlertSanDiego is also available in accessible formats. Accessible AlertSanDiego provides emergency management the capability of alerting and informing residents of San Diego County who are deaf, blind, hard of hearing, and deaf/blind before, during, and after a disaster. Accessible AlertSanDiego sends accessible alerts and information to internet and video capable devices, such as computers, cell phones, smart phones, tablet computers, and wireless Braille readers.

Residents are also able to self-register their Voice Over Internet Protocol (VoIP), cellular telephone numbers, and/or email addresses to receive notifications via phone, text, email, and/or American Sign Language with English voice and text.

If a jurisdiction's Public Safety Official, as determined by the Jurisdiction, determines that the severity of an incident necessitates public alert through AlertSanDiego, the public safety official will be responsible for processing and disseminating the AlertSanDiego message.

Use of AlertSanDiego system is authorized for the following purposes:

1. Imminent or perceived threat to life or property

2. Disaster notifications
3. Evacuation notices
4. Public health emergencies
5. Any notification to provide emergency information to a defined community

Use of AlertSanDiego email and text alerts for registered mobile devices are authorized for the following purposes:

1. Missing Persons at risk

Public Information

The need for accurate information to be disseminated quickly to the public is a necessity during an emergency. The City's Public Information Officers staff the EOC in response to disasters or emergencies. The primary responsibility is providing the public with accurate information and instructions.

Team members must be able to quickly access tools such as the City website, social media and City network. It is possible that some team members will work from remote locations because they cannot get to the EOC. Team members process emergency information and confirm with the EOC Director as to what should be published in emergency updates distributed via all public outlets. Only information verified/approved by the Incident Commander and the EOC Director can be disseminated by the communications team. The communications team generally disseminates information about areas within the City's jurisdiction only, but makes referrals to, and coordinates with, other jurisdictions.

The communications team distributes information using several methods, including social media, email subscription services, news conferences, and incident updates (brief press releases). Updates contain public messages describing the nature of the hazard, the timing and the recommended or required protective actions the public needs to implement as well as shelter or recovery information.

All communication must be effective, equitable, and redundant. The communications team ensures all public information is accessible to the whole community. Inclusive public communications include but are not limited to:

- Accessible public information/messaging throughout event
- Social Media Platforms *including Alt Text for all images
- Direct communication accommodations
- Visual Language Translators/Pictograms
- Certified ASL (American Sign language) Interpreter/s
- Video Relay Services (VRS)/ Video Remote Interpreting (VRI) availability
- Assistive Listening Devices
- Non-English Translators
- Accessible Website updates *including alt text for all images
- Accessible materials (e.g. forms, brochures)
- Personal Assistant Services (PAS) availability
- Large font signage

- Non-English signage
- Press conference equal accessibility
- Closed Captioning

ADMINISTRATION, FINANCE, AND LOGISTICS

Administration

Documentation

Documentation of an emergency incident is a critical part of an emergency planning. An incident may have visual, audio, and written recordings that detail each step of the emergency response in order to provide a clear understanding of the events that occurred. This information provides lessons learned and can be used to revise and/or develop more functional emergency plans.

Incident Reports

Incident reports capture the narrative of the call for service and any decisions that were made. Field responder's complete incident reports detailing actions taken. All radio communications are monitored by dispatch centers across the county, recording radio transmissions and creating transcripts for records.

Emergency Operations Center

EOC personnel complete activity logs which provide chronological log of the activities and response actions of their section. In addition to the activity logs, EOC personnel provide information to WebEOC to share with other responders in the region. WebEOC is a situational awareness tool that captures incident updates and paints a picture of incident progression.

The EOC is also responsible for producing the EOC Action Plan. The EOC Action Plan provides overall incident actions and strategies. All EOC personnel provide input to the action plan, which is approved by EOC management, and carried out by all incident personnel.

Damage Assessment/Recovery

Damage assessment and cost recovery are a significant part of incident documentation. Damage estimates are needed to secure public assistance and individual assistance for anyone affected by the disaster. The State and Federal reimbursement process requires accurate documentation of costs incurred, including personnel, equipment, materials, contracts, etc. City departments will coordinate to ensure all resources and cost are captured through the various departmental tracking systems.

Following a disaster, jurisdictions must be able to identify, quantify, and describe the damages that have occurred as a result of a disaster through damage assessments.

Damage assessments allow jurisdictions to report the level of damage experienced, substantiate requests for additional assistance from state or federal partners, and identify community needs.

The City of Santee will utilize available personnel to patrol the City and begin collecting information of the type of damaged witnessed and give estimates as to the quantity of damages. This includes personnel from Police, Public Works, Fire, Engineering, CERT members, etc. This information is collected and compiled into an initial damage estimate (IDE) report which is sent to the County Office of Emergency Services. County OES will compile all jurisdictional IDEs and submit them to the state then for further consideration of the need for preliminary damage assessments (PDA). PDA is the step in the assessment process which validates data and damages identified through IDEs. PDAs are conducted by state and federal officials. If PDAs are scheduled, the City of Santee will provide City representatives to participate in the PDA tour of the damaged areas.

The damage assessment process is described in more detail in the San Diego County Damage Assessment Concept of Operations (ConOps).

After-Action Reports

California Code of Regulations, Title 19, § 2450 requires that any jurisdiction declaring a local emergency for which the governor proclaims a state of emergency, and any state agency responding to that emergency shall complete and transmit an after-action report to Cal OES. The report must be a comprehensive review of the incident, including but not limited to response actions taken, necessary modifications to plans and procedures, and identified training needs.

The After-Action Report contains an improvement plan that sets a path forward for the identified training needs and implementation of necessary improvements.

City Retention Schedule

The City's record retention is a guide to the records produced by the City and their disposition – if and when records should be destroyed or transferred to off-site storage the schedule requires the various documents that are created during any emergency to adhere to the City's record keeping guidelines.

Vital records pertaining to emergency response are stored on the City network which is managed by the Information Technology Department. Computer records are routinely backed up and stored separately from the hard drives.

Finance

The Finance Department manages all financial aspects of disaster response and recovery. The Finance Department has established City protocols for financial management, including procurement, cost accounting, and reimbursement. The Finance Director serves as the lead for

the Finance Section in the EOC, monitoring all disaster expenditures, including timekeeping, contracts, supplies and equipment, and materials, etc.

The EOC Finance Section is responsible for tracking all costs associated with and EOC activation and ensures all costs are appropriate with existing emergency operations, procedures, and rules. The City's disaster procurement policy is outlined in the City Municipal Code under section 3.24.140, which authorizes emergency purchases under conditions that pose an immediate threat to public health, safety or welfare.

The Finance Section will also ensure that, to the extent possible, all eligible costs are collected and submitted to State and Federal agencies for the purposes of reimbursement. Fiscal representatives from each City department, in coordination with the Recovery Director, will coordinate to ensure all appropriate reimbursement documentation is submitted for all possible public and/or individual assistance reimbursement programs.

Public Assistance

Cost recovery is achieved through Federal and State public assistance programs. Each jurisdiction has the responsibility to complete and submit the required documents for both State and Federal public assistance programs, if seeking and accepting such assistance. There are various public assistance programs available based on the type of disaster that has occurred, including but not limited to:

- Fire Management Assistance Grant (FMAG)
- National Resources Conservation Service (NRCS) Emergency Watershed Program (EWP)
- U.S. Army Corps of Engineers Rehabilitation and Inspection Program
- Federal Highway Administration Emergency Relief Program
- US Department of Housing and Urban Development
- US Department of Agriculture Emergency Loans
- California Disaster Assistance Act (CDAA)

Each of these programs are referenced in the San Diego County Operational Area Recovery Plan and can be found in the most recent FEMA Public Assistance Program and Policy Guide for more thorough planning and operational FEMA Public Assistance considerations.

Individual Assistance

Individuals are expected, whenever possible, to provide for themselves and be responsible for their own personal recovery. However, many individuals will need and expect the government to deliver assistance to them well after the disaster. The City will coordinate with FEMA to acquire assistance from the Individuals and Households Program, which provides financial help or direct services to those who have necessary expenses and serious needs if they are unable to meet these needs through other means. Assistance falls into two categories:

- Housing Assistance (including Temporary Housing, Repair, Replacement, and Semi Permanent or Permanent Housing Construction)
- Other Needs Assistance (including personal property and other items)

Logistics

The ability to effectively respond to and manage a disaster is highly dependent on the planning and preparation before an incident occurs. This includes having adequate staffing, training, and equipment resources. Additionally, the City's emergency management is the lead for ensuring that the following logistical actions are taken before and during an emergency:

Before:

- Acquiring and typing County equipment
- Stockpiling supplies
- Designating emergency facilities, such as shelter sites
- Establish mutual aid agreements, such as with American Red Cross; and prepare a resource contact list

During:

- Move emergency equipment into place
- Arrange for food and transportation
- Arrange for shelter facilities; if needed, call on mutual aid; and if needed, provide backup power and communications

Homeland Security Grant Program

Many of the resources required to sustain preparedness and response efforts are funded through the Homeland Security Grant Program. The Homeland Security Grant Program (HSGP) plays an important role in the implementation of the National Preparedness System by supporting the building, sustainment and delivery of core capabilities essential to achieving the National Preparedness Goal of a secure and resilient nation. With the HSGP, there are two programs in particular that provide funding for the City's preparedness:

State Homeland Security Grant Program (SHSP)

The State Homeland Security Program (SHSP) is a core assistance program that provides funds to build capabilities at the State, local, tribal, and territorial levels, to enhance our national resilience to absorb disruptions and rapidly recover from incidents both natural and manmade as well as to implement the goals and objectives included in State homeland security strategies and initiatives in their State Preparedness Report (SPR).

Activities implemented under SHSP must support terrorism preparedness by building or enhancing capabilities that relate to the prevention of, protection from, mitigation of, response to, and recovery from terrorism in order to be considered eligible.

However, many capabilities which support terrorism preparedness simultaneously support preparedness for other hazards.

Urban Area Security Initiative (UASI)

As a part of the San Diego County Operational Area, the City receives funding from the Urban Area Security Initiative (UASI). The UASI Program assists high-threat, high-density Urban Areas in efforts to build and sustain the capabilities necessary to prevent, protect against, mitigate, respond to, and recover from acts of terrorism. The UASI program is intended to provide financial assistance to address the unique multi-discipline planning, organization, equipment, training, and exercise needs of high-threat, high-density Urban Areas, and to assist these areas in building and sustaining capabilities to prevent, protect against, mitigate, respond to, and recover from threats or acts of terrorism using the Whole Community approach.

Support Requirements/Mutual Aid

The foundation of California's emergency planning and response is a statewide mutual aid system, which is designed to ensure that adequate resources, facilities, and other support are provided to jurisdictions whenever their own resources prove to be inadequate to cope with a given situation(s).

No jurisdiction has the resources necessary to fully respond to and recover from major or catastrophic disasters. The City will request mutual aid and fill mutual aid requests in accordance with SEMS and NIMS. In particular, the City will coordinate with the County for services such as hazardous materials response, public health response, and environmental services.

Resource Management

During any emergency, resource management rests with the entity/agency in charge of that incident. Typically, incident commanders will manage their resources from the established command post. If the EOC is activated, the EOC will support resource ordering and tracking. During any emergency, the logistics section's primary responsibility is to ensure the acquisition, transportation, and mobilization of resources to support the response effort at the disaster sites, public shelters, EOC, etc.

PLAN DEVELOPMENT AND MAINTENANCE

The County of San Diego Office of Emergency Services, as the Operational Area, coordinates the update of the Operational Area Emergency Operations Plan (OA EOP) every four years. The OA EOP was developed following the guidelines contained within FEMA's Comprehensive Preparedness Guide (CPG) 101.

The San Diego County local jurisdictions utilize the OA EOP as a guiding document from which to develop individual EOPs. The San Diego County Emergency Managers Working Group established an EOP subcommittee to develop a localized template based on the OA EOP. The subcommittee coordinated to identify appropriate jurisdictional (local) level operations, policies,

and procedures that should be outlined in this plan. The goal of the San Diego County Operational Area EOP template is to further the standardization of plans and processes throughout the county and continue to enhance the high degree of coordination in the OA.

Plan review is a recurring activity. The EOP will be reviewed and considered for updates after the following events:

- A major incident
- A change in operational resources (e.g., policy, personnel, organizational structures, management processes, facilities, equipment)
- Each activation
- Major exercises
- A change in elected officials
- A change in the jurisdiction's demographics or hazard or threat profile
- A formal update of planning guidance or standards
- The enactment of new or amended laws or ordinances.

To ensure the EOP is a relevant and current tool, and in compliance with State-level regulations, the EOP will be reviewed and revised every two years, and brought before City Council for adoption every four years.

Although the EOP is a public document, it is also a living document that may be changed frequently, therefore the most current version of the EOP is kept on file with the City. Anyone wishing to access the EOP may do so by contacting the City and requesting a copy of the EOP.

AUTHORITIES AND REFERENCES

- Unified San Diego County Emergency Services Organization, Fifth Amended Emergency Services Agreement, 2005
- California Emergency Services Act, Chapter 7 of Division 1 of Title 2 of the Government Code
- San Diego County Operational Area Emergency Operations Plan – September 2018
- Petris (SEMS) SB 1841 Chapter 1069 - Amendments to the Government Code, Article 7, California Emergency Services Act
- California Master Mutual Aid Agreement
- Incident Command System, Field Operations Guide, ICS 420-1
- San Diego County Mutual Aid Agreement for Fire Departments
- California Law Enforcement Mutual Aid Plan
- Public Works Mutual Aid Plan
- San Diego County Multi-Jurisdictional Hazard Mitigation Plan 2018
- San Diego Urban Area Tactical Interoperable Communications Plan, February 2006

- Unified San Diego County Emergency Services Organization Resolution adopting the National Incident Management System updated October 2017
- Developing and Maintaining Emergency Operations Plans Comprehensive Preparedness Guide (CPG) 101 Version 2.0, November 2010
- FEMA Independent Study (IS) 0368 - Including People with Disabilities and Others with Access and Functional Needs in Disaster Operations
- Guidance on Planning for Integration of Functional Needs Support Services in General Population Shelter, November 2010
- Public Law 288, 93rd Congress, Disaster Relief Act of 1974
- Public Law 920, 81st Congress, Federal Civil Defense Act of 1950
- A Whole Community Approach to Emergency Management: Principles, Themes and Pathways for Action, December 2011
- California Government Code 8593.3 (2018) – Accessibility to Emergency Information and Services
- Web Content Accessibility Guidelines (WCAG) 2.0
- San Diego County Operational Area Recovery Plan (2019).

ATTACHMENT 1- MASTER MUTUAL AID AGREEMENT

The foundation of California's emergency planning and response is a statewide mutual aid system, designed to ensure that adequate resources, facilities, and other support services are provided to jurisdictions whenever their own resource capabilities are exceeded or overwhelmed during any incident. The basis for the system is the California Disaster and Civil Defense Master Mutual Aid Agreement, as provided for in the California Emergency Services Act. The Civil Defense Master Mutual Aid Agreement was developed in 1950 and adopted by California's incorporated cities and by all 58 counties. It created a formal structure, in which each jurisdiction retains control of its own personnel and facilities but can give and receive help whenever it is needed. State government, on the other hand, is obligated to provide available resources to assist local jurisdictions in emergencies. The Standardized Emergency Management System (SEMS) includes mutual aid as an essential element in responding to disasters and emergencies.

To facilitate the coordination and flow of mutual aid, the state has been divided into six California Emergency Management Agency Mutual Aid Regions, and the Southern Administrative Region contains two of the six Mutual Aid Regions (see map - Figure 3). Through this mutual aid system, Cal OES can receive a constant flow of information from every geographic and organizational area of the state. This includes direct notification from a state agency or department or from a local government official that a disaster exists or is imminent. In some cases, it also includes information that makes it possible to anticipate an emergency and mitigate its effects by accelerated preparations, or perhaps prevent an incident from developing to disaster proportions.

To further facilitate the mutual aid process, particularly during day-to-day emergencies involving public safety agencies, Fire and Rescue, and Law Enforcement Coordinators have been selected and function at the Operational Area (countywide), Mutual Aid Region (two or more counties), and at the state level. It is expected that during a catastrophic event, such as an earthquake, Coordinators will be assigned at all levels for other essential services (e.g., Medical, Care and Shelter, Rescue).

Responsibilities

Local jurisdictions are responsible for:

- Developing and maintaining current emergency plans that are compatible with the California Master Mutual Aid Agreement and the plans of neighboring jurisdictions and are designed to apply local resources to the emergency requirements of the immediate community or its neighbors.
- Maintaining liaison with the appropriate Cal OES Mutual Aid Region Office and neighboring jurisdictions.
- Identifying Multipurpose Staging Areas (MSA) to provide rally points for incoming mutual aid and/or a staging area for support and recovery activities.
- Responding to requests for mutual aid.

- Dispatching situation reports to the appropriate Operational Area Coordinator and/or Cal OES Mutual Aid Region as the emergency develops and as changes in the emergency dictate.
- Requesting assistance from neighboring jurisdictions, and/or the Operational Area, as necessary and feasible.
- Receiving and employing resources as may be provided by neighboring jurisdictions, state, federal, and private agencies.
- Carrying out emergency regulations issued by the Governor.

Operational Area (OA) is responsible for:

- Coordinating intra-county mutual aid.
- Maintaining liaison with the appropriate Cal OES Mutual Aid Region Coordinator, the local jurisdictions within the county, and neighboring jurisdictions.
- Identifying Multipurpose Staging Areas (MSA) to provide rally points for incoming mutual aid and/or staging areas for support and recovery activities.
- Channeling local mutual aid requests which cannot be satisfied from within the county to the appropriate Cal OES Mutual Aid Region Coordinator.
- Dispatching reports to the appropriate OES Mutual Aid Region Coordinator as the emergency develops and as changes in the emergency dictate.
- Receiving and employing resources provided by other counties, state, federal, and private agencies.
- Carrying out emergency regulations issued by the Governor.

Cal OES Mutual Aid Region is responsible for:

- Coordinating inter-county mutual aid.
- Maintaining liaison with appropriate state, federal, and local emergency response agencies located within the Region.
- Providing planning guidance and assistance to local jurisdictions.
- Responding to mutual aid requests submitted by jurisdictions and/or Operational Area Coordinators.
- Receiving, evaluating, and disseminating information on emergency operations.
- Providing the State Director, OES, with situation reports and, as appropriate, recommending courses of action.

California Governor’s Office of Emergency Services (Cal OES) is responsible for:

- Performs executive functions assigned by the Governor.
- Coordinates the extraordinary emergency activities of all state agencies.
- Receives, evaluates, and disseminates information on emergency operations.
- Prepares emergency proclamations and orders for the Governor and disseminates to all concerned.

- Receives, processes, evaluates, and acts on requests for mutual aid.
- Coordinates the application of state mutual aid resources and services.
- Receives, processes, and transmits requests for federal assistance.
- Directs the receipt, allocation, and integration of resources supplied by federal agencies and/or other states.
- Maintains liaison with appropriate state, federal, and private agencies.
- Coordinates emergency operations with bordering states.

Other State Agencies

Provide mutual aid assistance to local jurisdictions based on capabilities and available resources.

Policies and Procedures

- Mutual aid resources will be provided and utilized in accordance with the California Master Mutual Aid Agreement and supporting separate agreements.
- During a proclaimed emergency, inter-jurisdictional mutual aid will be coordinated at the appropriate Operational Area or Mutual Aid Regional level whenever the available resources are:
 - Subject to state or federal control
 - Subject to military control
 - Located outside the requesting jurisdiction
 - Allocated on a priority basis
- Due to the variety of radio communications systems, local agencies should coordinate, where possible, with incoming mutual aid forces to provide an interoperable communications plan.
- Requests for and coordination of mutual aid support will normally be accomplished through established channels (cities to Operational Areas, to Mutual Aid Regions, to State). Requests should include, as applicable:
 - Number of personnel needed
 - Type and amount of equipment
 - Reporting time and location
 - Authority to whom they are to report
 - Access routes
 - Estimated duration of operations

References

Mutual aid assistance may be provided under one or more of the following authorities:

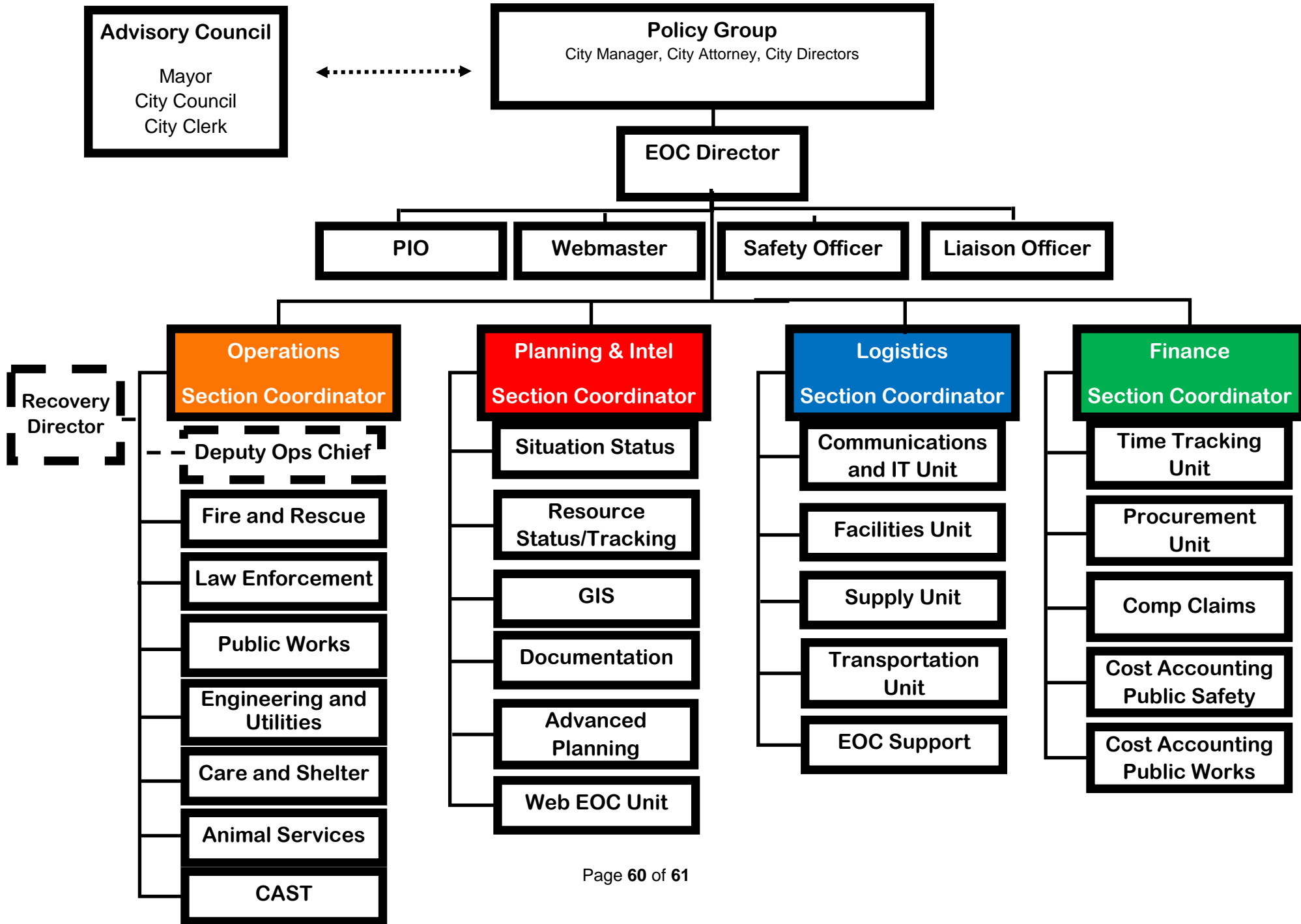
- California Fire and Rescue Emergency Plan
- California Law Enforcement Mutual Aid Plan
- Local Mutual Aid Agreement

- Federal Disaster Relief Act of 1974 (Public Law 93_288)
(Provides federal support to state and local disaster activities)
- State of California Emergency Management Mutual Aid Plan (EMMA)
- Emergency Management Assistance Compact (EMAC)

Figure 3 – Southern Mutual Aid Region



ATTACHMENT 2 – EOC ORGANIZATION CHART



City of Santee
COUNCIL AGENDA STATEMENT

Item 7

MEETING DATE August 12, 2020 **AGENDA ITEM NO.**

ITEM TITLE **DISCUSSION ON THE PRIORITY OF USE FOR THE CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY (CARES) ACT CORONAVIRUS RELIEF FUNDS FROM THE STATE OF CALIFORNIA**

DIRECTOR/DEPARTMENT Marlene D. Best, City Manager

SUMMARY

The State of California has approved an additional \$500 million in funding to be allocated to cities through federal CARES Act funding. The City of Santee's allocation is \$716,121. The expenditure of this allocation must comply with the CARES Act Coronavirus Relief Fund (CRF) criteria which require, among other things, that the expenditure be necessary due to the public health emergency with respect to COVID-19. These funds may not be used to backfill lost revenues. After receiving the funds, the City must submit a mid-term expenditure plan to the State (a report detailing the status of the City's expenditures and the anticipated use of any remaining funds), no later than September 1, 2020. All funds must be expended by October 30, 2020 or returned to the State.

Staff recommends the funding be used towards the following categories which have been established by the U.S. Treasury Department: payroll for public health and safety employees, budgeted personnel and services diverted to a substantially different use, improvements to telework capabilities of public employees, medical expenses, public health expenses, economic support (small business grants), rental/mortgage assistance and child care scholarship programs.

Staff is requesting (1) recommendation from City Council on the priority of use for CARES Act funds, and (2) authorization for the City Manager to execute all agreements related to the CARES Act funding, including CARES Act funding received from the County, in a manner consistent with the City Council's stated priorities, and (3) authorization for the City Manager to approve adjustments to funding allocations when necessary and in a manner consistent with the City Council's stated priorities, to ensure funds are expended prior to the deadline.

FINANCIAL STATEMENT *jm*

The City of Santee will receive \$716,121 in federal CARES Act CRF funds from the State of California for eligible COVID-19 related expenditures. Any funds not spent by the deadline will be returned to the State of California.

CITY ATTORNEY REVIEW N/A **Completed**

RECOMMENDATION *MDB*

Provide direction to staff regarding the use of federal CARES Act CRF funds allocated to the City of Santee by the State of California and authorize the City Manager to execute and enter into all agreements related to the CARES Act funding. In addition, authorize the City Manager to adjust funding allocations based on necessity.

ATTACHMENTS None.

City of Santee
COUNCIL AGENDA STATEMENT

Item 8

MEETING DATE August 12, 2020

AGENDA ITEM NO.

ITEM TITLE CONFIRMATION OF INTERIM PROGRAMS TO SUPPORT BUSINESSES IMPACTED BY THE NOVEL CORONAVIRUS (COVID-19)

DIRECTOR/DEPARTMENT Marlene Best, City Manager

SUMMARY

On March 4, 2020, the Governor of the State of California proclaimed a state of an emergency to exist in California due to spread of the Novel Coronavirus ("COVID-19"), and on March 25, 2020, the City Council declared a local emergency due to the same. State and local public health officers have also issued numerous orders restricting certain activities to help slow the spread of COVID-19.

Santee Municipal Code ("SMC") Section 2.32.060 provides that during the existence of an emergency, the City Manager, as the Director of Emergency Services, is empowered to make and issue rules and regulations on matters reasonably related to the protection of life and property as affected by the emergency; provided, however, that such rules and regulations are confirmed at the earliest practicable time by the City Council.

In response to the public health orders effective July 15, 2020, which restricted the indoor operation of certain businesses, the City Manager implemented interim programs temporarily allowing the following uses: (1) operation of mobile food trucks, (2) outdoor operation of miscellaneous businesses, and (3) operation of businesses and assemblies in City parks (together, the "Interim Programs"). The Interim Programs provide a streamlined, no-cost application process to help ensure we keep Santee businesses open during this uncertain time. The Interim Programs include the waiver of certain City fees, including a Fire Permit fee and Park Use Permit fee that would normally be required. Each Interim Program requires applicants to accept certain City terms and conditions. Staff requests that the City Council adopt the attached Resolution confirming the Interim Programs and waiver of fees in accordance with SMC section 2.32.060.

ENVIRONMENTAL REVIEW This action has been reviewed for compliance with the California Environmental Quality Act (CEQA) and is exempt from CEQA pursuant to Section 15061(b)(3) of the CEQA Guidelines because it can be seen with certainty that there is no possibility that this action would have a significant effect on the environment.

FINANCIAL STATEMENT ^{Not for TM} The financial impact resulting from implementation of the Interim Programs is expected to be minimal, mainly from staff time involved in reviewing and processing applications.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION Adopt Resolution confirming Interim Programs and waiver of fees.

ATTACHMENTS Resolution, with Interim Programs Terms and Conditions attached as Exhibits.

RESOLUTION NO. ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA
CONFIRMING INTERIM PROGRAMS TO SUPPORT BUSINESSES IMPACTED BY
THE NOVEL CORONAVIRUS (COVID-19)**

WHEREAS, on March 4, 2020, the Governor of the State of California proclaimed a state of an emergency to exist in California due to spread of the Novel Coronavirus ("COVID-19"), and on March 25, 2020, the City Council declared a local emergency due to the same; and

WHEREAS, Santee Municipal Code ("SMC") Section 2.32.060 provides that during the existence of an emergency, the City Manager, as the Director of Emergency Services, is empowered to make and issue rules and regulations on matters reasonably related to the protection of life and property as affected by the emergency; provided, however, that such rules and regulations are confirmed at the earliest practicable time by the City Council; and

WHEREAS, in response to the public health orders effective July 15, 2020, which restricted the indoor operation of certain businesses and assemblies, the City implemented the following interim programs ("Interim Programs") in order to assist local businesses and organizations during this uncertain time:

- (1) A mobile food truck interim program, which allows the operation of mobile food trucks on private property by considering all food trucks to be temporary catering uses, provided certain operational standards are met. The classification as a "catering use" is typically reserved for food trucks operating at temporary events, such as a happy hour at a brewery. Applicants seeking to operate a mobile food truck are required to accept the "Interim Mobile Food Truck Terms and Conditions of Operations in Santee," as set forth in **Exhibit "A"** attached hereto and incorporated herein;
- (2) A miscellaneous retail and commercial services outdoor use interim program, which allows the outdoor display of merchandise accessory to a current on-site business without meeting all of the operational requirements that would normally be required for such a use. Applicants seeking to operate a business outdoors are required to accept the "Interim Terms and Conditions of Operation for Miscellaneous Outdoor Businesses in Santee," as set forth in **Exhibit "B"** attached hereto and incorporated herein; and
- (3) An interim program on commercial and assembly activities in City parks, which allows businesses and assemblies to operate in City parks, to the extent allowed under current state and local public health orders and regulations. Applicants seeking to operate a business or assembly in a City park are required to accept the "Interim Terms and Conditions of Operation for Businesses and Assemblies in Santee Parks" as set forth in **Exhibit "C"** attached hereto and incorporated herein; and

RESOLUTION NO. ____

WHEREAS, the Interim Programs provide a streamlined, no-cost application process to assist local businesses, faith-based organizations, and other groups affected by COVID-19, during this uncertain time; and

WHEREAS, the Interim Programs include the waiver of certain City fees, including a Fire Permit fee and Park Use Permit fee that would normally be required; and

WHEREAS, City staff recommends that the City Council approve the Interim Programs pursuant to SMC Section 2.32.060.

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

SECTION 1. Confirmation of Interim Programs

The following interim programs are hereby approved, pursuant to Santee Municipal Code section 2.32.060:

- (1) the mobile food truck interim program, with its "Interim Mobile Food Truck Terms and Conditions of Operations in Santee," as set forth in **Exhibit "A"** attached hereto and incorporated herein;
- (2) the miscellaneous retail and commercial services outdoor use interim program, with its "Interim Terms and Conditions of Operation for Miscellaneous Outdoor Businesses in Santee," as set forth in **Exhibit "B"** attached hereto and incorporated herein; and
- (3) the operation of business and assemblies in City parks interim program, with its "Interim Terms and Conditions of Operation for Businesses and Assemblies in Santee Parks" as set forth in **Exhibit "C"** attached hereto and incorporated herein.

SECTION 2. Confirmation of Fee Waivers

The temporary waiver of the Fire Permit fee, Park Use Permit fee, and any other fees waived by the City Manager in order to implement the Interim Programs, is also approved.

RESOLUTION NO. ____

ADOPTED by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 12th day of August, 2020, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

ATTEST:

JOHN W. MINTO, MAYOR

ANNETTE ORTIZ, CITY CLERK

Exhibit "A" Interim Mobile Food Truck Terms and Conditions of Operations in Santee

Exhibit "B" Interim Terms and Conditions of Operation for Miscellaneous Outdoor Businesses in Santee

Exhibit "C" Interim Terms and Conditions of Operation for Businesses and Assemblies in Santee Parks

Mayor
John W. Minto

City Council
Ronn Hall
Stephen Houlahan
Laura Koval
Rob McNelis

**INTERIM MOBILE FOOD TRUCK
TERMS AND CONDITIONS OF OPERATION
IN SANTEE**

Prior to the issuance of a business license for a mobile food truck, the applicant shall provide the following items to the Department of Development Services:

- Provide a copy of the County of San Diego Health Permit to operate the business;
- Provide evidence of permission from the land owner of record or property management company, as relevant for every subject property where the food truck is located;
- Provide a Fire Permit for tents or canopies 400 square feet or larger. Contact the Fire Marshal at (619) 258-4100 extension 184 for additional information;
- Provide a site plan or aerial showing the location of the mobile food truck and a trash receptacle. Department of Development Services staff can assist by providing the aerial;

Prior to the issuance of a business license for a mobile food truck, the applicant shall review and initial the checklist items below, indicating acceptance and agreement with the terms of food truck operation:

- Applicant hereby agrees to:

_____ Operate only in the General Commercial (GC), Neighborhood Commercial (NG), or Light Industrial (IL) Zone Districts.

- Applicant hereby agrees NOT to:

_____ Use or obstruct the public right-of-way with temporary outdoor furnishings such as tables, chairs, tents, etc.;

_____ Violate water quality provisions by dumping kitchen water and grease in landscape planters or the storm water conveyance system;

_____ Take up an excessive amount of parking resulting in complaints to the City;

_____ Block required drive aisle access for emergency responders or other business customers; or

_____ Install unpermitted temporary signage.

Restaurant Name: _____ Date: _____

Site Address: _____

Contact Information: Full Name: _____ Phone Number: _____



Mayor
John W. Minto

City Council
Ronn Hall
Stephen Houlahan
Laura Koval
Rob McNelis

INTERIM TERMS AND CONDITIONS OF OPERATION
FOR MISCELLANEOUS OUTDOOR BUSINESSES
IN SANTEE

The applicant shall provide the following items to the Department of Development Services:

- Provide evidence of permission from the land owner of record or property management company (i.e. a letter or e-mail) including their contact information;
- Provide a brief description of the outdoor use;
- Provide a Fire Permit for tents or canopies 400 square feet or larger. Contact the Fire Marshal at (619) 258-4100 extension 184 for additional information;
- Provide a site plan or aerial showing the location of the outdoor use and a trash receptacle. Department of Development Services staff can assist by providing the aerial;
- For outdoor alcoholic beverage sales, contact the California Department of Alcoholic Beverage Control (ABC) and obtain a permit, provided by and issued by the ABC, granting temporary outdoor alcoholic beverage service if such service is desired by a business operator.

The applicant shall review and initial the checklist items below, indicating acceptance and agreement with the terms of the outdoor use:

- Applicant hereby agrees not to:

_____ Create a hazard to pedestrians, or use or obstruct the public right-of-way with temporary outdoor furnishings such as tables, chairs, tents, etc.;

_____ Block or encroach upon a required building or fire exit pathway, including exterior gates (i.e. need to exit from inside the building to a safe zone outside);

_____ Block required drive aisle access for emergency responders or other business customers;

_____ Block fire protection equipment or systems (i.e. fire hydrants);

_____ Violate water quality provisions by allowing pollutants (ie: trash, spills) to be left on paved areas or allowed to enter the storm water conveyance system;

_____ Take up excessive parking resulting in complaints to the City; or

_____ Install unpermitted free-standing temporary signage.

Business Name and Address: _____ Date: _____

Contact Information: Full Name _____ Phone Number: _____



Mayor
John W. Minto

City Council
Ronn Hall
Stephen Houlahan
Laura Koval
Rob McNelis

**INTERIM TERMS AND CONDITIONS OF OPERATION
FOR BUSINESSES AND ASSEMBLIES IN SANTEE PARKS**

In response to the State of California’s direction to cease indoor activities for certain business sectors the City of Santee is pleased to offer an opportunity for permits for businesses and assemblies in Santee parks. These terms and conditions pertain to the use of Santee parks by Santee businesses, faith-based services, cultural ceremonies, or similar assemblies to the extent allowed under current state and local public health orders and regulations. Permits issued by the City of Santee will be canceled immediately upon reinstated approval of indoor spaces for fitness classes, religious services, and other applicable activities by the County of San Diego.

The applicant shall provide the following information to the Department of Community Services in order to request a park permit:

- Select which type of business/organization classification:
 - Fitness-based business
 - Church or faith-based organization
 - Other (if other, please explain)

- Provide brief description of the intended park use, including the desired frequency of use:

Description of use:

Frequency of use:

- Current Santee business license, if applicable

Number: _____ **Expiration Date:** _____

Please submit your request to Jon Shellhammer at jshellhammer@cityofsanteeca.gov. Please allow a minimum of two business days for a response.

Additional information, an application, and a certificate of insurance and endorsement naming the City of Santee as additionally insured will be required (information will be provided regarding these documents upon submission of park use inquiry). Permitted park space is subject to availability. Adherence to State and County health orders must be followed or permits are subject to revocation.

Business Name and Address: _____ Date: _____

Contact Information: Full Name _____ Phone Number: _____



City of Santee
COUNCIL AGENDA STATEMENT

Item 9

MEETING DATE August 12, 2020

AGENDA ITEM NO.

ITEM TITLE RESOLUTION APPROVING THE AMENDED AND RESTATED EXCLUSIVE FRANCHISE AGREEMENT FOR SOLID WASTE MANAGEMENT SERVICES WITH WASTE MANAGEMENT, INCORPORATED

DIRECTOR/DEPARTMENT Bill Maertz, Community Services

HJ for WM

SUMMARY In 2012, the City of Santee issued a Request for Proposals for Solid Waste Management Services. The proposal submitted by Waste Management, Inc. was found to best meet the City's requirements. Among other benefits, the proposal kept customer rates at or below countywide averages, while providing for a signing fee of \$1,250,000, which exceeded the competing proposal by 45%. In consideration of the benefits offered, the City executed an eight-year franchise agreement with Waste Management running through December 31, 2020 ("2012 Agreement").

On August 22, 2018, the City Council authorized City staff to discuss with Waste Management the terms of an amendment extending the term of the 2012 Agreement. The proposed Amended and Restated Exclusive Franchise Agreement extends the 2012 Agreement for ten years through December 31, 2030, implements a state-mandated organic waste recycling program and includes a package of financial benefits of equal or greater value to those contained in the 2012 Agreement. The Amended and Restated Exclusive Franchise Agreement provides for a one-time signing fee of \$1,750,000 and maintains or in some cases enhances ongoing service fees, recycling initiative payments and sponsorship of community events, and includes new ongoing contributions towards San Diego River cleanup and Highway 52 Coalition efforts. The signing fee is proportionate with the signing fee provided for in the 2012 Agreement, adjusting for inflation and the ten-year length of the agreement term. The City's legal expenses associated with the preparation of the Amended and Restated Exclusive Franchise Agreement will be reimbursed by Waste Management, Inc. The agreement also includes the payment of a franchise fee to the City equal to 15% of gross revenues. This fee (including the signing fee) is a negotiated amount and represents a reasonable value for the rights granted to WM. It is lower than or consistent with similar franchise fees charged by other jurisdictions in San Diego County.

State-mandated organic waste recycling requirements (SB 1383, AB 1826 and AB 1594) seek to reduce methane emissions by separating food waste from the trash stream. No later than January 1, 2022, all jurisdictions must provide organics collection to all residents and businesses. In addition, green yard waste used as cover in landfills will no longer be treated as recycled material and will instead be hauled to recycling facilities. Implementation of these mandates will substantially increase the cost of service delivery for all jurisdictions. While rates paid by Santee residents will remain near countywide averages, the additional cost of these unfunded mandates will be reflected in rate increases. Exhibit "A" illustrates current and proposed costs for typical residential and commercial customers. Finally, the Amended and Restated Exclusive Franchise Agreement revises the formula for annual rate adjustments from 70% of the change in the consumer price index ("CPI") to 100% of the change in CPI up to 4%, and 70% of the change in CPI above 4%, with a minimum adjustment of 1%. In addition, the proposed Agreement includes provisions related to pending regulations to implement SB 1383. These regulations will be implemented in future years and may result in future rate increases pending future allocation of responsibility for compliance with the final regulations.

FINANCIAL STATEMENT

HJ for TM

The Amended and Restated Exclusive Franchise Agreement for Solid Waste Management Services provides for a one-time contract signing fee of \$1,750,000 and continues various annual payments and specified community benefit commitments as detailed in Exhibit "B".

CITY ATTORNEY REVIEW

N/A Completed

RECOMMENDATION

Adopt the Resolution approving the Amended and Restated Exclusive Franchise Agreement for Solid Waste Management Services with Waste Management, Inc. and authorizing the City Manager to execute the Agreement.

ATTACHMENTS Resolution Exhibits "A" & "B"

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE,
CALIFORNIA APPROVING THE AMENDED AND RESTATED EXCLUSIVE
FRANCHISE AGREEMENT FOR SOLID WASTE MANAGEMENT SERVICES
WITH WASTE MANAGEMENT, INCORPORATED**

WHEREAS, Waste Management, Inc. has provided residential solid waste management services to the City of Santee ("City") since January 1, 1995, and exclusive City refuse collection since January 1, 2001, with the assumption of all commercial accounts; and

WHEREAS, pursuant to an eight-year franchise agreement with the City executed in 2012 ("2012 Agreement"), Waste Management, Inc. has the sole and exclusive right and franchise to provide solid waste management services in the City until December 31, 2020; and

WHEREAS, on August 22, 2018, the City Council acknowledged receipt of a request from Waste Management to enter negotiations regarding an extension of the 2012 Agreement and authorized staff to discuss terms of an amended agreement; and

WHEREAS, the Amended and Restated Exclusive Franchise Agreement extends the current agreement for ten years, through December 31, 2030, implements a state-mandated organic waste recycling program, maintains competitive pricing, and includes a package of financial and other benefits of equal or greater value to those contained in the 2012 Agreement.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Santee, California, hereby approves the Amended and Restated Exclusive Franchise Agreement for Solid Waste Management Services with Waste Management, Incorporated and authorizes the City Manager to execute the Amended and Restated Exclusive Franchise Agreement.

ADOPTED by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 12th day of August 2020, by the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

ANNETTE ORTIZ, CMC, CITY CLERK

EXHIBIT "A"

**Rate Adjustment Illustration -
Amended and Restated Exclusive Franchise Agreement
for Solid Waste Management Services**

**Residential Rate:
Comparison with San Diego County Cities¹**

Jan. 1, 2021

Low (National City)	\$22.52
High (Chula Vista)	\$35.08
Average	\$27.15
Santee ²	\$26.79

¹ Assumes 96 gal. trash cart and 64 gal. organics cart.

² Santee customers can choose a 64-gal. cart at \$25.78

**Commercial Rate:
Comparison with San Diego County Cities¹**

Jan. 1, 2021

Low (Carlsbad)	\$140.13
High (Imperial Beach)	\$294.31
Average	\$198.33
Most Recent (El Cajon) ²	\$249.49
Santee ²	\$249.36

¹ Assumes 3-yard trash bin and 64 gal. organics cart.
Excludes paper/glass/plastic recycling.

² Bundled rate including paper/glass/recycling.

EXHIBIT “B”
Key Terms of the
Amended and Restated Exclusive Franchise Agreement
for Solid Waste Management Services

	Current Contract	Amended Agreement
1. Agreement Term	8-years with 2 1-year extension options	10 years with 2 1-year extension options
2. Franchise Fee	15%	15%
3. Annual Contract Service Fee	Greater of \$298,514 or 3.8% of the Gross Revenue. Annual adjustment of 70% of CPI or 3%, whichever is greater	Greater of \$307,468 or 3.8% of the Gross Revenue. Annual adjustment of 100% of CPI or 3%, whichever is greater
4. Contract Signing Fee	\$1.25 million	\$1.75 million
5. Community Events Sponsorship	\$37,000 annually	\$40,000 annually WM will contribute an additional \$5,000 to the City’s 40 th Anniversary Celebration and an additional \$10,000 to the City’s 50 th Anniversary Celebration.
6. Landfill Disposal Credit	Equal to 250 tons of solid waste disposed of at the Sycamore Canyon Landfill	[No change]
7. Recycling Initiative Fee	\$5.00 per ton of recyclables generated	[No change]
8. Rate Adjustment Methodology	70 % of change in CPI for San Diego, California for all urban consumers multiplied by .70 and an additional .30 for disposal costs	100% of change in CPI for San Diego, California for all urban consumers up to 4%, and 70% of change in CPI above 4%, with 1% minimum.
9. San Diego River Clean Up Contribution / Highway 52 Coalition	N/A	Contribute \$12,000 annually to help offset San Diego River cleanup efforts and \$18,000 annually to the Hwy 52 Coalition
10. Residential Bulk Item	Single Family: 2 per year – up to 6 items Multi-Family: None	Single Family: 4 per year – up to 6 items Multi-Family: 2 per year

City of Santee
COUNCIL AGENDA STATEMENT

Item 10

MEETING DATE August 12, 2020

AGENDA ITEM NO.

ITEM TITLE CONSIDERATION OF EXTENSION OF THE EXCLUSIVE NEGOTIATION AGREEMENT BETWEEN THE CITY OF SANTEE AND EXCEL ACQUISITIONS, LLC FOR DEVELOPMENT OF REAL PROPERTY KNOWN AS PARCEL 4 OF PARCEL MAP 18857 LOCATED IN TROLLEY SQUARE

DIRECTOR/DEPARTMENT Marlene D. Best, City Manager

Ag. for MDB

SUMMARY

On August 14, 2019, City Council determined that the vacant parcel of real property located in Trolley Square identified as Parcel 4 of Map 18857 ("Property") was not appropriate for a public library. On September 5, 2019, the City and Excel Acquisitions, LLC entered into an Exclusive Negotiation Agreement ("ENA") to negotiate the terms of a Disposition and Development Agreement ("DDA") for the possible future construction of a hotel on Parcel 4, subject to all applicable legal requirements, including, without limitation the California Environmental Quality Act. On December 11, 2019, in accordance with Government Code section 37420 et seq., the City Council adopted a resolution finding that the public interest and convenience require the sale of the Property and declaring its intent to sell the Property. Since entering into the ENA, City staff and Excel have been negotiating the terms of a proposed DDA.

A Public Hearing to consider the DDA with Excel was first scheduled for January 8, 2020, but has been continued by the City Council, most recently to August 26, 2020. The City and Excel need additional time to negotiate the terms of the DDA. For this reason, it is recommended the City Manager be authorized to execute a Second Amendment to the ENA to extend the end of the negotiation period from August 30, 2020, to December 31, 2020. At the August 26, 2020 City Council meeting, staff will recommend that the City Council open and continue the Public Hearing to consider the DDA.

CEQA COMPLIANCE

The Second Amendment to the ENA to allow for continued negotiations and discussions between the City and Excel regarding the DDA is not a project subject to CEQA review under State CEQA Guidelines section 15378. The proposed hotel project subject to the DDA was previously analyzed under CEQA in the Supplemental Environmental Checklist for the Arts and Entertainment Overlay District adopted by the City on December 11, 2019. No approval action has been taken for the proposed hotel project, however, as negotiations between the parties are still ongoing and the City has made no legal commitment to the hotel.

FINANCIAL STATEMENT *Ag for TM*

If the City approves the DDA, the City would gain the purchase price of \$1.4 million, minus sale costs.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION

Authorize the City Manager to execute a Second Amendment to extend the ENA.

ATTACHMENTS

None