



City Council

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

CITY OF SANTEE REGULAR MEETING AGENDA Santee City Council

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

MEETING INFORMATION

Wednesday, June 12, 2024
6:30 p.m.
Council Chamber | Building 2
10601 Magnolia Ave • Santee, CA 92071

TO WATCH LIVE:

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

IN-PERSON ATTENDANCE

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

LIVE PUBLIC COMMENT

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

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



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

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

LEGISLATIVE INVOCATION: Rock Church – Phillip Icenhower

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 Councilmembers may request specific items be removed from the Consent Calendar for separate discussion or action. Speaker slips for this category must be presented to the City Clerk at the start of the meeting. Speakers are limited to 3 minutes.

- (1) **Approval of Reading by Title Only and Waiver of Reading in Full, of Ordinances and Resolutions on the Agenda. (City Clerk – Ortiz)**
- (2) **Approval of Meeting Minutes of the Santee City Council for the Regular Meetings of April 10, April 24, and May 8, 2024. (City Clerk – Ortiz)**
- (3) **Approval of Payment of Demands as Presented. (Finance – Jennings)**
- (4) **Adoption of Resolutions Calling for a November 5, 2024, General Municipal Election. (City Clerk – Ortiz)**
- (5) **Acceptance and Appropriation of FY 2023 Urban Area Security Initiative (UASI) Grant Training Funds for Training and Backfill Overtime Reimbursement. (Fire – Matsushita)**
- (6) **Authorize the City Manager to Execute an Amendment to the Five-Year Agreement with the County of San Diego for Participation in the California Identification System (CAL-ID) Remote Access Network to Extend the Agreement for Two Additional Years, Until June 30, 2026. (Assistant to the City Manager – Valverde)**
- (7) **Adoption of a Resolution Authorizing the City Manager to Execute a Professional Services Agreement with D-Max Engineering, Inc. for As-Needed Storm Water Program Staffing Services. (Engineering – Schmitz)**



- (8) **Authorize the City Manager to Execute a Professional Services Agreement with RSG Solutions for the Preparation of the 2025 – 2029 Consolidated Plan and Finding the Action is Not a Project Subject to the California Environmental Quality Act (“CEQA”). (Planning and Building – Sawa)**
- (9) **Adoption of a Resolution Approving the Fourth Amendment to the Agreement with Paradigm Mechanical Corp. for HVAC Maintenance and Repairs. (Community Services – Chavez)**
- (10) **Acceptance and Appropriation of the Monetary Donation of \$92,515.49 for Walker Preserve from the Reda J. and Arthur B. Ballantyne Charitable Fund at the San Diego Foundation. (Community Services – Chavez)**
- (11) **Adoption of a Resolution Adopting the General Fund Reserve Policy. (Finance – Jennings)**

NON-AGENDA PUBLIC COMMENT (Finance – Jennings):

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

PUBLIC HEARING:

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

Recommendation:

1. Open, conduct, and close the Public Hearing on the Ordinance Amending Title 13; and
2. Introduce and conduct the First Reading of both Ordinances; and
3. Set and conduct the Second Reading of both Ordinances for June 26, 2024.

- (13) Public Hearing for a Conditional Use Permit (P2022-9) for a Drive-Through Only Coffee Shop on a 0.39-Acre Vacant Lot at 8606 Cuyamaca Street (APN 384-311-38-00) in the General Commercial (GC) Zone and Finding the Project Exempt from the California Environmental Quality Act (“CEQA”) Pursuant to CEQA Guidelines Section 15303 (Applicant: 2525 Ramona, LLC). (Planning and Building – Sawa)**

Recommendation:

1. Conduct and close the Public Hearing; and
2. Find P2022-9 exempt from the provisions of CEQA pursuant to Section 15303 of the CEQA Guidelines and authorize the filing of a Notice of Exemption; and
3. Adopt the Resolution approving P2022-9.

NEW BUSINESS:

- (14) Review of the Proposed Operating Budget for Fiscal Year 2024-25. (City Manager/Finance – Best/Jennings)**

Recommendation:

Review and discuss the Proposed Operating Budget for Fiscal Year 2024-25, and if applicable, provide direction to staff.

- (15) Resolution Awarding the Design-Build Construction Contract for the Temporary Fire Station Living Quarters (CIP 2024-36A) Project to Horizons Construction Company International, Inc., and Finding the Project Exempt from the California Environmental Quality Act (“CEQA”), Pursuant to CEQA Guidelines Sections 15301, 15303, and 15304. (Fire/Engineering – Matsushita/Schmitz)**

Recommendation:

Adopt the Resolution:

1. Awarding the Design-Build construction contract to implement the Temporary Fire Station Living Quarters (CIP 2024-36A) Project to Horizons Construction Company International, Inc. for a total amount of \$612,283; and
2. Authorizing the Fire Chief to approve change orders in a total amount not to exceed \$91,843; and
3. Finding the project exempt from the provisions of CEQA pursuant to Sections 15301, 15303, and 15304 of the CEQA Guidelines and authorizing the filing of a Notice of Exemption.
4. Authorizing the City Manager to execute all necessary documents.

(16) Resolution Authorizing Award of the Contract for Landscape and Horticultural Management Services for Area 2 – Medians and Rights-of-Way (ROW) to Steven Smith Landscape, LLC per RFP #24/25-40037. (Community Services – Chavez)

Recommendation:

Adopt Resolution:

1. Authorizing award of the contract for Landscape and Horticultural Management Services for Area 2 – Medians and Rights-of-Way (ROW) to Steven Smith Landscape, LLC and authorizing the City Manager to execute a professional services contract per RFP 24/25-40037 for an amount not to exceed \$298,675.00 for Fiscal Year 2024-25; and
2. Authorizing the City Manager to approve four (4) additional 12-month options to renew and one (1) 90-day extension along with the corresponding purchase orders; and
3. Authorizing the City Manager to approve annual change orders up to ten percent (10%) of the then-current contract amount; and
4. Authorizing the Director of Community Services to execute a Notice of Completion and the City Clerk to file said Notice of Completion upon satisfactory completion of work for each contract term.

(17) Resolution Authorizing Award of the Contract for Landscape and Horticultural Management Services for Area 3 – Landscape Maintenance Districts (LMDs) and Community Facilities District No. 2015-1 to Steven Smith Landscape, LLC per RFP #24/25-40038. (Community Services – Chavez)

Recommendation:

Adopt Resolution:

1. Authorizing award of the contract for Landscape and Horticultural Management Services for Area 3 – Landscape Maintenance Districts (LMDs) and Community Facilities District No. 2015-1 to Steven Smith Landscape, LLC and authorizing the City Manager to execute a professional services contract per RFP 24/25-40038 for an amount not to exceed \$198,217.50 for Fiscal Year 2024-25; and
2. Authorizing the City Manager to approve four (4) additional 12-month options to renew and one (1) 90-day extension along with the corresponding purchase orders; and
3. Authorizing the City Manager to approve annual change orders up to ten percent (10%) of the then-current contract amount; and
4. Authorizing the Director of Community Services to execute a Notice of Completion and the City Clerk to file said Notice of Completion upon satisfactory completion of work for each contract term.

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:

- (18) Public Employee Performance Evaluation**
(Gov. Code section 54957(b)(1))
Title: City Attorney

ADJOURNMENT:





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

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

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

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

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



MEETING DATE June 12, 2024

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

DIRECTOR/DEPARTMENT Annette Ortiz, CMC, City Clerk

SUMMARY

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

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

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

FINANCIAL STATEMENT

N/A

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION

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

ATTACHMENT

None



MEETING DATE June 12, 2024

ITEM TITLE APPROVAL OF MEETING MINUTES OF THE SANTEE CITY COUNCIL FOR THE REGULAR MEETINGS OF APRIL 10, APRIL 24, AND MAY 8, 2024

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

- April 10, 2024
- April 24, 2024
- May 8, 2024

DRAFT

**Minutes
Santee City Council
Council Chamber – Building 2
10601 Magnolia Avenue
Santee, California
April 10, 2024**

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 Dustin Trotter and Councilmembers Laura Koval and Rob McNelis – 4. Excused: Councilmember Ronn Hall – 1

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

INVOCATION was given by Pathways Church– Pastor Phil Herrington

PLEDGE OF ALLEGIANCE was led by Supervisor Joel Anderson, County of San Diego

Mayor Minto requested the Santee Financial Fun Awareness Day item be heard before the Recognizing Heartland Communities Facilities Authority item.

PROCLAMATION: Santee Financial Fun Awareness Day

Mayor Minto and Supervisor Anderson presented proclamations to Theresa Bozhor from Momentum Tutoring. Anthony Zambelli, San Diego Center for Economic Education at Cuyamaca College, awarded Momentum Tutoring the Financial Literacy Hero Award for promoting financial literacy.

PROCLAMATION: Recognizing Heartland Communications Facilities Authority

Councilmember Koval, with assistance from Mayor Minto, presented the Proclamation to Jeff Logan and the Heartland Communications staff.

CONSENT CALENDAR:

- (1) **Approval of Reading by Title Only and Waiver of Reading in Full, of Ordinances and Resolutions on the Agenda. (City Clerk – Ortiz)**
- (2) **Approval of Payment of Demands as Presented. (Finance – Jennings)**
- (3) **Adoption of a Resolution Acknowledging Receipt of a Report Made by the Fire Chief in Accordance with Section 13146.4 of the California Health and Safety Code (Annual Fire Inspection Compliance Report). (Fire – Matsushita) (Reso 024-2024)**

- (4) Adoption of a Resolution Accepting the Public Improvements for the Rancho Fanita Villas Subdivision Project (TM2005-05) as Complete and Finding this Acceptance is Not a CEQA Project. Location: Marrokal Lane South of Arminda Circle. (Engineering – Schmitz) (Reso 025-2024)
- (5) Adoption of a Resolution Authorizing the Submittal of a Grant Application to the Federal INFRA (Infrastructure for Rebuilding America) Grant Program for State Route 52 (SR 52) Improvements and Finding the Action is Not a Project Subject to the California Environmental Quality Act (“CEQA”). (Engineering – Schmitz) (Reso 026-2024)
- (6) Adoption of a Resolution Approving the Procurement of NoTraffic Vehicle Detection Systems from JTB Supply Company for the Smart Traffic Signals Project CIP 2024-09, and Finding the Action is Categorically Exempt from the California Environmental Quality Act (“CEQA”) Pursuant to Section 15302(c) of the CEQA Guidelines. (Engineering – Schmitz) (Reso 027-2024)
- (7) Adoption of a Resolution Authorizing the Use of \$84,098.78 in Appropriated Funds from the Adopted Operating Budget, Planning Department for Fiscal Year 2023-2024 for Professional Services Related to the Santee Multiple Species Conservation Program Subarea Plan Provided by ICF Jones & Stokes, Inc. through an Existing Professional Services Agreement and Authorizing the City Manager to Execute Amendments to Said Agreement. (Planning and Building – Sawa) (Reso 028-2024)
- (8) Adoption of a Resolution Authorizing the Use of \$165,901.22 in Appropriated Funds from the Adopted Operating Budget, Planning Department for Fiscal Year 2023-2024 for Professional Services Related to the Santee Multiple Species Conservation Program (MSCP) Subarea Plan Provided by Ebbin Moser + Skaggs, LLP through an Existing Professional Services Agreement and Authorizing the City Manager to Execute Amendments to Said Agreement. (Planning and Building – Sawa) (Reso 029-2024)
- (9) Adoption of a Resolution Authorizing an Amendment to the Adopted Salary Schedule to Reflect a Market Adjustment Increase to the Salary Band for the Position of Fire Marshal. (Human Resources – Freeman) (Reso 030-2024)

ACTION: Councilmember McNelis moved approval of the Consent Calendar.

Vice Mayor Trotter seconded the motion, which carried by the following vote: Mayor Minto: Aye; Vice Mayor Trotter: Aye; and Councilmembers Koval: Aye; and McNelis: Aye. Ayes: 4. Noes: 0. Absent: Hall 1

NON-AGENDA PUBLIC COMMENT (15 minutes):

- (A) Denise Lotta voiced concerns about the potential impact of a proposed project near her home related to construction and the environment, should the project be approved.

PUBLIC HEARING:

- (10) **Public Hearing for a Tentative Map (TM2020-1) and Development Review Permit (DR2020-2) for a 13-Lot Residential Subdivision with 12 Proposed Single-Family Homes on a 2.46 Acre Site Located at 9463 Slope Street (APN 384-232-03-00) in the Low-Medium Density Residential (R-2) Zone and Finding the Project Exempt from the California Environmental Quality Act (“CEQA”) Pursuant to the Class 32 Infill Exemption, CEQA Guidelines Section 15332 (Applicant: New West Investment Group, Inc.). (Planning and Building – Sawa) (Resos 031-2024 & 032-2024)**

The Public Hearing was opened at 7:04 p.m. The Associate Planner provided a PowerPoint presentation and responded to Council questions with the assistance of the Planning and Building Director and Engineering Director.

PUBLIC SPEAKER:

- Greg Brown (Applicant)

ACTION: Councilmember McNelis moved approval of staff recommendation.

Vice Mayor Trotter seconded the motion, which carried by the following vote: Mayor Minto: Aye; Vice Mayor Trotter: Aye; and Councilmembers Koval: Aye; and McNelis: Aye. Ayes: 4. Noes: 0. Absent: Councilmember Hall – 1.

The Public Hearing was closed at 7:26 p.m.

- (11) **Public Hearing on and Resolution Adopting the TransNet Local Street Improvement Program of Projects for Fiscal Years 2025 through 2029, Amending the Capital Improvement Program Budget and Finding the Action is Not a Project Subject to the California Environmental Quality Act. (Engineering – Schmitz) (Reso 033-2024)**

The Public Hearing was opened at 7:26 p.m. The Engineering Director provided a PowerPoint presentation and responded to Council questions.

ACTION: Councilmember McNelis moved approval of staff recommendation.

Vice Mayor Trotter seconded the motion, which carried by the following vote: Mayor Minto: Aye; Vice Mayor Trotter: Aye; and Councilmembers Koval: Aye; and McNelis: Aye. Ayes: 4. Noes: 0. Absent: Councilmember Hall – 1.

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

CONTINUED BUSINESS:

- (12) Resolution Approving the Extension of the Additional 12-Hours BLS Ambulance Trial through the End of Fiscal Year 23/24 Utilizing Part-Time Emergency Medical Technicians and Approving the Appropriation of \$13,000 from the Emergency Medical Services Unrestricted Fund Balance to the Emergency Medical Services Division of the City of Santee Fire Department's FY 2023-24 Operating Budget. (Fire – Matsushita) (Reso 034-2024)

The Fire Chief provided a PowerPoint presentation and responded to Council questions.

ACTION: Councilmember Koval moved approval of staff recommendation.

Councilmember McNelis seconded the motion, which carried by the following vote: Mayor Minto: Aye; Vice Mayor Trotter: Aye; and Councilmembers Koval: Aye; and McNelis: Aye. Ayes: 4. Noes: 0. Absent: Councilmember Hall – 1.

NON-AGENDA PUBLIC COMMENT (Continued):

None.

CITY COUNCIL REPORTS:

Councilmember Koval discussed the Ethics in Business event hosted by the East County Chamber of Commerce.

Mayor Minto announced that SANDAG is conducting interviews for the Chief Executive Officer position; he also reported he will be attending the League of California Cities Legislative Action Days in Sacramento and the Board of Directors meeting.

Vice Mayor Trotter announced that San Diego River Conservancy awarded grants to the City of Santee; he also requested Captain Hernandez introduce Lieutenant Joseph Jarjura.

CITY MANAGER REPORTS:

The City Manager welcomed Lieutenant Joseph Jarjura; she announced the upcoming Santee Community Celebration at the historic Edgemoor Barn on Saturday, April 13th; she also reported that the City of Santee, along with its' adopted Marine Unit at Miramar, will host the Heroes Golf Classic Tournament on May 31st in support of the Marine Corp. Birthday Ball.

CITY ATTORNEY REPORTS:

None.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:52 p.m.

Date Approved:

Annette Fagan Ortiz, CMC, City Clerk

DRAFT

DRAFT

**Minutes
Santee City Council
Council Chamber – Building 2
10601 Magnolia Avenue
Santee, California
April 24, 2024**

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 Dustin Trotter, and Councilmembers Ronn Hall, Laura Koval, and Rob McNelis – 5

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

INVOCATION was given by Carlton Oaks Baptist Church – Craig Barnett

PLEDGE OF ALLEGIANCE was led by Michael Coyne, Principal Planner

CONSENT CALENDAR:

Mayor Minto requested Item 13 be heard before Items 11 and 12.

- (1) **Approval of Reading by Title Only and Waiver of Reading in Full, of Ordinances and Resolutions on the Agenda. (City Clerk – Ortiz)**
- (2) **Approval of Payment of Demands as Presented. (Finance – Jennings)**
- (3) **Approval of the Expenditure of \$81,261.52 for March 2024 Legal Services. (Finance – Jennings)**
- (4) **Adoption of a Resolution Initiating Proceedings and Ordering the Preparation of an Engineer’s Report for the FY 2024-25 Santee Roadway Lighting District Annual Levy of Assessments; Finding the Action is Statutorily Exempt from the California Environmental Quality Act (“CEQA”) Pursuant to State CEQA Guidelines Section 15262 (Feasibility and Planning Studies). (Finance – Jennings) (Reso 035-2024)**
- (5) **Adoption of a Resolution Initiating Proceedings and Ordering the Preparation of an Engineer’s Report for the FY 2024-25 Town Center Landscape Maintenance District Annual Levy of Assessments; Finding the Action is Statutorily Exempt from the California Environmental Quality Act (“CEQA”) Pursuant to State CEQA Guidelines Section 15262 (Feasibility and Planning Studies). (Finance – Jennings) (Reso 036-2024)**
- (6) **Adoption of a Resolution Initiating Proceedings and Ordering the**

- Preparation of an Engineer’s Report for the FY 2024-25 Santee Landscape Maintenance District Annual Levy of Assessments; Finding the Action is Statutorily Exempt from the California Environmental Quality Act (“CEQA”) Pursuant to State CEQA Guidelines Section 15262 (Feasibility and Planning Studies). (Finance – Jennings) (Reso 037-2024)
- (7) Adoption of a Resolution Approving the City of Santee Investment Policy and Delegating Authority to the City Treasurer, and Finding the Action is Not a Project Subject to the California Environmental Quality Act (“CEQA”). (Finance – Jennings) (Reso 038-2024)
- (8) Adoption of a Resolution Accepting the Citywide Slurry Seal and Roadway Maintenance Program 2023 (CIP 2023-06) Project as Complete and Finding the Action is Not a Project Subject to the California Environmental Quality Act (“CEQA”). (Engineering – Schmitz) (Reso 039-2024)
- (9) Adoption of a Resolution Accepting the City Hall Painting and Wood Repairs (CIP 2023-34) Project as Complete and Finding the Action is Not a Project Subject to the California Environmental Quality Act (“CEQA”). (Engineering – Schmitz) (Reso 040-2024)
- (10) Adoption of a Resolution Authorizing the Purchase of 15 Batteries for APX 8000 All-Band Portable Radios from Motorola Solutions, Inc. per County of San Diego Regional Communications System Contract No. 553982. (Fire – Matsushita) (Reso 041-2024)

ACTION: Councilmember McNelis moved approval of the Consent Calendar and Agenda as amended.

Vice Mayor Trotter seconded the motion, which carried by the following vote: Mayor Minto: Aye; Vice Mayor Trotter: Aye; and Councilmembers Hall: Aye; Koval: Aye; and McNelis: Aye. Ayes: 5. Noes: 0.

NON-AGENDA PUBLIC COMMENT (15 minutes):

- (A) Eleanor Aylesworth Walsh spoke about a pathway adjacent to the Countryside community, citing issues with individuals loitering along the path; she advocated for transforming the path into a designated walking and bike path for the benefit of the community.
- (B) Nanette Burrell, Santee United Methodist Church, extended an invitation to the community for the upcoming Pride Walk hosted by Santee United Methodist Church on June 22, 2024.

- (C) Linda Roach conveyed her gratitude towards City of Santee staff for their efforts in organizing the Community Celebration event; she eagerly anticipates future events that foster community unity and togetherness.

NEW BUSINESS:

- (13) Proposed Support for the Blue Envelope Program Operated by the San Diego Sheriff's Department. (City Manager – Best)**

The City Manager introduced Amber Reeves, Sergeant with San Diego Sheriff's Department, who provided a PowerPoint presentation and responded to Council questions with assistance of Captain Hernandez.

ACTION: Councilmember McNelis moved to support the Blue Envelope Program.

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

PUBLIC HEARING:

- (11) A Public Hearing to Adopt a Resolution Approving the Program Year 2024 Annual Action Plan and Authorizing the City Manager to Submit a Grant Application for Community Development Block Grant (CDBG) Funds to the Department of Housing and Urban Development (HUD) and Finding the Action is Not a Project Subject to the California Environmental Quality Act ("CEQA"). (Planning & Building – Sawa) (Reso 042-2024)**

The Public Hearing was opened at 6:56 p.m. The Senior Management Analyst provided a PowerPoint presentation and responded to Council questions.

ACTION: Councilmember McNelis moved approval of staff recommendation.

Councilmember Hall seconded the motion, which carried by the following vote: Mayor Minto: Aye; Vice Mayor Trotter: Aye; and Councilmembers Hall: Aye; Koval: Aye; and McNelis: Aye. Ayes: 5. Noes: 0.

The Public Hearing was closed at 6:57 p.m.

- (12) Public Hearing for a Tentative Map (TM2017-1), Development Review Permit (DR2017-1) and Mitigated Negative Declaration (AEIS2017-8) for a Proposed 17-Lot Residential Subdivision with 14 Single-Family Homes on an Undeveloped 27.35-Acre Property Located at the Southern Terminus of Tyler Street in the Low Density Residential (R-1) and Park/Open Space (P/OS) Zones. (Applicant: Mark Steve). (Planning & Building – Sawa) (Resos 043-2024, 044-2024 & 045-2024)**

Mayor Minto recused himself from the Public Hearing discussion due to a conflict of interest and left the dais at 6:57 p.m. Vice Mayor Trotter opened the Public Hearing at 6:57 p.m. The Principal Planner provided a PowerPoint presentation and responded to Council questions with assistance from Michael Jefferson, Project Biologist, and Marc Harris, the owner's representative, and the City Attorney.

PUBLIC SPEAKERS:

- Michael Jefferson, BLUE Consulting Group
- Suzy Foster
- Larry Walsh, Walsh Engineering and Surveying
- Marc Harris, Owner Representative
- Jose Reed

ACTION: Councilmember Koval moved approval of staff recommendation.

Councilmember McNelis seconded the motion, which carried by the following vote: Mayor Minto: Recused; Vice Mayor Trotter: Aye; and Councilmembers Hall: No; Koval: Aye; and McNelis: Aye. Ayes: 3. Noes: 1. Recused: 1.

The Public Hearing was closed at 7:32 p.m. Mayor Minto rejoined the meeting at 7:32 p.m.

NON-AGENDA PUBLIC COMMENT (Continued):

None.

CITY COUNCIL REPORTS:

Councilmember Koval reported on attending the 2024 Public Safety Awards Banquet and provided feedback on the ceremony's organization and execution.

Councilmember McNelis reminded the community about the forthcoming Chamber of Commerce Santee Heroes Celebration dinner at Carlton Oaks; he also proudly announced that the City of Santee had been recognized as the second safest city in San Diego County.

Mayor Minto shared insights from his recent visit to Sacramento, highlighting discussions he engaged in regarding Assembly and Senate bills; he expressed concerns about the potential negative impacts these bills may have locally in Santee.

CITY MANAGER REPORTS:

The City Manager announced that the City has partnered with our adopted military unit to raise funds for the Marines in HMH 462, the Heavy Haulers, for the upcoming Heroes Golf Classic Tournament on Friday, May 31st at Carlton Oaks.

CITY ATTORNEY REPORTS:

The City Attorney delivered an update on the ongoing proceedings in the United States Supreme Court, specifically, the court is deliberating a case titled "Sheets v. County of El Dorado," which will impact the adoption and enforcement of mitigation fees; he also reported on the City of Grants Pass case and whether the enforcement of no camping ordinances potentially infringe upon 8th Amendment rights.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:42 p.m.

Date Approved:

Annette Fagan Ortiz, CMC, City Clerk

DRAFT

DRAFT

**Minutes
Santee City Council
Council Chamber – Building 2
10601 Magnolia Avenue
Santee, California
May 8, 2024**

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 Dustin Trotter, and Councilmembers Ronn Hall, Laura Koval, and Rob McNelis – 5

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

INVOCATION was given by Mara Abramovitz, Tifereth Israel Synagogue

PLEDGE OF ALLEGIANCE was led by Greg Carter.

PROCLAMATION: Proclaiming April 28 to May 4, 2024, as National Small Business Week.

Mayor Minto presented the Proclamation to James Sly, East County Economic Development Council, and recognized Greg and Stephanie Carter owners of Pedego Electric Bikes.

PROCLAMATION: Bike Anywhere Day – May 16, 2024

Mayor Minto presented the Proclamation to Greg Carter, owner of Pedego Electric Bikes.

PROCLAMATION: Proclaim the Month of May 2024, to be “Jewish American Heritage Month”

Mayor Minto presented the Proclamation to Mara Abramovitz from Tifereth Israel Synagogue.

Councilmember McNelis acknowledged Karen Pearlman for attending the City Council Meeting.

CONSENT CALENDAR:

- (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 March 27, 2024, Regular Meeting. (City Clerk – Ortiz)
- (3) Approval of Payment of Demands as Presented. (Finance – Jennings)
- (4) Adoption of a Resolution Awarding the Traffic Signal and Communication Systems Maintenance Contract to Southwest Traffic Signal Service, Inc. for Fiscal Year 2024-25 and Approving a Categorical Exemption Pursuant to the Guidelines of the California Environmental Quality Act. (Engineering – Schmitz) (Reso 046-2024)
- (5) Adoption of a Resolution Prohibiting Parking of Vehicles Over Eight Feet in Height Between the Hours of 12 AM and 6 AM on Railroad Avenue. (Engineering – Schmitz) (Reso 047-2024)
- (6) Adoption of a Resolution Appropriating Transportation Development Act Funds for the Clock Tower in Trolley Square. (Engineering – Schmitz) (Reso 048-2024)
- (7) Adoption of a Resolution Approving the Appropriation of \$25,000 to the Planning Department Fiscal Year 2023-2024 Operating Budget to Fund the Preparation of a Water Supply Assessment by the Padre Dam Municipal Water District for Environmental Work Related to the Town Center Specific Plan Update. (Planning & Building – Sawa) (Reso 049-2024)
- (8) Authorize the City Manager to Execute the First Amendment to the Professional Services Agreement for Concession Services at Mast Park with the Dog Haus Disc Golf Shop, LLC. (Community Services – Chavez)
- (9) Rejection of all Proposals for Landscape and Horticultural Management Services for Area 2 – Medians and Rights-of-Way (ROW) per Proposal #24/25-40034 and Area 3 – Landscape Maintenance Districts (LMDS) and Community Facilities District (CFD 2015-1) per Proposal #24/25-40035. (Community Services – Chavez)

ACTION: Councilmember McNelis moved approval of the Consent Calendar.

Vice Mayor Trotter seconded the motion, which carried by the following vote: Mayor Minto: Aye; Vice Mayor Trotter: Aye; and Councilmembers Hall: Aye; Koval: Aye; and McNelis: Aye. Ayes: 5. Noes: 0.

NON-AGENDA PUBLIC COMMENT (15 minutes):

- (A) Patrick Henry, Santee Firefighters Association, provided an update about the Protect Santee Citizens initiative.

CONTINUED BUSINESS:**(10) Municipal Code Policy Workshop. (Planning & Building – Sawa)**

The Senior Planner and Engineer Director provided a PowerPoint presentation and responded to Council questions with the assistance of the City Manager, City Attorney and Planning & Building Director.

The Council received the report and provided feedback and direction to staff.

NEW BUSINESS:**(11) Acceptance and Appropriation of FY 2024 San Diego River Conservancy Grant Funds as Matching Funds for a FEMA Hazardous Mitigation Grant; and to Purchase Essential Equipment to Outfit a Type 6 Fire Engine, Firefighter Personal Protective Equipment, and Provide Wildland Firefighting Training. (Fire – Matsushita) (Reso 050-2024)**

The Deputy Fire Chief provided a PowerPoint presentation and responded to Council questions.

ACTION: Vice Mayor Trotter moved approval of staff recommendation.

Councilmember Koval seconded the motion, which carried by the following vote: Mayor Minto: Aye; Vice Mayor Trotter: Aye; and Councilmembers Hall: Aye; Koval: Aye; and McNelis: Aye. Ayes: 5. Noes: 0.

(12) Resolution Adopting a List of Projects for Fiscal Year 2024-25 Funded by Senate Bill 1: The Road Repair and Accountability Act of 2017. (Engineering – Schmitz) (Reso 051-2024)

The Engineering Director provided a PowerPoint presentation and responded to Council questions.

ACTION: Councilmember Hall moved approval of staff recommendation.

Councilmember Koval seconded the motion, which carried by the following vote: Mayor Minto: Aye; Vice Mayor Trotter: Aye; and Councilmembers Hall: Aye; Koval: Aye; and McNelis: Aye. Ayes: 5. Noes: 0.

NON-AGENDA PUBLIC COMMENT: (Continued)

None.

CITY COUNCIL REPORTS:

Councilmember Hall provided an update on an upcoming MTS vote regarding trolley routes and extensions; he also reported on an MTS application for a State of California grant.

Councilmember Koval spoke about attending a SANDAG Borders Committee meeting and reported on the Otay Mesa Border Crossing and State Route 125 toll roads audit.

Councilmember McNelis wished Vice Mayor Trotter an early Happy Birthday.

Mayor Minto reported that Mario Orso has been appointed as Chief Executive Officer of SANDAG; he also clarified the purpose of SANDAG and the role the organization is supposed to have for the county.

CITY MANAGER REPORTS:

The City Manager reported on the following upcoming community events: San Diego River Days Cleanup on May 11th at Santee Mast Park; Trotter Talk, hosted by Vice Mayor Trotter, on May 14th at Santee City Hall; the first Friday Nights Live on May 17th at Santee Trolley Square; and the Heroes Golf Classic Tournament on May 31st at Carlton Oaks Golf Course.

CITY ATTORNEY REPORTS:

None.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:39 p.m.

Date Approved:

Annette Fagan Ortiz, CMC, City Clerk

MEETING DATE June 12, 2024

ITEM TITLE APPROVAL OF PAYMENT OF DEMANDS

DIRECTOR/DEPARTMENT Heather Jennings, Finance *HJ*

SUMMARY

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

FINANCIAL STATEMENT

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

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *MSB*

Approve the Payment of Demands as presented.

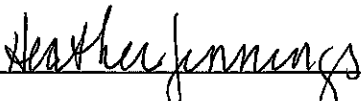
ATTACHMENT

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

Payment of Demands
Summary of Payments Issued

<u>Date</u>	<u>Description</u>	<u>Amount</u>
05/09/24	Accounts Payable	\$ 67,934.00
05/09/24	Accounts Payable	29,280.18
05/15/24	Accounts Payable	129,335.01
05/16/24	Accounts Payable	483,627.35
05/16/24	Payroll	451,195.21
05/16/24	Accounts Payable	14,965.90
05/17/24	Accounts Payable	45,064.88
05/17/24	Accounts Payable	747.05
05/21/24	Accounts Payable	151,079.07
05/22/24	Accounts Payable	624,234.35
05/23/24	Accounts Payable	27,135.62
05/30/24	Accounts Payable	107,549.50
05/30/24	Payroll	461,636.19
05/30/24	Accounts Payable	<u>18,668.17</u>
	TOTAL	<u><u>\$2,612,452.48</u></u>

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



 Heather Jennings, Director of Finance

vchlist
05/17/2024 12:01:36PM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
2379	5/9/2024	10482 TRISTAR RISK MANAGEMENT	120204		MAY PREFUNDING	67,934.00



Total : 67,934.00

1 Vouchers for bank code : ubgen

Bank total : 67,934.00

1 Vouchers in this report

Total vouchers : 67,934.00

Prepared by: 
Date: 5-17-24
Approved by: 
Date: 5/17/24

vchlist
05/16/2024 5:01:05PM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
2369	5/9/2024	10482 TRISTAR RISK MANAGEMENT	120203		WORKERS COMP LOSSES; APR24	29,280.18
					Total :	29,280.18

1 Vouchers for bank code : ubgen

Bank total : 29,280.18

1 Vouchers in this report

Total vouchers : ✓ 29,280.18

Prepared by: *Timothy* 5.16.24
Date: _____

Approved by: *[Signature]*
Date: 5/17/24

vchlist
05/16/2024 11:07:59AM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
51422	5/15/2024	10956 FRANCHISE TAX BOARD	May Retiree PPE 5/8/247		CA STATE TAX WITHHELD CA STATE TAX WITHHELD	46.00 32,096.42
					Total :	32,142.42
51489	5/15/2024	10955 DEPARTMENT OF THE TREASURY	May Retiree PPE 5/8/24		FEDERAL WITHHOLDING TAX FED WITHHOLDING & MEDICARE	211.00 96,981.59
					Total :	97,192.59
2 Vouchers for bank code : ubgen						Bank total : 129,335.01
2 Vouchers in this report						Total vouchers : 129,335.01

Prepared by: Juan N
Date: 5-16-24
Approved by: E. Bull
Date: 5-21-24

vchlist
05/16/2024 10:18:37AM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
136515	5/16/2024	10010 AIS TRUST ACCOUNT NEWPORT	2655454 2655465		EVENT INSURANCE EVENT INSURANCE	6,982.00 2,624.00 Total : 9,606.00
136516	5/16/2024	10189 ATTENTION GETTERS DESIGN INC	53239	54350	VEHICLE SUPPLIES	54.13 Total : 54.13
136517	5/16/2024	12506 BEST, MARLENE	05072024-1		PER DIEM FOR ICSC LAS VEGAS	241.50 Total : 241.50
136518	5/16/2024	15271 BETTER EARTH ELECTRIC INC	23-0097		PERMIT CANCELLATION REFUND	365.62 Total : 365.62
136519	5/16/2024	14448 CAMACHO, MARIO	05072024		CA FIRE MECHANICS ACADEMY	426.68 Total : 426.68
136520	5/16/2024	10035 COMPETITIVE METALS INC	506866	54526	METAL SUPPLIES & SERVICES	122.36 Total : 122.36
136521	5/16/2024	10711 COUNTY OF SAN DIEGO	SDR_IO-044		SD RIVER INVESTIGATIVE ORDER	72,217.00 Total : 72,217.00
136522	5/16/2024	10333 COX COMMUNICATIONS	038997401; MAY24 094486701; MAY24		9951 RIVERWALK DR CITY HALL GROUP BILL	57.00 3,403.34 Total : 3,460.34
136523	5/16/2024	13442 EBBIN MOSER + SKAGGS LLP	5075	52777	MSCP SUBAREA PLAN	38,183.25 Total : 38,183.25
136524	5/16/2024	13565 FAILSAFE TESTING LLC	13431	54429	EQUIPMENT TESTING	1,400.00 Total : 1,400.00
136525	5/16/2024	10251 FEDERAL EXPRESS	8-496-48322		FEDEX SHIPPING CHARGES	145.41 Total : 145.41
136526	5/16/2024	15266 FEDEX FREIGHT	776063297327		FREIGHT	46.00

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05/16/2024 10:18:37AM

Voucher List
CITY OF SANTEE

Bank code : ubqen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
136526	5/16/2024	15266 15266 FEDEX FREIGHT	(Continued)			Total : 46.00
136527	5/16/2024	11875 HALL, RONN	05072024-2		PER DIEM FOR ICSC LAS VEGAS	241.50
						Total : 241.50
136528	5/16/2024	11196 HD SUPPLY FACILITIES	9225199605 9225199606	54569 54569	FACILITIES MAINTENANCE SUPPLI FACILITIES MAINTENANCE SUPPLI	309.89 21.32
						Total : 331.21
136529	5/16/2024	11724 ICF JONES & STOKES INC	INV-00000083958 INV-00000084838 INV00000089922	53609 53609 53609	MSCP SUBAREA PLAN MSCP SUBAREA PLAN MSCP SUBAREA PLAN	42,315.00 16,731.51 15,277.50
						Total : 74,324.01
136530	5/16/2024	11807 IMPERIAL SPRINKLER SUPPLY	0015083809-001		MATERIALS & SUPPLIES	229.55
						Total : 229.55
136531	5/16/2024	10204 LIFE ASSIST INC	1428556 1429038 1429061 1429161	54377 54377 54377 54377	EMS SUPPLIES EMS SUPPLIES EMS SUPPLIES EMS SUPPLIES	603.79 305.57 2,746.10 796.36
						Total : 4,451.82
136532	5/16/2024	10507 MITEL TECHNOLOGIES INC / GREAT	36442721; MAY24		MITEL MXE III CONTROLLER SATA	1,588.52
						Total : 1,588.52
136533	5/16/2024	10083 MUNICIPAL EMERGENCY SERVICES	CM137023 IN2041410	54438 54721	SAFETY APPAREL FIREFIGHTING EQUIPMENT	-647.15 6,064.11
						Total : 5,416.96
136534	5/16/2024	10344 PADRE DAM MUNICIPAL WATER DIST	90000366; APR24		GROUP BILL	18,687.94
						Total : 18,687.94
136535	5/16/2024	14614 PARADIGM MECHANICAL CORP	6159 6161 6162 6163 6164	54386 54386 54386 54386 54386	HVAC MAINT & REPAIRS HVAC MAINT & REPAIRS HVAC MAINT & REPAIRS HVAC MAINT & REPAIRS HVAC MAINT & REPAIRS	140.41 251.40 286.81 154.51 123.91

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Voucher List
CITY OF SANTEE

Bank code : ubqen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
136535	5/16/2024	14614 PARADIGM MECHANICAL CORP	(Continued)			
			6165	54386	HVAC MAINT & REPAIRS	258.62
			6166	54386	HVAC MAINT & REPAIRS	147.29
			6167	54386	HVAC MAINT & REPAIRS	280.71
			6168	54386	HVAC MAINT & REPAIRS	271.58
			6169	54386	HVAC MAINT & REPAIRS	114.49
			6170	54386	HVAC MAINT & REPAIRS	238.42
			6171	54386	HVAC MAINT & REPAIRS	142.91
			6172	54386	HVAC MAINT & REPAIRS	109.93
			6173	54386	HVAC MAINT & REPAIRS	275.00
Total :						2,795.99
136536	5/16/2024	14970 PAVEMENT COATINGS COMPANY	RR-CIP2023-06		RETENTION RELEASE	197,207.29
Total :						197,207.29
136537	5/16/2024	15047 PERFECTION PAINTING CORP	0165	54731	BIG ROCK PARK PAINTING IMPRO'	17,000.00
Total :						17,000.00
136538	5/16/2024	10092 PHOENIX GROUP INFO SYSTEMS	012024031	54334	FY 23/24 PARKING CITE PROCESS	425.64
			122023031	54334	FY 23/24 PARKING CITE PROCESS	433.81
Total :						859.45
136539	5/16/2024	10150 PROBUILD	04-0372295	54677	BUILDING MATERIALS & SUPPLIES	355.90
			04-0372296	54677	BUILDING MATERIALS & SUPPLIES	188.04
			04-0372706	54677	BUILDING MATERIALS & SUPPLIES	239.54
Total :						783.48
136540	5/16/2024	11594 SAN DIEGO METROPOLITAN TRANSIT	1800020743		RIGHT TURN POCKET PROJECT	1,416.34
Total :						1,416.34
136541	5/16/2024	10677 SANTEE CHAMBER OF COMMERCE	04192024		SANTEE CHAMBER HEROES CELE	700.00
Total :						700.00
136542	5/16/2024	10212 SANTEE SCHOOL DISTRICT	9534	54480	TEEN BUS MARCH 2024	187.77
Total :						187.77
136543	5/16/2024	10768 SANTEE SCHOOL DISTRICT	9537	54583	JOINT USE FIELDS - RIO SECO	240.09

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05/16/2024 10:18:37AM

Voucher List
CITY OF SANTEE

Bank code :		ubqen				
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
136543	5/16/2024	10768	10768 SANTEE SCHOOL DISTRICT	(Continued)		Total : 240.09
136544	5/16/2024	13206	SHARP BUSINESS SYSTEMS	9004745407	54519 SHARP MAINT/COPIES 03/2024	932.80
						Total : 932.80
136545	5/16/2024	10837	SOUTHWEST TRAFFIC SIGNAL	83144	54465 USA MARKOUTS	807.30
				83145	54465 MONTHLY MAINTENANCE	4,446.29
				83146	54465 MAGNOLIA FIBER TESTING	345.00
				83147	54465 TRAFFIC SIGNAL SERVICE CALLS	4,373.64
				83148	54447 DIG ALERTS	690.00
				83149	54447 SKY RANCH & WALKWAY LED UPC	6,457.50
				83150	54447 TRAFFIC SIGNAL - EXTRA WORK Z	979.46
				83151	54447 TRAFFIC SIGNAL SERVICES CALLS	340.00
				83152	54447 TRAFFIC SIGNAL SERVICE CALLS	900.00
				83153	54447 TRAFFIC SIGNAL SERVICE CALLS	80.00
						Total : 19,419.19
136546	5/16/2024	10217	STAPLES ADVANTAGE	6001299198	54335 FY 23/24 OFFICE SUPPLIES - FINA	82.80
				6001376849	54552 OFFICE SUPPLIES - PSD	243.31
						Total : 326.11
136547	5/16/2024	10119	STEVEN SMITH LANDSCAPE INC	B247	54406 A 3 LANDSCAPE SERVICES	420.32
						Total : 420.32
136548	5/16/2024	10572	SUNBELT RENTALS INC	151855689-0001	54418 EQUIPMENT RENTAL	720.65
						Total : 720.65
136549	5/16/2024	10121	SUPERIOR READY MIX LP	420970	54648 ASPHALT MATERIALS & SUPPLIES	574.56
						Total : 574.56
136550	5/16/2024	10250	THE EAST COUNTY	00141017	INVITATION TO BID - CITYWIDE CR	854.00
				00141422	PUBLIC NOTICE - SLEMSA FY 24/2!	63.00
				00141530	RFP - BUILDING, PLANNING AND F	122.50
						Total : 1,039.50
136551	5/16/2024	12480	UNITED SITE SERVICES	114-13838888	54339 PORTABLE TOILET AND FENCE RE	352.58
						Total : 352.58

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05/16/2024 10:18:37AM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
136552	5/16/2024	12030 WHITE, PAM	05072024-3		PER DIEM FOR ICSC LAS VEGAS	241.50
					Total :	241.50
136553	5/16/2024	12510 ZERO WASTE USA	704626	54738	PET WASTE BAGS	6,613.70
					Total :	6,613.70
136554	5/16/2024	10318 ZOLL MEDICAL CORPORATION	3957487	54419	EMS SUPPLIES	256.23
					Total :	256.23
40 Vouchers for bank code : ubgen						Bank total : 483,627.35
40 Vouchers in this report						Total vouchers : 483,627.35

Prepared by: Juc M
 Date: 5.16.24
 Approved by: [Signature]
 Date: 5/16/24

PyBatch
05/14/2024 10:57:57AM

Payroll Processing Report
CITY OF SANTEE

4/25/2024 to 5/8/2024-2 Cycle b

EARNINGS SECTION					DEDUCTIONS SECTION				LEAVE SECTION				
Type	Hours/units	Rate	Amount	Src	Plan	Base Wages	Deduction	Benefit/Cont	LvPlan	Accrued	Taken	Banked	Lost
					rhsa2%	215,466.25		4,309.31					
					rhsabc	33,789.23	675.79						
					roth	74,718.51	8,997.31						
					sb-1		87.42						
					sb-3		68.58						
					sffa		3,574.08						
					sffapc		964.80						
					st1cs3	92,842.30	2,785.30	-2,785.30					
					st2cs3	14,997.96	449.94	-449.94					
					texlif		249.64						
					vaccpr		603.25						
					vaccpt		223.51						
					vcanpr		314.41						
					vcanpt		90.25						
					vgcipt		88.70						
					vghipr		15.56						
					vision	12,342.12	553.05						
					voladd		17.50						
					voldis		230.59						
					vollif		183.29						
					vollpb			-183.29					
Grand Totals	15,348.50		706,971.15				255,775.94	88,174.08					

Gross:	706,971.15
Net:	451,195.21

<< No Errors / 9 Warnings >>

KA 5/14/24
EB 5/14/24
PPE 5/8/24
Paydate 5/16/24

vchlist
05/16/2024 11:29:02AM

Voucher List
CITY OF SANTEE

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
136555	5/16/2024	12903 AMERICAN FIDELITY ASSURANCE CO	2353907		FLEXIBLE SPENDING ACCOUNT	3,274.78
					Total :	3,274.78
136556	5/16/2024	14793 CONTROLLING INS COST IN CA, SCHOOL 2024-5			EMPLOYEE ASSISTANCE PROGRAI	395.37
					Total :	395.37
136557	5/16/2024	12722 FIDELITY SECURITY LIFE	166279245		EYEMED - VOLUNTARY VISION	1,187.29
					Total :	1,187.29
136558	5/16/2024	14458 METROPOLITAN LIFE INSURANCE	81133590		VOLUNTARY LEGAL	378.00
					Total :	378.00
136559	5/16/2024	10784 NATIONAL UNION FIRE INSURANCE	May 2024		VOLUNTARY AD&D	35.05
					Total :	35.05
136560	5/16/2024	10335 SAN DIEGO FIREFIGHTERS FEDERAL	May 2024		LONG TERM DISABILITY-SFFA	1,416.00
					Total :	1,416.00
136561	5/16/2024	10424 SANTEE FIREFIGHTERS	PPE 5/8/24		DUES/PEC/BENEVOLENT/BC EXP	4,683.08
					Total :	4,683.08
136562	5/16/2024	10776 STATE OF CALIFORNIA	PPE 5/8/24		WITHHOLDING ORDER	449.53
					Total :	449.53
136563	5/16/2024	10776 STATE OF CALIFORNIA	PPE 5/8/24		WITHHOLDING ORDER	429.69
					Total :	429.69
136564	5/16/2024	14467 TEXAS LIFE INSURANCE COMPANY	SM0F0U20240414001		VOLUNTARY INS RIDERS	499.35
					Total :	499.35
136565	5/16/2024	10001 US BANK	PPE 5/8/24		PARS RETIREMENT	1,465.92
					Total :	1,465.92
136566	5/16/2024	14600 WASHINGTON STATE SUPPORT	PPE 5/8/24		WITHHOLDING ORDER	751.84
					Total :	751.84
12 Vouchers for bank code : ubgen						Bank total : 14,965.90

vchlist
05/16/2024 11:29:02AM

Voucher List
CITY OF SANTEE

Bank code : ubgen

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>PO #</u>	<u>Description/Account</u>	<u>Amount</u>
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12 Vouchers in this report

Total vouchers : 14,965.90

Prepared by:

J. Smith

Date:

5-16-24

Approved by:

E. Smith 5-16-24

Date:

vchlist
05/17/2024 10:21:11AM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
6117647	5/17/2024	14704 457 MISSIONSQUARE	PPE 5/8/24		ICMA - 457	40,079.78
					Total :	40,079.78
6992857	5/17/2024	14705 RHS MISSIONSQUARE	PPE 5/8/24		RETIREE HSA	4,985.10
					Total :	4,985.10
2 Vouchers for bank code : ubgen						Bank total : 45,064.88
2 Vouchers in this report						Total vouchers : 45,064.88

Prepared by: *J. Smith*
Date: 5-17-24
Approved by: *E. Bull*
Date: 5-21-24

vchlist
05/21/2024 4:37:57PM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
11049	5/17/2024	12774 LIABILITY CLAIMS ACCOUNT	051324		LIABILITY CLAIMS AWARDS & INDE	747.05
					Total :	747.05
		1 Vouchers for bank code :			Bank total :	747.05
		1 Vouchers in this report			Total vouchers :	747.05

Prepared by: *Mark*

Date: 5-21-24

Approved by: *[Signature]*



Date: 5/23/24

vchlist
05/21/2024 10:28:53AM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
5243	5/21/2024	10353 PERS	05 24 3		RETIREMENT PAYMENT	151,079.07
Total :						151,079.07
1 Vouchers for bank code : ubgen						Bank total : 151,079.07
1 Vouchers in this report						Total vouchers : 151,079.07

Prepared by: 
Date: 5-21-24
Approved by: 
Date: 5-27-24

vchlist
05/22/2024 4:53:31PM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
136567	5/22/2024	14954 ADVANCED ELECTRICAL INNOVATION	1-CIP2023-31 1R-CIP2023-31	54651	PROGRESS PAYMENT #1 - WESTO RETENTION #1 CIP 2023-31	27,468.80 -1,373.44 Total : 26,095.36
136568	5/22/2024	10010 AIS TRUST ACCOUNT NEWPORT	2644746		SUMMER CONCERT INSURANCE	3,622.00 Total : 3,622.00
136569	5/22/2024	11445 AMERICAN MESSAGING	L1072898YE		FD PAGER SERVICE	199.91 Total : 199.91
136570	5/22/2024	13487 ANYPROMO INC.	SA5326810		SUMMER CONCERT SPONSOR ITE	567.81 Total : 567.81
136571	5/22/2024	10412 AT&T	000021595190		TELEPHONE	726.94 Total : 726.94
136572	5/22/2024	10293 AUTO ZONE INC	3347987764	54463	VEHICLE REPAIR PARTS	23.67 Total : 23.67
136573	5/22/2024	14306 AZTEC LANDSCAPING INC	J1765	54464	CUSTODIAL SERVICES - PARKS	4,799.63 Total : 4,799.63
136574	5/22/2024	15255 BECKHELM, TERRY	1		SENIOR LUNCHEON PERFORMAN	100.00 Total : 100.00
136575	5/22/2024	10020 BEST BEST & KRIEGER LLP	LEGAL SVCS APR 2024		LEGAL SVCS APR 2024	116,106.74 Total : 116,106.74
136576	5/22/2024	11356 CALIFORNIA STATE FIRE TRAINING	0850-2605		FF 2 APPLICATION FEE	75.00 Total : 75.00
136577	5/22/2024	10876 CANON SOLUTIONS AMERICA INC	4040808189 4040808190	54482 54482	SCANNER MAINTENANCE PLOTTER MAINTENANCE & USAGE	128.82 35.01 Total : 163.83
136578	5/22/2024	10299 CARQUEST AUTO PARTS	11102-609579 11102-610108	54426 54426	VEHICLE REPAIR PARTS VEHICLE REPAIR SUPPLIES	35.25 39.58

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Voucher List
CITY OF SANTEE

Bank code : ubqen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
136578	5/22/2024	10299 10299 CARQUEST AUTO PARTS	(Continued)			Total : 74.83
136579	5/22/2024	10031 CDW GOVERNMENT LLC	QX10037 QX90292	54739	ADOBE ACROBAT SOFTWARE REN VEHICLE EQUIPMENT	15,861.93 334.75 Total : 16,196.68
136580	5/22/2024	12349 CHOICE LOCKSMITHING	042624CH	54483	LOCKSMITH SERVICES - AS NEEDI	85.00 Total : 85.00
136581	5/22/2024	10032 CINTAS CORPORATION 694	4189771447 4190411170 4191109858	54635 54635 54635	STATION SUPPLIES MISC SHOP RENTALS MISC SHOP RENTALS	52.01 72.31 72.31 Total : 196.63
136582	5/22/2024	10033 CITY ELECTRIC SUPPLY COMPANY	STE/099940		CLOCK TOWER REPLACEMENT LE	582.51 Total : 582.51
136583	5/22/2024	12153 CORODATA RECORDS	RS5008466	54527	CORODATA RECORDS MANAGEME	727.27 Total : 727.27
136584	5/22/2024	10358 COUNTY OF SAN DIEGO	24CTOFSAN10	54528	REGIONAL COMMUNICIATIONS SY	2,622.00 Total : 2,622.00
136585	5/22/2024	14811 DIGITECH COMPUTER LLC	60005252	54504	SLEMSA BILLING CONTRACT SER	11,325.76 Total : 11,325.76
136586	5/22/2024	13442 EBBIN MOSER + SKAGGS LLP	5078	52777	MSCP SUBAREA PLAN	56,852.08 Total : 56,852.08
136587	5/22/2024	12593 ELLISON WILSON ADVOCACY, LLC	2024-04-06 2024-05-06	54505 54505	LEGISLATIVE ADVOCACY SERVICE LEGISLATIVE ADVOCACY SERVICE	1,500.00 1,500.00 Total : 3,000.00
136588	5/22/2024	13044 FIELDTURF USA, INC	711091		SYNTHETIC TURF MAINTENANCE	8,765.42 Total : 8,765.42
136589	5/22/2024	15227 HARRISON HYDRAGEN LTD	251057W-IN	54745	EQUIPMENT REPAIR	3,473.75

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Voucher List
CITY OF SANTEE

Bank code : ubqen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
136589	5/22/2024	15227 15227 HARRISON HYDRAGEN LTD	(Continued)			Total : 3,473.75
136590	5/22/2024	10144 HDL COREN & CONE	SIN038245	54337	FY 23/24 PROP TAX AUDIT & INFO :	4,987.50
						Total : 4,987.50
136591	5/22/2024	14956 JET ADVERTISING LLC	11811	54561	WEBSITE REDESIGN	4,950.00
						Total : 4,950.00
136592	5/22/2024	11864 KIRKLAND PRINTING & MAILING	5242	54737	CENTRAL SUPPLIES - ENVELOPES	2,280.53
						Total : 2,280.53
136593	5/22/2024	14285 LEDERER, RICHARD	515		SENIOR LUNCHEON SPEAKER	100.00
						Total : 100.00
136594	5/22/2024	10204 LIFE ASSIST INC	1421390	54377	EMS SUPPLIES	3,528.81
			1424602	54377	EMS SUPPLIES	2,141.74
			1429879	54377	EMS SUPPLIES	8.89
			1430396	54377	EMS SUPPLIES	886.62
			1431116	54377	EMS SUPPLIES	1,124.77
						Total : 7,690.83
136595	5/22/2024	10154 MCDUGAL BOEHMER FOLEY LYON	108675		SLEMSA LEGAL SERVICES APRIL 2	150.00
						Total : 150.00
136596	5/22/2024	14208 MINUTEMAN PRESS EL CAJON	65972	54543	BUS CARDS-HR	53.59
						Total : 53.59
136597	5/22/2024	15224 NORTHERN SAFETY CO INC	906163447	54722	FIREFIGHTING EQUIPMENT	3,278.02
						Total : 3,278.02
136598	5/22/2024	10308 O'REILLY AUTO PARTS	2968-212703	54384	VEHICLE REPAIR PART	12.07
			2968-213529	54384	VEHICLE REPAIR PART	165.36
			2968-214448	54384	VEHICLE SUPPLIES	14.41
			CM-2968-127078	54384	CR-CORE DEPOSIT RETURNED	-43.10
			CM-2968-213750	54384	CR-VEHICLE PART RETURNED	-56.65
						Total : 92.09
136599	5/22/2024	10336 PADRE DAM MUNICIPAL WATER DIST	PDMWD51724	54751	WATER SUPPLY ASSESSMENT STU	25,000.00

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Voucher List
CITY OF SANTEE

Bank code : ubqen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
136599	5/22/2024	10336	10336 PADRE DAM MUNICIPAL WATER DIS` (Continued)			Total : 25,000.00
136600	5/22/2024	10344	PADRE DAM MUNICIPAL WATER DIST 90000367; MAY24		GROUP BILL	23,508.57
						Total : 23,508.57
136601	5/22/2024	10442	PAYCO SPECIALTIES 1768-04-2024 R	54669	STREET STRIPING MAINTENANCE	56,916.30
						Total : 56,916.30
136602	5/22/2024	15047	PERFECTION PAINTING CORP 2R-CIP2023-34 P2 CIP2023-34 RR-CIP2023-34	54582	RETENTION #3 CIP 2023-34 CITY HALL PAINTING AND WOOD F RETENTION RELEASE	-2,953.75 59,075.00 13,868.50
						Total : 69,989.75
136603	5/22/2024	10101	PROFESSIONAL MEDICAL SUPPLY 11035 11037	54443 54443	OXYGEN CYLINDER RENTALS OXYGEN CYLINDER RENTALS	441.19 369.19
						Total : 810.38
136604	5/22/2024	10221	QUALITY CODE PUBLISHING LLC PG000036086	54540	MUNICIPAL CODE CODIFICATION	170.00
						Total : 170.00
136605	5/22/2024	13061	SAN DIEGO HUMANE SOCIETY & MAY-24	54472	ANIMAL CONTROL SERVICES	36,794.00
						Total : 36,794.00
136606	5/22/2024	12543	SAN DIEGO RIVER PARK 2404-002	54749	SAN DIEGO RIVER PARK FOUNDA`	4,000.00
						Total : 4,000.00
136607	5/22/2024	10677	SANTEE CHAMBER OF COMMERCE 3309	54473	SUMMER CHAMBER MAGAZINE	2,376.00
						Total : 2,376.00
136608	5/22/2024	14523	SCA OF CA, LLC 158131PS	54396	STREET SWEEPING SVCS	29,941.58
						Total : 29,941.58
136609	5/22/2024	15273	SHAFFER, MARK 1		WELLNESS EVENT: PET THERAPY	100.00
						Total : 100.00
136610	5/22/2024	12223	SITEONE LANDSCAPE SUPPLY LLC 140699514-001	54420	IRRIGATION PARTS	2,146.91
						Total : 2,146.91

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Voucher List
CITY OF SANTEE

Bank code : ubqen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
136611	5/22/2024	14630 SNAP-ON INDUSTRIAL	ARV-60367802	54665	SHOP TOOLS	5,313.87
Total :						5,313.87
136612	5/22/2024	10837 SOUTHWEST TRAFFIC SIGNAL	83358	54447	USA MARKOUTS	747.50
			83359	54447	TRAFFIC SIGNAL - LED SHOEBOX	4,254.46
			83360	54447	TRAFFIC SIGNAL - EXTRA WORK 2	100.00
			83361	54447	TRAFFIC SIGNAL - EXTRA WORK 2	540.22
			83362	54465	USA MARKOUTS	852.15
			83363	54465	TRAFFIC SIGNAL SERVICE CALLS	1,464.63
Total :						7,958.96
136613	5/22/2024	14240 SPICER CONSULTING GROUP	1580	54687	ASSMNT ENG & CFD SVCS FY 23-2	2,763.56
Total :						2,763.56
136614	5/22/2024	10119 STEVEN SMITH LANDSCAPE INC	797	54405	A 1 LANDSCAPE SERVICES	210.16
Total :						210.16
136615	5/22/2024	14737 STURM, AARON	04262024		MILEAGE REIMBURSEMENT	167.50
Total :						167.50
136616	5/22/2024	10250 THE EAST COUNTY	00141149		INVITATION TO BID - CITYWIDE PA'	847.00
Total :						847.00
136617	5/22/2024	14354 TRILOGY MEDWASTE WEST, LLC	1554808	54453	BIOMEDICAL WASTE DISPSL	287.65
			1554809	54453	BIOMDICAL WASTE DISPOSAL	157.02
Total :						444.67
136618	5/22/2024	10133 UNDERGROUND SERVICE ALERT	23-2425598	54481	DIG ALERT SERVICES - STATE FEE	57.68
			420240702	54481	DIG ALERT - MONTHLY TICKETS	167.50
Total :						225.18
136619	5/22/2024	12480 UNITED SITE SERVICES	114-13846845	54339	PORTABLE TOILET RENTAL	454.08
			INV-4448739	54339	PORTABLE TOILET AND FENCE RE	155.54
Total :						609.62
136620	5/22/2024	10325 VALLEY POWER SYSTEM INC	R 29636	54409	VEHICLE REPAIR PARTS	740.89
Total :						740.89

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Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
136621	5/22/2024	11305 VELOCITY TRUCK CENTERS	RA290035865:01	54744	VEHICLE REPAIR	3,288.05
Total :						3,288.05
136622	5/22/2024	13949 VENTEK INTERNATIONAL	143471		DISC GOLF MACHINE ANNUAL SOF	1,020.00
Total :						1,020.00
136623	5/22/2024	10537 WETMORE'S	06P82004	54457	VEHICLE REPAIR	365.94
Total :						365.94
136624	5/22/2024	14687 WEX BANK	97010288		FLEET CARD FUELING	19,963.08
Total :						19,963.08
136625	5/22/2024	11075 WHILLOCK CONTRACTING INC	1744-1	54670	NUISANCE ABATEMENT AT 7953 R/	48,597.00
Total :						48,597.00

59 Vouchers for bank code : ubgen

Bank total : 624,234.35

59 Vouchers in this report

Total vouchers : 624,234.35

Prepared by: *J. Smith*
Date: 5.22.24
Approved by: *[Signature]*
Date: 5/23/24

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Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
136627	5/23/2024	10001 US BANK	0015		WELLNESS EVENT	120.00
			0024068		SMALL TOOLS	91.20
			003609-0001		MEMBERSHIP CHARGE	10.86
			003609-0002		PROCARD PURCHASE IN ERROR	39.36
			013639		EVENT SUPPLIES	11.83
			014521		COMPUTER SUPPLIES	21.42
			017911		STATION SUPPLIES	673.78
			0191336		DEPT. BADGES	848.06
			0196241		MATERIALS AND SUPPLIES	22.83
			021967		MATERIALS & SUPPLIES	8.07
			023630		MEETING SUPPLIES	16.03
			0263434		VEHICLE REPAIR PART	215.49
			029390		SENIOR SUPPLIES	62.38
			03262024		VIMEO SOFTWARE SUBSCRIPTION	240.00
			035854		WELLNESS EVENT	10.88
			038272		WELLNESS EVENT	145.22
			039650		BUNNY TRAIL SUPPLIES	12.02
			04022024		SQUARE MARKETING	90.00
			04192024		PROCARD USED IN ERROR	21.52
			0424265		PROCARD USED IN ERROR	50.40
			05162024-1		TRANSPORTATION FOR LEAGUE C	32.18
			05162024-2		TRANSPORTATION FOR LEAGUE C	7.44
			05162024-3		TRANSPORTATION FOR LEAGUE C	7.96
			05162024-4		TRANSPORTATION FOR LEAGUE C	7.15
			05162024-5		TRANSPORTATION FOR LEAGUE C	31.89
			05162024-6		LEAGUE OF CA CITIES MEETING E	104.00
			0524529		EVENT SUPPLIES	24.73
			054184		WELLNESS EVENT	106.76
			054675		SENIOR SUPPLIES	76.17
			0623426		OFFICE SUPPLIES	42.19
			064946		TRANSPORTATION CHARGE	16.96
			069505		SPARC MEETING SUPPLIES	94.86
			070A4CA4-0002		WEBSITE SOCIAL MEDIA DISPLAY	1,128.00
			072157		ACE PARKING	15.00
			073253		PARKING	15.00
			076058		TEEN CENTER SUPPLIES	44.76

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Voucher List
CITY OF SANTEE

Bank code : ubqen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
136627	5/23/2024	10001 US BANK	(Continued)			
			0778632		MATERIALS & SUPPLIES	84.54
			081169		EVENT SUPPLIES	75.33
			0852249		OFFICE SUPPLIES	11.91
			093774		MEETING SUPPLIES	11.29
			094278		FACEBOOK BOOST	35.00
			0997807		FITNESS EQUIPMENT	29.83
			1011143		MATERIALS & SUPPLIES	223.20
			1013049		EVENT SUPPLIES	61.83
			1025484		MATERIALS & SUPPLIES	397.96
			10742330087		COMPUTER SUPPLIES	24.91
			10742334464		COMPUTER LAPTOP	1,251.59
			10742364331		COMPUTER HARDWARE	232.33
			1101471760		WELLNESS PROGRAM SUPPLIES	340.95
			1121488		CFED WEST CONFERENCE REGIS	2,006.00
			1121867		GENERAL EVENT SUPPLIES	25.85
			114557		REFERENCE MANUAL	37.71
			12430511		SUMMER BROCHURE PRINTING	596.73
			127713		PARKING FEE	5.00
			127714		PARKING FEE	5.00
			127827		PARKING FEE	15.00
			128007		PARKING FEE	15.00
			128101		PARKING FEE	2.00
			1299277		MEMBERSHIP	120.00
			134302		MATERIALS & SUPPLIES	988.77
			143414		EMS SUPPLIES	73.99
			1507428		REFERENCE MANUALS	66.70
			151488		WEARING APPAREL	682.65
			151649		MEMBERSHIP	60.00
			153658		ISA CONFERENCE REGISTRATION	650.00
			15814		MEETING SUPPLIES	20.11
			171M		D12 AWARDS AND INSTALLATION I	280.00
			200014296		BACKFLOW PREVENTION EXAM	185.00
			2024132099		RECORDING FEES	224.50
			2024CONCERTHP		2024 CONCERT HEALTH PERMIT	319.00
			212268		TRANSPORTATION CHARGE	27.94
			221818		FACEBOOK BOOST	10.00

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Voucher List
CITY OF SANTEE

Bank code : ubqen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
136627	5/23/2024	10001 US BANK	(Continued)			
			227399		FACEBOOK BOOST	50.00
			243851		FACEBOOK BOOST	25.00
			25		EVENT SUPPLIES	60.25
			25378406		SENIOR OUTINGS	1,706.40
			26967		CATERING FOR HMH-462 EVENT	102.00
			281427		FACEBOOK BOOST	25.00
			28441775		EVENT BANNERS	133.00
			28474238		EVENT PROMO	53.06
			28491811		EVENT PROMO	53.06
			28492564		EVENT BANNERS	56.12
			3010686		MATERIALS & SUPPLIES	402.81
			30937.1		COURSE REGISTRATION	495.00
			30937.2		COURSE REGISTRATION	13.61
			3201054		PLANNING SUPPLIES	15.51
			325922		FACEBOOK POST	15.00
			3319434		STATION SUPPLIES	49.54
			3371		WALMART	73.37
			34214		EQUIPMENT REPAIR	203.00
			34323		EQUIPMENT REPAIR	12.00
			354745201		LOGDING FOR LEAGUE OF CA CIT	822.20
			355084		FACEBOOK BOOST	15.00
			363060S		SD IPMA CONFERENCE REGISTRA	550.00
			388427		EVENT SUPPLIES	7.53
			3956079		FACEBOOK BOOST	3.00
			4014311		STATION SUPPLIES	275.38
			4077109		FACEBOOK BOOST	2.00
			4246030		FACEBOOK BOOST	2.00
			435115X		SD IPMA CONFERENCE REGISTRA	275.00
			438464		TRANSPORTATION CHARGE	20.81
			4654929		1 YEAR HOSTING RENEWAL	215.88
			4725827		GENERAL EVENT SUPPLIES	23.65
			4837732		FACEBOOK BOOST	2.00
			4869801		MISC OFFICE SUPPLIES	25.81
			4943328		WELLNESS PROGRAM SUPPLIES	107.86
			4949036		FACEBOOK BOOST	2.00
			4989017		SAFETY APPAREL	83.72

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Voucher List
CITY OF SANTEE

Bank code : ubqen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
136627	5/23/2024	10001 US BANK	(Continued)			
			499		POSTAGE	9.85
			4GW6VK		AIRFARE FOR CALIFORNIA TRAILS	365.97
			5012287		VANDALISM	138.03
			502600		FACEBOOK BOOST	75.00
			5606141		EVENT SUPPLIES	109.81
			563672		TRANSPORTATION CHARGE	16.98
			570301		FACEBOOK BOOST	50.00
			5761813		MATERIALS AND SUPPLIES	42.01
			6026299		MATERIALS & SUPPLIES	39.80
			608176		TRANSPORTATION CHARGE	23.66
			6151337		TRAINING SUPPLIES	53.77
			615821		FACEBOOK BOOST	35.00
			6324225		EQUIPMENT SUPPLIES	36.36
			663183		FACEBOOK BOOST	7.00
			692		EVENT PROMO	50.00
			7011832		SMALL TOOLS	991.49
			7038064		FACEBOOK BOOST	7.00
			7157859		GENERAL EVENT SUPPLIES	9.69
			7336865		FACEBOOK BOOST	2.00
			7457863		MATERIALS AND SUPPLIES	8.53
			7554623		SENIOR SUPPLIES	92.42
			761932		FACEBOOK BOOST	11.84
			769186		FACEBOOK BOOST	5.00
			7719306		FACEBOOK BOOST	2.00
			7729849		COUNTY OF SD - RECORDED DOC	0.01
			7729849.2		COUNTY OF SD - RECORDED DOC	0.45
			7730790		COUNTY OF SD - RECORDED DOC	0.02
			7730790.2		COUNTY OF SD - RECORDED DOC	0.90
			786162		TRANSPORTATION CHARGE	15.88
			823803		FACEBOOK BOOST	3.00
			826228		FITNESS PROGRAM SUBSCRIPTIC	49.50
			8337014		EQUIPMENT SUPPLIES	69.07
			8401046		FITNESS EQUIPMENT	112.04
			8412025		FACEBOOK BOOST	2.00
			851277		FACEBOOK BOOST	15.00
			871063		FACEBOOK BOOST	10.00

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Voucher List
CITY OF SANTEE

Bank code : ubqen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
136627	5/23/2024	10001 US BANK	(Continued)			
			8885986		FACEBOOK BOOST	3.00
			8890		EVENT RESEARCH	225.00
			8891402		FITNESS EQUIPMENT	53.86
			8965048		PLANNING SUPPLIES	129.24
			905120		FACEBOOK BOOST	7.00
			90662225		SHIPPING CHARGE	37.37
			9082619		GENERAL EVENT SUPPLIES	16.47
			9089982004		VEHICLE SUPPLIES	133.24
			9107113		FACEBOOK BOOST	2.00
			9133856		STATION SUPPLIES	8.72
			9141018		FINANCE OFFICE SUPPLIES	37.69
			915658		TRANSPORTATION CHARGE	5.00
			9272212		REFERENCE MANUAL	19.38
			9614859		MATERIALS & SUPPLIES	43.01
			971716		FACEBOOK BOOST	50.00
			97336		MATERIALS & SUPPLIES	67.82
			989813		FACEBOOK BOOST	5.00
			9913834		EVENT SUPPLIES	62.68
			aywhqskc		DRONE CERTIFICATION	175.00
			CC24PIZZA		EVENT SUPPLIES	34.98
			INV-81441-D6W3R5		PSHRA MEMBERSHIP	420.00
			MC15245287		STANDARD MAILCHIMP PLAN	135.00
			MMASC 2024 WLS		REGISTRATION	125.00
			MPS-843627		CROSSING GUARD SUPPLIES	129.68
			MSAE24-0119-0229-021		MSA SHOW REGISTRATION	36.40
			MSAE24-0119-0230-022		MSA REGISTRATION	36.40
			N172919		PROMOTIONAL SUPPLIES	1,739.01
			uoCOsaLP		REGISTRATION FOR BUILDING EV	645.00
			WCISA2024 - SR		ISA CONFERENCE REGISTRATION	650.00
					Total :	27,135.62

1 Vouchers for bank code : ubqen

Bank total : 27,135.62

1 Vouchers in this report

Total vouchers : 27,135.62

vchlist
05/23/2024 12:12:51PM

Voucher List
CITY OF SANTEE

Bank code : ubgen

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>PO #</u>	<u>Description/Account</u>	<u>Amount</u>
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Prepared by: Juan M
Date: 5-23-24
Approved by: [Signature]
Date: 5/23/24

vchlist
05/30/2024 10:44:10AM

Voucher List
CITY OF SANTEE

Bank code : ubqen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
136628	5/30/2024	10003 A & B SAW & LAWNMOWER SHOP	0009 0027	54344 54344	EQUIPMENT REPAIR EQUIPMENT SUPPLIES	328.00 161.62
Total :						489.62
136629	5/30/2024	10510 AMAZON WEB SERVICES, INC	1687165109		AMAZON CLOUD SERVICES	317.17
Total :						317.17
136630	5/30/2024	10019 BERT W SALAS INC	2024-1371	54684	CURB INLET REPLACEMENT	41,897.00
Total :						41,897.00
136631	5/30/2024	11402 CARROLL, JUDI	06012024-96		MEADOWBROOK HARDSHIP PROC	135.11
Total :						135.11
136632	5/30/2024	10031 CDW GOVERNMENT LLC	RD42393		PRINTER REPLACEMENT	704.73
Total :						704.73
136633	5/30/2024	10032 CINTAS CORPORATION 694	4191861771	54635	MISC SHOP RENTALS	88.54
Total :						88.54
136634	5/30/2024	11409 CLAYTON, SYLVIA	06012024-340		MEADOWBROOK HARDSHIP PROC	141.39
Total :						141.39
136635	5/30/2024	15270 COMPASS ROSE GIS	1451		GIS CONSULTING SERVICES	1,470.00
Total :						1,470.00
136636	5/30/2024	11862 CORODATA SHREDDING INC	DN1467575		CORODATA SHREDDING	49.82
Total :						49.82
136637	5/30/2024	10039 COUNTY MOTOR PARTS COMPANY INC	612042 612627 942431	54427 54427 54427	VEHICLE REPAIR PARTS VEHICLE SUPPLIES VEHICLE REPAIR PARTS	69.39 140.71 88.93
Total :						299.03
136638	5/30/2024	10333 COX COMMUNICATIONS	052335901; MAY24 063453006; MAY24 064114701; MAY24		8950 COTTONWOOD AVE 9534 VIA ZAPADOR 8115 ARLETTE ST	193.89 96.86 194.11

vchlist
05/30/2024 10:44:10AM

Voucher List
CITY OF SANTEE

Bank code : ubqen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
136638	5/30/2024	10333 10333 COX COMMUNICATIONS	(Continued)			Total : 484.86
136639	5/30/2024	14675 EAST COUNTY TRANSITIONAL	20240507C	54681	ARPA FUNDING - HOMELESS SHEL	11,760.00
						Total : 11,760.00
136640	5/30/2024	10009 FIRE ETC	189298	54550	FIREFIGHTING EQUIPMENT	2,597.38
						Total : 2,597.38
136641	5/30/2024	12760 FOCUS PSYCHOLOGICAL	SANTEE2024-3	54470	PSYCHOLOGICAL SERVICES	1,372.00
			SANTEE2024-4	54470	SANTEE2024-4	800.00
						Total : 2,172.00
136642	5/30/2024	15265 ISAAC, RITA	054828		EMPLOYEE REIMBURSEMENT	119.05
						Total : 119.05
136643	5/30/2024	12334 KEANE, JOHN	158402		PE LICENSE RENEWAL 2024	180.00
						Total : 180.00
136644	5/30/2024	10997 LAKESIDE FIRE PROTECTION	267	54434	EMS SOFTWARE SUBSCRIPTIONS	560.07
						Total : 560.07
136645	5/30/2024	10413 LARSON, SCOTT	011587		EMPLOYEE REIMBURSEMENT	250.00
						Total : 250.00
136646	5/30/2024	10204 LIFE ASSIST INC	1432160	54377	EMS SUPPLIES	8.89
			1432672	54377	EMS SUPPLIES	8,061.92
			1432881	54377	EMS SUPPLIES	1,807.46
			CM1433252	54377	CR, EMS SUPPLIES RETURNED	-812.44
						Total : 9,065.83
136647	5/30/2024	10238 MILLER, STEVE	506625		CIP SUPPLIES	155.43
						Total : 155.43
136648	5/30/2024	10527 MOYNEUR, KYLE	05702Z		EMPLOYEE REIMBURSEMENT	250.00
						Total : 250.00
136649	5/30/2024	11442 PATTERSON, EDWARD	06012024-225		MEADOWBROOK HARDSHIP PROC	130.36

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05/30/2024 10:44:10AM

Voucher List
CITY OF SANTEE

Bank code : ubqen

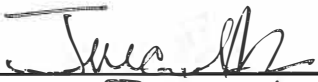

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
136649	5/30/2024	11442 11442 PATTERSON, EDWARD	(Continued)			Total : 130.36
136650	5/30/2024	10101 PROFESSIONAL MEDICAL SUPPLY	10574 10578	54443 54443	OXYGEN CYLINDER RENTALS OXYGEN CYLINDER RENTAL & REI	180.00 108.00 Total : 288.00
136651	5/30/2024	10095 RASA	5794 5796	54512 54512	MAP CHECK - LANTERN CREST RII MAP CHECK TA DEVELOPMENT	915.00 700.00 Total : 1,615.00
136652	5/30/2024	12828 RICK ENGINEERING COMPANY	0100745	54219	AS-NEEDED ENGINEERING SERVI	1,405.33 Total : 1,405.33
136653	5/30/2024	10097 ROMAINE ELECTRIC CORPORATION	12-061668	54487	VEHICLE SUPPLIES	262.52 Total : 262.52
136654	5/30/2024	10407 SAN DIEGO GAS & ELECTRIC	34223805628; MAY24 79900685777; MAY24 85097421694; MAY24		ROW / MEDIANS (GAS) BALLFIELDS; FACILITIES; PARKS CITY HALL GROUP BILL	247.19 16,602.25 8,128.41 Total : 24,977.85
136655	5/30/2024	13171 SC COMMERCIAL, LLC	2636957-IN	54395	FUEL	48.07 Total : 48.07
136656	5/30/2024	13206 SHARP BUSINESS SYSTEMS	9004833650	54519	SHARP MAINT/COPIES 05/2024	932.80 Total : 932.80
136657	5/30/2024	12223 SITEONE LANDSCAPE SUPPLY LLC	141020773-001 141023022-001	54420 54420	IRRIGATION PARTS IRRIGATION PARTS	19.62 419.86 Total : 439.48
136658	5/30/2024	11403 ST JOHN, LYNNE	06012024-78		MEADOWBROOK HARDSHIP PROC	135.37 Total : 135.37
136659	5/30/2024	10217 STAPLES ADVANTAGE	6002016333 6002207456	54534 54335	STAPLES OFFICE SUPPLIES FY 23/24 OFFICE SUPPLIES - FINAI	51.26 177.90 Total : 229.16

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05/30/2024 10:44:10AM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
136660	5/30/2024	10624 STATE OF CALIFORNIA	62769-2024		LICENSE RENEWAL - ESPINOLA	180.00
					Total :	180.00
136661	5/30/2024	13451 TELEFLEX FUNDING LLC	9508389876	54408	EMS SUPPLIES	729.04
					Total :	729.04
136662	5/30/2024	11193 TMAN TRAFFIC SUPPLY	15755	54452	TRAFFIC SIGNS & SUPPLIES	168.09
					Total :	168.09
136663	5/30/2024	10642 USPS-POC	05272024		POSTAGE REIMBURSEMENT	642.99
					Total :	642.99
136664	5/30/2024	10475 VERIZON WIRELESS	9963831103		WIFI SERVICE	1,140.29
					Total :	1,140.29
136665	5/30/2024	10475 VERIZON WIRELESS	9963831102		CELL PHONE SERVICE	1,038.12
					Total :	1,038.12
38 Vouchers for bank code : ubgen						Bank total : 107,549.50
38 Vouchers in this report						Total vouchers : 107,549.50

Prepared by: 
Date: 5.30.24
Approved by: 
Date: 5/30/24

PyBatch
05/28/2024 11:27:26AM

Payroll Processing Report
CITY OF SANTEE
5/9/2024 to 5/22/2024-3 Cycle b

EARNINGS SECTION					DEDUCTIONS SECTION				LEAVE SECTION					
Type	Hours/units	Rate	Amount	Src	Plan	Base Wages	Deduction	Benefit/Cont	LvPlan	Accrued	Taken	Banked	Lost	
Grand Totals					Employees: 192									
acot	13.50		1,113.03		bnvl		110.88		a-fire	659.06	683.88			
adtk	59.00		4,643.65		catax	600,439.67	33,026.80		c-fire		232.13	134.63		
aeot	38.00		2,444.16		chdsp1		352.61		c-misc		38.01			
aertnp	24.00		119.82		chdsp2		449.53		exadm		27.00			
alrh	15.88		670.65		chdsp5		751.84		gen	217.01	293.58		0.47	
atkn	668.00		26,312.99		ct1cs1	41,093.33	410.93	-410.93	m-fhol		12.25			
caco	89.75				emppd2		79.40		mdadm		23.00			
comp	0.89		37.52		emppdt		297.80		s-bc's	29.52				
coun			3,418.84		fedtax	600,439.67	77,088.63		s-cm	3.69				
ctkn	269.25		9,842.52		icma	187,369.45	26,245.72		s-fchf	3.69				
detd	53.00		2,045.74		icmacc			769.24	s-fire	340.56	120.00			
flsa			5,690.16		icmaln		3,786.50		s-misc	303.92	304.25			
htkn	12.25		727.23		medtax	683,245.10	9,907.17	9,907.17	s-pth		38.50			
jury	1.25		47.55		mt1cs1	110,268.40	1,102.68	-1,102.68	sradmi		9.00			
lwop	224.75				mt2cs1	52,419.50	524.20	-524.20	v-exec	43.72	17.00		4.62	
mayr			1,440.45		pars	20,739.27	777.73	777.73	v-mgmt	142.56	138.00		7.70	
otsb	25.00		1,412.85		per625	161,204.90	12,493.43	12,380.61	vac-cm	7.70				
otth	1,277.50		74,269.31		pers	240,064.51	20,503.15	55,345.56						
pth	1,238.25		27,488.87		pert2m	52,419.50	3,669.38	6,206.47						
r	10,442.00		479,341.22		pert2s	14,997.96	1,349.81	3,718.00						
stdb			450.00		pert3s	113,925.63	16,519.26	16,519.26						
stkf	80.00		4,840.62		rhsa2%	215,466.25		4,228.21						
stkn	344.25		14,952.96		rhsaal		670.65							
stknpt	38.50		646.35		rhsabc	25,911.50	518.24							
ststkn	51.50		1,878.08		roth	74,823.49	9,168.64							
tup			116.26		sb-1		86.49							
unif			625.00		sb-3		68.58							
unifp			575.00		sffa		3,574.08							
vacp	73.08		2,520.40		sffapc		964.80							
vtkn	375.50		20,744.07		st1cs3	88,702.78	2,661.11	-2,661.11						
wcnt	24.00		830.87		st2cs3	14,997.96	449.94	-449.94						
					vision	16,335.59								
Grand Totals	15,439.10		689,246.17				227,609.98	104,703.39		Gross: 689,246.17				
										Net: 461,636.19				

<< No Errors / 9 Warnings >>

PRE 5/22/24
Paydate 5/30/24
5/28/24
5/29/24
EB

vchlist
05/30/2024 12:43:36PM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
136666	5/30/2024	12724 AMERICAN FIDELITY ASSURANCE	D724890		VOLUNTARY LIFE INS-AM FIDELITY	4,378.92
					Total :	4,378.92
136667	5/30/2024	12903 AMERICAN FIDELITY ASSURANCE CO	2353908A		FLEXIBLE SPENDING ACCOUNT	3,274.78
					Total :	3,274.78
136668	5/30/2024	10508 LIFE INSURANCE COMPANY OF	May 2024		LIFE/LTD INSURANCE	3,062.27
					Total :	3,062.27
136669	5/30/2024	14452 MEDICAL AIR SERVICES ASSC	1836722		MEDICAL AIR TRANSPORT SVCS	193.00
					Total :	193.00
136670	5/30/2024	10424 SANTEE FIREFIGHTERS	PPE 5/22/24		DUES/PEC/BENEVOLENT	4,649.76
					Total :	4,649.76
136671	5/30/2024	10776 STATE OF CALIFORNIA	PPE 5/22/24		WITHHOLDING ORDER	449.53
					Total :	449.53
136672	5/30/2024	10776 STATE OF CALIFORNIA	PPE 5/22/24		WITHHOLDING ORDER	352.61
					Total :	352.61
136673	5/30/2024	10001 US BANK	PPE 5/22/24		PARS RETIREMENT	1,555.46
					Total :	1,555.46
136674	5/30/2024	14600 WASHINGTON STATE SUPPORT	PPE 5/22/24		WITHHOLDING ORDER	751.84
					Total :	751.84
9 Vouchers for bank code : ubgen						Bank total : 18,668.17
9 Vouchers in this report						Total vouchers : 18,668.17

Prepared by: Juan M
 Date: 5-30-24
 Approved by: E. Bule
 Date: 5-30-24

MEETING DATE June 12, 2024

ITEM TITLE RESOLUTIONS CALLING FOR A NOVEMBER 5, 2024, GENERAL MUNICIPAL ELECTION

DIRECTOR/DEPARTMENT Annette Ortiz, City Clerk

SUMMARY

The City of Santee is scheduled to conduct a General Municipal Election on November 5, 2024, for the purpose of electing one (1) Mayor and two (2) Members of the City Council: one (1) Councilmember for District 3 and one (1) Councilmember for District 4. The candidate Filing Period for the November election is from 8:00 a.m. on Monday, July 15, 2024, through 5:00 p.m. on Friday, August 9, 2024. If an incumbent does not file, the period is extended to Wednesday, August 14, 2024, at 5:00 p.m. for candidates other than the incumbent to file for that office.

Adoption of the attached four (4) Resolutions is required to begin the election process and consolidate with the statewide election to be held on the same date.

The Resolutions are:

1. Calling and giving notice of the November 5, 2024, election for one (1) Mayor and 2 Members of the City Council: one (1) Councilmember for District 3 and one (1) Councilmember for District 4.
2. Requesting the Board of Supervisors to conduct and consolidate the General Municipal Election with the Statewide General Election and authorizing the Registrar of Voters to provide services.
3. Pertaining to a prepaid Candidate's Statement. Candidates may file a Candidate's Statement for the Voter's Pamphlet and Council determines if the statement is to be 200 or 400 words. Historically, Council has designated a 200-word statement, which is one-half of a page and a lesser cost. This Resolution continues to reflect a 200-word statement. The Registrar of Voters estimates a cost of approximately \$800.00 for a 200-word statement. The Federal Voting Rights Act requires voters' pamphlets be translated in other languages as specified by the Registrar of Voters (Spanish, Vietnamese, Filipino and Chinese).
4. Regarding tie votes, this Resolution is OPTIONAL and is being provided to Council at this time for consideration. Resolution of a tie vote may be decided either by lot (e.g., tossing a coin, etc.) or by conducting a special runoff election involving only those candidates who receive an equal number of votes. If by lot, adoption of this Resolution would be appropriate. If Council should decide a Special Runoff Election be conducted, then the appropriate Resolution would be brought back at the next meeting. A Special Election would cost in excess of \$400,000.00.

FINANCIAL STATEMENT *dk*

In the City Clerk's budget, there is \$187,520 identified for election costs, \$43,520 in the current Adopted FY 2023-24 Operating Budget and \$144,000 in the FY 2024-25 Proposed Operating Budget. These funds will be pooled together to cover anticipated election costs. The Registrar of Voters Office has estimated their fee to conduct the election will fall between \$150,000.00 to \$210,000.00. Final costs are not known until after the completion of the election.

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATION *mlsb*

Adopt the four (4) Resolutions.

ATTACHMENTS

Resolutions (4)

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA,
CALLING AND GIVING NOTICE OF THE HOLDING OF A GENERAL MUNICIPAL
ELECTION TO BE HELD ON TUESDAY, NOVEMBER 5, 2024, FOR THE ELECTION
OF CERTAIN OFFICERS AS REQUIRED BY THE PROVISIONS OF THE LAWS OF
THE STATE OF CALIFORNIA RELATING TO CHARTER CITIES**

WHEREAS, under the provisions of the laws relating to charter cities in the State of California, a General Municipal Election shall be held on Tuesday, November 5, 2024, for the election of Municipal Officers.

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

SECTION 1. That pursuant to the laws of the State of California relating to charter cities there is called and ordered to be held in the City of Santee, California on Tuesday, November 5, 2024, a General Municipal Election for the purpose of electing one (1) Member of the City Council residing in District 3 and one (1) Member of the City Council residing in District 4, each for the full term of four years, and electing one (1) Mayor at-large, for the full term of four years.

SECTION 2. That the ballots to be used at the election shall be in such form and content as required by law.

SECTION 3. That the City Clerk is authorized, instructed and directed to procure and furnish any and all official ballots, notices, printed matter and all supplies, equipment and paraphernalia that may be necessary in order to properly and lawfully conduct the election.

SECTION 4. That the polls for the election shall be open at seven o'clock a.m. of the day of the election and shall remain open continuously from that time until eight o'clock p.m. of the same day when the polls shall be closed, pursuant to Elections Code Section 10242, except as provided in Elections Code Section 14401.

SECTION 5. That in all particulars not recited in this Resolution, the election shall be held and conducted as provided by law for holding municipal elections.

SECTION 6. That notice of the time and place of holding the election is given and the City Clerk is authorized, instructed and directed to give further or additional notice of the election, in time, form and manner as required by law.

SECTION 7. That the City Clerk shall certify to the passage and adoption of this Resolution and shall enter it into the book of original Resolutions.

SECTION 8. The City Council hereby authorizes the City Clerk to administer said election and all reasonable and actual election expenses shall be paid by the City upon presentation of a properly submitted bill.

RESOLUTION NO. _____

ADOPTED by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 12th day of June 2024 by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

ANNETTE FAGAN ORTIZ, CMC, CITY CLERK

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA,
REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF SAN DIEGO
CONSOLIDATE A GENERAL MUNICIPAL ELECTION TO BE HELD IN THE CITY OF
SANTEE ON TUESDAY, NOVEMBER 5, 2024, WITH THE STATEWIDE GENERAL
ELECTION TO BE HELD ON THE SAME DAY**

WHEREAS, the City Council of the City of Santee has called a General Municipal Election to be held in this City on Tuesday, November 5, 2024, for the purpose of the electing one (1) Mayor and two (2) Members of the City Council; and

WHEREAS, it is desirable that the General Municipal Election be consolidated with the Statewide General Election to be held on the same date and that within the City precincts, vote centers and election officers of the two elections be the same, and that the Registrar of Voters of the County of San Diego canvass the returns of the General Municipal Election and that the election be held in all respects as if there were only one election; and

WHEREAS, Section 439.1 of the Administrative Code of the County of San Diego authorizes the Registrar of Voters of the County of San Diego to render specified services relating to the conduct of an election to any city or district which has by resolution requested the Board of Supervisors to permit the Registrar to render the services, subject to requirements set forth in that section, including that the City agrees that it will be bound by such terms and conditions as the Registrar of Voters may prescribe, agrees that it will reimburse the County in full for its costs and expenses in rendering such services, and agrees to indemnify and hold harmless the County, its officers, agents and employees from expense of liability, including reasonable attorney's fees, as the result of an election contest arising after conduct of an election.

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

SECTION 1. That pursuant to the requirements of Section 10403 of the Elections Code, the City Council of the City of Santee does hereby request the Board of Supervisors of the County of San Diego to consent and agree to the consolidation of the General Municipal Election for the election of one (1) Mayor and two (2) Members of the City Council with the Statewide General Election to be held Tuesday, November 5, 2024, in the City of Santee, and thereby authorize the Registrar of Voters to perform and render all services and proceedings necessary to conduct said election in the manner provided by Section 10418 of the Elections Code.

SECTION 2. That the Registrar of Voters is authorized to canvass the returns of the General Municipal Election. The election shall be held in all respects as if there were only one election, and only form of one ballot shall be used.

RESOLUTION NO. _____

SECTION 3. That the County of San Diego shall be reimbursed in full by the City of Santee for the services performed by the Registrar of Voters for the said election upon presentation of a bill.

SECTION 4. That the City agrees to be bound by such terms and conditions as the Registrar of Voters may prescribe, and agrees to indemnify and hold harmless the County, its officers, agents and employees from expense of liability, including reasonable attorney's fees, as the result of an election contest arising after conduct of an election.

SECTION 5. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

SECTION 6. That the City Clerk is hereby directed to file a certified copy of this Resolution with both the San Diego County Board of Supervisors and the Registrar of Voters of County of San Diego.

ADOPTED by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 12th day of June 2024, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

ANNETTE FAGAN ORTIZ, CMC, CITY CLERK

RESOLUTION NO. ____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA,
ADOPTING REGULATIONS FOR CANDIDATES FOR ELECTIVE OFFICE
PERTAINING TO CANDIDATE STATEMENTS SUBMITTED TO THE VOTERS AT A
GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 5, 2024**

WHEREAS, Section 13307 of the Elections Code of the State of California provides that the governing body of any local agency adopt regulations pertaining to materials prepared by any candidate for a municipal election, including costs of the candidate's statement.

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

SECTION 1. GENERAL PROVISIONS. That pursuant to Section 13307 of the Elections Code of the State of California, each candidate for elective office to be voted for at the General Municipal Election to be held in the City of Santee on November 5, 2024, may prepare a candidate's statement on an appropriate form provided by the City Clerk. Such statement may include the name, age and occupation of the candidate and a brief description of no more than 200 words of the candidate's education and qualifications expressed by the candidate himself or herself. Such statement shall not include party affiliation of the candidate, nor membership or activity in partisan political organizations. The statement shall be filed in the Office of the City Clerk at the time the candidate's nomination papers are filed. The statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5:00 p.m. of the next working day after the close of the nomination period.

SECTION 2. FOREIGN LANGUAGE POLICY.

- A. Pursuant to the Federal Voting Rights Act, candidate statements will be translated into all languages required by the Registrar of Voters Office of the County of San Diego. The County is required to translate candidate's statements into the following languages: Spanish, Vietnamese, Tagalog and Chinese.
- B. All translations shall be provided by professionally-certified translators.
- C. The Registrar of Voters will print and mail separate sample ballots and candidates' statements in Spanish, Vietnamese, Tagalog and Chinese to only those voters who are on the County voter file as having requested a sample ballot in a particular language. The Registrar of Voters will make the sample ballots and candidates' statements in the required languages available at all vote centers, on the County's website and in the Election Official's office.

SECTION 3. ADDITIONAL MATERIALS. No candidate will be permitted to include additional materials in the sample ballot package.

RESOLUTION NO. _____

SECTION 4. PAYMENT. The City Clerk shall estimate the total cost of printing, handling, translating as specified, and mailing the candidate's statements filed pursuant to the Elections Code, including costs incurred as a result of complying with the Federal Voting Rights Act and require each candidate filing a statement to pay in advance his or her estimated pro rata share of \$800.00 as a condition of having his or her statement included in the voter's pamphlet.

SECTION 5. All previous Resolutions establishing Council policy on payment for candidate's statements are repealed.

SECTION 6. The City Clerk shall provide each candidate or the candidate's representative a copy of this Resolution at the time nominating petitions are issued.

SECTION 7. The City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

SECTION 8. The City Clerk is hereby directed to file a certified copy of this Resolution with the Registrar of Voters of the County of San Diego.

ADOPTED by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 12th day of June 2024, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

ANNETTE FAGAN ORTIZ, CMC, CITY CLERK

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE,
CALIFORNIA ADOPTING A PROCEDURE TO RESOLVE TIE VOTES BY LOT**

WHEREAS, pursuant to Section 15651(b) of the Elections Code of the State of California, the City Council may adopt a procedure to resolve a tie vote by lot or by conducting a special runoff election involving only those candidates who received an equal number of votes and the highest number of votes.

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

SECTION 1. Pursuant to Elections Code 15651(b) of the Elections Code of the State of California, if at any election, two or more persons receive an equal and the highest number of votes for an office to be voted upon in the City of Santee, the tie shall be resolved by lot.

SECTION 2. Upon a tie vote, the City Council shall forthwith summon the candidates who have received the tie votes, whether upon the canvass of the returns or upon a recount by a court, to appear before Council at such time and place as may be designated by Council. The Council shall at that time and place determine the tie by lot.

SECTION 3. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

ADOPTED by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 12th day of June 2024, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

ANNETTE FAGAN ORTIZ, CMC, CITY CLERK

MEETING DATE June 12, 2024

ITEM TITLE ACCEPTANCE AND APPROPRIATION OF FY 2023 URBAN AREA SECURITY INITIATIVE (UASI) GRANT TRAINING FUNDS FOR TRAINING AND BACKFILL OVERTIME REIMBURSEMENT

DIRECTOR/DEPARTMENT Justin Matsushita, Fire Chief 

SUMMARY

Each year since 2003, the U.S. Department of Homeland Security has provided San Diego County agencies funds in the form of Urban Area Security Initiative (UASI) Grants. The UASI grants are managed by the City of San Diego Office of Homeland Security (SD OHS) and are used to purchase items, materials, and programs that will assist the entire region in times of natural or terrorism-based disasters. The grants have a requirement that a certain portion be utilized for training.

UASI training fund priorities are established by the Urban Area Working Group (UAWG) and, in previous years, were available to individual agencies for specified training on a first-come, first-served fiscal year basis until the funds were depleted. However, the currently vetted process allocates specific dollar amounts to specific agencies.

During the application process, the Regional Technology Project (RTP) and the UAWG approved the proposal from the City of Santee. Training participation costs will be reimbursed up to the allocated amount, \$22,880. This award is for overtime, backfill costs, and course fees associated with participation in State Fire Training (SFT) Rope Rescue Awareness / Operations (RRAO) and Structure Collapse Systems 1 (SCS1) courses. All activities funded with this award must be completed within the sub-recipient performance period of September 1, 2023, to December 15, 2025.

FINANCIAL STATEMENT 

Up to \$22,880 of FY 2023 Urban Area Security Initiative training funds managed by the City of San Diego will be utilized for pre-approved UASI grant training backfill costs associated with the participation in State Fire Training (SFT) Rope Rescue Awareness / Operations (RRAO) and Structural Collapse Specialist 1 (SCS1) courses, as well as tuition costs.

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATION 

Accept and appropriate \$22,880 in FY 2023 UASI grant training funds for UASI training and backfill costs associated with the participation in SFT RRAO and SCS1 courses, and tuition costs.

ATTACHMENT

Notification of Sub-recipient Award Approval



May 1, 2024

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

SUBJECT: NOTIFICATION OF SUBRECIPIENT AWARD APPROVAL
FY 2023 Homeland Security Grant Program
Grant# 2023-0042 Cal OES ID# 073-66000
Subrecipient Performance Period: September 1, 2023 to December 15, 2025

Subrecipient:

The San Diego Office of Emergency Services (SD OES) has approved your FY23 Urban Area Security Initiative (UASI) award.

Activities:	Amount:	Reimbursement Claim Due Date:
All Projects	\$22,880	
Project 025 Goal 3 Training ¹	\$22,880	December 15, 2025

¹ Training funds are limited to approved courses (see Attachment A).

During the application process, the UASI Advisory Group vetted, and the Urban Area Working Group (UAWG) approved your project(s). Throughout the grant cycle, SD OES will use performance milestones set in the Homeland Security Grant Program (HSGP) application as indicators of performance and this information may be used in assessing future competitive grant applications. All activities funded with this award must be completed within the subrecipient performance period.

You are required to comply with all applicable federal, state, and local environmental and historic preservation (EHP) requirements. Additionally, Aviation/Watercraft requests, projects requiring EHP review, federal schedule and sole source procurement requests, regardless of dollar amount, require prior approval from SD OES and the California Governor's Office of Emergency Services (Cal OES). Subrecipients must obtain written approval for these activities prior to incurring any costs, in order to be reimbursed for any related costs under this grant. Subrecipients are required to obtain a performance bond for any equipment item over \$250,000 or any vehicle, aircraft, or watercraft that has been paid with HSGP funds prior to receiving the final product(s). Performance bonds must be submitted to your UASI Program Representative no later than the time of reimbursement.

May 14, 2024

Page 2

All non-RFP/competitive procurements will require a pre-procurement review by SD OES to ensure compliance. This includes inadequate competition scenarios, Federal Award Schedules (GSA), joint procurement endeavors, piggy-backing arrangements, cooperative agreements and non-competitive agreements. Additionally, Cal OES prior approval is required for all HSGP-funded noncompetitive procurements of training, regardless of the dollar amount, per GMM 2017-01-A.

Following acceptance of this award, you must sign and return the SD OES Memorandum of Understanding (MOU) as well as the Cal OES standard assurances. Once your completed MOU and standard assurances are signed and received by SD OES, you may request reimbursement of eligible grant expenditures.

Your agency must coordinate with SD OES to prepare and submit quarterly projections and milestone reporting via email so that SD OES can comply with the Bi-Annual Strategic Implementation Reports (BSIR) for the duration of the grant period or until you complete all activities, and the grant is formally closed. Failure to submit required reports could result in grant reduction, suspension, or termination.

This grant is subject to all provisions of 2 CFR Part 200. Any funds received in excess of current needs, approved amounts, or those found owed as a result of a final review or audit, must be refunded to SD OES within 30 days upon receipt of an invoice from SD OES.

Your dated signature is required on this letter. Please sign and return the original to your UASI Program Representative at 9601 Ridgehaven Court, San Diego CA 92123 within 20 days of receipt and keep a copy for your files.

For further assistance, please feel free to contact your SD OES UASI Program Representative at (619) 533-6758.

Sincerely,



Megan Beall
Program Manager
City of San Diego Office of Emergency Services

Marlene Best
City Manager, City of Santee

Date

MEETING DATE June 12, 2024

ITEM TITLE AUTHORIZE THE CITY MANAGER TO EXECUTE AN AMENDMENT TO THE FIVE-YEAR AGREEMENT WITH THE COUNTY OF SAN DIEGO FOR PARTICIPATION IN THE CALIFORNIA IDENTIFICATION SYSTEM (CAL-ID) REMOTE ACCESS NETWORK TO EXTEND THE AGREEMENT FOR TWO ADDITIONAL YEARS, UNTIL JUNE 30, 2026

DIRECTOR/DEPARTMENT Kathy Valverde, Assistant to the City Manager *KV*

SUMMARY

The California Department of Justice maintains an automated system for retaining and identifying fingerprints, palm prints and photos. This system is known as the California Identification System (CAL-ID). Remote access is available for local law enforcement agencies through a statewide network of equipment and procedures. The San Diego County Sheriff's Department is the City's proprietary agency for accessing and utilizing this system.

The City has participated in the CAL-ID program through a user agreement with the Sheriff's Department since 1985, and it remains an integral part of the City's overall law enforcement efforts. Annual operating costs for the program are shared by cities in the County and are based on a percentage of population in combination with a city's percentage of FBI crimes. CAL-ID services and costs are not included as part of the general law enforcement contract with the Sheriff's Department but are budgeted separately within the law enforcement budget.

Cities have typically entered into five-year agreements with the County for these services. The current five-year agreement is set to expire on June 30, 2024. The County has requested a two-year extension of the current agreement, terminating on June 30, 2026.

FINANCIAL STATEMENT *KV*

The current Fiscal Year 2023-24 cost for participation in the CAL-ID program was \$10,036. Costs are expected to stay about the same and funding will be included as part of the Fiscal Year 2024-25 Proposed Operating Budget. Costs are adjusted annually and have not fluctuated significantly from year to year.

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATION *MAB*

Authorize the City Manager to execute the Amendment to the current five-year CAL-ID Agreement with the County of San Diego to extend the term of the Agreement for two years, terminating on June 30, 2026.

ATTACHMENT

Draft Amendment to the Cal-ID Agreement
Current Cal-ID Agreement



**AGREEMENT FOR PARTICIPATION IN SAN DIEGO COUNTY'S CALIFORNIA
IDENTIFICATION SYSTEM REMOTE ACCESS NETWORK BETWEEN COUNTY OF
SAN DIEGO AND CITY OF SANTEE**

The County of San Diego "County" and City of Santee "City" enter into this amendment "Amendment" to amend the above-referenced Agreement as described herein.

Amendment Effective Date: Date when signed by County of San Diego Clerk of the Board.

Description of Agreement Change(s):

1. Section 7 (Term of Agreement) is hereby replaced with the following: This Agreement shall take effect July 1, 2019 and unless terminated sooner as provided for herein, shall terminate on June 30, 2026.

All other terms and conditions of the Agreement shall remain in effect.

IN WITNESS WHEREOF, County and City have executed this Amendment effective as of the date set forth above. This Amendment is not valid unless signed by County of San Diego Clerk of the Board.

COUNTY OF SAN DIEGO

CITY OF SANTEE

By _____
Clerk, Board of Supervisors

By _____
City Manager

APPROVED AS TO FORM AND
LEGALITY

APPROVED AS TO FORM AND
LEGALITY

By _____
Deputy County Counsel

By _____
City Attorney

**AGREEMENT FOR PARTICIPATION IN SAN DIEGO COUNTY'S
CALIFORNIA IDENTIFICATION SYSTEM REMOTE ACCESS NETWORK**

THIS AGREEMENT ("Agreement") is made and entered into this first day of July, 2019, by and between the County of San Diego, a political subdivision of the State of California, hereinafter referred to as the "COUNTY," and the City of Santee, a municipal corporation, hereinafter referred to as the "CITY."

RECITALS

- A. The state of California Department of Justice maintains an automated system for retaining and identifying fingerprints, palm prints, and photos, said system being known as the California Identification System and Cal-Photo, and hereinafter referred to as "CAL-ID."
- B. The California Penal Code, Section 11112.1 et seq. provides for the establishment of a Remote Access Network ("RAN"), consisting of a statewide network of equipment and procedures allowing local law enforcement agencies direct access to CAL-ID.
- C. The San Diego County Sheriff's Department, hereinafter referred to as "SHERIFF," is the COUNTY'S proprietary agency for San Diego County's California Identification System/Remote Access Network, hereinafter referred to as "CAL-ID/RAN."
- D. The COUNTY's CAL-ID/RAN is governed by the COUNTY's Local CAL-ID/RAN BOARD, established pursuant to Section 11112.4 of the California Penal Code, and hereinafter referred to as the "RAN BOARD."
- E. CAL-ID/RAN provides tenprint, latent fingerprint, latent palm print, and photo identifications through the use of Local Input Terminals, hereinafter referred to as "LIT's."
- F. The CITY desires to participate in CAL-ID/RAN.

NOW, THEREFORE, the parties hereto agree that the COUNTY shall provide CAL-ID/RAN services for the CITY through the SHERIFF's LIT site, subject to the following terms and conditions.

1. SCOPE OF SERVICE

SHERIFF shall provide CAL-ID/RAN services for the CITY, including all tenprint, fingerprint, palm print, and photo inquiries.

2. CALCULATION AND PAYMENT OF CAL-ID OPERATIONAL COSTS

- 2.1. Ongoing CAL-ID Operational Costs shall include those costs needed to maintain the CAL-ID Program. This includes but is not limited to:
 - 2.1.1. Support personnel costs.
 - 2.1.2. Equipment costs.
 - 2.1.3. Equipment maintenance.
 - 2.1.4. Vehicle costs.
 - 2.1.5. Information technology telecommunication maintenance.
 - 2.1.6. Services and supplies.
 - 2.1.7. Overhead.
 - 2.1.8. The cost for replacing the equipment amortized over ten years.
 - 2.1.9. Funding for system enhancements authorized by the RAN BOARD.
 - 2.1.10. Other costs necessary for the operation for CAL-ID as authorized by the RAN BOARD.
- 2.2. The COUNTY will adjust the CAL-ID Operational Costs annually.
- 2.3. The COUNTY may make a General Fund Contribution to offset CAL-ID Operational Costs.
- 2.4. The RAN BOARD may authorize the transfer of funds from the Sheriff's Fingerprint ID Trust Fund to offset Trust Fund-qualified CAL-ID Operational Costs.
- 2.5. Annual CAL-ID Operational Cost minus any Sheriff's Fingerprint ID Trust Fund contributions and any COUNTY General Fund contributions equals the annual net CAL-ID Operational Costs.

3. CITY COST

The CITY shall reimburse the COUNTY for its proportional share of the annual net CAL-ID Operational Costs associated with CAL-ID/RAN, based upon the following formula:

- 3.1. The CITY'S CAL-ID Cost Allocation Percentage is the mean of the CITY'S percentage of total county population and the CITY'S percentage of Number of FBI Crimes.
 - 3.1.1. The CITY'S percentage of total County population shall be based on the San Diego Association of Governments (SANDAG) most recent issue of "Population by Jurisdiction," contained in SANDAG "Thirty Years of Crime in the San Diego Region" report, which is published annually.
 - 3.1.2. The CITY'S percentage of Number of FBI Crimes shall be based on SANDAG's most recent issue of "Number of FBI Index Crimes by Jurisdiction," contained in "Thirty Years of Crime in the San Diego Region" report, which is published annually.

- 3.2. This percentage shall be adjusted annually using the most recent SANDAG data. The data for the first year of this Agreement has been set forth as Attachment A hereto.
- 3.3. The CITY agrees to the use of SANDAG "Thirty Years of Crime in the San Diego Region" report's "Population by Jurisdiction" and "Number of FBI Index Crimes by Jurisdiction" numbers as mentioned above in sections 3.1.1 and 3.1.2.
- 3.4. The CITY'S annual CAL-ID costs equals the annual net CAL-ID Operational Costs times the CITY'S CAL-ID Cost Allocation Percentage.
- 3.5. The CITY'S estimated CAL-ID costs for the first year of this Agreement are calculated on Attachment B, which is hereby made a part of this Agreement.
- 3.6. The Sheriff of the County of San Diego may, on behalf of the COUNTY, annually revise the CITY'S estimated CAL-ID costs (Attachment B), based on the most recent SANDAG population and FBI Crime Statistics in accordance with Section 3.1 and current CAL-ID Operational Costs specified in 2.1 above. Such estimate, when approved by the CITY and the Sheriff, acting on behalf of the COUNTY, shall be made a part of this Agreement as Attachment B.
- 3.7. The CITY shall be billed semi-annually based on its proportional share of the estimated ongoing net CAL-ID Operational Costs and shall pay the COUNTY for the aforementioned costs within thirty days from the date of the invoice for such costs.
- 3.8. Actual ongoing costs shall be calculated at the end of each fiscal year. Any overages or shortages based on actual costs will be transferred to or from the Sheriff's Fingerprint ID Trust Fund.
- 3.9. The COUNTY shall maintain a separate accountability for purposes of the Sheriff's Fingerprint ID Trust Fund and shall provide a financial report at the end of each fiscal year to the State of California.

4. SYSTEM OPERATING POLICIES AND PROCEDURES

- 4.1. The primary purpose of CAL-ID/RAN shall be to serve all law enforcement agencies in San Diego County.
- 4.2. The RAN BOARD may add or remove law enforcement agencies from CAL-ID/RAN.
- 4.3. Participating CITIES, and the COUNTY, shall abide by all State and Federal statutes, as well as all policies adopted by the COUNTY, the State of California, or the Local RAN Board concerning the security, privacy, and dissemination of

any and all tenprint, fingerprint, palm print, and photo identification data contained in CAL-ID/RAN.

- 4.4. The COUNTY, in its discretion, may enter into one or more agreements (“Vendor Contracts”) with third-party providers of hardware and software to obtain CAL-ID services for the COUNTY, and to provide such services to the CITY pursuant to this Agreement. The COUNTY shall provide to the CITY any such Vendor Contracts pertaining to the services that the COUNTY provides to the CITY under this Agreement. The CITY agrees to cooperate with the COUNTY and vendor as necessary for the provision of services to the CITY. However, notwithstanding such undertaking, the CITY shall have no rights to enforce such a Vendor Contract against the COUNTY or any third-party provider, nor may the CITY seek damages against any such third-party provider under any theory of contract, including, without limitation, third-party beneficiary principles.
- 4.5. Operational policy shall be established and modified as deemed appropriate by the Local RAN BOARD. This policy shall ensure that each user is treated equitably, with primary consideration based on each user agency’s service population and crime rate.
- 4.6. The RAN BOARD shall resolve any dispute between users over operational policies established by the RAN BOARD.
- 4.7. The COUNTY shall ensure the proper and effective operation and maintenance of equipment used to participate in CAL-ID/RAN.
- 4.8. The COUNTY shall continue forwarding electronic prints submitted via live scans for arrests to the Department of Justice as required by law.
- 4.9. This Agreement incorporates by reference: California Penal Code Section 11112.1 et seq. and any related legislation enacted thereto; State Department of Justice CAL-ID/RAN Master Plan and any changes thereto; State Department of Justice CAL-ID/RAN Policy Manual and any changes thereto; and the San Diego County Local RAN BOARD Operating Policies.

5. AMENDMENTS OR MODIFICATIONS

This Agreement may only be modified, amended, or otherwise changed by an amendment in writing executed by the CITY and the COUNTY.

6. TERMINATION

Notwithstanding any other section or provision of this Agreement, either party hereto may terminate this Agreement by giving a one-year advance written notice of intention to terminate.

7. TERM OF AGREEMENT

This Agreement shall take effect July 1, 2019 and unless terminated sooner as provided for herein, shall terminate on June 30, 2024.

8. INDEMNIFICATION

The COUNTY shall not be liable for, and the CITY shall defend, indemnify and hold the COUNTY, its officers, agents and employees, harmless from any and all claims, demands, liability, judgments, awards, fines, mechanics' liens or other liens, labor disputes, losses, damages, expenses, charges or costs of any kind or character, including attorneys' fees and court costs (hereinafter collectively referred to as "Claims"), related to the performance of this Agreement, arising either directly or indirectly from any act, error, omission or negligence of CITY or its contractors, licensees, agents, servants or employees, except to the extent that liability is caused by the negligence or willful misconduct of COUNTY. In such case, the CITY's indemnification obligation shall be reduced in proportion to the COUNTY's share of liability for its negligence or willful misconduct, if any.

IN WITNESS WHEREOF, the COUNTY OF SAN DIEGO executes this AGREEMENT pursuant to action taken by its Board of Supervisors, and the City of Santee executes this AGREEMENT, pursuant to action taken by the City Council.

COUNTY OF SAN DIEGO

By _____
Clerk, Board of Supervisors

By _____
City Manager

APPROVED AS TO FORM AND
LEGALITY

APPROVED AS TO FORM AND
LEGALITY

By _____
Deputy County Counsel

By _____
City Attorney

Attachment A
Cal-ID Cost Allocation
Based on Population and Crime
Fiscal Year 2019-2020

City	Population	% of County Population	FBI Number of Crimes	% Of County Crime	Mean of %'s
Carlsbad	114,622	3.48%	2,346	3.55%	3.51%
Chula Vista	267,503	8.12%	4,446	6.72%	7.42%
Coronado	21,683	0.66%	332	0.50%	0.58%
Del Mar	4,322	0.13%	132	0.20%	0.17%
El Cajon	105,557	3.21%	2,784	4.21%	3.71%
Encinitas	63,158	1.92%	908	1.37%	1.65%
Escondido	151,478	4.60%	3,271	4.94%	4.77%
Imperial Beach	28,163	0.86%	431	0.65%	0.75%
La Mesa	61,261	1.86%	1,209	1.83%	1.84%
Lemon Grove	26,834	0.81%	623	0.94%	0.88%
National City	62,257	1.89%	1,472	2.22%	2.06%
Oceanside	177,362	5.39%	4,505	6.81%	6.10%
Poway	50,207	1.52%	573	0.87%	1.20%
San Diego	1,419,845	43.12%	32,776	49.53%	46.33%
San Marcos	95,768	2.91%	1,254	1.90%	2.40%
Santee	56,994	1.73%	996	1.51%	1.62%
Solana Beach	13,938	0.42%	229	0.35%	0.38%
Vista	103,381	3.14%	1,827	2.76%	2.95%
Unincorporated	468,620	14.23%	6,056	9.15%	11.69%
	3,292,953	100.00%	66,170	100.00%	100.00%

**Attachment B
Cal-ID Contract Projections by Agency - FY 2019-2020**

Revenue

County General Gurd Contribution		\$716,000
Transfer from Trust Fund		\$5,200,659
User Fees		\$716,000
Total Funding		\$6,632,659

Overhead

Allocated Overhead On County Salaries and Benefits		\$353,099
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Expenses

County Salaries and Benefits		\$2,156,237
Services and Supplies		\$4,018,723
Fixed Assets Expense		\$430,000
Total Expenses		\$6,604,960

User Fee Allocation

City/Jurisdiction	Allocation Percentage	Estimated FY 2019/20 Cost
Carlsbad	3.51%	\$25,154
Chula Vista	7.42%	\$53,136
Coronado	0.58%	\$4,154
Del Mar	0.17%	\$1,184
El Cajon	3.71%	\$26,538
Encinitas	1.65%	\$11,779
Escondido	4.77%	\$34,165
Imperial Beach	0.75%	\$5,394
La Mesa	1.84%	\$13,201
Lemon Grove	0.88%	\$6,288
National City	2.06%	\$14,732
Oceanside	6.10%	\$43,656
Poway	1.20%	\$8,558
San Diego	46.33%	\$331,690
San Marcos	2.40%	\$17,196
Santee	1.62%	\$11,585
Solana Beach	0.38%	\$2,754
Vista	2.95%	\$21,124
Unincorporated	11.69%	\$83,712

Total User Fees	100.00%	\$716,000.00
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MEETING DATE June 12, 2024

ITEM TITLE RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH D-MAX ENGINEERING, INC. FOR AS-NEEDED STORM WATER PROGRAM STAFFING SERVICES

DIRECTOR/DEPARTMENT Carl Schmitz, Engineering 

SUMMARY

This item requests the City Council authorize the execution of a Professional Services Agreement (Agreement) with D-Max Engineering, Inc. (D-Max) to provide as-needed Storm Water Program staffing and technical support necessary to maintain compliance with the City's Municipal Storm Water Permit under the National Pollutant Discharge Elimination System (NPDES).

D-Max has unique knowledge and history from working with the City for over fifteen years. The company provides specialized services specifically tailored to storm water permit compliance. D-Max provides similar services for various other agencies in San Diego County. This Professional Services Agreement will support the essential duties and functions assigned to the Storm Water Program division.

Specifically, the proposed tasks in the Agreement are required to be performed by the City to remain in compliance of the San Diego Regional Water Quality Control Board Order No. R9-2013-0001(MS4) permit, as amended; the San Diego River Bacteria Total Maximum Daily Load (TMDL); and other relevant regulations and agreements. These tasks include attendance at regional and watershed storm water meetings, program technical support, building permit reviews, annual reporting support, structural BMP inspections and maintenance verifications for high priority sites, verification inspections for other sites, as-need storm water plan updates, TMDL compliance support, Storm Water Quality Management Plan reviews for development projects and building permit reviews, construction storm water inspections, and dry weather and Time Sensitive Order (TSO) outfall monitoring.

Staff recommends authorizing the City Manager to execute a Professional Services Agreement with D-Max in an amount not to exceed \$ 343,700 for FY2024-25, and at the City's option, to renew the Agreement for two additional one-year terms. This is intended to be an annual Agreement that provides staff support for the Storm Water Program Division.

ENVIRONMENTAL REVIEW

Per California Environmental Quality Act (CEQA) Guidelines Section 15378, this action is not a project under CEQA and, therefore, is not subject to CEQA review.

FINANCIAL STATEMENT 

Funding for these services will be provided by funds included in the proposed FY 2024-25 Storm Water Operating Budget in the Zone 2 Flood Control District Fund, and the proposed FY 2024-2028 Capital Improvement Program, as well as, reimbursements for full cost recovery from developer deposit accounts when performing plan reviews and inspections related to

active construction sites, and for fee-based inspections of industrial and commercial properties.

CITY ATTORNEY REVIEW

N/A

Completed

RECOMMENDATION *MSB*

Adopt the Resolution authorizing the City Manager to execute a Professional Services Agreement with D-Max Engineering, Inc. for as-needed Storm Water Program staffing services in an amount not to exceed \$ 343,700 for FY 2024-25.

ATTACHMENTS

Resolution

RESOLUTION NO.

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA,
AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL
SERVICES AGREEMENT WITH D-MAX ENGINEERING, INC. FOR AS-NEEDED
STORM WATER PROGRAM STAFFING SERVICES**

WHEREAS, the City of Santee is required to implement the requirements of the San Diego Regional Water Quality Control Board Order No. R9-2013-0001(MS4) permit, as amended; the San Diego River Bacteria Total Maximum Daily Load (TMDL); and other relevant regulations and agreements; and

WHEREAS, due to unique and specialized requirements in the Storm Water Program Division, there is a need for expert consulting services to ensure compliance with the MS4 Permit, Investigative Orders and other compliance enforcement orders; and

WHEREAS, D-Max Engineering, Inc. has unique knowledge and history from working with the City for over fifteen years, and provides specialized services specifically tailored to storm water permit compliance and provides similar services for various other agencies in San Diego County and can provide the necessary staff; and

WHEREAS, the Storm Water Program expert consulting services will be funded by the proposed FY 2024-25 Zone 2 Flood Control District Fund and the adopted 2024-2028 Capital Improvement Program budget for the San Diego River Bacteria TMDL Bacteria Reduction project;; as well as reimbursements for full cost recovery from developer deposit accounts when performing work related to Land Development projects and fee-based inspection from commercial and industrial sites.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Santee, California, authorizes the City Manager to execute a Professional Services Agreement with D-Max Engineering, Inc. for as-needed Storm Water Program Staffing Services in an amount not to exceed \$ 343,700 for FY 2024-25, with the option to renew the Agreement for two additional one-year terms.

ADOPTED by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 12th day of June, 2024, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

ANNETTE ORTIZ, CMC, CITY CLERK

MEETING DATE June 12, 2024

ITEM TITLE AUTHORIZE THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH RSG SOLUTIONS FOR THE PREPARATION OF THE 2025 – 2029 CONSOLIDATED PLAN AND FINDING THE ACTION IS NOT A PROJECT SUBJECT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (“CEQA”)

DIRECTOR/DEPARTMENT Sandi Sawa, Planning and Building Director 

SUMMARY

This item requests the City Council authorize the City Manager to execute a professional services agreement with RSG Solutions for the preparation of the 2025-2029 Consolidated Plan.

To receive federal Community Planning and Development grant funding, including Community Development Block Grant (CDBG) funds, jurisdictions are required to prepare and adopt a Consolidated Plan documenting community needs and priorities over a three- or five-year planning period. The main objective of the Consolidated Plan (Con Plan) is to develop a comprehensive strategy for the use of federal grant funding that addresses the City’s housing and community development needs. The City’s current Consolidated Plan will expire on June 30, 2025.

The preparation of a multi-year Consolidated Plan is governed by complex and wide-ranging statutory requirements. These include development of a citizen participation plan, conducting community/stakeholder focus group meetings, developing a community profile and housing market analysis, performing a community development needs assessment, and identifying housing issues faced by special needs populations.

The County of San Diego (County) initially solicited a Request for Quotation (RFQ) for the County’s Con Plan and the potential for member jurisdictions to also use the same provider. Only one quote was received, and it was determined to be unresponsive. RSG Solutions was selected based on the recommendation of the County and their expertise. Because the City of Santee is a member of the San Diego HOME Consortium (Consortium), all six of the Consortium cities and the County of San Diego must submit their Con Plans to the U.S. Department of Housing and Urban Development (HUD) together. This coordination of Con Plans, being developed together by one consultant allows for economies of scale as much of the data collected and tables created can be done at the same time. Additionally, as the multiple Consortium jurisdictions will be updating their Citizen Participant Plans at the same time, RSG Solutions will be able to efficiently ensure compliance with HUD regulations for all Consortium jurisdictions. This coordination and efficiency are estimated to result in a 30% savings achieved by having the same consultant prepare multiple Con Plans concurrently.

This item requests the City Council to authorize the City Manager to execute the professional services agreement with RSG Solutions in an amount not to exceed \$35,380.

ENVIRONMENTAL REVIEW

This action is not a project subject to the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines section 15378 because it involves a fiscal activity of governments that will not result in any potentially significant impact on the environment. Even if this action is considered a project, it is exempt from environmental review under CEQA by CEQA Guidelines section 15061(b)(3), as there is no potential for the action to cause a significant environmental effect.

FINANCIAL STATEMENT *MS*

The cost of the proposed contract is \$35,380 which will be funded from CDBG program administration grant funds.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *MSB*

1. Approve a professional services agreement with RSG Solutions in the amount of \$35,380 for the preparation of the Five-Year Consolidated Plan for 2025-2029; and
2. Authorize the City Manager to execute the agreement.

ATTACHMENTS

Professional Services Agreement with RSG Solutions



**AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN THE CITY OF SANTEE
AND
RSG SOLUTIONS, INC.**

This Agreement for Professional Services ("Agreement") is made and entered into this 1st day of July 2024, by and between the City of Santee, a California charter city ("City") and RSG Solutions, Inc., a California corporation ("Consultant").

RECITALS

- A. City is a charter city and is in need of professional services for the following project: 2025-2029 Consolidated Plan Preparation ("the Project").
- B. Consultant is duly licensed and/or has the necessary qualifications to provide such services for the Project.
- C. The parties' desire by this Agreement to establish the terms for the City to retain Consultant to provide the services described herein.

AGREEMENT

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

- 1. **Services**
Consultant shall provide the City with the services described in the Consultant's Proposal attached hereto as [Exhibit 'A'](#) and hereby made a part of this Agreement; provided, however, that the contents of this Agreement shall supersede any provision in [Exhibit 'A'](#) that is inconsistent herewith.
- 2. **Compensation**
 - a. Subject to paragraphs 2(b) - (d) below, City shall pay for the services provided by Consultant in accordance with the Schedule of Charges set forth in [Exhibit 'B'](#) attached hereto and hereby made a part of this Agreement; provided, however that the contents of this Agreement shall supersede any provision in [Exhibit 'B'](#) that is inconsistent herewith.
 - b. In no event shall the total amount paid for services rendered by Consultant pursuant to this Agreement exceed the sum of \$35,380. This Agreement is subject to and contingent on budgetary appropriations being approved by the City Council for each fiscal year during the term of this Agreement. If such appropriations are not approved, the Agreement will be immediately terminated without penalty to the City.
 - c. Each month Consultant shall furnish City with an original invoice for all work performed and expenses incurred during the preceding month. The invoice shall detail charges by categories, including labor, travel, materials, equipment, supplies, sub-consultant charges and miscellaneous expenses. City shall independently review each invoice submitted to determine whether the work performed, and expenses incurred are in

compliance with the provisions of this Agreement. In the event that no charges or expenses are disputed, the invoice shall be approved and paid according to the terms set forth in paragraph 2(d). In the event any charges or expenses are disputed, the original invoice shall be returned by City to Consultant for correction and resubmission.

- d. Except as to any charges for work performed or expenses incurred by Consultant which are disputed by City, City will use its best efforts to cause Consultant to be paid within thirty (30) days of receipt of Consultant's invoice; provided however, that untimely invoices may be subject to nonpayment if funding has not been appropriated or budgeted for payment of the invoice due to Consultant's untimely submission. Payment to Consultant for work performed pursuant to this Agreement shall not be deemed to waive any defects in the work performed by Consultant.

3. Additional Work

Consultant shall not be compensated for any services outside of the Scope of Services, except as provided in this paragraph. If changes in the work seem merited by Consultant or the City, and informal consultations with the other party indicate that a change is warranted, a change in scope of the work shall be processed by the City in the following manner: a letter outlining the changes shall be forwarded to the City by Consultant with a statement of estimated changes in fee or time schedule. An amendment to this Agreement shall be prepared by the City and executed by both parties before performance of such services or the City will not be required to pay for the changes in the scope of work. Such amendment shall not render ineffective or invalidate unaffected portions of this Agreement.

4. Maintenance of Records

Books, documents, papers, accounting records, and other evidence pertaining to work done and costs incurred pursuant to this Agreement shall be maintained by Consultant and made available for inspection, audit and copying by the City at all reasonable times during the term of this Agreement and for four (4) years from the date of final payment under the Agreement.

5. Ownership and Use of Work

All documents and materials prepared pursuant to this Agreement shall be considered the property of City, and will be turned over to City upon demand, but in any event upon completion of the work. City reserves the right to publish, disclose, distribute, and otherwise use, in whole or in part, any reports, data or other documents and materials prepared under this Agreement without the permission of Consultant. All documents and materials shall be delivered in a reproducible form. As used herein, "documents and materials" include, but are not limited to, any original maps, models, designs, drawings, photographs, studies, surveys, reports, data, notes, and computer files prepared or developed pursuant to this Agreement.

6. Findings Confidential

Any reports, information, data, or materials given to or prepared or assembled by Consultant under this Agreement are confidential and shall not be made available to any individual or organization by Consultant without prior written approval of City.

7. Conflict of Interest

Consultant hereby expressly covenants that no interest presently exists, nor shall any interest, direct or indirect, be acquired during the term of this Agreement that would conflict in any manner with the performance of services pursuant to this Agreement.

8. Term of Agreement and Time of Performance

Consultant shall perform its services hereunder in a prompt and timely manner, and in accordance with the Activity Schedule shown in [Exhibit 'C'](#) attached hereto and made a part hereof; provided, however, that the contents of this Agreement shall supersede any provisions in [Exhibit 'C'](#) that is inconsistent herewith. Work shall commence upon receipt of a written Notice to Proceed from the City. The Notice to Proceed shall set forth the date of commencement of the work. Unless a different date is set forth in the Activity Schedule, the term of this Agreement shall be for a period of one (1) year from the date of execution of this Agreement unless terminated sooner pursuant to the provisions of this Agreement or the Work is complete. Such term may be extended upon written agreement of both City and Consultant.

9. Delays in Performance

Neither the City nor Consultant shall be considered in default of this Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing party. For purposes of this Agreement, such circumstances include but are not limited to, abnormal weather conditions; floods; earthquakes; fire; epidemics; war; riots and other civil disturbances; strikes, lockouts, work slowdowns, and other labor disturbances; sabotage or judicial restraint.

Should such circumstances occur, the non-performing party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this Agreement.

10. Compliance with Law

a. Consultant shall comply with all applicable laws, ordinances, codes, and regulations of the federal, state, and local government. If Consultant's failure to comply with applicable laws, ordinances, codes, and regulations results in a claim for damage or liability to City, Consultant shall be responsible for indemnifying and holding the City harmless as provided in this Agreement.

b. Consultant shall assist the City, as requested, in obtaining and maintaining all permits, if any, required of Consultant by Federal, State, and local regulatory agencies.

11. Standard of Care

Consultant's services will be performed in accordance with generally accepted professional practices and principles and in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions.

12. Assignment and Subconsultants

Consultant shall not assign, delegate, sublet, or transfer this Agreement or any rights under or interest in this Agreement without the written consent of the City, which may be withheld for any reason. A consent to one assignment shall not be deemed to be consent to any subsequent assignment. Nothing contained herein shall prevent Consultant from employing independent associates and subconsultants as Consultant may deem appropriate to assist in the performance of services hereunder.

13. Independent Consultant

Consultant is retained as an independent Consultant and is not an agent or employee of the City. No employee or agent of Consultant shall by this Agreement become an agent or employee of the City. The work to be performed shall be in accordance with the work described in [Exhibit 'A'](#), subject to such directions and amendments from the City as herein provided. Consultant shall have no authority, express or implied, pursuant to this Agreement to bind City to any obligation whatsoever.

14. Integration

This Agreement represents the entire understanding of the City and Consultant as to those matters contained herein and supersedes and cancels any prior oral or written understanding, promises or representations with respect to those matters covered hereunder. To the extent that any provision or clause contained in an attachment to this Agreement conflicts with a provision or clause in the Agreement, the provision or clause in this Agreement shall control. This Agreement may not be modified or altered except in writing signed by both parties hereto. This is an integrated Agreement.

15. Insurance

a. Commercial General Liability

- (i) The Consultant shall take out and maintain, during the performance of all work under this Agreement, in amounts not less than specified herein, Commercial General Liability Insurance, in a form and with insurance companies acceptable to the City.
- (ii) Coverage for Commercial General Liability insurance shall be at least as broad as the following:
 - (1) Insurance Services Office Commercial General Liability coverage (Occurrence Form CG 0001)
- (iii) Commercial General Liability Insurance must include coverage for the following:
 - (1) Bodily Injury (including death) and Property Damage
 - (2) Personal Injury/Advertising Injury
 - (3) Premises/Operations Liability
 - (4) Products/Completed Operations Liability
 - (5) Aggregate Limits that Apply per Project
 - (6) Explosion, Collapse and Underground (UCX) exclusion deleted
 - (7) Contractual Liability with respect to this Contract
 - (8) Broad Form Property Damage

- (9) Independent Consultants Coverage
 - (10) Sexual Misconduct Coverage, with no applicable sublimit
- (iv) All such policies shall name the City of Santee, its City Council, and each member thereof, its officers, employees, and agents as Additional Insureds under the policy.
 - (v) The general liability program may utilize either deductibles or provide coverage excess of a self-insured retention, subject to written approval by the City. All deductibles and self-insured retentions must be declared to the City prior to commencing work under this Agreement.
- b. Automobile Liability
- (i) At all times during the performance of the work under this Agreement the Consultant shall maintain Automobile Liability Insurance for bodily injury (including death) and property damage including coverage for owned, non-owned and hired vehicles, in a form and with insurance companies acceptable to the City.
 - (ii) Coverage for automobile liability insurance shall be at least as broad as Insurance Services Office Form Number CA 0001 (ed. 6/92) covering automobile liability, Code 1 (any auto).
 - (iii) The automobile liability program may utilize deductibles, but not self-insured retention, subject to written approval by the City.
- c. Workers' Compensation/Employer's Liability
- (i) At all times during the performance of the work under this Agreement the Consultant shall maintain Workers' Compensation in compliance with applicable statutory requirements and Employer's Liability Coverage in amounts indicated herein.
 - (ii) Such insurance shall include an insurer's Waiver of Subrogation in favor of the City and will be in a form and with insurance companies acceptable to the City.
 - (iii) If insurance is maintained, the workers' compensation and employer's liability program may utilize either deductibles or provide coverage excess of a self-insured retention, subject to written approval by the City.
 - (iv) Before beginning work, the Consultant shall furnish to the City satisfactory proof that he/she has taken out for the period covered by the work under this Agreement, full compensation insurance for all persons employed directly by him/her to carry out the work contemplated under this Agreement, all in accordance with the "Workers' Compensation and Insurance Act," Division IV of the Labor Code of the State of California and any acts amendatory thereof. Consultant shall require all subconsultants to obtain and maintain, for the period covered by the work under this Agreement, worker's compensation of the same type and limits as specified in this Section.
- d. Professional Liability (Errors and Omissions)
- (i) At all times during the performance of the work under this Agreement and for 60 months following the date of Project completion and acceptance by the City, the

Consultant shall maintain Professional Liability insurance, in a form and with insurance companies acceptance to the City and in an amount indicated herein; provided, however, that if the work under this Agreement involves teaching, coaching, or childcare, Consultant shall provide Educators Legal Liability (“ELL”) insurance in lieu of Professional Liability insurance.

e. Pollution/Asbestos Legal Liability

(i) At all times during the performance of the work under this Agreement and for sixty (60) months following the date of Project completion, the Consultant shall maintain Pollution Legal Liability insurance and/or Asbestos Legal Liability insurance and/or Errors and Omissions (if the Project involves environmental hazards) in an amount indicated herein.

(ii) The Consultant, along with all employees, agents and subcontractors who have a reasonable probability of coming into contact with hazardous materials, shall be adequately trained to comply with and shall comply with all laws and regulations relating to the care and protection of the environment in the performance of the work performed by the Consultant or any portion thereof.

f. Cyber Liability.

At all times during the performance of the work under this Agreement and for sixty (60) months following the date of Project completion, the Consultant shall carry and maintain, at its own expense, including any City-approved deductibles or retentions, Cyber Liability insurance in an amount stated herein. The Cyber Liability policy must include security and privacy liability, media liability, business interruption and extra expense, and cyber extortion liability, as specified by the City. Such coverage is required if Consultant provides products and/or services related to information technology and electronic data processing (including hardware and software) to the City or as otherwise required by the City.

g. Minimum Policy Limits Required.

(i) The following insurance limits are required for the Agreement:

Combined Single Limit

Commercial General Liability	\$2,000,000 per occurrence/\$4,000,000 aggregate for bodily injury (including death), personal injury and property damage
Automobile Liability	\$1,000,000 per occurrence for bodily injury (including death) and property damage
Employer's Liability	\$1,000,000 per accident for bodily injury or disease
Professional Liability / ELL	\$1,000,000 per claim and aggregate (errors and omissions)
Pollution/Asbestos Liability	\$1,000,000 per occurrence or claim/\$2,000,000 aggregate (if Project involves environmental hazards)

Cyber Liability Insurance	\$1,000,000 per occurrence/\$2,000,000 aggregate (if Project involves electronic data processing or development of hardware or software)
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If Consultant maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

h. Evidence Required.

(i) Prior to execution of the Agreement, the Consultant shall file with the City evidence of insurance from an insurer or insurers certifying to the coverage of all insurance required herein. Such evidence shall include original copies of the ISO CG 2010 (or insurer's equivalent) signed by the insurer's representative, Certificate of Insurance (most recent version of Acord 25 Form or equivalent), and Additional Insured Endorsement verifying compliance with the requirements. All evidence of insurance shall be signed by a properly authorized officer, agent or qualified representative of the insurer and shall certify the names of the insured, any additional primary insureds, where appropriate, the type and amount of the insurance, the location, and operations to which the insurance applies, and the expiration date of such insurance.

i. Policy Provisions Required.

(i) The City of Santee, its City Council, and each member thereof, its officers, employees, and agents shall be named as an additional insured on the Commercial General Liability policy, and, if the Project involves environmental hazards, on the Pollution/Asbestos Liability policy using form 2010 1185 or equivalent. Any subconsultant, subcontractor or similar entity performing work on the Project must add the City as an additional insured using CG form 20 38, or broader coverage. Blanket endorsements may be accepted at City's discretion. All policies shall contain or shall be endorsed to contain a provision that advanced written notice of any cancellation, including cancellation for non-payment of premium, shall be provided to the City. Statements that the carrier "will endeavor" and "that failure to mail such notice shall impose no obligation and liability upon the company, its agents or representatives," will not be acceptable on endorsements. At the City's sole discretion, the requirement to endorse policies to provide advanced written notice of cancellation to the City may be waived upon the Contractor's agreement that it shall provide the City with copies of any notices of cancellation immediately upon receipt.

(ii) General Liability, Automobile Liability, and if required, Pollution Liability insurance policies shall contain a provision stating that the Consultant's policies are primary insurance and that the insurance of the City, or any named additional insureds shall not be called upon to contribute to any loss.

j. Qualifying Insurers.

(i) All policies required shall be issued by acceptable insurance companies, as determined by the City, which satisfy the following minimum requirements:

Insurance carriers shall be qualified to do business in California and maintain an agent for process within the State. Such insurance carrier shall have not less than an 'A' policyholder's rating and a financial rating of not less than "Class VII" according to the latest

Best Key Rating Guide. Due to market fluctuations in the Workers Compensation sector, the City reserves the right and at its sole discretion to review and accept the Consultant's proposed Workers compensation insurance.

k. Additional Insurance Provisions

- (i) The foregoing requirements as to the types and limits of insurance coverage to be maintained by Consultant, and any approval of said insurance by the City, is not intended to and shall not in any manner limit or qualify the liabilities and obligations otherwise assumed by the Consultant pursuant to this Agreement, including but not limited to, the provisions concerning indemnification.
- (ii) If at any time during the life of the Agreement, the Consultant fails to maintain in full force any insurance required by the Agreement documents the City may terminate the Agreement or may elect to withhold compensation in an amount sufficient to purchase insurance to replace any expired or insufficient coverage.
- (iii) The Consultant shall include all subconsultants as insureds under its policies or shall furnish separate certificates and endorsements for each subconsultant. All coverage for subconsultants shall be subject to all of the requirements stated herein.
- (iv) The City may require the Consultant to provide complete copies of all insurance policies in effect for the duration of the Project.
- (v) Neither the City, nor its City Council, nor any member of thereof, nor any of the directors, officers, employees, agents, or volunteers shall be personally responsible for any liability arising under or by virtue of the Contract.

16. Indemnification

To the fullest extent permitted by law, Consultant agrees to indemnify, defend (with independent counsel approved by the City) and hold harmless the City and its officers, employees and elected and appointed officials, and volunteers (each, an "Indemnified Party") from and against any and all liabilities (including without limitation all claims, losses, damages, penalties, fines, and judgments, associated investigation and administrative expenses, and defense costs, including but not limited to reasonable attorneys' fees, court costs and costs of alternative dispute resolution) regardless of nature or type, expressly including but not limited to those arising from bodily injury (including death) or property damage, arising out of or resulting from any act or omission to act of the Consultant, Consultant's agents, officers, employees, subconsultants, or independent consultants hired by Consultant under this Agreement. The Consultant's obligations apply regardless of whether or not a liability is caused or contributed to by the negligence (including passive negligence) or other act or omission of an Indemnified Party. The acceptance or approval of the Consultant's work by an Indemnified Party shall not relieve or reduce the Consultant's indemnification obligation. Consultant shall pay and satisfy any judgment, award or decree that may be rendered against the City, its officials, officers, agents, employees, or representatives. The provisions of this Section shall survive completion of the work under this Agreement or the termination of this Agreement and are not limited by the provisions relating to insurance.

If Consultant's obligation to defend, indemnify, and/or hold harmless arises out of Consultant's performance as a "design professional" (as that term is defined under Civil Code section 2782.8), then, and only to the extent required by Civil Code section 2782.8, which is fully incorporated

herein, Consultant's indemnification obligation shall be limited to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant, and, upon Consultant obtaining a final adjudication by a court of competent jurisdiction, Consultant's liability for such claim, including the cost to defend, shall not exceed the Consultant's proportionate percentage of fault.

17. Confidentiality

Contractor shall keep confidential all information, in whatever form, produced, prepared, observed or received by Contractor to the extent that such information is confidential by law or otherwise required by this Agreement.

18. Laws, Venue, and Attorneys' Fees

This Agreement shall be interpreted in accordance with the laws of the State of California. If any action is brought to interpret or enforce any term of this Agreement, the action shall be brought in a state or federal court situated in the County of San Diego, State of California. In the event of any such litigation between the parties, the prevailing party shall be entitled to recover all reasonable costs incurred, including reasonable attorney's fees, as determined by the court.

19. Termination or Abandonment

- a. City may terminate this Agreement, with or without cause, at any time by giving thirty (30) days written notice of termination to Consultant. In the event such notice is given, Consultant shall cease immediately all work in progress.
- b. Consultant may terminate this Agreement at any time upon thirty (30) days written notice of termination to City.
- c. If either Consultant or City fails to perform any material obligation under this Agreement, then, in addition to any other remedies, City or Consultant may terminate this Agreement immediately upon written notice.
- d. Upon termination of this Agreement, all property belonging to City which is in Consultant's possession shall be returned to City. Consultant shall furnish City with a final invoice for work performed by Consultant. City shall have no obligation to pay Consultant for work performed after termination of this Agreement.

20. Organization

Consultant shall assign Tara Matthews as Project Manager. The Project Manager shall not be removed from the Project or reassigned without the prior written consent of the City. Consultant shall make every reasonable effort to maintain the stability and continuity of Consultant's staff assigned to perform the services required under this Agreement.

21. Notice

Any notice or instrument required to be given or delivered by this Agreement may be given or delivered by depositing the same in any United States Post Office, certified mail, return receipt requested, postage prepaid, addressed as shown below and shall be effective upon receipt thereof.

CITY:
Sandi Sawa
Director of Planning & Building
City of Santee
10601 Magnolia Avenue
Santee, CA 92071-1222

CONSULTANT:
Tara Matthews
Principal
RSG Solutions, Inc.
170 Eucalyptus Ave, Suite 200
Vista, CA 92084

22. Third Party Rights

Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than the City and the Consultant.

23. Severability and Waiver

The unenforceability, invalidity, or illegality of any provision(s) of this Agreement shall not render the other provisions unenforceable, invalid, or illegal. Waiver by any party of any portion of this Agreement shall not constitute a waiver of any other portion thereof.

24. Nondiscrimination

Consultant shall not discriminate, in any way, against any person on the basis of race, color, religious creed, national origin, ancestry, sex, age, physical handicap, medical condition or marital status in connection with or related to the performance of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

CITY OF SANTEE

CONSULTANT

By: _____
Marlene D. Best, City Manager

By: Tara E Matthews
Tara Matthews, Principal

APPROVED AS TO FORM:

BEST BEST & KRIEGER LLP

By: _____

- Exhibit A: Proposal
- Exhibit B: Schedule of Charges
- Exhibit C: Activity Schedule



May 8, 2024

Via Electronic Mail

Bill Crane
Senior Management Analyst/Grants Coordinator
CITY OF SANTEE
10601 Magnolia Ave.
Santee, CA 92071

FY 2025-2029 CONSOLIDATED PLAN PROPOSAL

RSG, Inc. ("RSG") welcomes the opportunity to assist the City of Santee ("City") with their Consolidated Plan for Fiscal Years 2025-2029 ("Consolidated Plan"), which is required by the U.S. Department of Housing and Urban Development's ("HUD") Office of Community Planning and Development. The following details RSG's approach to the engagement, qualifications and experience, and fee estimate to prepare the Consolidated Plan.

QUALIFICATIONS AND EXPERIENCE

At RSG, we believe housing is a basic human right and the foundation of a stable and successful community. We are passionate about creating opportunities for residents to live in housing they can afford, helping to provide the necessary platform to nurture and protect quality of life for all residents. RSG understands how critical housing is for all income levels. Affordable housing is the key to providing residents with the income to support other needs and stimulate economic development in their communities, allowing children a safe place to return to after school and a greater chance of attaining educational success, and allowing individuals a place to call home and recharge after work. Without an adequate supply of affordable housing, communities are deprived of the opportunity to thrive, and issues like homelessness, overcrowding, and economic decline can take hold.

We see our role as technicians, advisors, and extensions of staff to local governments and developers, sharing a common vision of producing and maintaining healthy and affordable housing in communities. As practitioners, we know firsthand that there is no one-size-fits-all solution to California's housing crisis and are ready to dig in and help our clients find solutions that work best for them. RSG's housing clients have included cities, counties, housing successor agencies, housing authorities, and developers. We have experience working in coastal communities, major cities, urban areas, Central Valley agricultural communities, islands, and rural areas from Southern to Northern California. We are adept at brainstorming and developing strategies and programs, implementing and overseeing affordable housing programs and developments, performing complex affordable housing underwriting, identifying gap financing resources, and ensuring compliance with State and Federal guidelines.

EXHIBIT 'A'

Bill Crane
Senior Management Analyst/Grants Coordinator
CITY OF SANTEE
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We are not only consultants in the field, but leaders in the industry as well. As active policy committee members of the San Diego Housing Federation and the Non-Profit Housing Association of Northern California, we give a voice to the challenges our clients and communities face in California by influencing legislative initiatives. We collaborate with industry leaders, other consulting firms, and community stakeholders throughout the state to share local success stories, build capacity and broader successes in the state, and remove impediments to communities' ability to reach housing goals. Like you, we hope to solve the housing crisis in California and live in communities where all populations are adequately served and housed. We know there is a ton of work to do and, here at RSG, we are ready to roll up our sleeves and get to it!

Creating and Achieving Strategic Planning Goals

Affordable housing can uplift and transform a community not only through elevating residents' quality of life, but also increasing diversity, improving neighboring property values, and attracting more businesses and jobs. Understanding community needs and the role strategic planning plays are key steps in advancing the development of affordable housing. RSG evaluates community needs by understanding State and Federal housing goals and requirements, evaluating local housing element goals and RHNA requirements, evaluating local market opportunities and constraints, assessing local community demand and demographics, and understanding local politics and staffing resources.

RSG fully understands the nuances involved in developing both short- and long-term affordable housing strategies and market studies. We help our clients identify appropriate development programming alternatives, explore policy implementation, and identify available financial and real property resources to help reach goals. Some of our areas of expertise include inclusionary housing policies, grant writing, property disposition and leveraging, accessory dwelling unit ("ADU") financing and policies, and local discretionary funding analysis. We work closely with our clients to formulate precise, accurate, and project-specific solutions and analyses.

State and Federal Regulatory Compliance

We understand that regulatory compliance and reporting is a critical aspect of a local government's housing responsibilities. Our redevelopment agency roots have positioned our team well to address regulatory compliance and reporting needs. Understanding this work can be burdensome, time-consuming, and complex for some communities, RSG works closely with our clients to ensure that all annual reporting for housing successor agencies, housing authorities, and cities is completed each year. As the State legislature continues to tighten up on local government housing production and compliance with annual reporting and regulatory compliance, it is imperative that reports accurately reflect community progress towards meeting housing goals.

EXHIBIT 'A'

Bill Crane
Senior Management Analyst/Grants Coordinator
CITY OF SANTEE
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We have hands-on experience in the administration of public agencies' affordable housing activities for multi-family rental projects and homebuyer assistance programs. RSG ensures that program and project operations are consistent with an applicable bond or other applicable financing provisions, including oversight of a project's financial status, tenant income recertifications, and affordability requirements, together with annual compliance monitoring and regulatory reporting. Additionally, our familiarity and experience with federal regulations positions us to successfully provide services to administer program compliance with the U.S. Treasury's American Rescue Plan Act ("ARPA"), Community Development Block Grant ("CDBG"), and other State and Federal grant programs. We understand the importance of these reporting tools and assist our clients with getting into and maintaining compliance. We strive to have all of our clients audit-ready and off any "naughty list"!

Community Engagement

RSG's foundation in community engagement has been forged through a wide range of experiences. We are trusted by our clients to facilitate simple and complex public discussions ranging from household needs and shopping preferences to land use, public policy, and gentrification. We are proud to have been selected by communities, cities, and non-profit organizations to assist them in achieving their goals through an insightful process that embodies the belief that the community is the expert, which are the core values we hold as an organization.

Our team has worked on project tasks ranging from small group interviews to coordinating feedback from 3,000 residents and several hundred businesses through surveys, interviews, and workshops. The team is also experienced in working with culturally diverse groups, often in multiple languages, and managing sensitive situations, such as assisting households in neighborhood relocation projects and discussing potential policies affecting property owners and residents, including rent stabilization and inclusionary housing ordinances.

RSG has been in the affordable housing arena for over 40 years and intimately understands what it takes to see a project come to fruition and maintain affordability. Aside from our in-depth experience in multiple facets of affordable housing, we see providing housing services as an opportunity to embrace, inspire, and create the changes so desperately needed and deserved in communities across the state. To put it simply, we are passionate about affordable housing!

Experience

Our qualifications and responsiveness in serving our clients are demonstrated by our established long-term consulting relationships with dozens of public agency clients throughout the state. The following descriptions provide examples of successfully accomplishing related engagements as identified in the Scope of Services section and demonstrate the collective experience and expertise of the team members assembled for this proposal. We encourage you to contact our references or follow up with additional questions.

EXHIBIT 'A'

Bill Crane
Senior Management Analyst/Grants Coordinator
CITY OF SANTEE
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County of San Diego – Affordable Housing Services

- Consolidated Plan – RSG is currently assisting the County prepare their Consolidated Plan for Fiscal Years 2025-2029. In this capacity, we are updating the Citizen Participation Plan, conducting community outreach and workshops, interviewing stakeholders, analyzing community needs (needs assessment and housing market), and drafting the plan.
- Accessory Dwelling Unit (ADU) Subsidy Program – RSG researched existing ADU programs to identify requirements, determine outcomes and overall success of the program, identify how the program is funded, and develop best practices. Based on the information gathered, RSG determined whether there was demand for the program and then researched and analyzed ADU construction trends to assist the County in determining the financial feasibility of ADU product types. RSG prepared a detailed comprehensive report based on the collective research completed. The report provided RSG's recommendations on the parameters, guidelines, and supporting analysis for the design of the Program.
- Underwriting – Since 2016, RSG has conducted the underwriting and complete technical evaluations of multiple development proposals for affordable housing projects located throughout San Diego County. In this capacity, RSG has provided a variety of services, including:
 - Developer Reviews – San Diego County retained RSG to review and evaluate responses to multiple NOFAs that the County issued regarding funding available for eligible affordable housing projects. This engagement capitalizes on our experience with the HOME Investment Partnerships Program, Section 8 Rental Assistance Project-Based Vouchers (PBVs), and Project-Based Veterans Affairs Supportive Housing (VASH) Vouchers. For each project, RSG thoroughly reviewed each developer's pro forma, including construction cost estimates, proposed sources and uses of funding, income and expense assumptions, and cash flow projections.
 - Subsidy Layering Analyses – For each application, RSG performs a subsidy layering analysis to determine the project's compliance with the strictest requirements of the various proposed funding sources. For projects proposed to be funded with TCAC funding, RSG estimates the project's competitiveness for tax credit funding.
 - Memorandums – For each development proposal we review, RSG provides the County a memo providing our recommendation regarding the amount of County funding warranted for the project and a summary of the strengths and weakness of the project. Our memo also details the developer's major pro forma assumptions and whether each assumption complies with County requirements and TCAC Guidelines (if applicable).

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- Ramona Market Study – RSG evaluated a site located in the Ramona community plan area to determine whether it was suitable for the development of an affordable senior group home. RSG conducted a site assessment to identify the parameters by which an affordable senior group home could be developed on the site, as well as a market assessment to determine the level of local demand for this type of development. Based on our site assessment and market assessment, RSG found the property suitable for an affordable senior group housing development. RSG estimated that the property could be developed with up to 245 living units, a 60,000-square foot senior center, and a parking lot of about 245 spaces. Based on RSG’s assessment, the County moved forward with issuing an Request for Proposals (“RFP”) to select a developer for the project.
 - Ramona Senior Housing RFP Review – After the County solicited proposals for development of a senior group housing project on a County-owned site, RSG analyzed the financial feasibility of each development proposal submitted. For each proposal, RSG’s evaluation included assessing the reasonableness of the proposed total development budget; determining the accuracy of the developer’s assumptions regarding income, expenses, interest rates, and tax credit pricing; and auditing the developer’s 30-year cash flow projections. After reviewing all of the proposals, RSG assessed the strengths and weaknesses of each proposal and provided the County with a recommendation of the strongest proposal.
- Homekey Review – RSG assisted the County with review of a developer’s proposal to acquire a hotel for conversion into housing. The developer proposed to partially fund the project with HCD Homekey Program funding, as well as County funding. RSG reviewed the developer’s pro forma and provided the County a memo detailing our recommendation regarding the County funding request. The memo also summarized strengths and weaknesses of the project and our review of the pro forma assumptions. RSG highlighted potential changes to the pro forma that could increase the project’s financial feasibility and result in less County funding needed.
- Developer Capacity Evaluation – RSG performed analyses indicating the feasibility of potential projects, highlighting whether any gap financing is needed. RSG also scrutinized the developer’s assumptions to ensure that the anticipated costs, revenues, and operating and replacement reserves were realistic and not over/understated. This included a detailed look at developer fees and deferred fees. Additionally, RSG prepared a long-term cash flow to ensure that prospective developers could remain solvent as an operator throughout the duration of the affordability period. RSG delivered a peer review pro forma analysis, consisting of detailed construction and project phasing assessment, a phasing and post-stabilization 55-year operating forecast, and various measures of return on investment based on the proposed developer’s preferred disposition of the project once developed.
- Analysis of Rental Income Assistance – RSG assisted the County in analyzing the need for rental income assistance among individual investor landlords in the county. The

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County used RSG's analysis to inform the development of a new rental assistance program to support "mom and pop" landlords experiencing significant shortfalls in rental payments because of the COVID-19 pandemic. RSG collected data from various reputable sources and estimated the number of mom and pop landlords who lived in the county and owned five or less residential rental units in the county, the number of their tenants who were significantly delinquent in rent and ineligible for existing rental assistance programs, and the average amount by which these tenants were delinquent.

Lead Staff: Tara Matthews, Dominique Clark, Alexandra Lawrence, Cindy Blot

Contact Person: Felipe Murillo, Housing Analyst
3989 Ruffin Road, San Diego, CA 92123
(858) 694-4807 / Felipe.Murillo@sdcounty.gov.ca

Date of Services: 2016 - Present

Orange County Community Resources – Affordable Housing Services (Procedures, Housing Successor Annual Reporting, and Project Implementation)

Since 2015, RSG has provided on-call housing consulting services to Orange County Community Resources for a wide variety of housing programs and projects. Our services have included:

- Policies and Procedures Manuals – RSG prepared policy and procedure manuals for the County's CDBG, HOME CoC, and ESG programs, as well as for the use of IDIS and their affordable housing compliance monitoring at properties assisted by the County. The manuals were written broadly enough to ensure compliance with federal requirements while giving staff flexibility to change internal procedures without a need to constantly revise their policies and procedures. RSG continues to work with the City to routinely update the manuals in order to ensure compliance.
- SB 341 Reporting – RSG prepares the annual housing successor agency expenditure report for the County (as well as several other RSG clients). As part of this work, RSG is proactive in engaging our clients in the identification of issues and opportunities for investment to maximize the use of these resources. In this capacity, we have helped the County identify additional funding that was included in their most recent Permanent Supportive Housing NOFA. We also identify and track the use of the County's HOME funds to ensure they are leveraging funds and meeting legal requirements.
- HOME Compliance – RSG routinely identifies and tracks the use of the County's HOME funds to ensure they are leveraging funds and meeting legal requirements. Activities include conducting a Subsidy Layering Review that includes:

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- Reviewing the developer's development pro forma to determine the reasonableness of estimated development costs, revenue assumptions and proposed financing structure, including, but not limited to, the potential for receiving HOME funds; and
- Preparing a memorandum detailing our findings and recommendations regarding the economic feasibility of the proposed development, as well as whether the total requested amount of program funding and other governmental assistance exceeds the amount necessary to make the project feasible due to the unreasonableness of the costs and/or projected rate of return.

RSG also conducts a Neighborhoods Standard Review that includes determining whether the Project site is of adequate size, exposure, and contour to the proposed development, has adequate utilities, and is not in an area of minority concentration.

- Agreement Preparation – The County also requested that RSG serve as a project coordinator on multiple projects wherein we were responsible for the preparation and oversight of controlling documents. We were responsible for working with legal counsel and coordinating with the entire development team to prepare project closing documents.
- Legislative Monitoring – RSG provides the County with frequent legislative updates regarding matters that may affect them. It is common that we are asked to research or provide input on how legislative matters may impact the work the County does. We most recently advised them on Opportunity Zones.
- Emergency Rental Assistance Program Evaluation – RSG drafted a memo detailing the evaluation of funding sources for emergency rental assistance payment programs derived by the federal Coronavirus Aid, Relief and Economic Security Act (“CARES Act”) and from the federal Consolidated Appropriations Act of 2021 (“CAA”). Both funding sources aim to provide financial assistance to tenants who, as a result of the financial hardships caused by the coronavirus (“COVID-19”), were struggling to meet their monthly rental obligations. The memo detailed a comparative analysis of the requirements and intent of both emergency rental assistance payment programs. Specifically, RSG evaluated the allocated funding amounts, targeted population, eligibility requirements, and application process and weighed in on the advantages and disadvantages for each funding program.
- Compliance Monitoring – RSG partnered with the County to structure, streamline, and implement procedures for their affordable housing compliance monitoring portfolio. Services included the following:
 - Reviewing and summarizing each project's controlling agreement;
 - Detailing affordability restrictions, funding source amounts, and documentation requirements;

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- Creating a manageable database that details project information and tracks compliance data, including inspection dates, annual and quarterly compliance reporting, project contact information, and affordability requirements; and
- Training staff on policies and procedures as it relates to compliance monitoring.

In addition to setting up the compliance structure, RSG assisted with compliance monitoring coordination activities. Services included the following:

- Scheduling on-site monitoring visits;
 - Conducting file audit reviews;
 - Analyzing income-restricted reporting data;
 - Reviewing certificates of compliance to confirm correct set-asides for all income level limits; and
 - Collecting management plans.
- Residual Receipt Analysis – RSG provided financial audit services to ensure compliance pursuant to related affordable housing agreements and loan documentation. The audits focused primarily on the review of financial statements and the creation of a cash flow analysis to determine residual receipt revenue for each project. Any variances between the property owner’s calculation and RSG’s were discussed among all relevant parties.
 - Relocation Oversight – RSG provided oversight on the draft Relocation Plan prepared by Overland, Pacific, and Cutler, LLC for Jamboree Housing Corporation’s plans to rehabilitate the 60-room Tahiti Motel in Stanton, California. RSG reviewed and analyzed Notices to Vacate, Notices of Eviction, and a Notice of Ineligibility to ensure the documents met the requirements of California Relocation Law (Government Code Section 7260 et. seq.), Relocation Guidelines (Title 25, California Code of Regulations Section 6000, et. seq), and the Federal Uniform Relocation Assistance and Real Property Acquisition Policies Act (“URA”). RSG also verified Rental Assistance Payment calculations and identified areas in the plan that required follow up.

Finally, RSG was tasked with training staff to take on all monitoring activities and ensure they were properly qualified in the field of compliance review and residual receipts, all while formulating knowledge of policy and procedures with a monitoring manual, previously authored by RSG.

Lead Staff: Tara Matthews, Cindy Blot, Alexandra Lawrence, Rosa Romero

Contact: Julia Bidwell, Director of Housing & Community Development
1770 N. Broadway, Santa Ana, CA 92706
(714) 480-2991 / Julia.Bidwell@occr.ocgov.com

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Date of Services: 2015 – Current

City of Westminster – Housing Consulting Services

Since 2014, RSG has been providing a wide range of services, including the following:

- Compliance Monitoring – RSG currently provides compliance monitoring services for both rental and home ownership units. For rental units, we certify that the income eligibility and rent verification comply with funding source legal requirements. For home ownership units, we verify occupancy and primary residency. We also assist with any property resale eligibility restrictions and title clearance issues.
- LEAP & PLHA Grant Assistance – The City obtained RSG's services to assist in the application process for the LEAP and PLHA Grants, both aimed at providing funding to cities to assist with promoting the development of affordable housing. RSG reviewed various funding activities and assisted the City in selecting those which would make best use of the funding while fitting the City's affordable housing needs. Additionally, RSG assisted the City with filling out the application, coordinating the receipt of required support documentation and submitting the application.
- ARPA Fund Compliance and Reporting – The City hired RSG in 2022 to assist with compliance and reporting related to the expenditure of America Rescue Plan Act, Coronavirus State & Local Fiscal Recovery Funds. RSG provides ongoing assistance with preparing quarterly Project and Expenditure Reports via the Treasury's COVID-19 Relief Hub through the end of the award period in December 2026.

Lead Staff: Tara Matthews, Cindy Blot, Rosa Romero

Contact: Alexa Smittle (now Director of Community Development, City of Seal Beach)
211 8th Street, Seal Beach, CA 90740
(562) 431-2527 x1313 / asmittle@sealbeachca.gov

Date of Services: 2014 – Current

PROJECT TEAM

RSG dedicates a Principal to each project assignment and creates a core group of project managers and staff who work on the individual assignments on a consistent basis throughout all stages of the contract engagement. Our staff is focused, committed, and passionate about the work we do. We conduct our engagements around our Core Values and are proud of it.

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We pride ourselves on our ability to appropriately allocate our time and resources to ensure that a project is completed on time and within budget.

This engagement will be led by Tara Matthews, Principal-in-Charge. Additional RSG staff assisting with the engagement include Dominique Clark, Director and Project Manager; Cindy Blot, Senior Associate; and Dawna Morse, Associate. Additional staff may be assigned as needed. Please see brief bios below and resumes following.

Tara Matthews, Principal – Tara will serve as the Principal-in-Charge of this engagement. Tara is a respected housing expert with nearly 20 years of experience focused primarily on all aspects of affordable housing. Some of her recent experience includes assisting affordable housing developers with identifying potential project funding sources and analyzing the competitiveness of their proposed project. Tara prepared strategies to spend affordable housing funds and leverage properties based on community needs and legal requirements, such as how existing resources could help make progress towards RHNA requirements and Housing Element goals. She also implemented strategies by issuing Requests for Proposals and Notices of Funding Availability, as well as direct property marketing. Additionally, she has assisted the cities of Pinole, Murrieta, Norco, and Merced develop property disposition strategies and helped secure affordable housing units. Tara oversees RSG's compliance monitoring services and annual reporting requirements at the firm. She also oversees federal funding compliance work for Orange County, San Diego County, Fillmore, Tulare, and Westminster. She is a San Diego Housing Federation Policy Committee member and is sought out as a speaker at their annual conference and other housing conferences.

Dominique Clark, Director and Project Manager – Dominique has been with RSG since 2013 and shares her knowledge and proficiency in affordable housing, real estate, and municipal finance to advance client and community objectives. Dominique most recently provided relocation assistance to residents of a 225-space mobilehome park in the city of Carson, where work included counseling residents one-on-one, verifying household incomes, and drafting correspondence to residents regarding relocation benefit options. She has extensive property management experience and is very familiar with maintaining tenant relationships. Dominique's housing experience also spans advising San Diego County in their establishment of an accessory dwelling unit (ADU) subsidy program and conducting site assessments and market studies for potential affordable housing projects. She is also overseeing the completion of San Diego County's Consolidated Plan. She is a licensed California Real Estate Agent (#01989248).

Cindy Blot, Senior Associate – Cindy specializes in federal funding compliance. Since joining RSG in 2021, she has been pivotal in ensuring ARPA expenditure compliance for municipalities like Fillmore, Tulare, and Westminster, while also managing IDIS data input. Notably, Cindy played a key role in updating the CDBG Policy and Procedures manual for the County of Orange and creating an extensive IDIS manual. Currently, Cindy assists several municipalities in developing Five-Year Consolidated Plans, updating Citizen Participation Plans, and

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conducting community outreach for compliance. Before her time at RSG, Cindy held significant roles as the Director of Community & Economic Development for Fayetteville, NC, and New Bern, NC. Her responsibilities included administering vital programs such as CDBG, HOME, and ESG. She was instrumental in revitalizing severely distressed affordable housing using HUD's Choice Neighborhood grant funds. Cindy's oversight also extended to critical programs like CDBG-DR and HMGP housing relocation initiatives. Additionally, she led grant oversight for major reuse projects like a Workforce Development Training Center, ensuring compliance with EPA grant funds.

Dawna Morse, Associate – Dawna has over 15 years of experience in housing and economic development working with small and large municipalities and developers. Dawna joined RSG in 2023 and has contributed to assisting jurisdictions with implementing rental stabilization and control ordinances, including the City of Santa Ana Rent Stabilization ordinance and Palmdale's Mobile Home Space Rent Control ordinance. She has also assisted with drafting program policies and guidelines related to affordable housing development for the City of Los Angeles. Dawna is currently assisting the County of San Diego in drafting their Consolidated Plan, drawing on her proficiency in drafting and assessing plans for municipalities of all sizes. Prior to joining RSG, Dawna provided affordable housing consulting services to municipalities and developers; this includes the creation of a revolving loan fund, development impact fee program, and drafting an affordable housing strategy for the City of Las Cruces, NM; drafting of RFPs for the City of Santa Fe, NM; and a land feasibility analysis for Montrose County, CO. Additionally, she oversaw temporary and permanent tenant relocation on multiple sized projects in Colorado and Michigan and provided project management services to Community Land Trusts in Colorado and Washington. Dawna provided program oversight related to federal funding sources, such as HOME, CDBG, and Section 8 for the El Camino Real Housing Authority in Socorro, NM, the County of San Diego, and numerous developers, including Community HousingWorks and Mirka Investments in San Diego, CA and Kulshan Community Land Trust in Bellingham, WA. As an analyst for the County of San Diego, Dawna provided insight and feedback to the process of the Consolidated Plan. Dawna sits on the Whatcom County Housing Advisory Board and is a member of the Washington Low Income Housing Alliance.



TARA MATTHEWS

Principal & Vice President

714.316.2111
tmatthews@rsgsolutions.com

PROFILE

“I enjoy problem solving and working with people who make things happen to improve their community. Seeing a project that I worked on come to fruition is very exciting. I can say, ‘I helped make that happen!’”

OUT & ABOUT

San Diego Housing Federation/Policy Committee and Conference Speaker

The Kennedy Commission

California Property Tax Managers Association, Annual Conference Speaker

California State Municipal Finance Officers, Speaker

California Association for Local Economic Development (CALED)

Housing California

Non-Profit Housing Association of Northern California (NPH)

Southern California Association of Non-Profit Housing (SCANPH)

California Association of Local Housing Finance Agencies (Cal-ALHFA)

San Diego Housing Federation (SDHF)

California Association of Local Agency Formation Commissions (CALAFCO)

ABOUT TARA

Driven by the passion to improve the lives of all sectors of a community, Tara expertly navigates projects with a comprehensive knowledge of community development, affordable housing, and economic development. The complexity of her projects includes property acquisition and relocation services, development impact fee analyses, and the creation and monitoring of affordable housing projects. Tara is skilled at client collaboration, strategic planning, research and analysis, financial projections, report writing, and outreach.

EDUCATION

Tara joined RSG in 2004. She received a BS in Earth Sciences at the University of California, Santa Cruz, and a Certificate in Urban Planning and Development from the University of California, San Diego. Tara is an active member of the San Diego Housing Federation and serves on its Policy Committee. She shares her knowledge and proficiency in municipal finance, economic development policy analysis, and real estate to advance client and community objectives.

RECENT ENGAGEMENTS

Overseeing the completion of San Diego County’s FY 2025-29 Consolidated Plan, including updating the Citizen Participation Plan, conducting community outreach and workshops, interviewing stakeholders, analyzing community needs (needs assessment and housing market), and drafting the plan and tables.

Conducted affordable housing underwriting and technical reviews for the County of San Diego for multiple projects including a variety of funding sources such as NPLH, VASH, PBV, HOME, and LIHTC.

Provided multiple affordable housing services to the County of Orange, including underwriting and subsidy layering analyses, annual reporting and compliance, and updates to policies and procedures for the HOME, ESG, CoC and CDBG programs.

Prepare strategies to spend affordable housing funds and leverage properties based on community needs and legal requirements. Including how existing resources could help make progress towards RHNA requirements and Housing Element goals. Implement strategies by issuing Requests for Proposals, Notices of Funding Availability or direct property marketing, most recently in the cities of Lake Forest, Merced, Murrieta, Norco, Pinole and Tulare. Ensure proposals meet legal requirements tied to funding sources and properties, such as Senate Bill 341 and LIHTC. Activities also included presenting findings to decision makers.





DOMINIQUE CLARK

Director

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PROFILE

“My love for numbers, data, and spreadsheets benefits entire communities, not just one person or one company. I’m grateful that my analytical and project management skills contribute to work that matters to me.”

OUT & ABOUT

Licensed California Real Estate Agent (#01989248)

Neighborhood Housing Services of the Inland Empire (NHSIE) Board of Directors

California Association for Local Economic Development (CALED)

Housing California

Non-Profit Housing Association of Northern California (NPH)

Southern California Association of Non-Profit Housing (SCANPH)

California Association of Local Housing Finance Agencies (Cal-ALHFA)

San Diego Housing Federation (SDHF)

California Association of Local Agency Formation Commissions (CALAFCO)

ABOUT DOMINIQUE

Dominique shares her knowledge and proficiency in real estate, municipal finance, and affordable housing to advance client and community objectives. Her work includes real estate disposition, pro forma analyses, affordable housing work, fiscal impact analyses, and fiscal consultant and continuing disclosure reports.

EDUCATION

Dominique joined RSG in 2013. She earned a BA in Sociology from Wheaton College and a Master of Public Policy (MPP) from the University of Southern California.

RECENT ENGAGEMENTS

Overseeing the completion of San Diego County’s FY 2025-29 Consolidated Plan, including updating the Citizen Participation Plan, conducting community outreach and workshops, interviewing stakeholders, analyzing community needs (needs assessment and housing market), and drafting the plan and tables.

Evaluated multifamily residential development proposals submitted in response to County of San Diego and City of Murrieta Notices of Funding Availability (NOFAs) and provided recommendations regarding whether to provide the funding requested by the applicants. Conducted a comprehensive analysis of each project, including the development budget, proposed funding sources, and cash flow projections.

Provided relocation assistance to residents of a 225-space mobilehome park in the city of Carson. Work includes counseling residents one-on-one, verifying household incomes, and drafting correspondence to residents regarding relocation benefit options.

Performed housing market analysis legally required to support an update to the City of Agoura Hills’ residential impact fee schedule.

Conducted an analysis and provided recommendations to support an update to the City of Montclair’s inclusionary housing requirements and in-lieu fees.

Assisted the County of San Diego with establishing an accessory dwelling unit (ADU) subsidy program. Analysis included researching ADU subsidy programs in comparable jurisdictions and assessing demand in the County for ADU development.





CINDY BLOT

Senior Associate

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cblot@rsgsolutions.com

PROFILE

"I am a creative problem solver who enjoys getting deeply connected with my projects."

OUT & ABOUT

Housing California

Non-Profit Housing Association of Northern California (NPH)

Southern California Association of Non-Profit Housing (SCANPH)

California Association of Local Housing Finance Agencies (Cal-ALHFA)

San Diego Housing Federation (SDHF)

California Association of Local Agency Formation Commissions (CALAFCO)

(The list below is related to North Carolina.)

Chamber of Commerce

Rotary Club, Director

Habitat for Humanity

The Entrepreneur Center-Grant Writer/Organizer

SCORE, Counselor

Downtown Business Development Council

ABOUT CINDY

Cindy's background includes community and economic development, asset management, and finance for affordable housing, mixed-income multifamily, and commercial real estate developments. Having worked in commercial banking, Cindy developed strong skills financing complex residential and commercial projects utilizing a variety of funding sources and tax credits. Her community development experience resulted in municipalities being awarded millions of dollars in federal grant funds.

EDUCATION

Cindy joined RSG in October 2021 as a Senior Associate. She received a BS in Business Management and a master's degree in Public Administration, with an emphasis on Economic Development, from Eastern Carolina University. Cindy has worked with multiple municipalities throughout the country, focusing on affordable housing and economic development. Her affordable housing experience includes both 9% and 4% LIHTC transactions, HUD HOME and CDBG projects, and mixed income/mixed use public/private partnership developments. Her economic development experience includes new market and historic tax credit projects and public/private partnership development.

RECENT ENGAGEMENTS

Completing San Diego County's FY 2025-29 Consolidated Plan, including updating the Citizen Participation Plan, conducting community outreach and workshops, interviewing stakeholders, analyzing community needs (needs assessment and housing market), and drafting the plan and tables.

Completed HOME, CDBG, and ESG program compliance and reporting in IDIS and HMIS for the City of Stockton.

Developed policies and procedures for federal compliance for the County of Orange.

Assisted with the development and implementation of rent stabilization ordinances for the Cities of Santa Ana and Pomona.

Loan documentation and program compliance for affordable housing programs for the City of Cypress.





DAWNA MORSE

Associate

714.516.8171
dmorse@rsgsolutions.com

PROFILE

"I am dedicated to empowering communities to build the foundations of strong and resilient societies, where every individual has an equal opportunity to thrive."

OUT & ABOUT

Housing California

Non-Profit Housing Association of Northern California (NPH)

Southern California Association of Non-Profit Housing (SCANPH)

California Association of Local Housing Finance Agencies (Cal-ALHFA)

San Diego Housing Federation (SDHF)

California Association of Local Agency Formation Commissions (CALAFCO)

Housing Advisory Committee of Whatcom County

Washington Low Income Housing Alliance (WLIHA)

ABOUT DAWNA

Dawna's dedication to tackling disparities in education, housing, and employment is evident through her 15-year track record of supporting communities throughout the United States. Her expertise lies in housing policy and program development, creation of employment and training programs, establishing employer-based mortgage and down payment assistance programs, conducting feasibility analysis and studies, and creating innovative housing solutions for municipalities and Community Land Trusts.

EDUCATION

Dawna possesses an MBA in Management and Strategy, a BA in Educational Studies with a focus on Adult Learning Theory and holds a Housing Development Finance Professional certification.

RECENT ENGAGEMENTS

Completing San Diego County's FY 2025-29 Consolidated Plan, including updating the Citizen Participation Plan, conducting community outreach and workshops, interviewing stakeholders, analyzing community needs (needs assessment and housing market), and drafting the plan and tables.

Assisted in the review of the annual Development Impact Fee Reports for the City of Atwater to aid in achieving compliance.

Assisting the City of Santa Ana with the implementation of their Rental Stabilization Ordinance.

Assisting in the creation of affordable housing policies to guide the implementation of affordable housing incentives for the City of Los Angeles.

Review annual registration documents submitted by owners of mobilehome parks in the City of Palmdale and communicate back-and-forth with the owners until registration is completed pursuant to City requirements.

Assisted in drafting an Affordable Housing Incentive Guide for the City of Los Angeles.

Assisted in calculating maximum affordable purchase price for the Carson Housing Authority.

Assisted in the compliance monitoring of affordable LIHTC projects, including resident file review, for the City of Fontana.



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PROJECT UNDERSTANDING AND SCOPE OF SERVICES

RSG is currently assisting the County of San Diego prepare their Consolidated Plan for Fiscal Years 2025-2029. In this capacity, we will be evaluating similar information needed for the City. In preparing the tables for the County's Consolidated Plan, we are gathering data for each city within the county, including Santee. We believe that this will be advantageous to the efficient preparation of the City's Consolidated Plan preparation.

RSG understands that HUD grantees are required to submit various plans to ensure compliance with grant requirements. The City must use the Integrated Disbursement and Information System ("IDIS") to complete the following plans:

1. Consolidated Plan
2. Annual Action Plans (AAP)
3. CAPER (Consolidated Annual Performance Evaluation Report)

HUD has mandated that all CDBG, HOME, ESG, and HOPWA recipients prepare a 5-Year Consolidated Plan every five years and an Annual Action Plan every year. The 5-Year Consolidated Plan is designed to help states and local jurisdictions assess their affordable housing and community development needs and market conditions to facilitate making data-driven, place-based investment decisions. The 5-Year Consolidated Plan will also include the Year 1 Annual Action Plan. Annual Action Plans identify anticipated funding resources for the upcoming year, the City's plans for allocating the identified funding, and the anticipated outcomes of the funding. The Annual Action Plan acts as the annual grant application to HUD. HUD grantees are required to submit their 5-Year Consolidated Plan and Annual Action Plans using the Consolidated Plan template in IDIS. RSG is familiar with IDIS and has submitted required information on behalf of many of our clients.

RSG understands that the Consolidated Plan serves as the framework for a community-wide dialogue to identify housing and community development priorities that align and focus funding from the HUD Community Planning and Development formula block grant programs. RSG will complete the following tasks:

1. **Community Outreach and Citizen Participation** – RSG will assist the City with ensuring that all public participation requirements for development of the Consolidated Plan are met. We will first review the City's existing Citizen Participation Plan and recommend any suggested updates. RSG will then follow the updated Citizen Participation Plan to elicit public and stakeholder participation in the preparation of the Consolidated Plan. Outreach efforts will include, but may not be limited to:
 - o Preparation and distribution of a community needs assessment survey and summary of responses;

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- o Development of stakeholder questions, facilitation of a stakeholder meeting and/or survey, and summary of responses; and
- o Facilitation of community outreach/citizen participation workshops.

We fully expect mentors and champions to emerge and be interviewed. Influenced by our demographic analysis and other insight gained by this stage of the planning process, RSG would also aim our information gathering efforts to the traditionally underrepresented sectors in the community. Outreach to previously unrepresented communities and individuals needs to be robust and granular. RSG will pay particular attention to and invest significant contract resources in this function to ensure equity and inclusion. Using a series of surveys (aimed to capture the largest number of results in an efficient manner) and group interviews and workshops, we would discuss the impressions of the existing Consolidated Plan, as well as their thoughts and visions on how the Consolidated Plan could better meet the communities' needs. As part of the surveys and outreach, RSG will reach out to stakeholders to determine what opportunities and gaps exist in the City's current efforts. RSG assumes that we will conduct one (1) stakeholder meeting and/or one (1) stakeholder survey. If additional stakeholder meetings and/or interviews are needed, the budget will need to be adjusted to accommodate those.

RSG would analyze the qualitative data from these surveys, group interviews, and workshops to develop an overall assessment of the threats, opportunities, weaknesses, and strengths of the Consolidated Plan. RSG would also organize ideas, needs, and other impressions from these surveys and interviews. RSG will analyze community feedback that will help shape the Strategic Plan portion of the Consolidated Plan. We understand that this is a critical piece of the process and that successful community engagement is a requirement of the engagement.

RSG will conduct one (1) in-person community meeting. If additional meetings are needed, the budget will need to be adjusted to accommodate those.

2. **Consolidated Plan Tables** – RSG will prepare all Consolidated Plan tables applicable to Santee for input into IDIS. City staff will update the text in the Consolidated Plan and input the information into IDIS. Specifically, RSG will gather information and perform required analysis to draft the tables in the following Consolidated Plan sections:
 - o The Process (PR 05 through PR 15) – The section details the process undertaken to complete the Consolidated Plan, including the lead and responsible agency and the community outreach and citizen participation process employed to gather feedback for the Consolidated Plan.
 - o Needs Assessment (NA 05 through NA 50) – RSG will conduct detailed demographic, socio-economic, and public facility and CIP analysis to determine both housing and non-housing needs in the City as required by HUD.

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- o Housing Market Analysis (MA 05 through MA 65) – RSG will conduct a housing market analysis, looking at indicators, such as housing product types, rent and sales prices, and affordability. RSG will also evaluate non-housing community development assets that are important in assessing household income potential available to support housing costs, such as business activity, employment and labor statistics, and educational attainment.
- o Strategic Plan (SP 05 through SP 80) – RSG will draft tables summarizing strategies and policies addressing the opportunities and needs identified from the community outreach and citizen participation process, the needs assessment, and the market analysis.

It is anticipated that RSG will work closely with City staff throughout this engagement.

3. **Annual Action Plan** – Using the strategies and policies identified in the preparation of the Consolidated Plan, RSG will prepare the FY 2025-26 Annual Action Plan that identifies anticipated funding resources for the upcoming year, allocation plans, and the anticipated outcomes of the funding. RSG anticipates working closely with staff to identify priorities that align with the Consolidated Plan and staffing resources. It is RSG’s understanding that the City will select the projects to be included in the Annual Action Plan.
4. **Public Hearing** – It is anticipated that RSG would attend one (1) public hearing. City staff will draft all staff reports for the meeting. RSG will draft all supporting documents to the staff reports (e.g., draft Consolidated Plan, preliminary data results, surveys).

SCHEDULE

RSG will commence work no later than July 1, 2024, and complete work by approximately July 1, 2025.

EXHIBIT 'A'

Bill Crane
Senior Management Analyst/Grants Coordinator
CITY OF SANTEE
May 8, 2024
Page 19

FEE ESTIMATE

RSG estimates that the services will be on a time-and-materials basis with a not-to-exceed fee of **\$35,380**. Additional services will be performed on a time-and-materials basis subject to notification to proceed. A breakdown of our cost estimate is provided in the following table. Note that RSG's budget assumes that we would meet with City staff at least once a month to discuss status, feedback, and pending questions.

CITY OF SANTEE

FY 2025-2029 CONSOLIDATED PLAN

	Principal	Director	Sr. Associate	Associate	Analyst	Total
	\$295	\$275	\$225	\$195	\$145	
Community Outreach & Citizen Participation						
Citizen Participation Plan	1	2	2	3	0	\$1,880
Community Survey	1	2	0	2	10	\$2,685
Stakeholder Engagement (1 stakeholder meeting and/or survey)	1	3	10	8	8	\$6,090
Community Workshops (1 in-person)	1	3	10	10	6	\$6,190
Preparation of Consolidated Plan Tables	2	15	0	0	30	\$9,065
Public Hearing (1 in-person)	2	3	5	10	0	\$4,490
FY 2025-26 Annual Action Plan	2	5	3	12	0	\$4,980
Total	10	33	30	45	54	\$35,380

Our firm's current fee schedule for 2024 can be found in the table below:

Principal	\$ 295
Director	\$ 275
Senior Associate	\$ 225
Associate	\$ 195
Senior Analyst	\$ 160
Analyst	\$ 145
Research Assistant	\$ 135
Technician	\$ 100
Clerical	\$ 60
Reimbursable Expenses	Cost plus 10%

RSG does not charge clients for travel or mileage (except direct costs related to field work/surveys), parking, standard telephone/fax expenses, general postage, or incidental copies. However, we do charge for messenger services, overnight shipping/express mail costs, and teleconferencing services. We also charge for copies of reports, documents, notices, and support material in excess of five copies. These costs are charged back at the actual expense plus a 10% surcharge.

RSG issues monthly invoices payable upon receipt, unless otherwise agreed upon in advance. Invoices identify tasks completed to date, hours expended, and the hourly rate.

EXHIBIT 'A'

Bill Crane
Senior Management Analyst/Grants Coordinator
CITY OF SANTEE
May 8, 2024
Page 20

RSG is providing this letter pursuant to our contract and can provide any additional information as requested. We look forward to working with the City and appreciate the opportunity to provide these services to you. Should you have any questions, please contact me at 714.316.2111 or tmatthews@rsgsolutions.com.

Thank you,
RSG, INC.


Tara Matthews
Principal

EXHIBIT 'B'
SCHEDULE OF CHARGES

RSG estimates that the services will be on a time-and-materials basis with a not-to-exceed fee of **\$35,380**. Additional services will be performed on a time-and-materials basis subject to notification to proceed. A breakdown of our cost estimate is provided in the following table. Note that RSG's budget assumes that we would meet with City staff at least once a month to discuss status, feedback, and pending questions.

CITY OF SANTEE

FY 2025-2029 CONSOLIDATED PLAN

	Principal \$295	Director \$275	Sr. Associate \$225	Associate \$195	Analyst \$145	Total
Community Outreach & Citizen Participation						
Citizen Participation Plan	1	2	2	3	0	\$1,880
Community Survey	1	2	0	2	10	\$2,685
Stakeholder Engagement (1 stakeholder meeting and/or survey)	1	3	10	8	8	\$6,090
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FY 2025-26 Annual Action Plan	2	5	3	12	0	\$4,980
Total	10	33	30	45	54	\$35,380

Our firm's current fee schedule for 2024 can be found in the table below:

Principal	\$ 295
Director	\$ 275
Senior Associate	\$ 225
Associate	\$ 195
Senior Analyst	\$ 160
Analyst	\$ 145
Research Assistant	\$ 135
Technician	\$ 100
Clerical	\$ 60
Reimbursable Expenses	Cost plus 10%


RSG does not charge clients for travel or mileage (except direct costs related to field work/surveys), parking, standard telephone/fax expenses, general postage, or incidental copies. However, we do charge for messenger services, overnight shipping/express mail costs, and teleconferencing services. We also charge for copies of reports, documents, notices, and support material in excess of five copies. These costs are charged back at the actual expense plus a 10% surcharge.

RSG issues monthly invoices payable upon receipt, unless otherwise agreed upon in advance. Invoices identify tasks completed to date, hours expended, and the hourly rate.

MEETING DATE June 12, 2024

ITEM TITLE RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA APPROVING THE FOURTH AMENDMENT TO THE AGREEMENT WITH PARADIGM MECHANICAL CORP. FOR HVAC MAINTENANCE AND REPAIRS

DIRECTOR/DEPARTMENT Nicolas Chavez, Community Services



SUMMARY On May 11, 2022, the City Council approved an agreement with Paradigm Mechanical Corp. ("Contractor") for HVAC Maintenance and Repairs for Fiscal Year 2022-23 in the amount of \$26,336.00 ("Agreement") after a formal bid process was completed per RFB #22/23-20061.

On February 22, 2023, the City approved the First Amendment to the Agreement to perform emergency replacement of a failed heating and air unit at Fire Station #5, increasing the Agreement amount by \$17,035.41 from \$26,336.00 to \$43,371.41 for Fiscal Year 2022-23.

On July 1, 2023, the City exercised its option to extend the Agreement, increasing the Agreement amount by \$1,606.50 from \$26,336.00 to \$27,942.50 for Fiscal Year 2023-24 to reflect an increase in the Consumer Price Index by 6.1%.

On August 23, 2023, the City approved the Second Amendment to the Agreement to replace a second failed HVAC unit at Fire Station #5 increasing the Agreement amount by \$16,428.50 from \$27,942.50 to \$44,371.00 for Fiscal Year 2023-24.

On September 27, 2023, the City approved the Third Amendment to the Agreement to replace a failed HVAC unit at Fire Station #4 increasing the Agreement amount by \$14,685.00 from \$44,371.00 to \$59,056.00 for Fiscal Year 2023-24.

In response to numerous service calls this fiscal year at various City facilities, staff is in need of additional funding to cover expenses incurred and any unanticipated extra work through the end of this fiscal year, and is requesting a City Council to authorize an additional \$2,600.00 which will increase the total not-to-exceed amount for Fiscal Year 2023-24 from \$59,056.00 to \$61,656.00.

Staff recommends that the City Council adopt the Resolution approving the Fourth Amendment to the Agreement, which will increase the not-to-exceed amount for Fiscal Year 2023-24 by \$2,600.00, from \$59,056.00 to \$61,656.00.

ENVIRONMENTAL IMPACT

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



CITY OF SANTEE
COUNCIL AGENDA STATEMENT

FINANCIAL STATEMENT *JS*

Funding for this contract is provided in the Fiscal Year 2023-24 Community Services Department operating budget.

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATION *MSB*

Approve Resolution:

1. Approving Fourth Amendment to Contract with Paradigm Mechanical Corp. for HVAC Maintenance and Repairs Fiscal Year 2023-24, which will increase the contract sum by \$2,600.00 from \$59,056.00 to \$61,656.00 for Fiscal Year 2023-24.

ATTACHMENT

Resolution



RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE,
CALIFORNIA APPROVING THE FOURTH AMENDMENT TO THE AGREEMENT
WITH PARADIGM MECHANICAL CORP. FOR HVAC MAINTENANCE AND
REPAIRS**

WHEREAS, on May 11, 2022, the City Council approved an agreement with Paradigm Mechanical Corp. (“Contractor”) for HVAC Maintenance and Repairs for Fiscal Year 2022-23 in the not-to-exceed amount of \$26,336.00 (“Agreement”); and

WHEREAS, on February 22, 2023, the City approved the First Amendment to the Agreement to increase Extra Work to perform emergency replacement of a failed heating and air unit at Fire Station #5 in the amount of \$17,035.41, increasing the not-to-exceed amount from \$26,336.00 to \$43,371.41 for Fiscal Year 2022-23 (“First Amendment”); and

WHEREAS, on July 1, 2023, the City exercised its option to extend the Agreement for 12 months through June 30, 2024 in accordance with Section 6 of the Agreement and increased the not-to-exceed amount to \$27,942.50 for Fiscal Year 2023-24 to reflect an increase in the Consumer Price Index in accordance with Section 7 of the Agreement; and

WHEREAS, on August 23, 2023, the City approved the Second Amendment to the Agreement to increase Extra Work to perform replacement of a failed HVAC unit at Fire Station #5, in the amount of \$16,428.50 maximum, increasing the total not-to-exceed amount from \$27,942.50 to \$44,371.00 for Fiscal Year 2023-24 (“Second Amendment”); and

WHEREAS, on September 27, 2023, the City approved the Third Amendment to the Agreement to increase Extra Work to perform replacement of a failed HVAC unit at Fire Station #4 in the amount of \$14,685.00 maximum, increasing the total not-to-exceed amount from \$27,942.50 to \$44,371.00 for Fiscal Year 2023-24 (“Third Amendment”); and

WHEREAS, due to numerous services calls this fiscal year at various City facilities, staff is in need of additional funding to cover expenses incurred and any unanticipated extra work through the end of this fiscal year; and

WHEREAS, staff is requesting City Council authorize an additional \$2,600.00 which will increase the total not-to-exceed amount for Fiscal Year 2023-24 from \$59,056.00 to \$61,656.00; and

WHEREAS, this item is categorically exempt from the California Environmental Quality Act (“CEQA”) pursuant to section 15301 (maintenance of existing structures, facilities or mechanical equipment).

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

RESOLUTION NO. _____

Section 1. The above recitals are hereby incorporated as though fully set forth herein.

Section 2. The City Council Authorizes the City Manager to execute the Fourth Amendment to the Agreement with Paradigm Mechanical Corp. for HVAC Maintenance and Repairs, which will increase the not-to-exceed amount by \$2,600.00, from \$57,721.00 to \$61,656.00 for Fiscal Year 2023-24 to cover expenses incurred and any unanticipated extra work through the end of this fiscal year.

Section 3. This action is categorically exempt from the California Environmental Quality Act ("CEQA") pursuant to section 15301 (maintenance of existing structures, facilities or mechanical equipment).

Section 4. If any provision of this Resolution, to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of the Resolution which can be given effect without the invalid provision or application, and to this end the provisions of this Resolution are severable. The City Council hereby declares that it would have adopted this Resolution irrespective of the invalidity of any particular portion thereof.

Section 5. This Resolution shall take effect immediately upon its passage

ADOPTED by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 12th day of June 2024, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

ANNETTE ORTIZ, CITY CLERK

MEETING DATE June 12, 2024

ITEM TITLE ACCEPTANCE AND APPROPRIATION OF THE MONETARY DONATION OF \$92,515.49 FOR WALKER PRESERVE FROM THE REDA J. AND ARTHUR B. BALLANTYNE CHARITABLE FUND AT THE SAN DIEGO FOUNDATION

DIRECTOR/DEPARTMENT Nicolas Chavez, Community Services



SUMMARY

The City of Santee received a donation from the Reda J. and Arthur B. Ballantyne Charitable Fund via the San Diego Foundation to support Walker Preserve.

The San Diego Foundation's mission is "to inspire enduring philanthropy and enable community solutions to improve the quality of life in our region". They believe nature is not an amenity but a necessity for the well-being of all San Diegans.

City policy regarding donations states all gifts to Departments must be officially accepted by the City Council inasmuch as their acceptance may involve an expenditure of funds for installation, use and/or maintenance. City staff is recommending the Council accept and appropriate the monetary donation of \$92,515.49 from the San Diego Foundation for use by the Community Services Department to support maintenance and capital improvements at Walker Preserve.

FINANCIAL STATEMENT

HJ

This donation will provide funding in support of Walker Preserve.

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATION

MDB

Accept the donation of \$92,515.49 from the San Diego Foundation and appropriate the funds to the Fiscal Year 23/24 Grants Fund to support maintenance and capital improvements at Walker Preserve.

ATTACHMENT

San Diego Foundation Letter



2508 Historic Decatur Rd.
Ste. 200
San Diego, CA 92106
SDFoundation.org
619 235 2300

Board of Governors

Chair

Pamela Luster, EdD

Vice Chair & Immediate Past Chair

Steven Klosterman, AIF

Treasurer

Elvin Lai

Secretary

Becky Pettit, PhD

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Leena Gupta
Kevin Hamilton, CFA
Rudy Johnson
Mel Katz
Alessandra Lezama
Amanda Montgomery
Clifford Schireson
Pedro Villegas

President & CEO

Mark A. Stuart, CFRE

Grant ID: GE-A24128337-1

April 26, 2024

City of Santee
10601 Magnolia Ave.
Santee, CA 92071-1222

Dear Friends:

The Reda J. and Arthur B. Ballantyne Charitable Fund at the San Diego Foundation is pleased to award City of Santee a grant of \$92,515.49. This grant is to support Walker Preserve. For guidelines on how to publicly recognize this grant, please visit our website at www.sdfoundation.org/news-events/media/logos/.

Please note, the donor(s) received a charitable tax-deduction receipt at the time of their gift to San Diego Foundation and no additional receipt should be provided. We prefer your nonprofit dollars be spent on the programs and people you serve, please do not send us any plaques or other material items. Should you choose to send a thank you letter, the donor has requested it be sent to the following address:

Reda J. and Arthur B. Ballantyne Charitable Fund
c/o San Diego Foundation
2508 Historic Decatur Rd., Ste. 200
San Diego, CA 92106

By cashing the enclosed check, your organization certifies that it is, or is the equivalent of, a duly recognized charitable organization under Section 501(c)(3) of the Internal Revenue Code. Additionally, your organization certifies this grant will not be used to fulfill pledges or other financial obligations, pay dues, tickets to events or for other activities that would result in a benefit to the donor, fund advisor or related party. The donor, fund advisor and related party decline any benefit associated with this grant.

We are pleased to make this grant to support your good work and wish you continued success! Should you have any questions, please contact us at 619-235-2300 or grants@sdfoundation.org.

Sincerely,

Mark A. Stuart
President and Chief Executive Officer



Confirmed in Compliance with National Standards
for U.S. Community Foundations

MEETING DATE June 12, 2024

ITEM TITLE RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, ADOPTING THE GENERAL FUND RESERVE POLICY

DIRECTOR/DEPARTMENT Heather Jennings, Finance *HJ*

SUMMARY

Unrestricted fund balance is the accumulation of excess revenue collected over a period of time that is not otherwise committed or assigned. The General Fund Reserve is a measure of the unrestricted fund balance that is held and not available for operating expenses. A General Fund Reserve Policy assists the City in mitigating risk by providing a back-up for revenue shortfalls or unexpected expenditures as needed. It is a City Council commitment to prudent fiscal management and provides the framework for how and when the reserve can be used. A General Fund Reserve Policy is also helpful in providing liquidity and is important for a city's credit rating.

On February 28, 2024, staff presented to the City Council information related to creating a formal General Fund Reserve Policy. City Council received the report and provided staff with direction in the areas of the type and desired level of a reserve, how and when funds could be used, and a replenishment plan in the case reserve funds were depleted. Staff returned to City Council on March 27, 2024 with a draft policy addressing City Council's recommendations. At this meeting, the City Council had no changes to the draft.

Based on the feedback (no changes to the draft) from the March 27, 2024 City Council meeting, staff is returning with the final policy for adoption.

ENVIRONMENTAL REVIEW

This item is exempt from environmental review under the California Environmental Quality Act ("CEQA") by CEQA Guidelines section 15061(b)(3).

FINANCIAL STATEMENT

There is no financial impact at this time.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *MSB*

Adopt the General Fund Reserve Policy

ATTACHMENTS

Resolution
Exhibit A - General Fund Reserve Policy



RESOLUTION NO.

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA,
ADOPTING THE GENERAL FUND RESERVE POLICY**

WHEREAS, the City Council (the “City Council”) of the City of Santee (the “City”) is charged with establishing policies to guide the various functions of the City and its related entities and to establish procedures by which such functions are performed; and

WHEREAS, a General Fund Reserve Policy assist the City in mitigating risk by providing a back-up for revenue shortfalls or unexpected expenditures as needed. The City Council decided that it is in the best interest of the City to formalize a General Fund Reserve Policy as a commitment to prudent fiscal management while providing the framework for how and when the reserve can be used; and

WHEREAS, on February 28, 2024, staff presented information to the City Council regarding a formal General Fund Reserve Policy, and from that presentation, the City Council provided staff with direction in the areas of the type and desired level of a reserve, how and when funds could be used, and a replenishment plan in the case reserve funds were depleted; and

WHEREAS, on March 27, 2024 staff returned to City Council with a draft policy incorporating City Council’s recommendations. This draft policy included a twenty percent (20%) General Fund Operating Reserve as well as a five percent (5%) Supplemental General Fund Operating Reserve. The City Council had no requested changes to this draft; and

WHEREAS, the City Council desires to adopt the City of Santee General Fund Reserve Policy that is presented as Exhibit A.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct.

Section 2. Adoption of General Fund Reserve Policy. The City Council hereby adopts the General Fund Reserve Policy as set forth in Exhibit A attached hereto and incorporated herein by this reference.

Section 3. Effective Date. This Resolution shall take effect from and after its adoption.

ADOPTED by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 12th day of June, 2024, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

ANNETTE ORTIZ, MBA, CMC, CITY CLERK

Attachment: Exhibit A – General Fund Reserve Policy

GENERAL FUND RESERVE POLICY

JUNE 12, 2024

PURPOSE

The General Fund accounts for all resources except for those where a separate fund is necessary for legal and administrative purposes. The primary sources of income for the City's General Fund include property tax, sales tax, charges for services, and franchise fees. The primary uses include public safety, public works, and other salaries and benefits.

Unrestricted fund balance is the accumulation of excess revenue collected over a period of time that is not otherwise committed or assigned. The General Fund Reserve is a measure of the unrestricted fund balance that is held and not available for operating expenses. A General Fund Reserve Policy assists the City in mitigating risk by providing a back-up for revenue shortfalls or unexpected expenditures as needed. It is a City Council commitment to prudent fiscal management and provides the framework for how and when the reserve can be used. A General Fund Reserve Policy is also helpful in providing liquidity and is important for a city's credit rating.

POLICY

General Fund Operating Reserve

The General Fund Operating Reserve represents unrestricted resources available for appropriations by the City Council to address unanticipated, extraordinary needs. It is City Council's intention to maintain twenty percent (20%) of the annual General Fund budgeted operating expenditures in this reserve. The calculation will be based on budgeted operating expenditures and will be calculated each time an updated budget is presented to City Council.

Supplemental General Fund Operating Reserve

The Supplemental General Fund Operating Reserve is in addition to the General Fund Operating Reserve. This reserve is to be utilized for unexpected non-budgeted items that fall outside the current City Council priorities. This reserve will be funded by up to a one percent (1%) assignment of surplus unrestricted fund balance that is greater than twenty-two percent (22%) of General Fund budgeted operating expenditures (depending on availability). The 1% assignment will continue until the reserve reaches five percent (5%) of General Fund budgeted operating expenditures.

Other Funds

Other funds that have an unrestricted fund balance for the purpose of actuarial calculations and emergency fiscal situations include, but are not limited to, Worker’s Compensation, Risk Management, Vehicle Replacement, and Technology Replacement. The unrestricted fund balances within these funds are committed for the use described by the fund.

Use of Reserves

General Fund reserve allocations are eligible for use at the discretion of the City Council at a time of unforeseen fiscal need. Such determinations will be made by the City Council on a case-by-case basis. Authorized use of reserves will require a City Council majority vote.

All fund balances of funds other than the General Fund that are not legally restricted for a specific purpose, also are eligible for use at the discretion of the City Council at a time of unforeseen fiscal need. Authorized use of reserves will require a City Council majority vote.

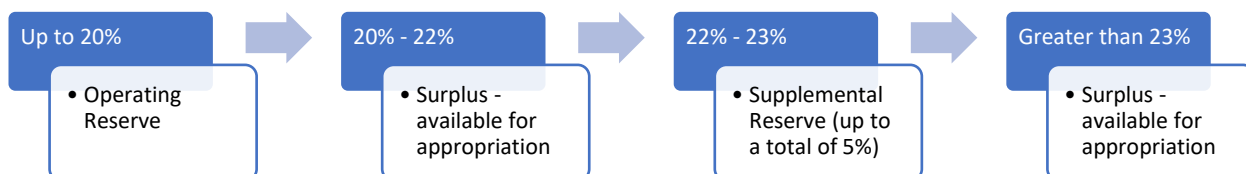
Calculation of Reserves

In determining whether General Fund reserves meet the goals of this policy, they will be measured as a percentage of General Fund budgeted operating expenditures. For this purpose, operating expenditures will exclude transfers to other funds, prior year carried forward appropriations, as well as special projects that by their nature would not be considered ongoing operational expenditures.

Replenishment of Reserves

When the General Fund Operating Reserve funds are used and the levels fall below the policy levels as described herein, a plan will be developed to replenish the reserves to their prior levels. This plan will seek to return the reserves to their policy level within one (1) to three (3) years. If the reduction of the General Fund Operating Reserve is more than can be replenished within three years, the City Manager and the Director of Finance will present a plan to incrementally replenish the reserve back to the minimum 20% level. Funds will be replenished through the budget process.

Unrestricted Fund Balance Chart – (percentage based on budgeted operating expenditures)



MEETING DATE June 12, 2024

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

DIRECTOR/DEPARTMENT City Attorney Hagerty

SUMMARY

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

Government Code section 65854 requires the planning commission to hold a public hearing on amendments to a zoning ordinance, including regulations relating to the use of buildings, structures, and land. Where, as here, there is no independent planning commission, the Council carries out the functions of the planning commission. For that reason, Council must conduct a public hearing on the Ordinance Amending Title 13. Notice of this hearing was published in the East County Californian, a newspaper of general circulation within the City of Santee at least ten days prior to the original hearing date of May 22, 2024, which has been continued to June 12, 2024 (Gov Code §§ 65090 and 65854). The other proposed Ordinance Amending Titles 3, 8, 10, and 12 does not require a public hearing.

This is the First Reading for both Ordinances.

ENVIRONMENTAL REVIEW

This Agenda Item is either not governed by or is exempt from the California Environmental Quality Act (CEQA). The adoption of an ordinance amending various municipal code provisions is “an organizational or administrative activity of governments that will not result in direct or indirect physical changes in the environment” and, therefore, does not qualify as a “project” governed CEQA (see 14 CCR § 15378 (b)(5)). In addition, this type of activity would qualify for “the common sense exemption” from CEQA because “it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment” (see 14 CCR 15061(b)(3)). Under either interpretation, CEQA does not apply here.



FINANCIAL STATEMENT *HJ*

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

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATIONS *MDB*

1. Open, conduct, and close the Public Hearing on the Ordinance Amending Title 13; and
2. Introduce and conduct the First Reading of both Ordinances; and
3. Set and conduct the Second Reading of both Ordinances for June 26, 2024.

ATTACHMENTS

Staff Report
Ordinance Amending Titles 3, 8, 10, and 12
Ordinance Amending Title 13

STAFF REPORT

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

CITY COUNCIL MEETING June 12, 2024

INTRODUCTION

In 2019, City Council (“Council”) approved a comprehensive update of the Santee Municipal Code (the “Code” or “SMC”). Since then, annual reviews have been conducted to ensure the Code remains consistent with current law and City practice. This is the fourth annual update brought to Council for consideration. The amendments proposed this year address changes in state law that affect existing Code provisions and updates recommended by staff to clarify, correct, and enhance consistency among Code sections. The annual update focuses on administrative and legal revisions necessary to keep the Code up to date. Separate updates related to Council’s policy decisions and legislative actions, as further described below, will be presented independently of this annual process at a later date.

SMC REVISION PROCEDURE

The procedural standards to be met when adopting an ordinance to amend a zoning code differ slightly from those required when amending other provisions of the SMC. Specifically, amendments to the City’s Zoning Ordinance, found at SMC Title 13, require a noticed public hearing before Council sitting in lieu of a planning commission, in addition to a first and second reading of the proposed ordinance (Gov. Code §§ 36934, 65090 and 65854). Amendments to the other 12 titles of the Code require a first and second reading of the proposed ordinance, but no public hearing is required (Gov. Code § 36934). In recognition of the different procedures, two separate Ordinances are attached. The first Ordinance addresses proposed amendments to Titles 3, 8, 10, and 12 as detailed below. The second Ordinance addresses the proposed amendments to Title 13, also detailed below.

A Notice of Public Hearing for the Ordinance Amending Title 13 was published in the East County Californian, a newspaper of general circulation within the City of Santee, on May 10, 2024, in compliance with state law (Gov. Code §§ 65090 and 65854). At the City Council meeting held on May 22, 2024, this Item was continued to June 12, 2024.

PROPOSED REVISIONS

Revisions to be made to Titles 3, 8, 10, 12, and 13 by adoption of the attached Ordinances and the reasons therefore follow. The reasons necessitating revision generally fall into one or more of four categories: (1) general clean up; (2) update language and terminology; (3) clarify and enhance consistency among Code sections; and (4) state legislative changes.

TITLE 3: REVENUE AND FINANCE, CHAPTER 3.24 PURCHASING

In 2023, Title 3, Chapter 3.24 of the SMC was updated to increase the dollar thresholds for purchases that require formal bidding and informal bidding, increase department head and City Manager purchasing and contracting award authority, and increase the dollar threshold for contracts requiring City Council approval. During the First Reading of the 2023 Ordinance, Council increased the dollar thresholds proposed by staff and made a distinction between professional services contracts and contracts for all other purposes. Specifically, Council authorized the City Manager to execute contracts for supplies, materials, equipment, or non-professional services up to a cumulative amount of \$50,000 in a fiscal year and to execute professional services contracts up to \$25,000 in a fiscal year. At the same time, Council increased department director contracting authority up to \$25,000.

Upon implementation of the Ordinance following approval at the Second Reading on May 24, 2023, staff recognized that the authority delegated to department directors did not reflect the distinction between professional services and all other types of contracts. This update is intended to make that distinction. The proposed revision to Title 3, Chapter 3.24 will clarify that department directors are authorized to approve and execute contracts and contract amendments in the amount of \$15,000 or less when retaining professional services and of \$25,000 or less for all other contracts on behalf of the department and will be found at SMC **section 3.24.180** as follows:

3.24.180 Awarding authority—Contracts and amendments.

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

cumulative amount is \$25,000.00 or less in any single fiscal year and is on behalf of his or her department only.

TITLE 8: STREETS SIDEWALKS AND PUBLIC PROPERTY,

CHAPTER 8.08 CITY PARKS

Revisions to Title 8 of the Code are proposed to ensure that the language of the Code remains up to date with current practices. The new language clarifies that wheeled devices in addition to skateboards are allowed in the City’s skate park, distinguishes pets from service animals, and replaces use of the word “stove” with the more appropriate word “grill”. These changes are found in the following sections:

8.08.010 Definitions

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

8.08.170 Pets.

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

8.08.260 ~~Stoves~~ Grills

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

SECTION 10: VEHICLES AND TRAFFIC

CHAPTER 10.10 STOPPING, STANDING AND PARKING

Revisions to Title 10, Chapter 10 are required to ensure the Code remains consistent with recent legislative changes and to add clarity. Specifically, AB 413 of the California Statutes of 2023, Chapter 652, prohibits the stopping, standing, or parking of a vehicle

within 20 feet of the vehicle approach side of any unmarked or marked crosswalk or 15 feet of any crosswalk where a curb extension is present. To remain in compliance with state law, **section 10.10.230** of the Code will be updated as follows:

10.10.230 Stopping, standing or parking prohibited.

- A. Except as provided in subsection B, it is unlawful for any person to stop, stand, or park a vehicle in any of the following places when signs or markings indicate prohibition of stopping, standing or parking:
1. At any place within 20 feet of a point on the curb or edge of the roadway immediately opposite the mid-block end of a safety zone;
 2. At any place within 25 feet of an intersection or within the curb return of an intersection, or within 20 feet of the approach side of a marked or unmarked crosswalk, whichever is greater;
 3. Within 25 feet of the approach to any traffic signal, stop sign, or official electric flashing device;
 4. Adjacent to either side of a crosswalk or driveway entrance so as to block access to such crosswalk or driveway;
 5. For a distance of 50 feet along the curb or edge of the roadway at the driveway of any hospital;
 6. For a distance of 50 feet along the curb or edge of the roadway immediately in front of the main driveway to any substation office of the Sheriff;
 7. For a distance of 50 feet along the curb or edge of the roadway immediately in front of the main driveway to any fire station housing motor vehicle fire-fighting equipment;
 8. At any other place where the City Traffic Engineer determines that it is necessary in order to eliminate a dangerous traffic hazard.

To eliminate risk of misunderstanding, staff and the public will find it helpful to clarify that utility trailers are treated the same as recreational vehicles when it comes to the prohibition of parking on a public street for more than 72 consecutive hours. As a result, the following change to **section 10.10.245(B)** is proposed:

10.10.245 Prohibition of use of streets for storage.

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

Similar clarity is sought by confirming that the purpose and use of parking zones marked with signs or the zone color white on the top or side of a curb apply to any place that generates a high level of passenger loading and loading, such as schools, in addition to the already listed examples of hotels, theaters and mailboxes. This update is reflected

in proposed changes to **section 10.10.300(A)(3)** by the addition of new sub-paragraph (d):

10.10.300 Stopping and parking zones.

- A. It is unlawful for any person to fail to comply with the regulations applicable to the following zones as established by City Council and marked with signs or by the zone color on the top or side of all curbs within such zones:
3. White means no stopping, standing, or parking for any purpose other than loading or unloading of passengers for a time not to exceed three minutes between 7:00 a.m. and 6:00 p.m. of any day except Sundays and holidays as follows:
 - a. When a white zone is in front of a hotel, the restrictions apply at all times,
 - b. When a white zone is in front of a theater, the restrictions apply at all times when the theater is open,
 - c. For the purpose of depositing mail in an adjacent mailbox;
 - d. Other locations that generate high passenger loading and unloading, such as schools.

CHAPTER 10.18 SPEED LIMITS

Revisions to SMC section 10.18.010 are necessary to address discrepancies in road descriptions or road segments. No new speed limits are proposed. The specific changes are shown in the following chart and will be incorporated into the full table of Designated Speed Limits upon affirmation.

Roadway Segment	Limits	Speed Limit
Carlton Oaks Dr.	West Hills Pkwy. to Kaschube Wy. <u>Wethersfield Rd.</u>	35
Carlton Oaks Dr.	Wethersfield Rd. to Pebble Beach Dr. <u>Fanita Pkwy.</u>	35
Cottonwood Ave.	Mission Gorge Rd. to Buena Vista Ave. <u>Prospect Ave.</u>	30
<u>Cuyamaca St.</u>	<u>Chaparral Dr. to Beck Dr.</u>	<u>35</u>
<u>Cuyamaca St.</u>	Mission Gorge Rd. to Buena Vista Ave. <u>south City limit</u>	35
<u>Fanita Pkwy</u>	<u>Mast Blvd. to Carlton Oaks Dr.</u>	<u>35</u>
Magnolia Ave.	Mission Gorge Rd. to Prospect Ave. <u>south City limit</u>	40 <u>45</u>
Magnolia Ave.	Mission Gorge Rd. to City limit	40
Mission Gorge Rd.	West City limit to West Hills Pkwy. <u>Father Junipero Serra T</u>	55
<u>Mission Gorge Rd.</u>	<u>Father Junipero Serra Trail to West Hills Pkwy.</u>	<u>50</u>
Mission Gorge Rd.	West Hills Pkwy. to Big Rock Rd. <u>SR-52 eastbound off-ramp</u>	50 <u>45</u>
Mission Gorge Rd.	SR-52 <u>eastbound off-ramps</u> to Fanita Dr.	40
Mission Gorge Rd.	Carlton Hills Blvd. to Town Center Pkwy. <u>Cuyamaca St.</u>	35
Mission Gorge Rd.	Cuyamaca St. to Cottonwood Ave. <u>Riverview Pkwy.</u>	40
Mission Gorge Rd.	Cottonwood Ave. <u>Riverview Pkwy.</u> to Magnolia Ave.	40

Roadway Segment	Limits	Speed Limit
<u>Park Center Dr.</u>	<u>Mast Blvd. to Riverwalk Dr.</u>	<u>30</u>
<u>Riverview Pkwy.</u>	<u>Mission Gorge Rd. to Town Ctr Pkwy.</u>	<u>30</u>
Town Center Pkwy.	Cuyamaca St. to Costeo Dwy. <u>Mission Gorge Rd. to Cuyamaca St.</u>	35
Town Center Pkwy.	Costeo Dwy. Town Ctr. Pkwy. Cuyamaca St. to Mission Gorge Rd. <u>Riverview Pkwy.</u>	35 <u>25</u>
Woodside Ave.	Shadow Hill Rd. <u>SR-67 off-ramp</u> to east City limit	45

TITLE 12: SUBDIVISION OF LAND, DEVELOPMENT FEES, AND DEDICATIONS

DIV. I: SUBDIVISION OF LAND, CHAPTER 12.21 URBAN LOT SPLITS

In consultation with the Fire Department, revisions to the lot access requirements for an urban lot split are suggested to ensure safe and appropriate emergency access to each lot resulting from a split. Section **12.21.050(I)** will be updated as follows:

12.21.050 Requirements.

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

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

The foregoing updates are reflected in the attached Ordinance of the City Council of the City of Santee, California Amending Santee Municipal Code Title 3, Revenue and Finance, Title 8, Streets, Sidewalks and Public Property, Title 10, Vehicles and Traffic, and Title 12 Subdivision of Land, Development Fees, and Dedications.

TITLE 13: ZONING

The following updates are presented for public hearing and first reading of the attached Ordinance of the City Council of the City of Santee, California Amending Santee Municipal Code Title 13, Zoning, as noticed by publication in the East County Californian, a newspaper of general circulation within the City of Santee at least ten days prior to the original hearing date of May 22, 2024, which has been continued to June 12, 2024 (Gov. Code §§ 65090 and 65854).

CHAPTER 13.04 ADMINISTRATION

California case law confirms that cities may exempt themselves from the provisions of their own zoning regulations. This is an important exemption that can be made clear by adding

a new sub-paragraph (8) to **section 13.04.020(C)**, which address applicability of the Zoning Code:

13.04.020 Zoning districts.

C. Applicability.

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

CHAPTER 13.06 PERMITS

The following revision to **section 13.06.060(E)**, which lists the mandatory conditions for the operation of a home occupation, will help clarify the intent of condition number 10 and eliminate the risk of ambiguity for those applying for a home occupation permit:

13.06.060 Home occupations.

- E. Mandatory Conditions for Operation of Home Occupations. Home occupations may be permitted on property used for residential purposes based on the following conditions:
10. The use shall not involve the use of commercial vehicles or trailers for delivery of materials to or from the premises, other than one vehicle not to exceed a capacity of one and one-half tons owned by the operator of such home occupation.

Another revision intended to add certainty and appropriate guidance to the permitting process is proposed for the performance standards applicable to permitted temporary uses found in **section 13.06.070(D)**. This revision will add a new sub-paragraph (6) to further ensure that temporary uses do not create an unnecessary hardship to the surrounding community:

13.06.070 Temporary uses.

- D. Performance Standards. The temporary uses allowed pursuant to this section shall comply with the following standards:
1. All lighting shall be directed away from and shielded from adjacent residential areas. An electrical permit shall be obtained if required pursuant to the building code;
 2. Adequate parking shall be provided and the use shall not obstruct the use of any required driveway;

3. The use shall not obstruct any public sidewalk or otherwise be located within the public right-of-way unless an encroachment permit is obtained from the Department;
4. The use shall comply with any applicable requirement of the Fire Department;
5. The use shall not adversely affect traffic circulation on surrounding public streets.
6. The use shall end by midnight.

CHAPTER 13.08 DEVELOPMENT REVIEW

Adding the modifier “multiple family” to the type of residential construction, reconstruction, or alteration that requires an application for development review will help eliminate questions and concerns about whether the same requirements apply to single family residential construction. The added language will ensure that the requirements more clearly align with the intent of **section 13.08.020(A)**:

13.08.020 Projects requiring development review.

- A. An application for development review is required and the Director is authorized to grant a development review permit involving the issuance of a building permit for construction or reconstruction of a structure which meets any of the criteria below. The Director may require a public hearing and City Council review based on the potential impacts to adjacent properties.
 1. New commercial, industrial, institutional, or multiple family residential construction on vacant property.
 2. One or more structural additions or new buildings involving commercial, industrial, institutional, or multiple family residential uses, with a total floor area of 2,500 square feet or more.
 3. Reconstruction or alteration of existing commercial, industrial, institutional, or multiple family residential buildings on sites when the alteration significantly affects the exterior appearance of the building or traffic circulation of the site. Exceptions are maintenance or improvement of landscaping, parking, exterior re-painting or other common building and property maintenance activities.

CHAPTER 13.10 RESIDENTIAL DISTRICTS

Adjustments to site development criteria related to storage space and trash enclosures in residential districts and to photovoltaic system requirements for new construction, whether a single-family home or a detached accessory dwelling unit, found at **sections 13.10.040(H), (I) and (K)**, respectively, will assist with implementation of these criteria and create appropriate parity between commercial and residential trash enclosure regulations. Further, limitations on outdoor storage space in the R-7 and R-14 districts has been difficult to implement. As a result, staff recommends that the limitation in those areas be lifted, but remain for R-22 and R-30, because those districts are more densely populated and such limitations are more appropriate. Proposed edits addressing both of these issues are as follows:

13.10.040 Site development criteria.

- H. Storage Space. In the ~~R-7, R-14, and~~ R-22 districts, a minimum of 150 cubic feet of lockable enclosed storage per unit shall be provided in an easily accessible location for all residents (garages, carports, private patios). Storage area shall be in addition to any minimum size requirements for garages, carports, private patios or other areas. . In the R-30 district, development projects shall provide a minimum of 200 cubic feet of lockable enclosed storage space for residents which may be located in common areas. Substitutions meeting the intent of this requirement may be approved.
- I. Trash Enclosures and Trash Bins. Trash enclosures or individual trash bins must be provided for all developments.
1. When trash enclosures are provided, a minimum of two must be provided on-site when dumpsters and commercial waste disposal are to be provided for the development. Additional trash enclosures shall be provided as needed to meet the requirements of Chapter 9.06 and Chapter 13.36 of the City of Santee Municipal Code. The enclosures shall be designed to the satisfaction of the Director and shall include:
 - d. The trash enclosures shall be properly sized to include all containers for trash, recyclable organic waste, and renderings and shall be easily accessible.
 - e. The trash enclosures shall not be located within any required street setback or landscape area and shall be set back a minimum of ten feet from side and rear property lines.
 - f. The trash enclosures shall not block any required parking area or driveway.
 - eg. Anti-graffiti surfaces shall be provided pursuant to Section 7.16.120 of this code.
- K. Photovoltaic Solar. This section sets forth provisions for solar access and systems. The provisions of this section shall apply to all residential districts.
2. Photovoltaic (PV) System. PV systems shall utilize high-efficiency equipment and fixtures consistent with the current Green Building Code and California Code of Regulations, Title 24 energy conservation standards.
 - a. A new single-family home ~~and a~~ or a new detached accessory dwelling unit shall include at least a two kilowatt (kW) PV system.
 - b. Multifamily residential units shall each include at least a one kW PV system.
 - c. A solar feasibility study, prepared by a qualified solar consultant shall be submitted to the Department of Development Services if the installation is infeasible due to poor solar resources.

Recently adopted AB 976 eliminates the ability of local agencies to impose owner-occupancy requirements on any Accessory Dwelling Unit (ADU), regardless of when it was permitted, as opposed to allowing such requirements after January 1, 2025. This legislative change requires the following updates to Code **section 13.10.045(D)(6)**:

13.10.045 Accessory dwelling units.

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

6. Owner Occupancy.

a. An ADU ~~that is permitted before January 1, 2025,~~ is not subject to any owner-occupancy requirement.

b. ~~Unless applicable law requires otherwise, all ADUs that are permitted on or after January 1, 2025 are subject to an owner-occupancy requirement. A natural person with legal or equitable title to the property must reside on the property as the person's legal domicile and permanent residence.~~

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

Development impact fees for proposed ADU to be constructed on a lot with a proposed or single-family residence have been waived by state statute for the past five years through a trial program that expires on September 27, 2024. The following update to **section 13.10.045(H)(1)(c)** will extend the waiver beyond the trial period:

H. Fees.

1. Impact Fees.

c. All applicable development impact fees for an ADU proposed to be constructed on a lot with a proposed or existing single family residence shall be waived, ~~for a five-year trial period, commencing on~~

~~September 27, 2019, and ending on September 27, 2024.~~

Independent of the legislative changes related to front yard accessory structures, which is the subject of a recent Council Policy Workshop and will be brought back before the City Council as a separate agenda item at a later date, it is appropriate during the Annual Update process to ensure that the setback requirements for back and side yards defined in the Zoning Code at **section 13.10.050 (A)(1)** align with the setback required by the Building Code. This revision is made only for the purposes of ensuring consistency with existing Building Code requirements and thereby eliminate any risk of confusion. The following revisions remove any impediment to the issuance of a building permit related to appropriate setback distances:

13.10.050 Special development criteria.

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

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

CHAPTER 13.12 COMMERCIAL/OFFICE DISTRICTS

The following edit to the commercial and office use regulations found at **section 13.20.030(G)(1)** offers clarification and consistency to the regulation of outdoor eating areas:

13.12.030 Commercial and office use regulations.

Uses listed in Table 13.12.030A shall be allowable in one or more of the commercial districts as indicated in the columns beneath each district heading. Where indicated with the letter "P," the use shall be a permitted use in that district. Where indicated with the letter "C," the use shall be a conditional use subject to a conditional use permit in that district. Where indicated with the letters "MC," the use shall be a conditional use subject to a minor conditional use permit in that district. Where indicated with a

dash “—,” or if the use is not specifically listed in Table 13.12.030A and is not subject to the use determination procedures contained in Section 13.04.040, the use shall not be permitted in that district. This section shall not be construed to supersede more restrictive use regulations contained in the conditions, covenants, and restrictions of any property. However, in no case shall uses be permitted beyond those allowable in this section. In the event a given use cannot be categorized in one of the districts by the Director, the use determination procedure outlined in Section 13.04.040 shall be followed.

G. Condition of Uses.

1. Outdoor Displays and Sales of Merchandise. All businesses shall be conducted completely within an enclosed building. The following outdoor sales and commercial activities may be permitted to operate outdoors, within their respective districts and subject to any required reviews and permits:

- i. Outdoor eating areas with more than 16 chairs (are subject to a minor conditional use permit)~~For accessory out-door eating areas in conjunction with a food establishment that features take-out service; see subdivision (5) of this subsection;~~ and

In addition, a correction is needed to ensure that **Table 13.12.030A**, which lists the use regulations for commercial and office districts, is accurate. Specifically, auction houses, addressed in the table at **B.9** are not permitted in either the Office/Professional District or the Neighborhood Commercial District, and automotive repairs, including painting, body work and services, listed in the table at **B.10.c.**, is a conditional use subject to a conditional use permit. The following edit will retain the “C” designation and delete the inaccurate “P” designation. Such repairs have never been a permitted use in the referenced district.

A further correction to the table at **C.13** is appropriate to confirm that public buildings and facilities are permitted uses in all commercial/office districts. This will align with and properly reflect the addition of section 13.04.020(C)(8) above. These revisions are reflected in the Table excerpt below and, upon approval, will be incorporated in the full Table.

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

Use	OP	NC	GC
B. General Commercial Uses			
9. Auction house (conducted completely within an enclosed building and subject to the provisions contained in Title 4 of this code)	—	—	P

Use	OP	NC	GC
10. Automotive services including automobiles, trucks, motorcycles, boats, trailers, mopeds, recreational vehicles or other similar vehicles as determined by the Director			
c. Repairs including painting, body work and services	—	—	PC
C. Public and Semi-Public Uses			
13. Public buildings and facilities	EP	EP	EP

CHAPTER 13.14 INDUSTRIAL DISTRICTS

Revision to the Table of Use Regulations for Industrial Districts is appropriate for similar reasons. The proposed changes confirm that equipment sales/rental yards are the type of use that is subject to a minor conditional use permit in both the Light Industrial and General Industrial Districts at **Table B.3**, and, at entry **D.13**, reflect the same revisions made to the Residential Use Table at C.13 and the addition of section 13.04.020(C)(8) discussed above:

Table 13.14.030A
Use Regulations for Industrial Districts

Use	IL	IG
B. Storage Trades		
3. Equipment sale/rentals	P MC	P MC
D. Public and Semi-Public Uses		
13. Public buildings and facilities	EP	EP

CHAPTER 13.24 PARKING REGULATIONS

Safety and consistency reasons underlie proposed revisions to the design standards and requirements applicable to parking within both the residential and the commercial and industrial districts. These changes are captured in **sections 13.24.030 and .040**:

13.24.030 Design standards.

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

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

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

B. Residential.

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

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

...

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

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

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

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

78. Residential developments which provide private streets shall be planned, designed and constructed to meet minimum City engineering and Santee Fire Department requirements for private streets.

89. The following design standards shall apply to parking garages:

13.24.040 Parking requirements.

The following sections list the minimum amount of parking for each category of uses, special requirements and optional requirements.

B. Nonresidential.

1. Commercial, Retail and Service Uses.

c. Retail uses: one off-street parking space for each 250 square feet of gross floor area.

d. For new or redeveloped shopping centers within one-quarter mile of the Santee Light Rail Transit station, parking space requirements shall be reduced by 10% from the current parking requirements.

~~d. Automobile service and gas station: three spaces plus two for each service bay.~~

- e. Financial services, medical offices, administrative offices, and related office uses: one for each 250 square feet of gross floor area.
 - ~~f. Mortuaries and funeral homes: one parking stall for every 25 square feet or fraction thereof of assembly room or floor area.~~
8. Other uses:
- a. Day care centers not accessory to an existing business, including preschools and nursery schools: As determined by a parking demand study approved by the Director.
 - b. Lumber yards: one for each 250 square feet of gross floor area for retail sales, plus one for each 1,000 square feet of open area devoted to display (partially covered by roof, awning, etc.) or sales.
 - c. Cemeteries: as specified by conditional use permit.
 - d. Mortuaries and funeral homes: one parking stall for every 25 square feet or fraction thereof of assembly room or floor area.
 - e. Motels and hotels: one parking space for each guest unit and two spaces for resident manager or owner, plus one space per 50 square feet of banquet seating area.
 - f. Caretaker's residence: two-car garage with a minimum interior dimension of 20 feet in width and 20 feet in depth of unobstructed area provided for parking purposes.
 - g. Other uses not listed: as determined by a parking demand study approved by the Director of Planning and Building.

CHAPTER 13.30 GENERAL DEVELOPMENT AND PERFORMANCE STANDARDS

Finally, clarification and revision to the language in **section 13.30.020** is necessary to ensure consistency between the general development standards and the refinement of language presented in the foregoing revisions, specifically with respect to parking and trash enclosure setbacks:

13.30.020 General development standards.

Unless stated otherwise within this code, the following standards shall be met for all developments:

- J. Trash Enclosures. All office, commercial and industrial developments shall provide an adequate number of trash enclosures on site to meet the requirements of Chapter 9.06 and Section 9.02.230 or amendments thereto. The enclosures shall be designed to the satisfaction of the Director and shall include:

1. A minimum six-foot high solid decorative masonry wall with a solid roof and solid metal gate painted to match the on-site buildings. The enclosures shall prevent rainfall from entering the enclosure and prevent wind dispersal as well as offsite transport of trash and recycling.
2. Each trash dumpster shall have an attached, water-proof cover that shall be kept closed at all times.
3. All gaps between walls and roof of the enclosure must be screened with a five mm gauge.
4. The trash enclosures:
 - a. ~~s~~shall be properly sized to include all containers for trash, recyclable, and organic waste, and ~~shall~~ be easily accessible;
 - b. ~~s~~shall not be located within any required street yards, shall be setback a minimum of 5 feet to side and rear property lines when adjacent to non-residential zones, 10 feet when adjacent to a residential zones and shall not be located within a ~~of~~ landscape area; and
 - c. ~~s~~shall not block any required parking area or driveway.

MISCELLANEOUS CORRECTIONS

Grammatical and typographical corrections do not require the passing of an Ordinance to become effective and will be made when identified. The following is a sample of the type of corrections that will be made:

- 1.02.040 – change “neuter” to neutral”
- 7.04.060 – in the definition of “Retailer” change “form” to “from” and “exclusive” to “exclusively”
- 13.04.140 (B) — change “park” to “part”
- 13.08.020(C)(2) – change “resident” to “residential”

LEGISLATIVE AGENDA

The Annual Municipal Code Update is intended to address changes required by state law or clarifications and operational changes suggested by City staff. Large policy issues will be brought forward to Council individually. The following policy issues have been identified either by Council or by City staff for further discussion and will be presented separately to Council for consideration and possible action. We plan to bring forward, in this general order, the following policy issues for Council consideration in Fiscal Year 24-25:

1. Consideration of a moratorium on the development of new car wash locations
2. City authority to address community events that do not obtain a Special Events Permit
3. Regulation of accessory front yard structures and carports

4. Consideration of Building Code updates
5. Considerations of adjustments to the government claim rejection process

If Council believes there are additional policy questions that should be included on this list, please identify them and they will be added to our legislative calendar for FY 24-25.

RECOMMENDATION

Staff requests that the City Council:

1. Open and conduct the public hearing on the Ordinance amending Title 13, and introduce and conduct the first reading of that Ordinance;
2. Introduce and conduct the first reading of the proposed Ordinance amending Titles 3, 8, 10, and 12.
3. Set the second reading for both Ordinances for June 26, 2024.

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTEE AMENDING SANTEE MUNICIPAL CODE TITLE 3, "REVENUE AND FINANCE", TITLE 8, "STREETS, SIDEWALKS AND PUBLIC PROPERTY", TITLE 10, "VEHICLES AND TRAFFIC", AND TITLE 12, "SUBDIVISION OF LAND, DEVELOPMENT FEES, AND DEDICATIONS", AND FINDING THAT THE ACTION IS EXEMPT FROM ENVIRONMENTAL REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

WHEREAS, pursuant to article XI, section 5 of the California Constitution and Government Code section 37100, the legislative body of a city may pass ordinances not in conflict with the Constitution and laws of the State or the United States;

WHEREAS, in 2019, the City completed a comprehensive update to the Santee Municipal Code ("Code"); and

WHEREAS, the City desires to conduct annual updates to ensure the Code remains consistent with current law and City practice; and

WHEREAS, City staff and the City Attorney have reviewed the Code and have determined that certain updates to the Code are required and appropriate; and

WHEREAS, proposed revisions to Titles 3, 8, 10, and 12 of the Code are detailed in the Staff Report ;

WHEREAS, the City Council conducted first reading of the proposed revisions to the foregoing Titles on June 12, 2024;

WHEREAS, the City Council scheduled and held a second reading of proposed revisions to the foregoing Titles on June 26, 2024;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Recitals Incorporated. The Recitals set forth above are true and correct and are incorporated into this Ordinance.

SECTION 2. Amendments. Titles 3, 8, 10, and 12 of the Santee Municipal Code are amended as follows:

Section 3.24.1180(A)(1) shall be amended to now read as follows:

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

Section 8.08.010 shall be amended to read as follows:

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

Section 8.08.170(5) shall be amended to read as follows:

5. No pet is allowed to enter or remain within any structure in a City park or recreation area. This subsection does not apply to service animal under the care and control of its handler or someone designated by the handler.

Section 8.08.260 shall be amended to read as follows:

8.08.260 Grills

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

Section 10.10.030(A)(2) shall be amended to read as follows:

2. At any place within 25 feet of an intersection or within the curb return of an intersection, or within 20 feet of the approach side of a marked or unmarked crosswalk, whichever is greater;

Section 10.10.245(B) is amended to read as follows:

- B. It is unlawful for any person who owns or has possession, custody or control of a recreational vehicle or utility trailer to park that vehicle on

any public street in the same location, defined as within 300 feet of the original or previously documented location, for more than 72 consecutive hours. A vehicle that has been parked in the same location for 72 consecutive hours may not return to the same location for at least 72 consecutive hours. A location may be documented by marking the vehicle, taking a photograph of the vehicle, or by other method deemed appropriate by the City.

Section 10.10.300(A)(3)(d) is added to read as follows:

- d. Other locations that generate high passenger loading and unloading, such as schools.

The table at **Section 10.18.010** is replaced with the following:

Roadway Segment	Limits	Speed Limit
Carlton Hills Blvd.	Lake Canyon Rd. to Mast Blvd.	35
Carlton Hills Blvd.	Mast Blvd. to Carlton Oaks Dr.	35
Carlton Hills Blvd.	Carlton Oaks Dr. to Mission Gorge Rd.	35
Carlton Oaks Dr.	West Hills Pkwy. to Wethersfield Rd.	35
Carlton Oaks Dr.	Wethersfield Rd to Fanita Pkwy.	35
Carlton Oaks Dr.	Fanita Pkwy. to Carlton Hills Blvd.	35
Carlton Oaks Dr.	Carlton Hills Blvd. to Stoyer Dr.	30
Cottonwood Ave.	Mission Gorge Rd. to Prospect Ave.	30
Cuyamaca St.	Chaparral Dr. to Beck Dr.	35
Cuyamaca St.	Beck Dr. to Mast Blvd.	35
Cuyamaca St.	Mast Blvd. to Town Center Pkwy.	35
Cuyamaca St.	Town Center Pkwy. to Mission Gorge Rd.	35
Cuyamaca St.	Mission Gorge Rd. to south City	35
El Nopal	Magnolia Ave. to City limit	35
Fanita Dr.	Mission Gorge Rd. to Prospect Ave.	40
Fanita Dr.	Prospect Ave. to south City limit	40
Fanita Dr.	Mast Blvd. to Ganley Rd.	40
Fanita Pkwy.	Mast Blvd. to Carlton Oaks Drive	35
Graves Ave.	Prospect Ave. to Pepper Dr.	35
Halberns Blvd.	Mast Blvd. to Stoyer Dr.	35
Magnolia Ave.	Princess Joann Rd. to Woodglen Vista Dr.	40
Magnolia Ave.	Woodglen Vista Dr. to El Nopal	40
Magnolia Ave.	El Nopal to Mast Blvd.	40
Magnolia Ave.	Mast Blvd. to San Diego River	45
Magnolia Ave.	San Diego River to Mission Gorge Rd.	45
Magnolia Ave.	Mission Gorge Rd. to south City limit	45
Mast Blvd.	Western City limit to Fanita Pkwy.	40
Mast Blvd.	Fanita Pkwy. to Carlton Hills Blvd.	40
Mast Blvd.	Carlton Hills Blvd. to Halberns Blvd.	40
Mast Blvd.	Halberns Blvd. to Cuyamaca St.	40
Mast Blvd.	Cuyamaca St. to Magnolia Ave.	40
Mast Blvd.	Magnolia Ave. to Los Ranchitos Rd.	35
Mesa Rd.	Mission Gorge Rd. to Prospect Ave.	35

Roadway Segment	Limits	Speed Limit
Mission Gorge Rd.	West City limit to Father Junipero Serra Trail	55
Mission Gorge Rd.	Father Junipero Serra Trail to West Hills Pkwy.	50
Mission Gorge Rd.	West Hills Pkwy. to SR-52 eastbound off-ramps.	45
Mission Gorge Rd.	SR-52 eastbound off-ramps.to Fanita Dr.	40
Mission Gorge Rd.	Fanita Dr. to Carlton Hills Blvd.	35
Mission Gorge Rd.	Carlton Hills Blvd. to Cuyamaca St.	35
Mission Gorge Rd.	Cuyamaca St. to Riverview Pkwy.	40
Mission Gorge Rd.	Riverview Pkwy. to Magnolia Ave.	40
Olive Ln.	Mission Gorge Rd. to Prospect Ave.	30
Park Center Dr.	Mast Blvd. to Riverwalk Dr.	30
Prospect Ave.	Mesa Rd. to Fanita Dr.	35
Prospect Ave.	Fanita Dr. to Olive Ln.	35
Prospect Ave.	Olive Ln. to Cuyamaca St.	40
Prospect Ave.	Cuyamaca St. to Cottonwood Ave.	35
Prospect Ave.	Cottonwood Ave. to Magnolia Ave.	35
Riverview Pkwy.	Mission Gorge Rd. to Town Ctr Pkwy.	30
Town Center Pkwy.	Mission Gorge Rd to Cuyamaca St.	35
Town Center Pkwy.	Cuyamaca St.to Riverview Pkwy.	25
Woodside Ave.	Magnolia Ave. to SR-67 off-ramp	45
Woodside Ave. North	SR-67 off-ramp to City limit	40
Woodside Ave.	SR-67 off ramp. to east City limit	45

Section 12.21.050(I)(2) is amended to read as follows:

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

SECTION 3. CEQA. Based upon the whole of the administrative record before it, the City Council hereby finds that the amendments to the Code set forth in this Ordinance constitute an organizational or administrative activity of the City that will not result in direct or indirect physical changes in the environment and, therefore, do not qualify as a “project” subject to environmental review under the California Environmental Quality Act (“CEQA”) (Pub. Res. Code, § 21000 et seq.), as defined by the State CEQA Guidelines (Cal. Code Regs., tit. 14, § 15061(b)(3)). Council further finds that approval of these amendments and adoption of this Ordinance qualify for “the common sense exemption” from CEQA because “it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment” (14 CCR § 15378(b)(5)). Accordingly, the adoption of this Ordinance is either not governed by or is exempt from CEQA. Staff is hereby directed to prepare, execute and file with the San Diego County Clerk a CEQA Notice of Exemption within five (5) working days after the adoption of this Ordinance.

SECTION 4. Codification. The City has adopted the “City of Santee Municipal Code Editorial Guidelines” and, except as otherwise provided herein, authorizes Quality Code Publishing to make technical, non-substantive changes to conform the codified Ordinance to the guidelines. In the event a substantive conflict arises on the basis of the changes authorized by this Section, the language adopted by this Ordinance prevails. The City Clerk is authorized to provide certified copies and notice of this Ordinance or any part of this Ordinance required or advised by the law or any regulation.

SECTION 5. Severability. If any provision of this Ordinance is ever held to be unconstitutional or unenforceable, such holding will not affect the validity of the remainder of this Ordinance. The City Council of the City of Santee hereby declares that it would have passed each provision on its own, irrespective of the fact that another provision might be declared unconstitutional or unenforceable.

SECTION 6. Effective Date. This Ordinance shall become effective thirty (30) days after its adoption.

SECTION 7. Publication. The City Clerk is hereby directed to certify the adoption of this Ordinance and cause a summary or 1/4 page advertisement of the same to be published as required by law.

INTRODUCED AND FIRST READ at a Public Hearing held at a Regular Meeting of the City Council of the City of Santee, California, on the 12th day of June, 2024, and thereafter **ADOPTED** at a Regular Meeting of the City Council held on this 26th day of June 2024, by the following vote to wit:

AYES:

NOES:

ABSENT:

APPROVED

JOHN MINTO, MAYOR

ATTEST:

ANNETTE ORTIZ, CMC, CITY CLERK

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTEE AMENDING TITLE 13 OF THE SANTEE MUNICIPAL CODE, “ZONING” (CASE FILE ZOA-2024-0002) AND FINDING THAT THE ACTION IS EXEMPT FROM ENVIRONMENTAL REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

WHEREAS, pursuant to article XI, section 5 of the California Constitution and Government Code section 37100, the legislative body of a city may pass ordinances not in conflict with the Constitution and laws of the State or the United States;

WHEREAS, in 2019, the City completed a comprehensive update to the Santee Municipal Code (“Code”); and

WHEREAS, the City desires to conduct annual updates to ensure the Code remains consistent with current law and City practice; and

WHEREAS, City staff and the City Attorney have reviewed the Code and have determined that certain updates to the Code are required and appropriate; and

WHEREAS, proposed revisions to the City’s zoning ordinance set forth in Title 13 of the Code are detailed in the Staff Report ;

WHEREAS, the City Council conducted a properly noticed public hearing and first reading of the proposed revisions to Title 13 on June 12, 2024;

WHEREAS, the City Council scheduled and held a second reading of proposed revisions to Title 13 on June 26, 2024;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Recitals Incorporated. The Recitals set forth above are true and correct and are incorporated into this Ordinance.

SECTION 2. Amendments. Title 13 of the Santee Municipal Code is amended as follows:

Section 13.04.020(C)(8) shall be added and read as follows:

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

Section 13.06.060(E)(10) shall be amended to now read as follows:

10. The use shall not involve the use of commercial vehicles or trailers, other than one vehicle not to exceed a capacity of one and one-half tons owned by the operator of such home occupation.

Section 13.060.070(D(6)) shall be added and read as follows:

6. The use shall end by midnight.

Section 13.08.020(A)(1) shall be amended to read as follows:

1. New commercial, industrial, institutional, or multiple family residential construction on vacant property.

Section 13.08.020(A)(3) shall be amended to read as follows:

3. Reconstruction or alteration of existing commercial, industrial, institutional, or multiple family residential buildings on sites when the alteration significantly affects the exterior appearance of the building or traffic circulation of the site. Exceptions are maintenance or improvement of landscaping, parking, exterior re-painting or other common building and property maintenance activities.

Section 13.10.040(H) shall be amended to read as follows:

- H. Storage Space. In the R-22 districts, a minimum of 150 cubic feet of lockable enclosed storage per unit shall be provided in an easily accessible location for all residents (garages, carports, private patios). Storage area shall be in addition to any minimum size requirements for garages, carports, private patios or other areas. . In the R-30 district, development projects shall provide a minimum of 200 cubic feet of lockable enclosed storage space for residents

which may be located in common areas. Substitutions meeting the intent of this requirement may be approved.

Section 13.10.040(I)(1)(d), (e), (f) and (g) shall be amended to read as follows:

- d. The trash enclosures shall be properly sized to include all containers for trash, recyclable organic waste, and renderings and shall be easily accessible.
- e. The trash enclosures shall not be located within any required street setback or landscape area and shall be set back a minimum of ten feet from side and rear property lines.
- f. The trash enclosures shall not block any required parking area or driveway.
- g. Anti-graffiti surfaces shall be provided pursuant to Section 7.16.120 of this code.

Section 13.10.040(K)(2)(a) shall be amended to read as follows:

- a. A new single-family home or a new detached accessory dwelling unit shall include at least a two kilowatt (kW) PV system.

Section 13.10.045(D)(6) shall be amended to read as follows:

- 6. Owner Occupancy.
 - a. An ADU is not subject to an owner-occupancy requirement.

Section 13.10.045(H)(1)(c) shall be amended to read as follows:

- c. All applicable development impact fees for an ADU proposed to be constructed on a lot with a proposed or existing single family residence shall be waived.

Section 13.10.050(A)(1)(b) and (c) shall be amended to read as follows:

- 1. Attached and detached residential accessory structures (including, but not limited to, unenclosed patio covers, cabanas, garages, carports, and storage buildings) may encroach in a required interior side yard or rear yard, except as required in Table 13.10.040A, subject to the following limitations:
 - ...

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

Section 13.12.030(G)(1)(i) shall be amended to read as follows:

- i. Outdoor eating areas with more than 16 chairs (are subject to a minor conditional use permit); and

Table 13.12.030A shall be amended as follows:

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

Table 13.14.030A shall be amended as follows:

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

Section 13.24.030(A)(11) shall be added as follows:

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

Section 13.24.030(B)(1)(b) shall be amended to read as follows:

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

Section 13.24.030(B)(4) shall be added and **(4) – (8)** shall be renumbered as follows:

4. The driveway for each required garage in the HL, R-1, R-1A, R-2, R-7, and R-14 zones shall be a minimum of 20 feet long.
5. Notwithstanding subdivisions 2 and 3 of this subsection, all driveways and access way widths and designs must be approved by the Santee Fire Department for purposes of emergency accessibility.
6. No property owner shall sublease, sublet or otherwise make available to residents of other properties, the off-street parking spaces required by this section.
7. All required covered off-street parking spaces shall be located conveniently accessible to the dwelling unit served by such parking space.
8. Residential developments which provide private streets shall be planned, designed and constructed to meet minimum City engineering and Santee Fire Department requirements for private streets.
9. The following design standards shall apply to parking garages:

A new **section 13.24.040(B)(1)(c)** is added and current (B)(1)(c) is re-designated as **(B)(1)(d)** to read as follows:

- c. Retail uses: one off-street parking space for each 250 square feet of gross floor area.
- d. For new or redeveloped shopping centers within one-quarter mile of the Santee Light Rail Transit station, parking space requirements shall be reduced by 10% from the current parking requirements.

Current **section 13.24.040(B)(1)(d)** is deleted.

Current **section 13.24.040(B)(1)(f)** is deleted.

Sections 13.24.040(B)(8)(f) and (g) are added as follows:

- f. Caretaker's residence: two-car garage with a minimum interior dimension of 20 feet in width and 20 feet in depth of unobstructed area provided for parking purposes.
- g. Other uses not listed: as determined by a parking demand study approved by the Director of Planning and Building.

Section 13.30.020(D) shall be amended to read as follows:

- D. Auxiliary Structures. Auxiliary structures shall meet all of the setback requirements for main buildings unless otherwise specified within this code. Height of auxiliary structures shall be a maximum of 16 feet. Carports in the commercial or industrial zones shall be a maximum of 25 feet high and are subject to the parking setback requirements.

Section 13.30.020(J)(4) shall be amended to read as follows:

- 4. The trash enclosures:
 - a. Shall be properly sized to include all containers for trash, recyclable, and organic waste, and be easily accessible;
 - b. Shall not be located within any required street yards, shall be setback a minimum of 5 feet to side and rear property lines when adjacent to non-residential zones, 10 feet when adjacent to a residential zones and shall not be located within a landscape area; and
 - c. Shall not block any required parking area or driveway.

SECTION 3. CEQA. Based upon the whole of the administrative record before it, the City Council hereby finds that the amendments to the Code set forth in this Ordinance constitute an organizational or administrative activity of the City that will not result in direct or indirect physical changes in the environment and, therefore, do not qualify as a "project" subject to environmental review under the California Environmental Quality Act ("CEQA") (Pub. Res. Code, § 21000 et seq.), as defined by the State CEQA Guidelines (Cal. Code Regs., tit. 14, § 15061(b)(3)). Council further finds that approval of these amendments and adoption of this Ordinance qualify for "the common sense exemption" from CEQA because "it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment" (14 CCR § 15378(b)(5)). Accordingly, the adoption of this Ordinance is either not governed by or is exempt from CEQA. Staff is hereby directed to prepare, execute and file with the San Diego County

Clerk a CEQA Notice of Exemption within five (5) working days after the adoption of this Ordinance.

SECTION 4. Codification. The City has adopted the “City of Santee Municipal Code Editorial Guidelines,” and, except as otherwise provided herein, authorizes Quality Code Publishing to make technical, non-substantive changes to conform the codified Ordinance to the guidelines. In the event a substantive conflict arises on the basis of the changes authorized by this Section, the language adopted by this Ordinance prevails. The City Clerk is authorized to provide certified copies and notice of this Ordinance or any part of this Ordinance required or advised by the law or any regulation.

SECTION 5. Severability. If any provision of this Ordinance is ever held to be unconstitutional or unenforceable, such holding will not affect the validity of the remainder of this Ordinance. The City Council of the City of Santee hereby declares that it would have passed each provision on its own, irrespective of the fact that another provision might be declared unconstitutional or unenforceable.

SECTION 6. Effective Date. This Ordinance shall become effective thirty (30) days after its adoption.

SECTION 7. Publication. The City Clerk is hereby directed to certify the adoption of this Ordinance and cause a summary or 1/4 page advertisement of the same to be published as required by law.

INTRODUCED AND FIRST READ at a Public Hearing held at a Regular Meeting of the City Council of the City of Santee, California, on the 12th day of June, 2024, and thereafter **ADOPTED** at a Regular Meeting of the City Council held on this 26th day of June 2024, by the following vote to wit:

AYES:

NOES:

ABSENT:

APPROVED


JOHN MINTO, MAYOR

ATTEST:

ANNETTE ORTIZ, CMC, CITY CLERK

MEETING DATE June 12, 2024


ITEM TITLE PUBLIC HEARING FOR A CONDITIONAL USE PERMIT (P2022-9) FOR A DRIVE-THROUGH ONLY COFFEE SHOP ON A 0.39-ACRE VACANT LOT AT 8606 CUYAMACA STREET (APN 384-311-38-00) IN THE GENERAL COMMERCIAL (GC) ZONE AND FINDING THE PROJECT EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO CEQA GUIDELINES SECTION 15303 (APPLICANT: 2525 RAMONA, LLC)

DIRECTOR/DEPARTMENT Sandi Sawa, Planning & Building Department 

SUMMARY The project is a request for a Conditional Use Permit (P2022-9) for a proposed 1,294 square-foot drive through only coffee shop on a vacant 0.39-acre property located at the northwest corner of Prospect Avenue and Cuyamaca Street, addressed as 8606 Cuyamaca Street (APN 384-311-38-00) in the General Commercial (GC) Zone. The site is surrounded by existing commercial and industrial development, including an industrial trades training facility to the north, Cuyamaca Street and a gas station to the east, a commercial machine shop and associated office building to the west and Prospect Avenue and a commercial office building to the south. The project is consistent with the GC General Plan Land Use Designation and GC Zoning Classification.

The proposed 19-foot-tall building would be located on the northwest portion of the site. The interior layout includes a service/work area, wash area, restroom, office, and storage. The layout is designed to be drive-through service only. Primary vehicular access will be from Prospect Avenue. A single-lane drive-through entrance would be provided and accommodate twelve queued vehicles within the designated space and three vehicles in the parking lot before a vehicle reaches Prospect Avenue. A total of nine parking spaces would be provided on-site. Landscaping would be provided along the site perimeter and the building and surface parking perimeter.

ENVIRONMENTAL REVIEW The project is exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 15303, Class 3 of the CEQA Guidelines (New Construction or Conversion of Small Structures), because the project consists of constructing a commercial building less than 2,500 square feet in floor area for use as a coffee shop that does not involve the use of significant amounts of hazardous substances. Through review of the project and project site, none of the exceptions to the Class 3 exemption found in CEQA Guidelines Section 15300.2 apply to the project.

FINANCIAL STATEMENT  Staff costs for application processing are paid on an actual cost recovery basis. Development Impact Fees are estimated to total \$40,733.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *MSB*

1. Conduct and close the Public Hearing; and
2. Find P2022-9 exempt from the provisions of CEQA pursuant to Section 15303 of the CEQA Guidelines and authorize the filing of a Notice of Exemption; and
3. Adopt the attached resolution approving P2022-9.

ATTACHMENTS

Staff Report
Aerial Vicinity Map
Project Plans
Resolution

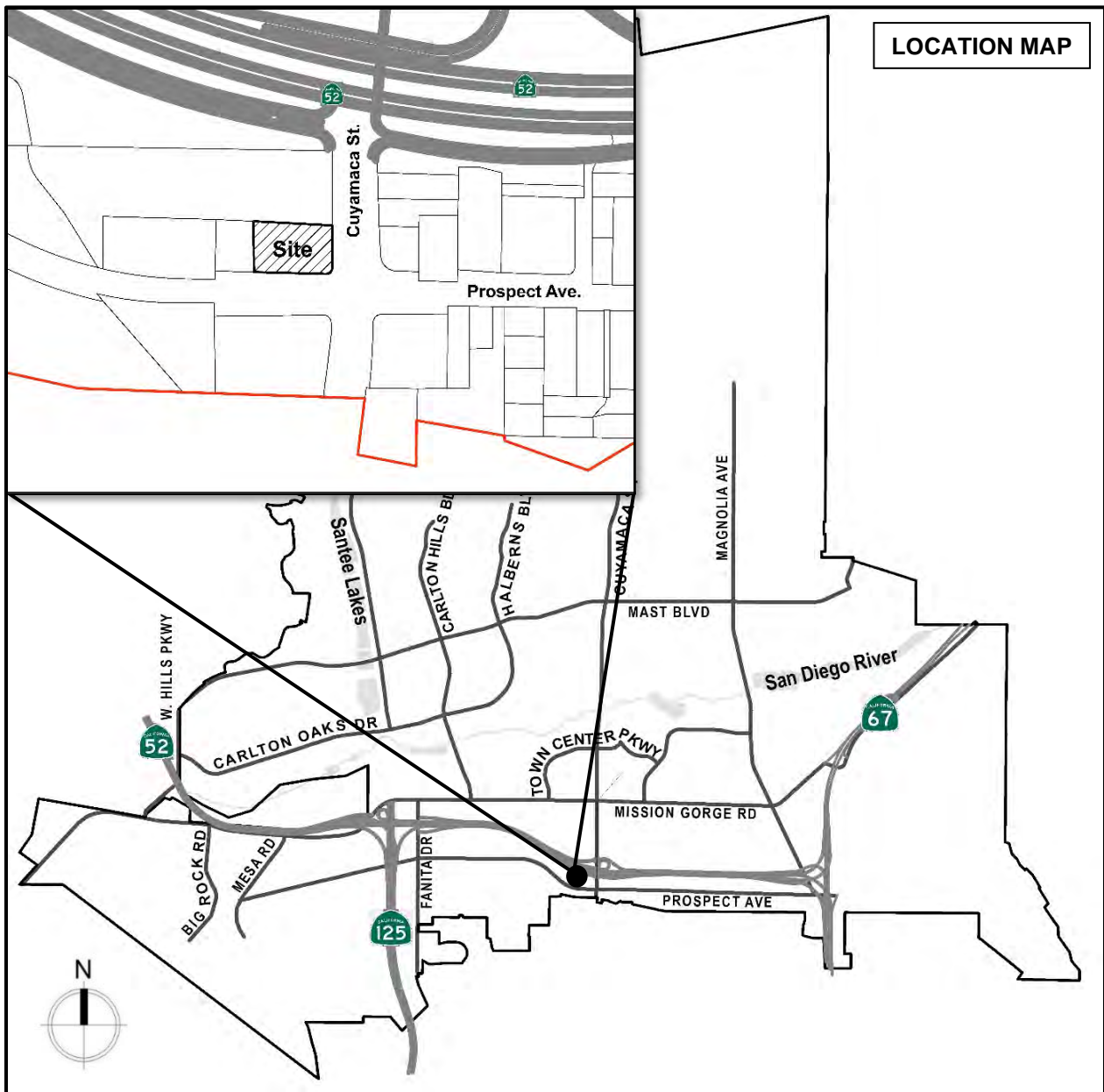
STAFF REPORT

PUBLIC HEARING FOR A CONDITIONAL USE PERMIT (P2022-9) FOR A DRIVE-THROUGH ONLY COFFEE SHOP ON A 0.39-ACRE LOT AT 8606 CUYAMACA STREET (APN 384-311-38-00) IN THE GENERAL COMMERCIAL (GC) ZONE AND FINDING THE PROJECT EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO CEQA GUIDELINES SECTION 15303

APPLICANT: 2525 RAMONA LLC

**CITY COUNCIL MEETING
JUNE 12, 2024**

Notice of the Public Hearing was published in the East County Californian on May 31, 2024 and 160 adjacent owners of property within 300 feet of the request and other interested parties were notified by U.S. Mail on May 31, 2024.



A. SITUATION AND FACTS

1. Requested by 2525 Ramona LLC.
2. Land Owner..... 2525 Ramona LLC.
3. Type and Purpose of Request..... Conditional Use Permit request for a 1,294 square-foot drive-through only coffee shop
4. Location..... 8606 Cuyamaca Street
5. Site Area..... 0.39 acre
6. Number of lots 1
7. Hillside Overlay No
8. Existing Zoning..... GC (General Commercial)
9. Proposed Zoning GC
10. Surrounding Zoning North: GC and IL (Light Industrial)
South: GC
East: GC
West: IL
11. General Plan Designation GC
12. Existing Land Use Vacant
13. Surrounding Land Use North: Union Pipe Trades Training Center
South: Prospect Avenue; commercial office building
East: Cuyamaca Street; commercial uses; gas station
West: Commercial machine shop; office building
14. Terrain..... Generally flat
15. Environmental Status The project is exempt from the California Environmental Quality Act (“CEQA”) pursuant to the CEQA Guidelines Section 15303, Class 3: New Construction or Conversion of Small Structures
16. APN..... 384-311-38-00
17. Within Airport Influence Area Yes, the project is within Airport Influence Area 1, Airport Safety Zone 2 and was determined consistent with the Gillespie Field Airport Land Use Compatibility Plan (ALUCP).

B. BACKGROUND

Existing Conditions:

The project site consists of a 0.39-acre site at the northwest corner of Cuyamaca Street and Prospect Avenue. The site is currently vacant; however, evidence (i.e., concrete driveway and remnant foundation material) of previous development is located on-site. The project site is adjacent to an industrial trades training center to the north, a commercial office building across Prospect Avenue to the south, commercial uses across Cuyamaca Street to the east, and a commercial machine shop and associated office building to the west.

C. PROJECT DESCRIPTION

Overview

The project is a request for a Conditional Use Permit for a 1,294 square-foot Starbucks drive-through only coffee shop located at 8606 Cuyamaca Street. The building would be located on the northwest portion of the site with ingress and egress provided by a single driveway located along Prospect Avenue. A one-lane drive-through entrance would be provided at the southeast corner of the building. Traffic would queue around the building passing the pickup window on the west side allowing for a total of up to twelve queued vehicles within the designated drive-through lane and three within the parking lot before reaching Prospect Avenue. A total of 9 parking spaces would be provided on-site. Landscaping would be provided along the site perimeter, including the building and surface parking lot.

The building layout is designed for drive-through services only. The interior layout includes a service/work area, wash area, restroom, office, and storage area. The building design features a parapet roof that varies in height and a variation of exterior finishes facing Cuyamaca Street and Prospect Avenue. Exterior finishes would be stucco, metal siding panels, and fiber cement panels.



East elevation (looking from parking lot and Cuyamaca Street)

D. ANALYSIS

General Plan Consistency

The General Plan designation of this site is General Commercial (GC). The GC designation provides for a wide range of retail and service activities, including restaurants, and should have direct access to major roads or prime arterials. The proposed project is aligned with the recommended uses of the General Plan and has direct access to Prospect Avenue, which is designated as a collector street in the Mobility Element, and frontage along Cuyamaca Street, which is designated as a prime arterial in the Mobility Element. The General Plan also recommends that all new commercial developments contribute to an overall positive visual identity. As designed, the building contributes to a positive visual identity by providing variation in roofline and materials. The site and right-of-way design include a public sidewalk, landscape buffer between the sidewalk and on-site parking lot. Based on the analysis above, the project is consistent with the General Plan.

Zoning Ordinance Consistency:

Development Standards: This site is in the General Commercial (GC) zoning district, which outlines the base development standards. These standards are found in Chapter 13.12 of the Santee Municipal Code (SMC). The maximum building height not within 50 feet of the residential district is 40 feet. As proposed, the building would be 19 feet tall at the highest point. The required building setbacks are 10 feet from the ultimate rights-of-way of Cuyamaca Street and Prospect Avenue and five feet from the north and west property lines. The parking lot setbacks are 10 feet from the ultimate rights-of-way, five feet from the north property line, and zero feet from the rear property line. The site design conforms with all of the setbacks listed above.

Landscaping: Landscaping is required within all setback areas and must also be incorporated into the parking lot. The design includes landscaping in all setbacks and the parking lot will have trees and areas of groundcover. Additionally, the site was designed with an additional landscape buffer along the sidewalks of Cuyamaca Street and Prospect Avenue, as recommended in the Community Enhancement Element of the General Plan.

On-Site Parking: Since the project does not propose consumption of food and beverages on the premises, the parking requirement for drive-through only food and beverage establishments is one space for every 250 square feet of gross floor area. The gross floor area of the building is 1,294 square feet and would require a total of five parking spaces. The site design includes nine parking spaces. The zoning code also requires at least one electric vehicle (EV) space, and the design shows one EV charging station will be provided.

Compatibility with Adjacent Land Uses

The proposed project is adjacent to commercially zoned properties on the north,

south, and east sides. Further north is the Office/Professional district, and further east and west is industrially zoned. The proposed project would serve as a convenient stop for businesses and employees in the areas.

Airport

The project is within 400 feet of the Gillespie Field Airport and is located within Airport Influence Area 1, Airport Safety Zone 2 of the Gillespie Field Airport Land Use Compatibility Plan (ALUCP). On December 7, 2022, the Federal Aviation Administration (FAA) determined that the proposed project, as designed, presented no hazard to air navigation. In addition, the Airport Land Use Commission (ALUC) reviewed the proposed project and FAA determination and provided an ALUC determination letter dated February 3, 2023, indicating the Project is conditionally consistent with the ALUCP. The ALUC conditions include the building must be sound attenuated to 50 decibel community noise equivalent level (dB CNEL) interior noise level and an aviation easement for aircraft noise and height must be recorded with the County Recorder.

Drainage

The property is within 400 feet of Forester Creek. The property lies outside any flood hazard areas as delineated on the FEMA flood maps, however, the City's General Plan Safety Element flood map (Figure 8-1) identifies the site as within a 100-year floodplain. The project proposes using infiltration basins along with detention chambers as an effective infiltration/detention system to detain water to limit the amount of run-off caused by the development and to help treat the water prior to release. The detention chambers have been sized to accommodate for the anticipated runoff and to detain any additional flow caused by a 100-year storm. Once water is treated through the infiltration system, it will be released to the City-maintained catch basin located at the northeastern corner of the lot.

Noise

A noise memorandum was completed to ensure noise and vibration will not be detrimental to surrounding properties during construction or operation of the restaurant. Chapter Five of the SMC outlines standards for noise during both construction and business operation with standards for vibration being based on those established by the Federal Transit Administration and the California Department of Transportation.

The modeled construction noise output found that nearby occupants of buildings on surrounding commercial properties would not be subject to noise in excess of what is allowed in the SMC. Operational noise generated from the menu boards, queueing vehicles, and HVAC equipment were also found to be within the allowable range of what is allowed in the SMC. Speaker noise would be within the normally acceptable range for office and commercial uses shown. Noise from operation of the menu board speaker at 50 feet from the source would attenuate to approximately 50.1 decibels (dBA). This would be less than the typical conversational noise level of 65 dBA which is the anticipated noise level at 3 feet from the menu board. Thus, the project would

be consistent with the City’s noise standards.

Traffic

A queuing analysis was prepared for the project to demonstrate that the design of the drive-through lanes will accommodate the necessary capacity to contain queuing vehicles within the property’s boundaries. Drive-through queues were recorded at the two Starbucks locations for the morning (AM) and afternoon (PM) peak periods. The morning peak was selected to represent the morning rush and capture commuters purchasing coffee on their way to work. The afternoon peak was selected to represent the time period where traffic is typically the highest on the surrounding streets. The number of vehicles in the drive-through lane and spillback into the parking lot were recorded in five-minute increments for a total of 24 data points during each peak period. Of the 96 observations made at the two sites, five queued vehicles were the most common occurrence during the AM peak period and three queued vehicles was the most common occurrence during the PM peak period. The AM peak period experienced a maximum queue of 12 vehicles while the PM peak period experienced a maximum queue of nine vehicles.

The project drawings show that the number of vehicles that can queue from the pickup window to the menu board is seven. If vehicles extend past the menu board and into the parking lot, then the queue length increases to a total of 15 vehicles before reaching Prospect Avenue. The queuing analysis concluded that the queuing length on the subject property should account for the maximum expected number of vehicles.

A Focused Local Transportation Assessment and Vehicle Miles Traveled (VMT) Analysis were also prepared for the project and found that the project is forecasted to generate a total of 557 daily trips with 90 AM peak-hour trips and 41 PM peak-hour trips at the project driveways. After applying pass by trip credits, the project is forecasted to generate a net total of 278 daily trips with 45 AM peak-hour trips and 20 PM peak-hour trips. Pass by trip credits are trips that are already on the road network and “passing by” the project site. As described in the City’s VMT Guidelines, projects generating 500 or fewer net new daily vehicle trips may be considered a “small project” and presumed to have a less than significant traffic impact absent of substantial evidence to the contrary. The project is estimated to generate 278 net new daily trips, and therefore considered a small project and screened out from additional CEQA Transportation Analysis.

Environmental Status:

The project is exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 15303, Class 3 of the CEQA Guidelines (New Construction or Conversion of Small Structures) because the project consists of constructing a commercial building less than 2,500 square feet in floor area for use as a drive-through only coffee shop that does not involve the use of significant amounts of hazardous substances. Through review of the project and project site, none of the exceptions to the Class 3 exemption found in CEQA Guidelines Section 15300.2 apply

to the project.

Impact Fees:

Through the processing of the project, an essential nexus and rough proportionality was determined for public Drainage, Traffic and Traffic Signal Impact Fees. The Santee General Plan, including Objective 3.0, Policy 3.1 and Policy 3.4 of the Land Use Element, establish that the City will ensure that all development provides for all necessary public facilities to serve that development, either through construction of those facilities and/or a fee program.

Treated storm water from the development site will be released into publicly maintained drainage systems. The City’s General Plan, along with a drainage study, determined what new or enlarged major drainage facilities need to be constructed to serve the proposed development as well as the costs for new public drainage facilities. The rough proportionality cost of these drainage fees are assigned based on the amount of impermeable surface of a project.

The City’s General Plan, along with a comprehensive traffic study, establishes which major thoroughfares would need to be constructed or enlarged in order to serve the additional daily trips created by new developments. The rough proportionality cost of these facilities have been determined through the fee study and based on the number of daily trips the project is anticipated to generate.

As part of the comprehensive traffic study completed for the General Plan, future daily trips along the City's street network were assessed. Based on the assessment, it was determined where the location of future traffic signals would need to occur to serve these additional trips with the City. The rough proportionality cost of these future signals has been determined through the fee study and assigned based on the number of daily trips a project will generate.

Therefore, based on the proposed development’s impermeable surface area and the anticipated trip generation based on the site’s use and square footage, the project is conditioned to pay development impact fees to the City in the estimated amounts as listed below:

Drainage	\$ 23,687.06.
Traffic.....	\$ 14,678.71
Traffic Signal.....	\$ 2,367.68
Total	\$ 40,733.45

E. STAFF RECOMMENDATION

1. Conduct and close the Public Hearing; and
2. Find P2022-9 Categorically Exempt from the provisions of CEQA pursuant to Section 15303 of the CEQA Guidelines and authorize the filing of a Notice of Exemption; and
3. Adopt the attached resolution approving P2022-9.

AERIAL VICINITY MAP
Conditional Use Permit - P2022-9
8606 Cuyamaca Street (APN: 384-311-38-00)



CA-52

CA-52 Exit Ramp

CA-52 Entrance Ramp

Project Site

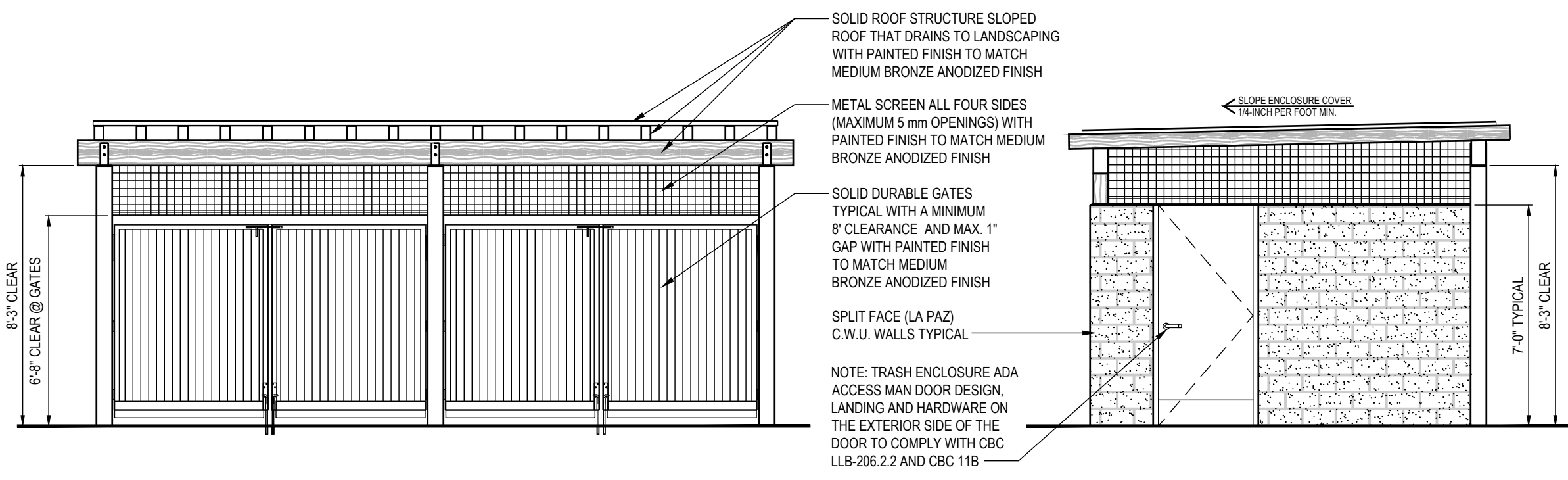
Prospect Avenue

Cuyamaca Street

City of Santee

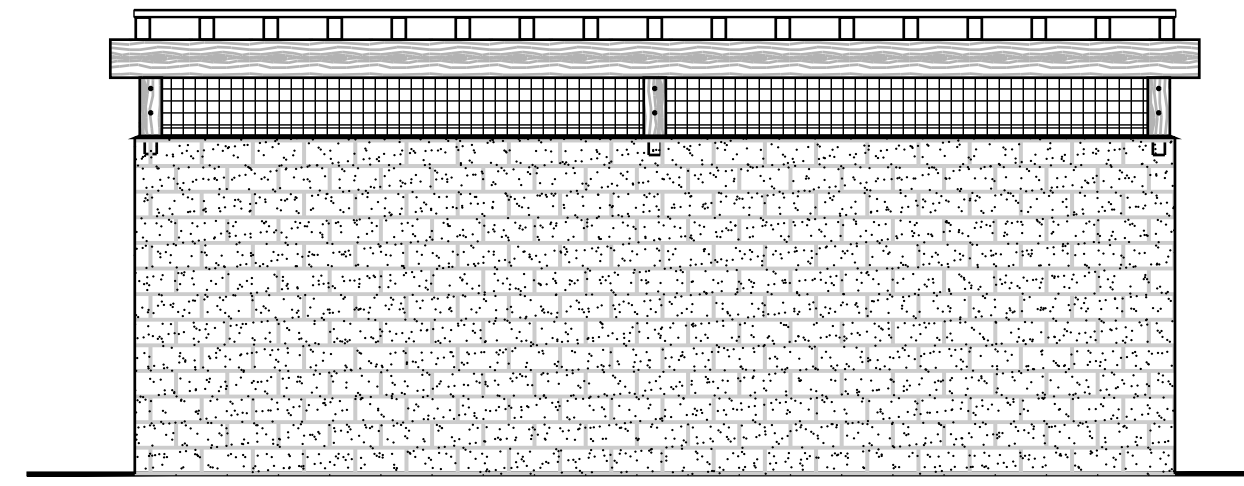
City of El Cajon



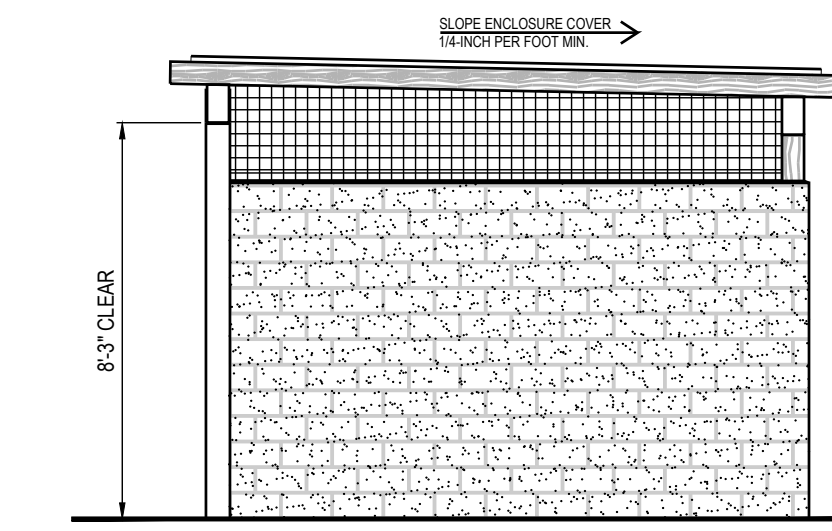


TRASH ENCLOSURE ELEVATION C

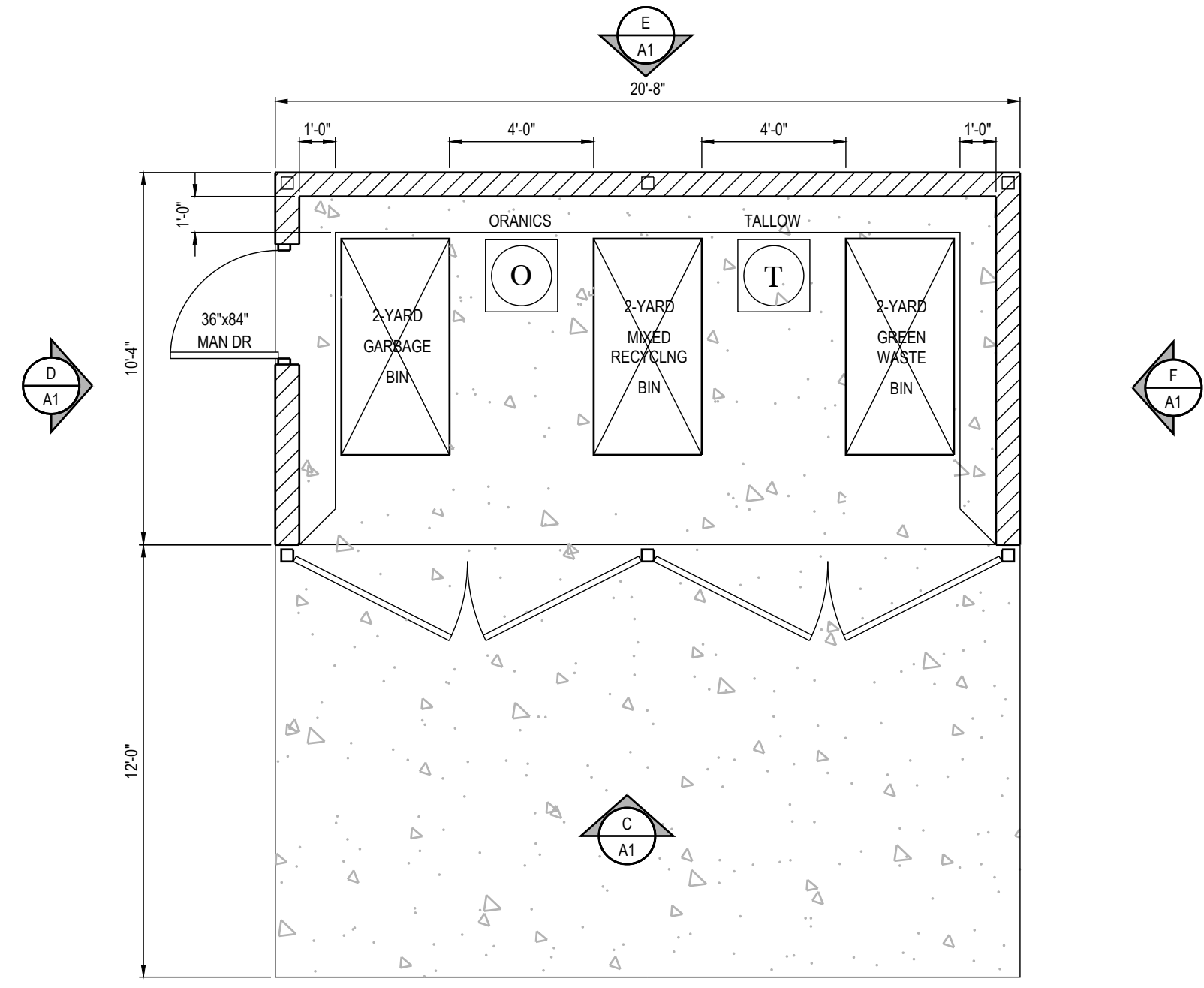
TRASH ENCLOSURE ELEVATION D



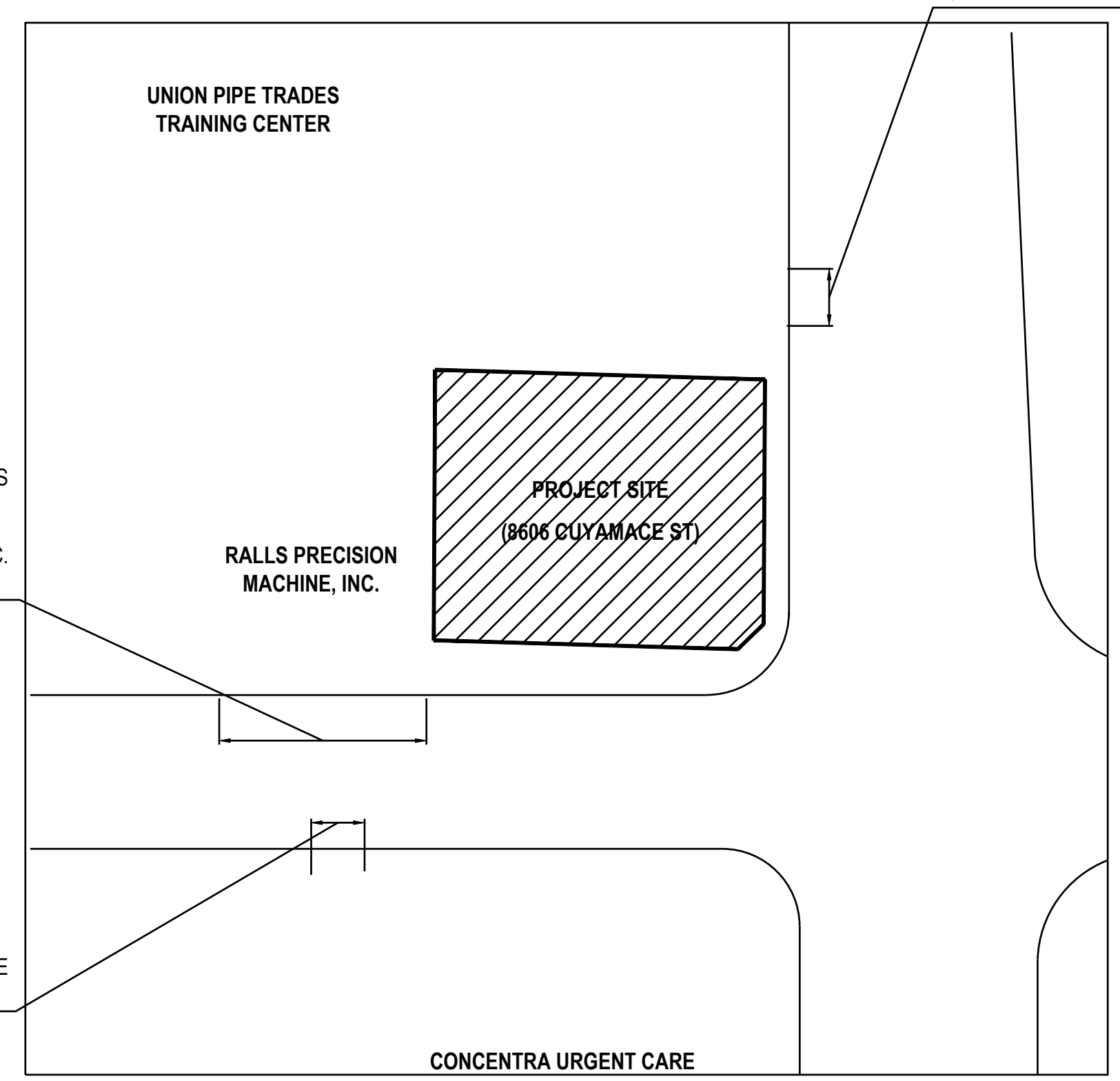
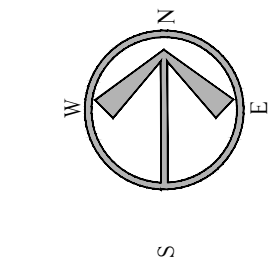
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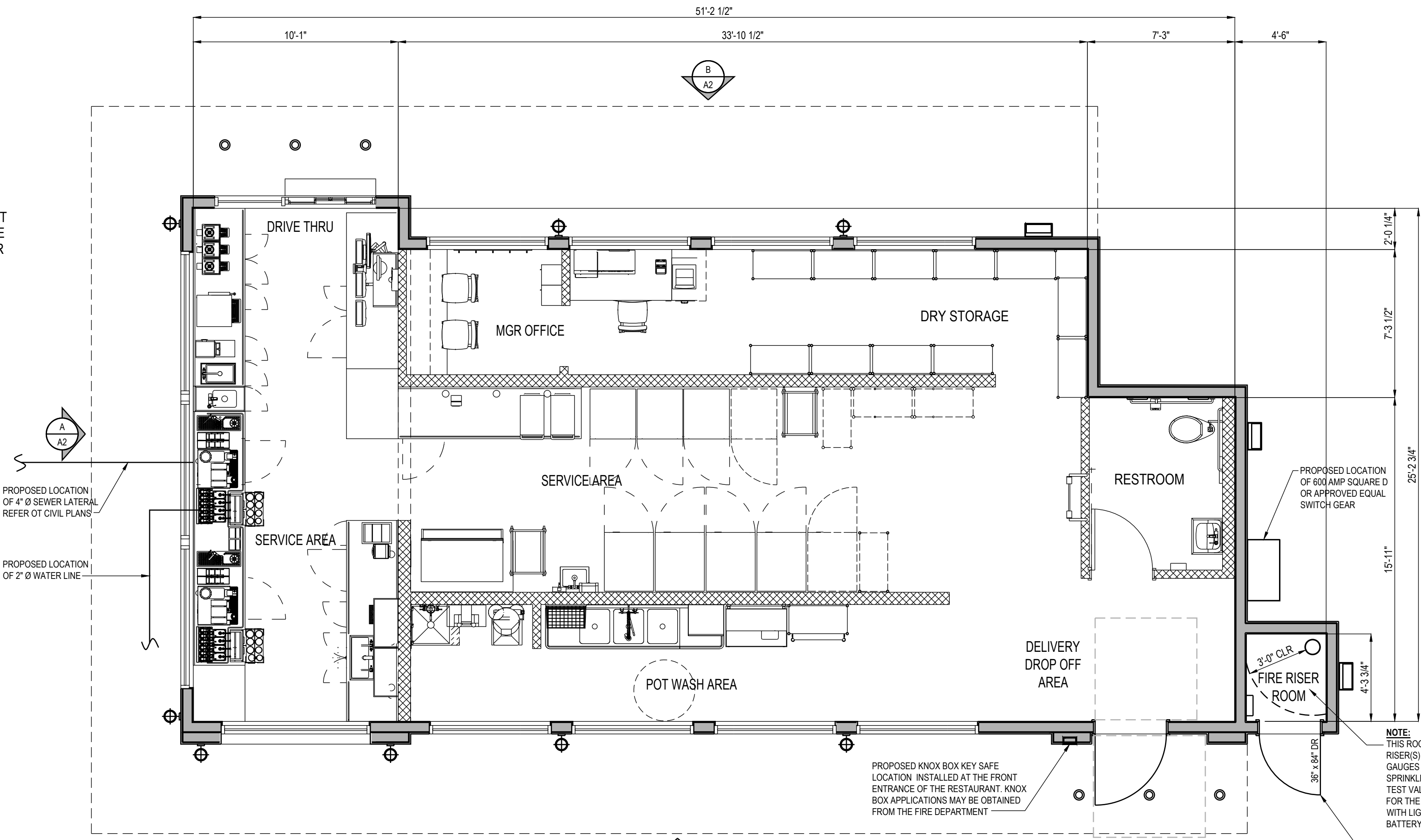
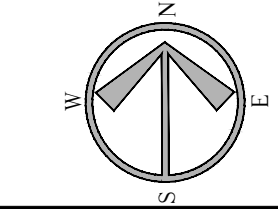
TRASH ENCLOSURE ELEVATION F



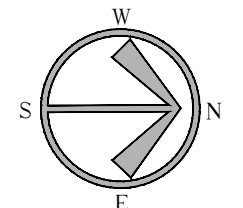
TRASH ENCLOSURE PLAN B



DRIVEWAYS WITHIN 100-FT G



FLOOR PLAN A



NOTE: BUILDING WILL BE 100% ELECTRIC WITH NO GAS

NOTE: A MINIMUM OF ONE 2A10BC FIRE EXTINGUISHER SHALL BE LOCATED EVERY 75' OF TRAVEL THROUGHOUT THE BUILDING. EXACT EXTINGUISHER LOCATION TO BE DETERMINED BY THE FIRE DEPARTMENT PRIOR TO INSTALLATION.

NOTE: THIS ROOM SHALL CONTAIN THE FIRE SPRINKLER RISER(S) FOR THE BUILDING ADDRESS, PRESSURE GAUGES FOR THE SYSTEM, APPLICABLE VALVES, SPRINKLER HEAD BOX, TEST AND DRAIN INSPECTORS TEST VALVE AND ANY DIAGRAMS OR DOCUMENTATION FOR THE FIRE PROTECTION SYSTEMS, PROVIDED WITH LIGHTING ON THE EMERGENCY CIRCUIT OR HAVE BATTERY BACKUP POWER.

NOTE: THIS DOOR SHALL HAVE EXTERIOR LOCKING HARDWARE AND A KNOX BOX SHALL BE LOCATED AT AN APPROVED LOCATION NEAR THE ROOM FOR EASY FIRE DEPARTMENT ACCESS. THE EXTERIOR SIDE OF THE RISER ROOM DOOR SHALL HAVE LABELING OR SIGNAGE APPROVED BY THE FIRE CODE OFFICIAL INDICATING "FIRE RISER ROOM".

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CLIENT



PROJECT

STARBUCKS
8606 CUYAMACA STREET
SANTEE, CA. 92071

A PROPOSED COMMERCIAL DEVELOPMENT FOR:

REVISIONS		
NO.	DESCRIPTION	DATE

PERMIT No. P2022-9

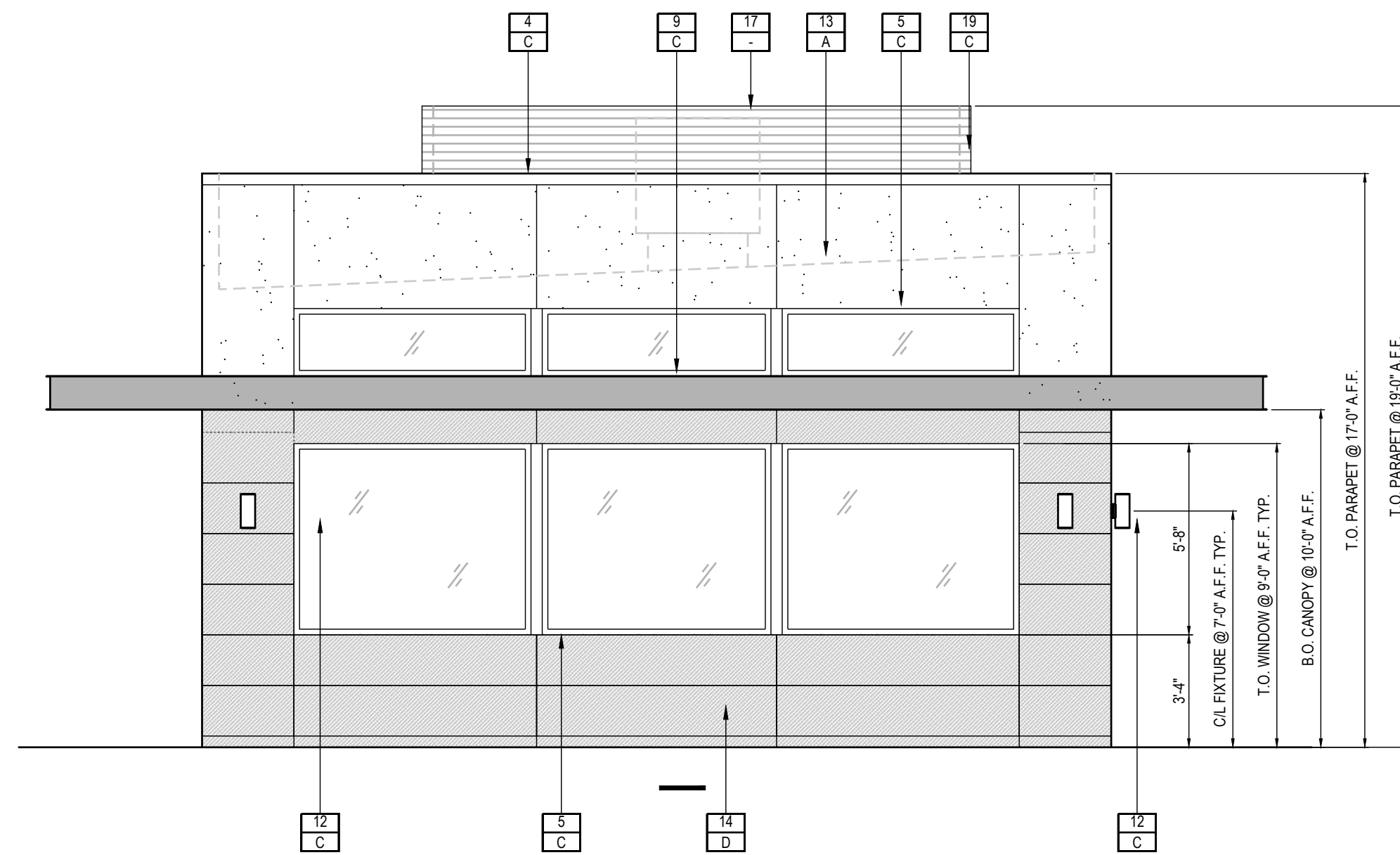
PLAN SUBMITTAL LOG	
PLAN DATE	DESCRIPTION
3-11-23	SUBMITTAL TO BLDG DEPT. - 1st REVIEW



SHEET TITLE

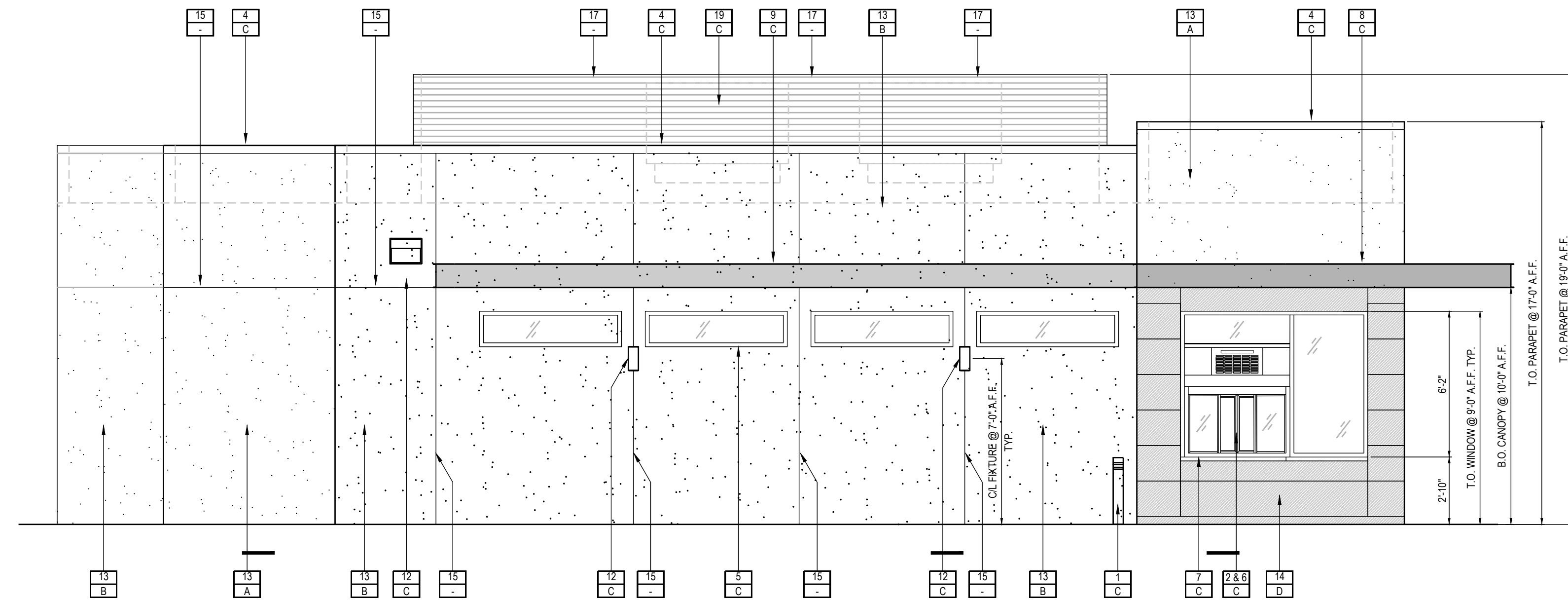
FLOOR PLAN

DATE:	02-05-24	SCALE:	AS NOTED
DRAWN BY:	KRM	CHECKED BY:	22150 planning
PROJECT NO.:	22150	SHEET NUMBER:	A1



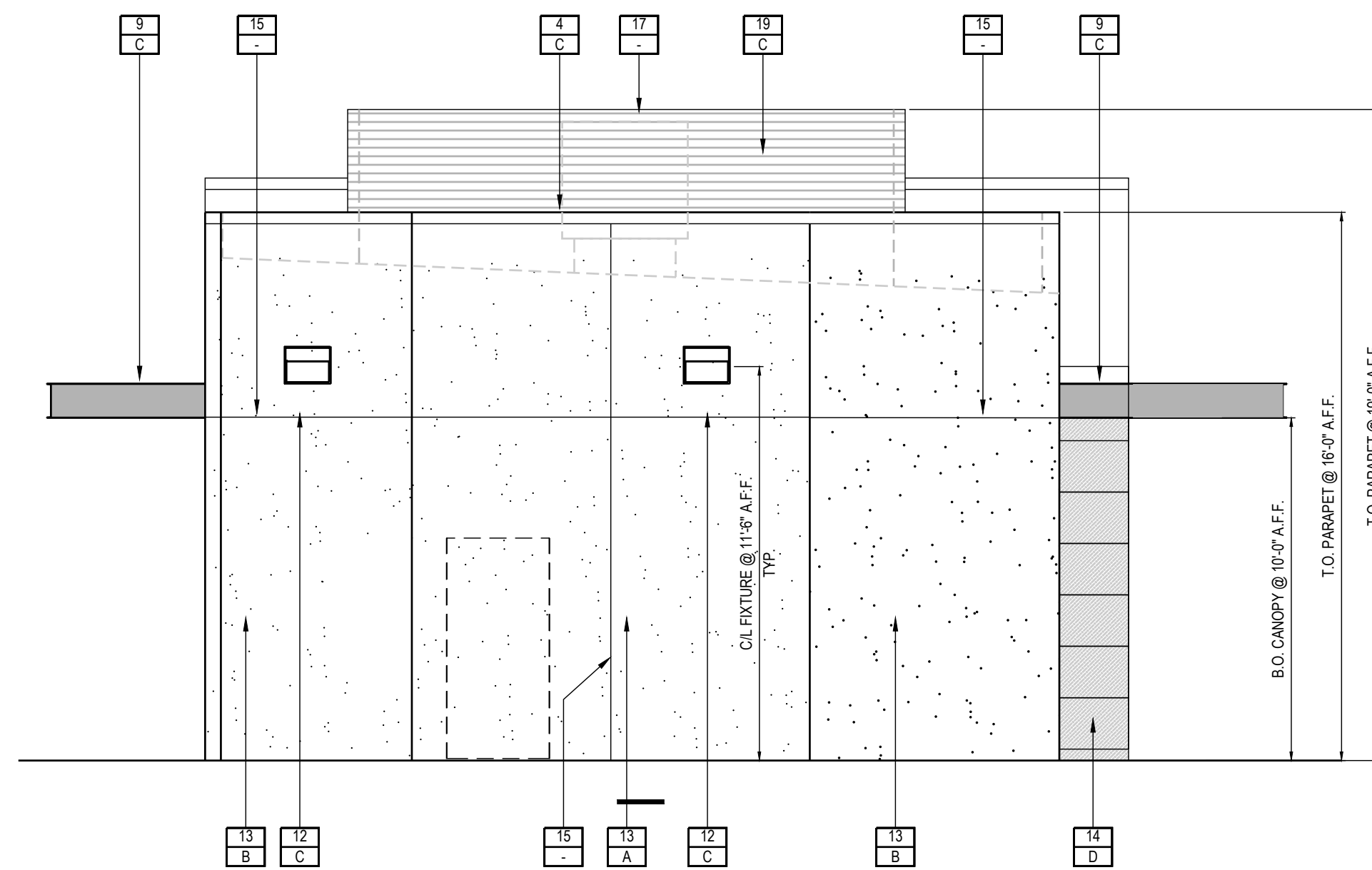
SOUTH ELEVATION

A



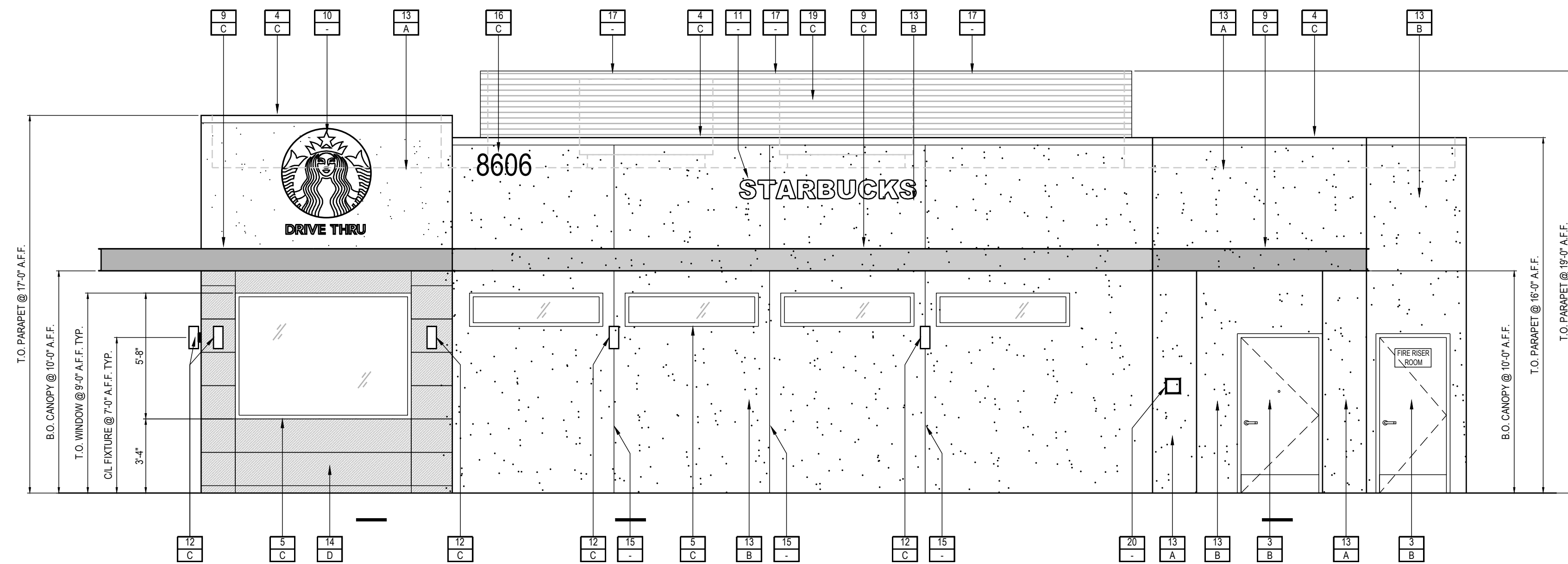
WEST ELEVATION

B



NORTH ELEVATION

C



EAST ELEVATION

D

#	EXTERIOR MATERIALS
A	COLOR TO MATCH: DUNN EDWARDS # DE6225 "FOSSIL"
B	COLOR TO MATCH: DUNN EDWARDS #DE6228 "PLAY ON GREY"
C	COLOR TO MATCH: MEDIUM BRONZE ANODIZED FINISH
D	COLOR: CONCRETE GREY
E	PAINT TO MATCH ADJACENT SURFACE

#	EXTERIOR ELEVATION KEYNOTES
1	NON-ILLUMINATED PROTECTIVE BOLLARD.
2	PRIMARY DRIVE THRU SERVICE WINDOW: GLAZING TO BE CLEAR, NON-TINTED, NON-REFLECTIVE, DOUBLE GLAZED AND LOW-E.
3	SERVICE METAL DOOR & FRAME.
4	PRE-FINISHED METAL COPING.
5	ALUMINUM STOREFRONT WINDOW w/ CLEAR GLAZING. EXTEND GLAZING TO 9'-0" AFF. w/ TEMPERED GLAZING PER CODE.
6	DT WINDOW: PROVIDE READY ACCESS DT SERVICE WINDOW PER REGIONAL SPECIFICATION. WINDOW AND AIR CURTAIN FINISH TO MATCH ADJACENT STOREFRONT.
7	DRIVE THRU WINDOW SHELF: INSTALL SERVICE WINDOW SHELF AT 36" A.F.F. ON THE INSIDE AND MIN. 42" A.F.F. OUTSIDE, AS MEASURED ABOVE THE DRIVE THRU SURFACE, OR AS PER REGIONAL OR SITE REQUIREMENTS.
8	DRIVE THRU CANOPY, CANOPY AT DRIVE THRU WINDOW SHALL BE MIN. 9'-6" A.F.F. CLEAR ABOVE THE DRIVE THRU LANE.
9	AWNING BOTTOM HEIGHT OF 9'-0" AFF TO ALIGN WITH TOP OF STOREFRONT HEADER.
10	STARBUCKS PRIMARY SIGNAGE OPTION: CENTER OF SECTION OF WALL TYPICAL.
11	WORDMARK: SECONDARY SIGNAGE OPTION. PREFERRED USAGE OF "STARBUCKS" RATHER THAN "STARBUCKS COFFEE"
12	EXTERIOR LIGHTING: PROVIDE EXTERIOR SCONCES AS INDICATED. LOCATE SECURITY LIGHT AT EXTERIOR ENTRANCES. MOUNT AT 10'-0" CLEAR AFF OR AS CANOPY HEIGHT PERMITS.
13	EXTERIOR STUCCO w/ SAND FINISH
14	NICHHA INDUSTRIAL 18" HIGH PANELS
15	STUCCO EXPANSION JOINT. SPACING AS SHOWN
16	ADDRESS NUMBERS SHALL BE PLACED NEAR THE ROOFLINE OF EACH STRUCTURE VISIBLE FROM THE STREET. NUMBERS SHALL BE BLOCK STYLE, 12" IN HEIGHT, BLACK IN COLOR (OR OTHER APPROVED COLOR), IN CONTRAST WITH THEIR BACKGROUND. ADDRESS NUMBERS SHALL ALSO BE ILLUMINATED FOR NIGHTTIME VISIBILITY. A POTTER "SASH-120" HORNSTROBE (OR EQUIVALENT) SHALL BE LOCATED BELOW EACH ADDRESS PLACEMENT FOR INDICATION OF FIRE SPRINKLER ACTIVATION. EXACT LOCATION AND COLOR OF ADDRESS NUMBERS SHALL BE APPROVED BY THE FIRE DEPARTMENT PRIOR TO INSTALLATION.
17	ROOF TOP UNIT BEYOND PARAPET
18	PROPOSED LOCATION OF BUILDING ELECTRICAL SERVICE
19	METAL BOX RIB HORIZONTAL PANELS. FINISH HEIGHT TO OBSTRUCT VIEW OF ALL ROOF TOP MECHANICAL UNITS FROM PUBLIC VIEW
20	PROPOSED KNOX BOX KEY SAFE LOCATION. INSTALLED AT THE FRONT ENTRANCE OF THE RESTAURANT. KNOX BOX APPLICATIONS MAY BE OBTAINED FROM THE FIRE DEPARTMENT

REVISIONS		
NO.	DESCRIPTION	DATE

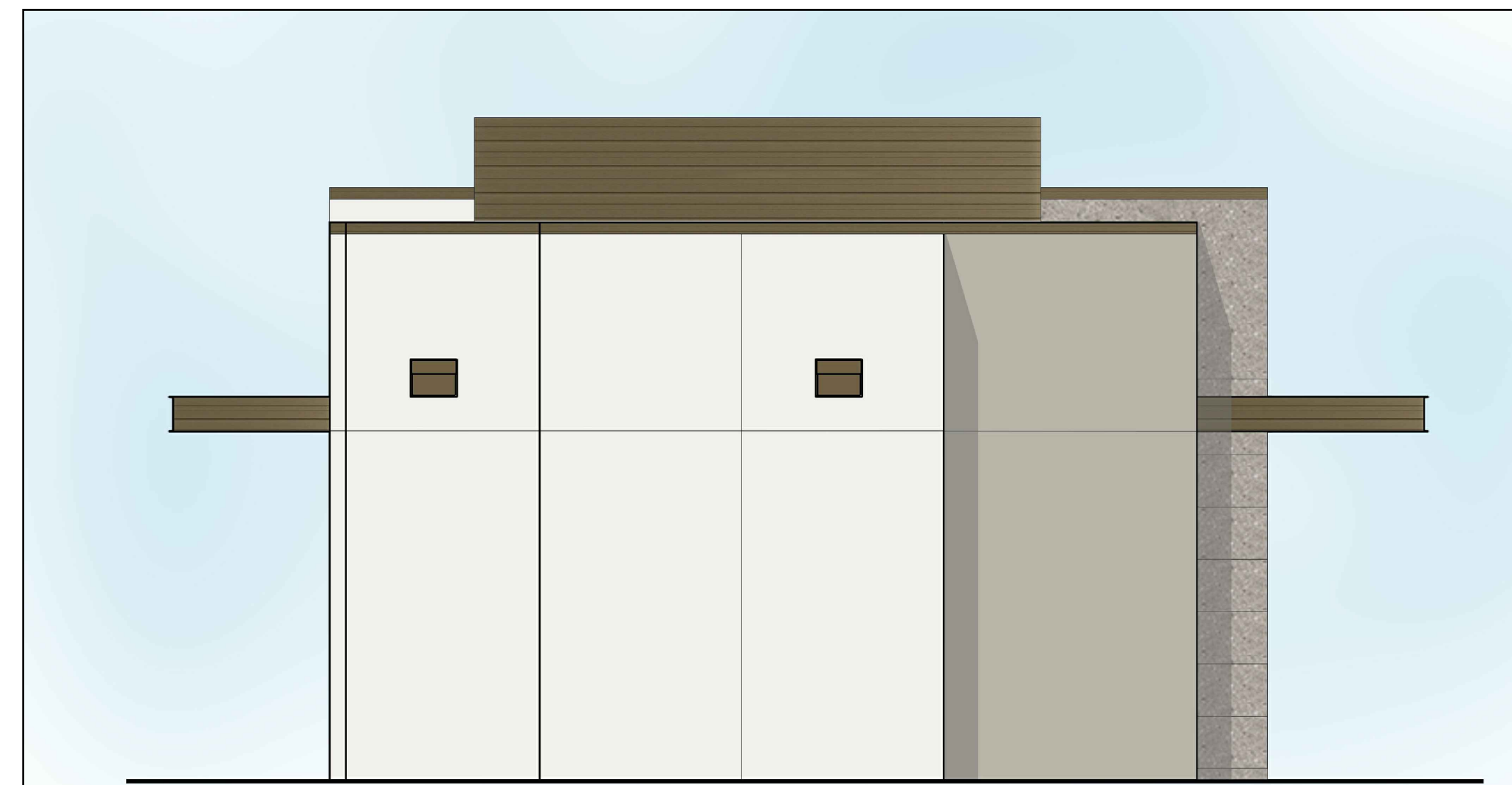
PERMIT No. P2022-9	
PLAN SUBMITTAL LOG	
PLAN DATE	DESCRIPTION
3-11-25	SUBMITTAL TO BLDG DEPT. - 1st REVIEW



SOUTH ELEVATION (A) 1/4" = 1'-0"



WEST ELEVATION (B) 1/4" = 1'-0"



NORTH ELEVATION (C) 1/4" = 1'-0"



EAST ELEVATION (D) 1/4" = 1'-0"

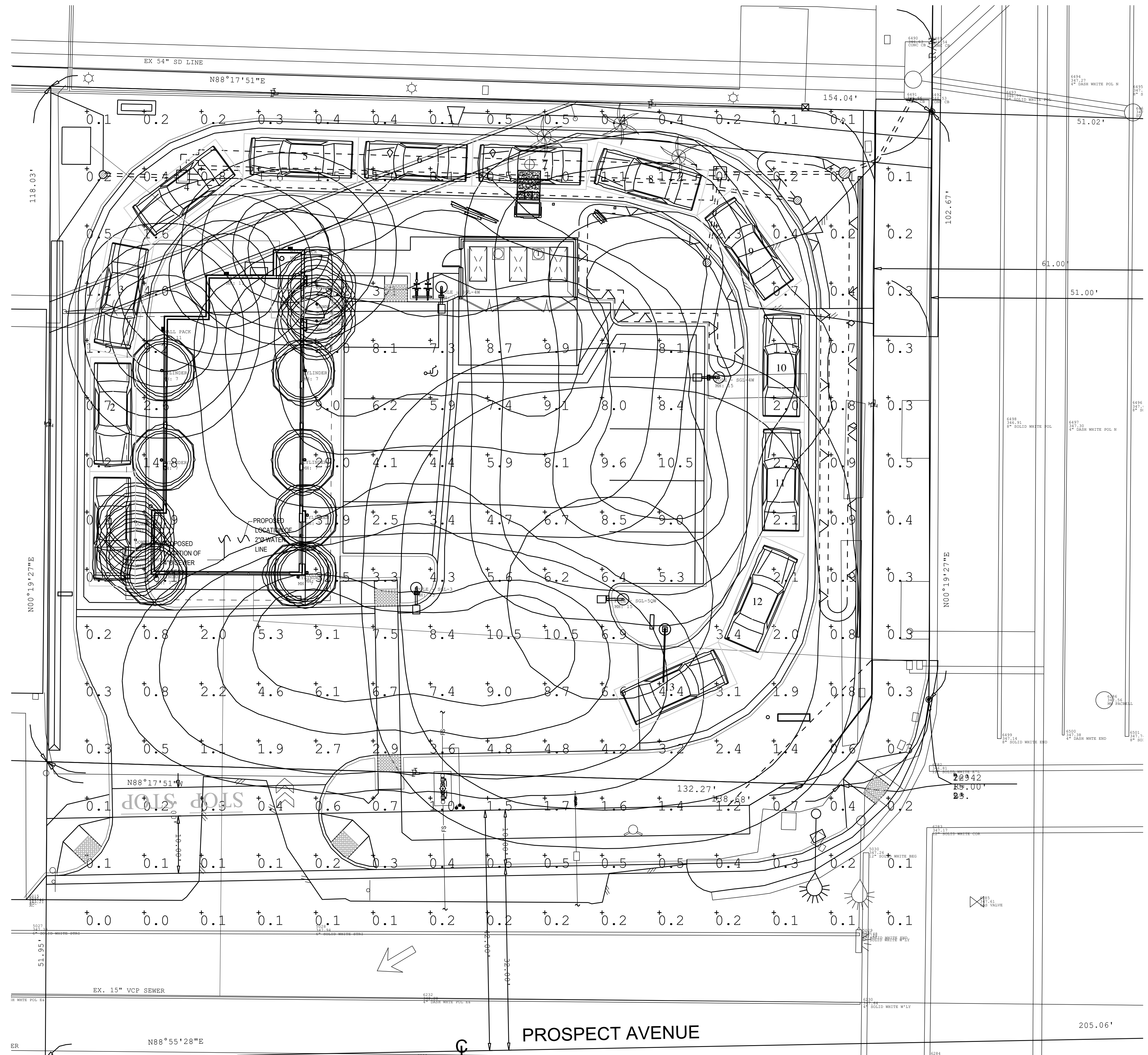


NO.	DESCRIPTION	DATE

PLAN DATE	DESCRIPTION
3-11-22	SUBMITTAL TO BLDG DEPT. - 1st REVIEW



DATE	SCALE
02-05-24	AS NOTED
DRAWN BY: KRM	CHECKED BY: KRM
DATE: 22150 planning	SHEET NUMBER: 22150
PROJECT NO: 22150	



Symbol	Qty	Tag	Label	Arrangement	Lum. Lumens	Lum. Watts	BIG Rating	LFP	Description
⊙	1	POLE - 80L-SQW	ASHI-160L-115-487-SQW	Single	15432	109.7	B4-US-G0	0.900	ASHI-160L-115-487-SQW-U
⊙	1	POLE - 80L-S	ASHI-160L-115-487-S	Single	15432	109.7	B4-US-G0	0.900	ASHI-160L-115-487-S-U
⊙	2	POLE - 80L-4W	ASHI-160L-115-487-4W	Single	15232	109.7	B2-US-G0	0.900	ASHI-160L-115-487-4W-U
⊙	6	DOWNLIGHT	LFR-480-M-101.35KRW-DI1 LFR-4	Single	935	7.8	B1-US-G0	0.900	LFR-480-M-101.35KRW-DI1 LFR-4RD-T-CL-S
⊙	8	DOWNLIGHT	LYA-480-1000C-CL-S-T-261182302	Single	9350	42.3	B4-US-G0	0.250	LYA-480-1000C-CL-S-T-261182302
⊙	3	WALL PACK	SWP-3L-U-40-BRE-11	Single	3310	22.8	B2-US-G0	0.900	SWP-3L-U-40-BRE

Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min
Object 1 Planar	Illuminance	fc	3.39	32.3	0.0	N.A.	N.A.

NOTES:

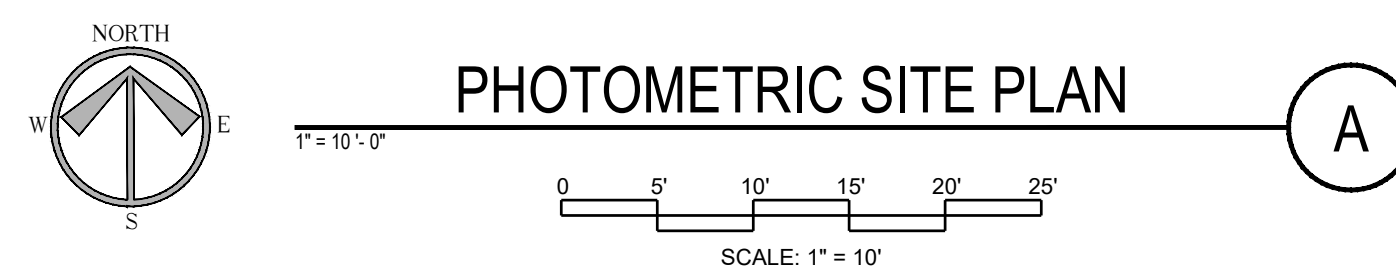
- MOUNTING HEIGHTS:
 - POLE FIXTURES: 15'-0" A.F.F.
 - WALL PACKS: 11'-0" A.F.F.
 - SCENES (CYLINDERS): 7'-0" A.F.F.
 - DOWNLIGHTS: 9'-0" A.F.F.
- CALC PTS @ GROUND: 0'-0" A.F.F.

Calculations have been performed according to information provided regarding room dimensions, reflectances, furniture and architectural element placement. Some differences between measured values and calculated results may occur if the real environment conditions do not match the input data.

Photometric Data used as input for these calculations is based on established IES procedures and published lamp & ballast ratings.

Field Performance will depend on actual lamp, ballast, electrical and site characteristics.

For design reference only - All calculations should be reviewed for accuracy by a certified electrical engineer.



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PROJECT



A PROPOSED COMMERCIAL DEVELOPMENT FOR:

STARBUCKS
8606 CUYAMACA STREET
SANTEE, CA. 92071

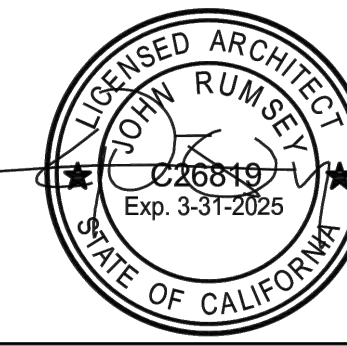
REVISIONS

NO.	DESCRIPTION	DATE

PERMIT No. P2022-9

PLAN SUBMITTAL LOG

PLAN DATE	DESCRIPTION
3/1/23	SUBMITTAL TO BLDG DEPT. - 1st REVIEW



SHEET TITLE
PHOTOMETRIC SITE PLAN

DATE: 02-05-24 SCALE: AS NOTED
DRAWN BY: KRM DATE: 2/15/2024
CHECKED BY: KRM SHEET NUMBER: 22150
PROJECT NO: 22150

GENERAL NOTES

- 1. SURVEYOR HAS RELIED UPON INFORMATION SUPPLIED IN THE CURRENT TITLE REPORT BY COMMONWEALTH LAND TITLE COMPANY REPORT NO. 92016554 DATED MARCH 21, 2022 TO DISCLOSE RECORD EASEMENTS THAT BURDEN OR BENEFIT THIS PROPERTY.
2. THE PHRASE 'FLOOD HAZARD' WITHIN THE CERTIFICATION HEREON REFERS TO 'SPECIAL FLOOD HAZARD AREA' AS DEFINED BY FEMA AND THE NFIP AND ONLY REFERS TO THOSE AREAS ON FLOOD INSURANCE RATE MAPS AS BEING WITHIN ZONES A OR V OF SAID MAPS.
3. BY OBSERVATION NO CEMETERIES ARE KNOWN OR FOUND ON SUBJECT PROPERTY.
4. NO MONUMENTATION WAS FOUND OR SET AT THE PROPERTY CORNERS UNLESS NOTED OTHERWISE.
5. ASSESSORS PARCEL NUMBER FOR THIS PROPERTY IS 384-311-38.
6. SURVEYOR TAKES NO RESPONSIBILITY OF ITEMS OMITTED DUE TO A RESULT OF VISUAL OBSTRUCTIONS, SUCH AS AUTOMOBILES, EQUIPMENT & THICK SHRUBBERY.
7. THIS PLAN AND/OR DATA FILES INCLUDING ALL CONTENTS HEREIN ARE FOR THE SOLE USES AND PARTIES INDICATED HEREON INCLUDING THEIR SUCCESSORS AND ASSIGNS. ANY DEVIATION OR MISUSE OF THIS PLAN AND/OR DATA FILES WITHOUT PRIOR WRITTEN AGREEMENTS BY ANACAL ENGINEERING IS PROHIBITED AND IS THE RESPONSIBILITY OF THE PARTIES USING SAID DRAWING AND/OR DATA FILES, UPON THE REUSE OF THIS PLAN AND/OR DATA FILES ANACAL ENGINEERING RELINQUISHES ALL RESPONSIBILITIES OF THE ACCURACY AND GENERAL CONTENT OF SAID PLAN AND/OR DATA FILES CONTAINED HEREIN.
8. THE EXISTENCE AND APPROXIMATE LOCATION OF UNDERGROUND UTILITIES OR STRUCTURES SHOWN ON THESE PLANS WERE DETERMINED BY A SEARCH OF THE AVAILABLE PUBLIC RECORDS OR FROM PLANS PROVIDED BY OTHERS AND ABOVE GROUND OBSERVANCE. THE SURVEYOR MAKES NO GUARANTEE THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED ALTHOUGH HE DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM INFORMATION AVAILABLE. THE SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES.
9. THERE WAS NO RESEARCH DONE AT THE CITY'S &/OR COUNTY'S PUBLIC WORKS DEPARTMENTS TO INDICATE THAT THERE ARE ANY CHANGES IN THE STREET RIGHT OF WAY LINES AS SHOWN HEREON. FURTHERMORE THERE IS NO OBSERVABLE EVIDENCE OF ANY RECENT STREET OR SIDEWALK CONSTRUCTION OR REPAIRS. IT IS THE RESPONSIBILITY OF THE DESIGN PROFESSION TO VERIFY THIS INFORMATION PRIOR TO ANY FUTURE DESIGN WORK.
10. IF UNDERGROUND UTILITIES OR OTHER STRUCTURES, ZONES, SETBACK AND/OR STREET WIDENING DATA ARE SHOWN HEREON, IT IS FOR INFORMATION ONLY, HAVING BEEN OBTAINED FROM A GENERAL REQUEST AT THE LOCAL AGENCY'S PUBLIC COUNTER AND/OR OTHER SOURCES NOT CONNECTED WITH THIS COMPANY. NO REPRESENTATION IS MADE AS TO THE ACCURACY, CURRENCY OR COMPLETENESS OF SAID INFORMATION DUE TO CHANGED CONDITIONS NOT REFLECTED IN THE STANDARD RESEARCH PERFORMED FOR THIS PROJECT. ANY USER OF SAID INFORMATION ARE URGED TO CONTACT THE UTILITY COMPANY OR LOCAL AGENCY DIRECTLY.
11. SURVEYOR DOES NOT ASCERTAIN OWNERSHIP OF FENCES AND PERIMETER WALLS.

LEGAL DESCRIPTION

ALL THAT CERTAIN REAL PROPERTY SITUATED IN THE CITY OF SANTEE, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

THE NORTHERLY 118.0 FEET OF THE EASTERLY ONE-HALF OF THE SOUTHERLY 160 FEET OF THE EASTERLY 550 FEET (EXCEPTING THEREFROM THE WESTERLY 100.00 FEET) OF LOT 1, BLOCK 19 OF THE SUBDIVISION OF LOTS "H" & "O" OF RANCHO EL CAJON, IN THE COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, IN THE CITY OF SANTEE, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, ACCORDING TO MAP THEREOF NO. 817, FILED IN THE OFFICE OF THE COUNTY RECORDER OF SAN DIEGO COUNTY, APRIL 2, 1996 OF OFFICIAL RECORDS ALSO EXCEPTING THEREFROM THAT PORTION THEREOF CONVEYED TO THE CITY OF SANTEE, A MUNICIPAL CORPORATION, IN DEED RECORDED IN THE OFFICE OF THE COUNTY RECORDER OF SAN DIEGO COUNTY, AUGUST 30, 1985 AS FILE/PAGE NO. 85-318761 OF OFFICIAL RECORDS, DESCRIBED AS FOLLOWS:

ALL THAT PORTION OF SAID LAND LYING SOUTHEASTERLY OF A CIRCULAR CURVE, CONCAVE TO THE NORTHWEST AND HAVING A RADIUS OF 15.00 FEET, SAID CURVE BEING TANGENT WESTERLY WITH THE EXISTING NORTHERLY RIGHT OF WAY, LINE OF PROSPECT AVENUE SAID LINE BEING PARALLEL WITH AND DISTANT 42.00 FEET NORTHERLY (MEASURED AT RIGHT ANGLES) FROM THE CENTER LINE OF SAID PROSPECT AVENUE, SAID CENTER LINE BEING THE NORTHERLY LINE OF LOT 2 IN BLOCK 19 OF THE SUBDIVISION OF LOTS "H" AND "O" OF THE RANCHO EL CAJON, AS SHOWN ON A MAP THEREOF RECORDED AS MAP NO. 817, RECORDS OF SAID COUNTY AND STATE, SAID CURVE BEING TANGENT NORTHERLY WITH THE EXISTING WESTERLY RIGHT OF WAY LINE OF CUYAMACA STREET, SAID LINE BEING PARALLEL WITH AND DISTANT 51.00 FEET WESTERLY FROM THE EXISTING CENTER LINE OF SAID CUYAMACA STREET.

ASSESSOR'S PARCEL NUMBER: 384-311-38

EASEMENT NOTES

THE FOLLOWING ITEMS WERE FOUND IN COMMONWEALTH LAND TITLE COMPANY REPORT NO. 92016554 DATED MARCH 21, 2022:

- 3 EASEMENT FOR THE PURPOSE SHOWN BELOW AND RIGHTS INCIDENTAL THERETO AS SET FORTH IN A DOCUMENT: IN FAVOR OF: SAN DIEGO GAS AND ELECTRIC COMPANY PURPOSE: AERIAL AND UNDERGROUND PUBLIC UTILITIES AND INCIDENTAL PURPOSES RECORDING DATE: FEBRUARY 1, 1949 RECORDING NO: BOOK 3100, PAGE 314 OF OFFICIAL RECORDS. EASEMENT AFFECTS SUBJECT PROPERTY AND THE CENTERLINE OF UNDEFINED WIDTH EASEMENT IS PLOTTED HEREON.
5 EASEMENT FOR THE PURPOSE SHOWN BELOW AND RIGHTS INCIDENTAL THERETO AS SET FORTH IN A DOCUMENT: IN FAVOR OF: COUNTY OF SAN DIEGO PURPOSE: COUNTY HIGHWAY AND INCIDENTAL PURPOSES RECORDING DATE: SEPTEMBER 23, 1965 RECORDING NO: 172916 OF OFFICIAL RECORDS. EASEMENT AFFECTS SUBJECT PROPERTY AND IS PLOTTED HEREON.
7 EASEMENT FOR THE PURPOSE SHOWN BELOW AND RIGHTS INCIDENTAL THERETO, AS GRANTED IN A DOCUMENT: GRANTED TO: SAN DIEGO GAS AND ELECTRIC COMPANY, A CALIFORNIA CORPORATION PURPOSE: RIGHT OF WAY IN, UPON, OVER, UNDER AND ACROSS THE LANDS SHOWN OR DESCRIBED BELOW, FOR THE PURPOSE RECORDING DATE: JULY 13, 1994 RECORDING NO: 94-436381 OF OFFICIAL RECORDS. EASEMENT AFFECTS SUBJECT PROPERTY AND ITS APPROXIMATE LOCATION IS PLOTTED HEREON.
8 EASEMENT FOR THE PURPOSE SHOWN BELOW AND RIGHTS INCIDENTAL THERETO, AS GRANTED IN A DOCUMENT: GRANTED TO: PACIFIC BELL, A CALIFORNIA CORPORATION, ITS SUCCESSORS AND ASSIGNS PURPOSE: CONSTRUCT, USE, MAINTAIN, OPERATE, ALTER, ADD TO, REPAIR, REPLACE, RECONSTRUCT, INSPECT AND REMOVE AT ANY TIME AND FROM TIME TO TIME UNDERGROUND ELECTRICAL SUPPLY SYSTEMS AND COMMUNICATION SYSTEMS, CONSISTING OF WIRES, UNDERGROUND CONDUITS, CABLES, VAULTS, MANHOLES, HANDHOLES, AND INCLUDING ABOVE-GROUND ENCLOSURES, MARKERS AND CONCRETE PADS AND OTHER APPURTENANT FIXTURES AND EQUIPMENT NECESSARY OR USEFUL FOR DISTRIBUTING ELECTRICAL ENERGY AND FOR TRANSMITTING INTELLIGENCE BY ELECTRICAL MEANS RECORDING DATE: OCTOBER 3, 1994 RECORDING NO: 94-582854 OF OFFICIAL RECORDS. EASEMENT AFFECTS SUBJECT PROPERTY AND ITS APPROXIMATE LOCATION IS PLOTTED HEREON.

APPROXIMATE EARTHWORK QUANTITIES

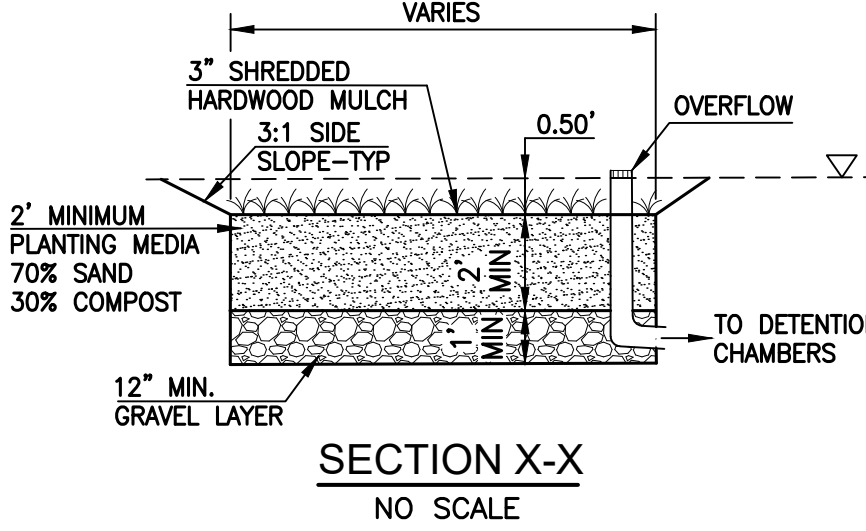
CUT: 45 C.Y. FILL: 445 C.Y. OVER-"X": 1,000 C.Y. SHRINKAGE: 100 C.Y. IMPORT: 500 C.Y.

THE ABOVE QUANTITIES ARE FOR REFERENCE AND FEE PURPOSES ONLY. THE GRADING CONTRACTOR IS RESPONSIBLE FOR DETERMINING HIS OWN QUANTITIES FOR CONSTRUCTION AND CONTRACT PURPOSES. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IF IT BECOMES APPARENT THERE WILL BE AN EXCESS OR SHORTAGE OF MATERIAL SO THAT A ACCEPTABLE SOLUTION CAN BE REACHED.

FLOOD ZONE INFORMATION

ZONE: 'X' SHADED
2% ANNUAL CHANCE FLOOD HAZARD
PANEL NO. 06073C 1653G
DATED: MAY 16, 2012

NO FIELD SURVEYING WAS PERFORMED TO DETERMINE THIS ZONE AND AN ELEVATION CERTIFICATE MAY BE NEEDED TO VERIFY THIS DETERMINATION OR APPLY FOR VARIANCE FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY.

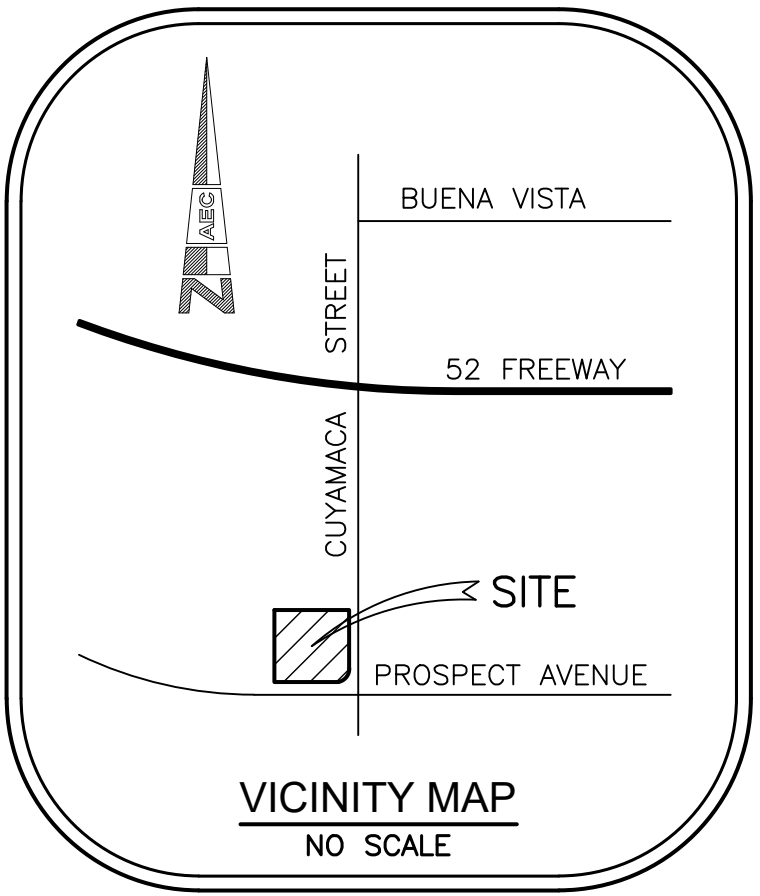


BMP NOTE

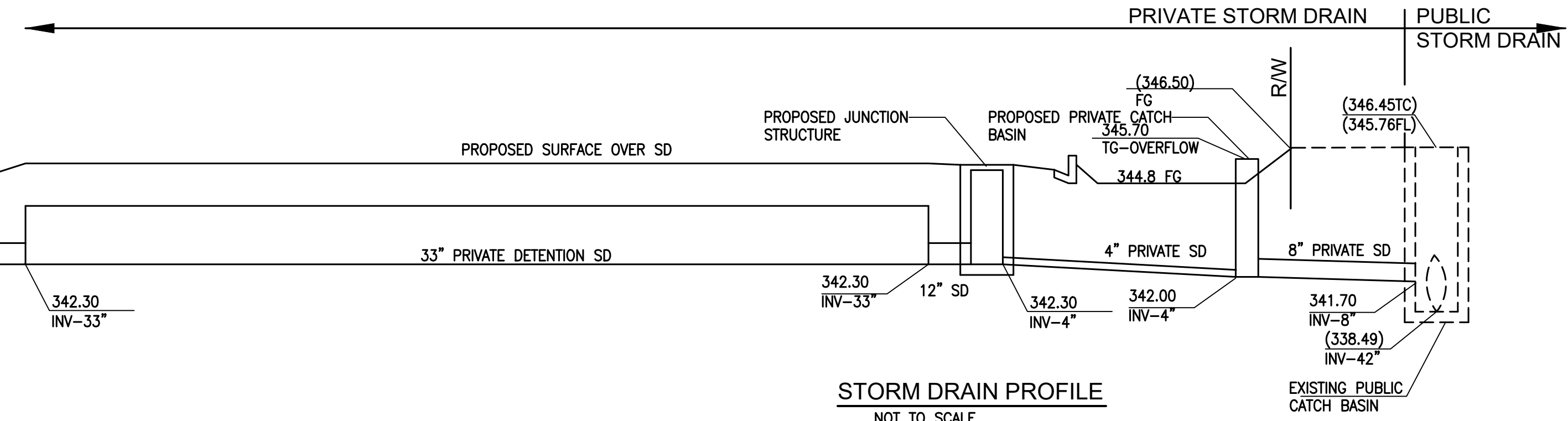
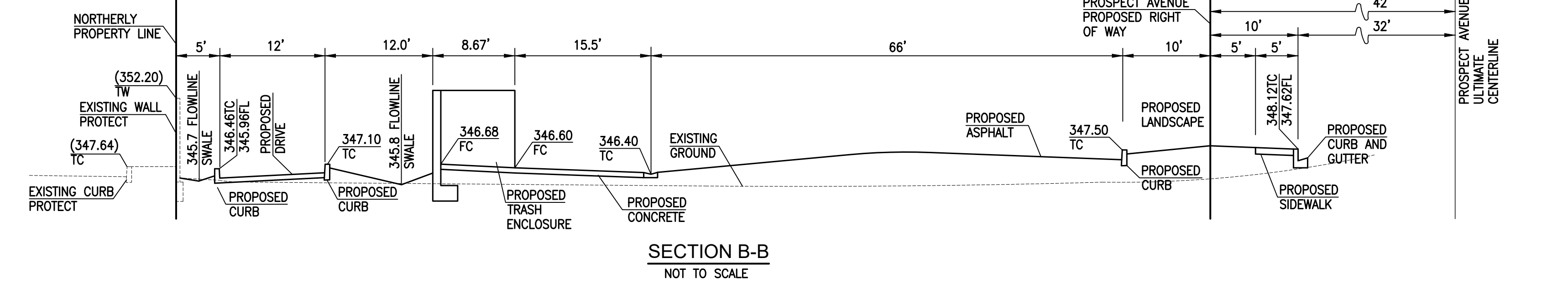
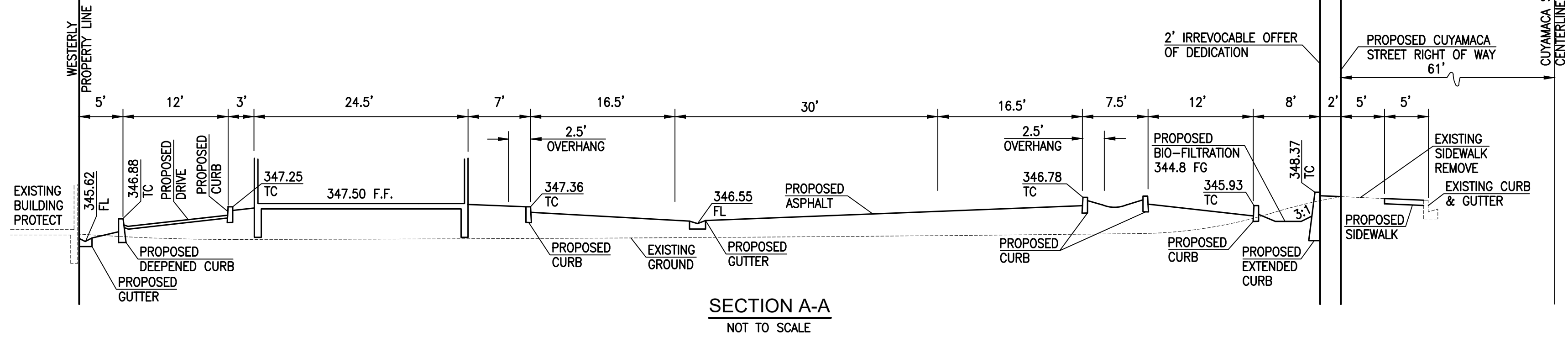
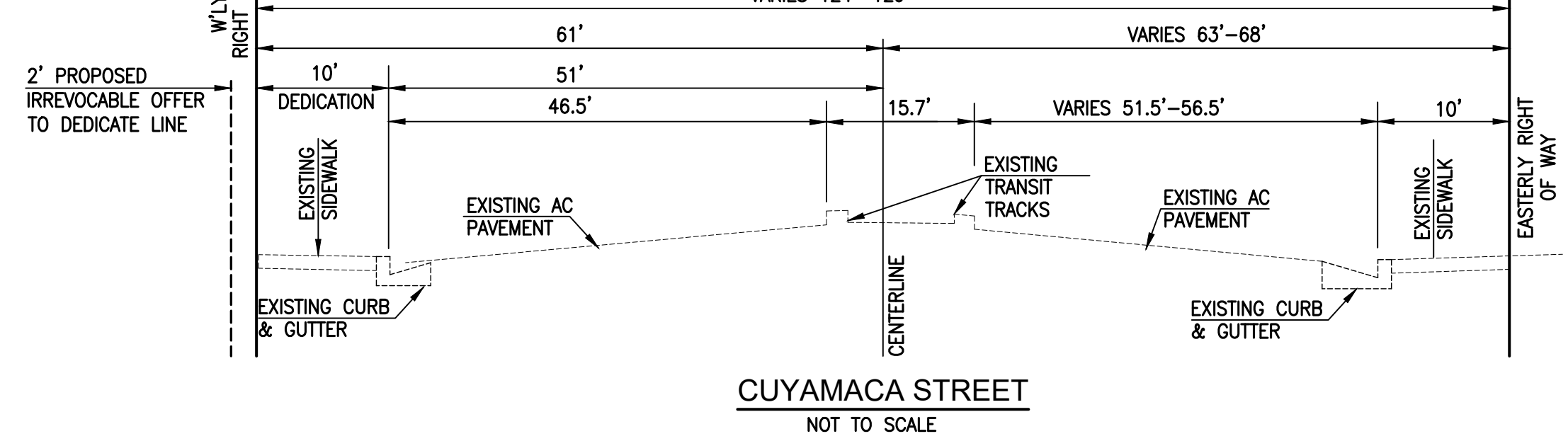
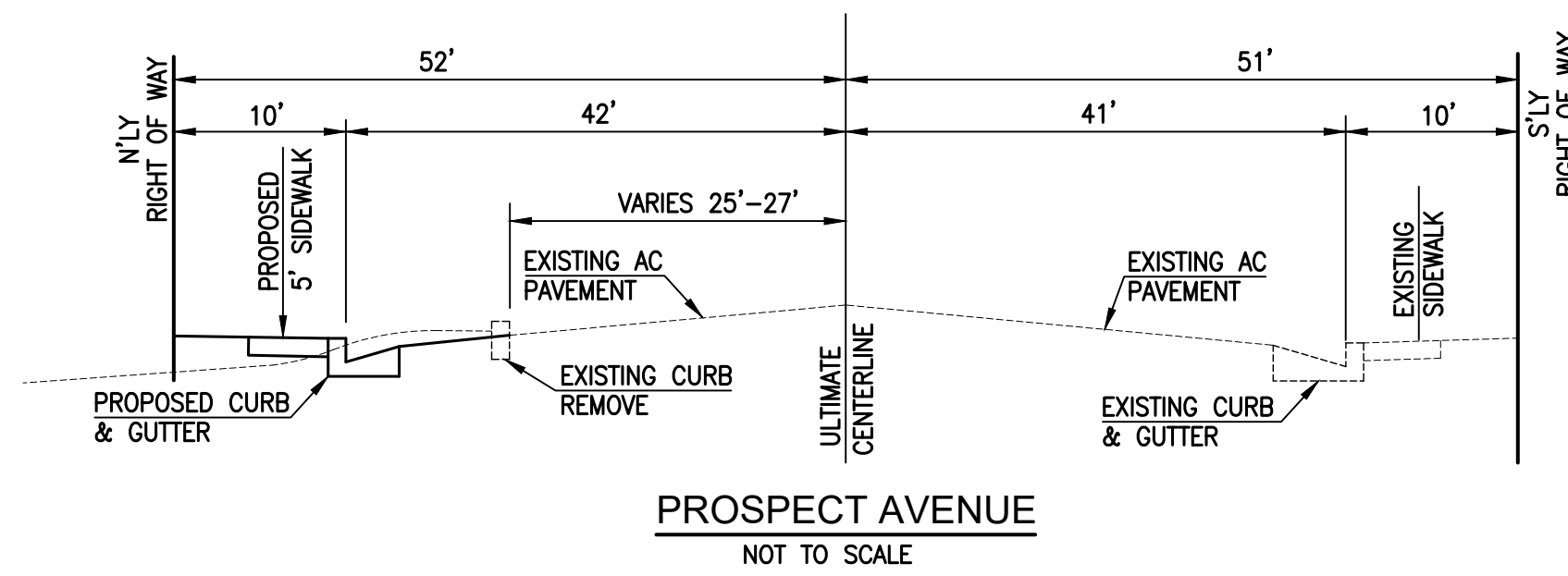
- 1. PROPOSED BMP SHALL CONFORM TO FACT SHEET INF-1 FOR INFILTRATION BASINS OF THE SANTEE BMP MANUAL.
2. INFILTRATION BASIN SHALL BE CONSTRUCTED WITH 2% MAXIMUM GRADE THROUGHOUT.

LEGEND

- FIRE HYDRANT, EDGE PAVEMENT, WATER VALVE, METER, PULL BOX, SIGN, CONCRETE, BLOCK WALL, LIGHT STANDARD, TRAFFIC SIGNAL (TS), STREET LIGHT, WROUGHT IRON FENCE, WOOD FENCE, CHAINLINK FENCE, ASPHALT PAVEMENT, BOTTOM OF X, DRIVEWAY RAMP, STORM DRAIN, CONCRETE SWALE, GRATE INLET, SD JUNCTION BOX, EXISTING TREE (TO BE REMOVED), LANDSCAPE AREA, INFILTRATION AREA, PROP. CONCRETE, EDGE OF GUTTER, EDGE OF PAVEMENT, ELECTRIC PULL BOX, FINISHED CONCRETE, FLOW LINE, LOT LINE, NATURAL GROUND, PROPERTY LINE, POWER POLE, RIGHT OF WAY, STORM DRAIN MANHOLE, SEWER MANHOLE, TOP OF CURB, TRAFFIC SIGNAL PULL BOX, TOP OF X, TOP OF WALL, EXISTING GRADE, PROPOSED GRADE



LAND AREA
18,126 SQUARE FEET
0.416 ACRES



BENCH MARK

DESCRIPTION: + IN SEWER MANHOLE RIM
LOCATION: INTERSECTION OF CUYAMACA STREET AND PROSPECT AVENUE
ELEVATION: 348.01 FEET DATUM:
RECORD FROM: COUNTY PLANS ROS 11252

BASIS OF BEARINGS

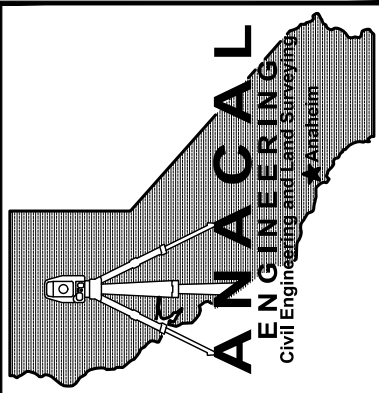
COORDINATES AND BEARINGS ARE BASED ON CCS83 (1991.35) ZONE 6. PER RECORD OF SURVEY NO. 11252.

UTILITIES INFORMATION

- ELECTRICITY: SAN DIEGO GAS & ELECTRIC 1801 S. ATLANTIC BLVD. SANTEE, CA 91754 PHONE: 800-411-7343
GAS: SAN DIEGO GAS & ELECTRIC 1801 S. ATLANTIC BLVD. SANTEE, CA 91754 PHONE: 800-411-7343
WATER DISPOSAL WASTE MANAGEMENT: 1001 W. BRADLEY AVENUE EL CAJON, CA 92020 PHONE: 619-596-5100
SEWER & WATER SERVICES: PADRE DAM MUNICIPAL WATER DISTRICT 9800 FANITA PARKWAY SANTEE, CA 92071 PHONE: 649-448-3111

THE EXISTENCE AND APPROXIMATE LOCATION OF UNDERGROUND UTILITIES OR STRUCTURES SHOWN ON THESE PLANS WERE DETERMINED BY A SEARCH OF THE AVAILABLE PUBLIC RECORDS AND ABOVE GROUND OBSERVANCE. THE SURVEYOR MAKES NO GUARANTEE THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED ALTHOUGH HE/SHE DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM INFORMATION AVAILABLE. THE SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES.

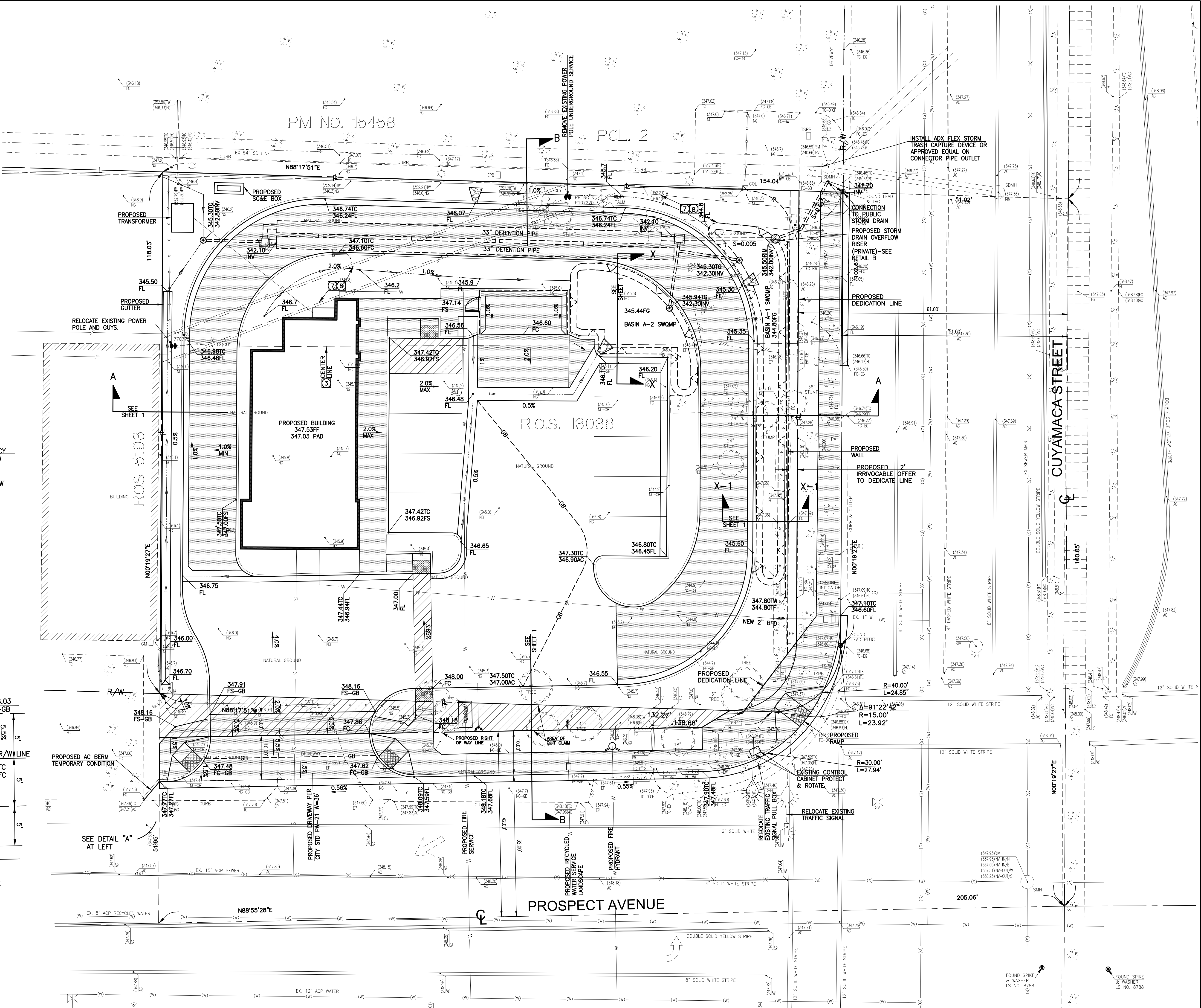
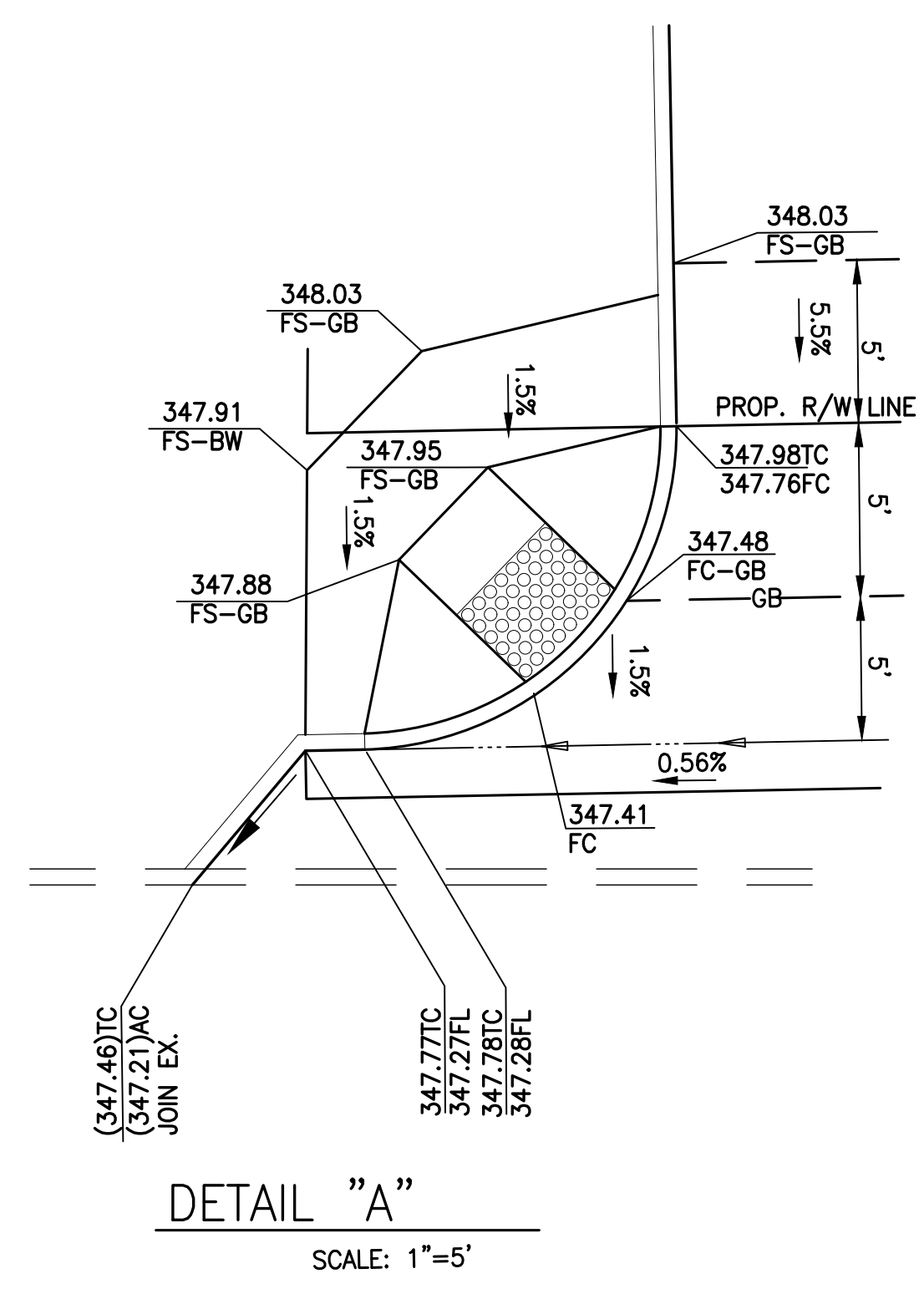
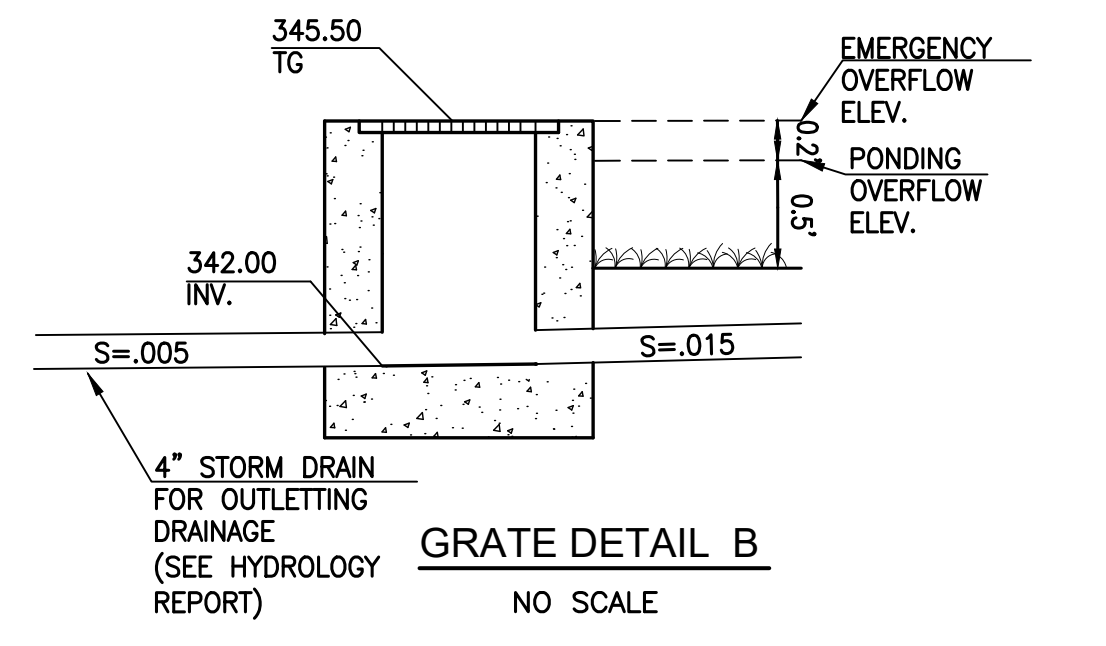
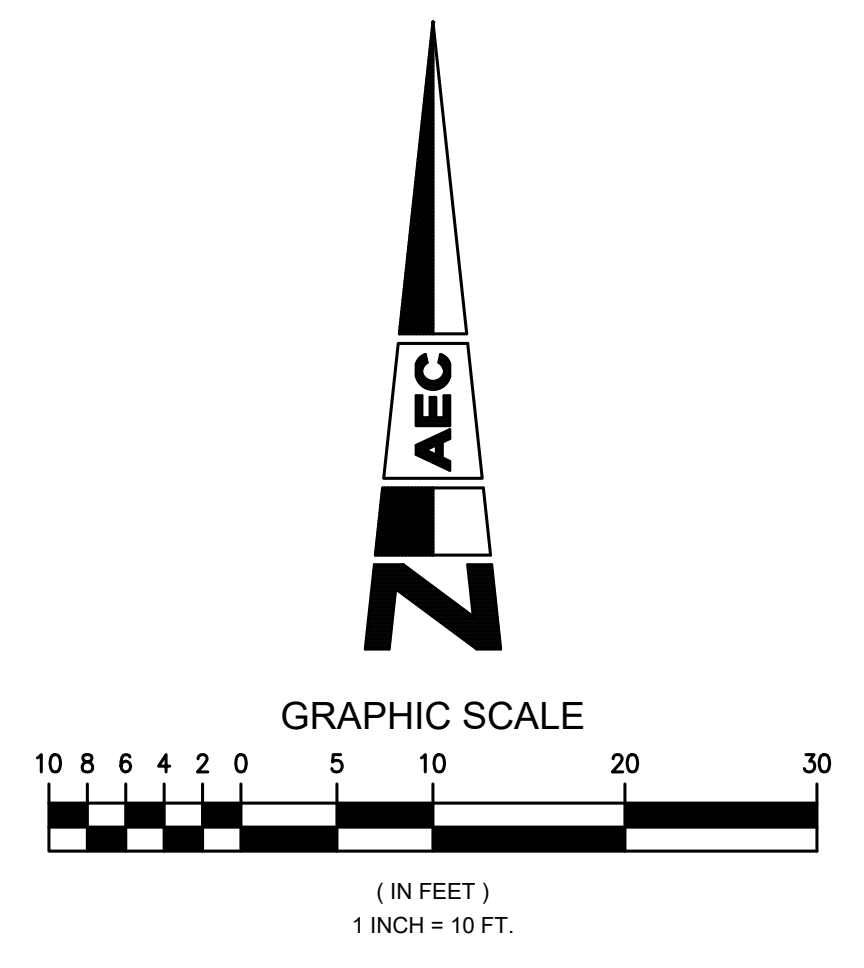
ANACAL ENGINEERING COMPANY CIVIL ENGINEERING & LAND SURVEYING
1211 NORTH TUSTIN AVENUE ANAHEIM, CALIFORNIA 92807
PHONE: 714-774-1763 FAX: 714-774-4690
E-MAIL ADDRESS: ANACAL@ANACALENGINEERING.COM
PROJECT ENGINEER: STARBUCKS CORNER 8606 CUYAMACA STREET
PRELIMINARY GRADING PLAN
SHEET TITLE: PROJECT: SHEET NO. 1 OF 2
JOB NO. 22-095-PRELIM-GP-R3



ANACAL ENGINEERING COMPANY
 CIVIL ENGINEERING & LAND SURVEYING
 1211 NORTH TUSTIN AVENUE
 ANAHEIM, CALIFORNIA 92807
 PHONE: 714-774-1763 FAX: 714-774-4690
 E-MAIL ADDRESS: ANACAL@ANACALENGINEERING.COM

PROJECT ENGINEER	DATE	02/05/24
SCALE	1" = 10'	
DRAWN	V. F. L.	
CHECKED	D. C. Q.	

PRELIMINARY GRADING PLAN
STARBUCKS CORNER
 8606 CUYAMACA STREET



REVISIONS	BY

THIS DRAWING AND SPECIFICATIONS ARE THE PROPERTY OF ROYAL OAK DESIGN AND COPYRIGHT OF ROYAL OAK DESIGN. NO PART OF THIS DRAWING OR SPECIFICATIONS SHALL BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT PERMISSION IN WRITING FROM ROYAL OAK DESIGN. ALL DIMENSIONS SHALL TAKE PRECEDENCE OVER SCALE DRAWINGS. THE USER SHALL BE RESPONSIBLE FOR VERIFYING THE ACCURACY OF ALL DIMENSIONS AND CONDITIONS PRIOR TO COMMENCEMENT OF THE WORK.

ROYAL OAK DESIGN
 Sylvia E. Lyons, Landscape Architect #1549
 10252 Golden Yarrow Lane
 Alta Loma, CA 91701
 Telephone: (909)244-9667
 Email: royaloakdesign@verizon.net

PRELIMINARY LANDSCAPE PLANTING PLAN
 PROJECT: STARBUCKS DRIVE-THRU
 ADDRESS: 8606 CUYAMACA ST., SANTEE, CA



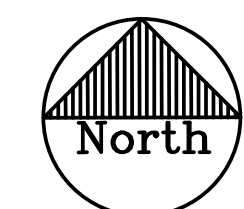
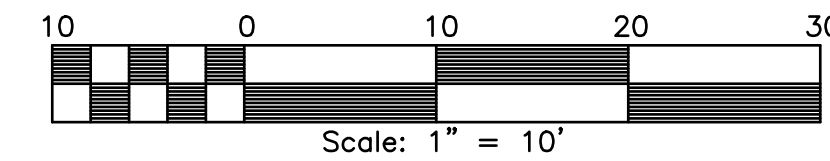
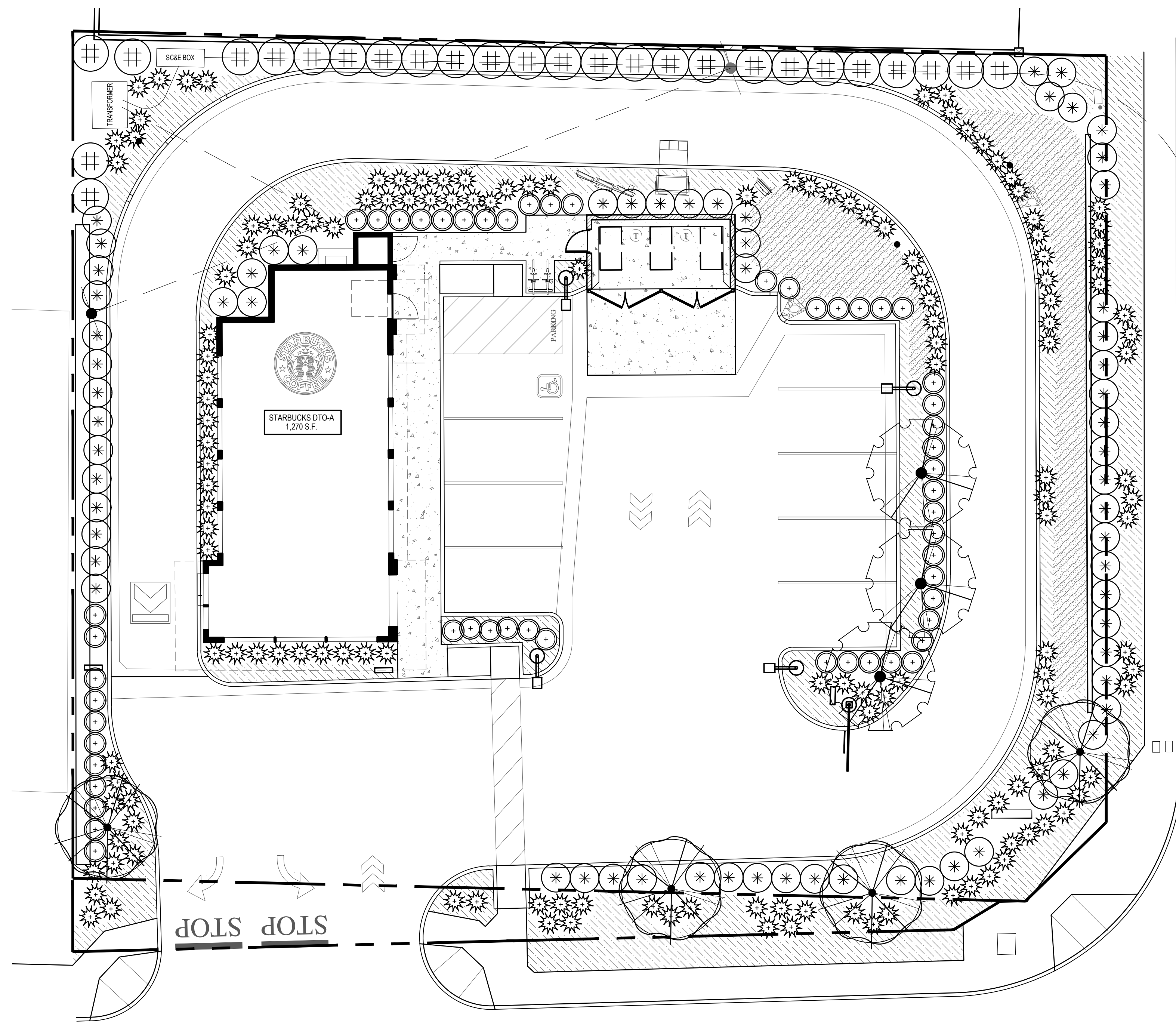
DRAWN: S.L.
 DATE: 4/10/2024
 SCALE: 1" = 10' - 0"
 JOB NO: 5462
 SHEET

LP-1

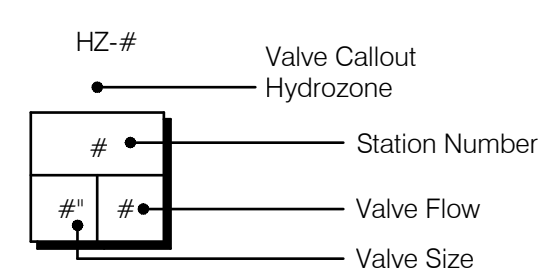
CONCEPTUAL PLANT SCHEDULE

	PARKING LOT TREE Agonis flexuosa 'Burgundy' / Burgundy Peppermint Tree Rhus lancea / African Sumac	3	24" Box, L. Std. 24" Box, L. Std.
	ACCENT TREE Cercis occidentalis / Western Redbud Chilopsis linearis 'Burgundy' / Burgundy Desert Willow	4	24" Box, L 24" Box, L
	TALL BACKGROUND SHRUB Arbutus unedo 'Compacta' / Compact Strawberry Tree Dodonaea viscosa 'Purpurea' / Purple Hopseed Bush Tecoma x 'Sunrise' / Sunrise Yellow Bells	26	5-gal., L 5-gal., L 5-gal., L
	MEDIUM SCREEN SHRUB Leucophyllum frutescens 'Green Cloud' / Green Cloud Texas Sage Westringia fruticosa / Coast Rosemary	66	5-gal., L 5-gal., L
	LOW SHRUBS Callistemon viminalis 'Little John' / Little John Weeping Bottlebrush Carissa macrocarpa 'Green Carpet' / Green Carpet Natal Plum Cistus x hybridus / White Rockrose Rhaphtoeis umbellata 'RutRaph1' / Southern Moon® Yedda Hawthorn	53	5-gal., L 5-gal., L 5-gal., L 5-gal., L
	ACCENT SHRUB Agave parryi 'Estrella' / Estrella Parry's Agave Encelia californica 'El Dorado' / El Dorado California Encelia Hesperaloe parviflora 'Perpa' / Brakelights® Red Yucca	152	15-gal., L 2-gal., L 5-gal., L
	GROUND COVER Aptenia cordifolia 'Red Apple' / Red Apple Baby Sunrose Drosanthemum floribundum / Showy Dewflower Lantana montevidensis 'Spreading White' / White Trailing Lantana Senecio serpens / Blue Chalksticks	1,721 sf	1,788 Flats, L 1,788 Flats, L 288 1-gal, L 1,800 Flats, L
	GROUND COVER FOR BIO-FILTRATION AREAS Bouteloua gracilis 'Blonde Ambition' / Blonde Ambition Blue Grama Carex pansa / Meadow Sedge Phyla nodiflora 'Kurapia S1' / Kurapia	741 sf	342 1-gal, L 770 Flats, L 493 Plugs, L

TABULATIONS
 16,934 s.f. Total site area
 4851 s.f. Total on-site landscape area (29.0%)
 Trees req'd for 9 parking stalls = 3
 Trees proposed = 3



IRRIGATION SCHEDULE IRRIGATION					
SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	ARC	RADIUS	PSI	GPM
	Hunter MP800SR PROS-06-PRS30-CV-F ADJ Shrub Rotator, 6in. pop-up with check valve, floguard, pressure regulated to 30 psi, MP Rotator nozzle on PRS30 body. ADJ=Orange and Gray (arc 90-210), 360=Lime Green and Gray (arc 360)	Adj	8'	30	0.23, 0.42
	Hunter MP815 PROS-06-PRS30-CV-F M Shrub Rotator, 6in. pop-up with check valve, floguard, pressure regulated to 30 psi, MP Rotator nozzle on PRS30 body. M=Maroon and Gray adj arc 90 to 210, L=Light Blue and Gray 210 to 270 arc, O=Olive and Gray 360 arc.	90-210	13'	30	0.49, 0.93
	Rain Bird 1806-SAM-PRS-5 Series Stream 5Q-B Stream Bubbler 6.0in. popup with check valve and pressure regulator.	90	5'	25	0.5
SYMBOL	MANUFACTURER/MODEL/DESCRIPTION			PSI	GPM
	Hunter IC2-101-40 Drip Control Zone Kit, 1in. ICV Globe Valve with 1in. HY100 filter system. Pressure Regulation: 40psi. Flow Range: 2 GPM to 20 GPM. 150 mesh stainless steel screen.				
	Dripline Start Connection				
	Netafim TLSOV- 1/2in. manual flush valve, barbed insert. Install in 10in. box, with adequate blank or "cobra", tubing to extend valve out of valve box.				
	Hunter ECO-ID-12 ECO-ID: 1/2in. FPT connection with 15 psi - 100 psi operating pressure. Specify with Hunter SJ swing joint.				
	Dripline blank tubing				
	Netafim TLCV-04-18 Techline Pressure Compensating Landscape Dripline with Check Valve. 0.4 GPH emitters at 18" O.C. Installed 2-3 inches below surface, with driplines spaced 18-20 inches apart, so that emitters form a triangular pattern. Install staples at max. 5' intervals (2 staples at each fitting). Cover with mulch per planting specs.			25	0.47 GPM per 100' of dripline
SYMBOL	MANUFACTURER/MODEL/DESCRIPTION				
	Hunter PGV-101G 1in. Plastic Electric Remote Control Valve, for Residential/Light Commercial Use. Female NPT Inlet/Outlet. Globe Configuration, With Flow Control.				
	Rain Bird 33-DLRC 3/4in. Brass Quick-Coupling Valve, with Corrosion-Resistant Stainless Steel Spring, Locking Thermoplastic Rubber Cover, Double Track Key Lug, and 2-Piece Body.				
	Nibco line-size ball valve				
	Superior 3000 1" Normally Closed Brass Master Valve that Provides Dirty Water Protection and 3-Way Solenoid Design.				
	Strong Box SBBC-22CR Low profile, tube and wire construction smooth touch surface, cold rolled steel, backflow enclosure. 23.5in.L, 28in.H, 17.75in.W.				
	Febco 825YA 1" Reduced Pressure Backflow Preventer				
	Hunter A2C-1200-M 12-Station controller in an outdoor gray steel wall mount enclosure.				
	Hunter WSS-SEN Wireless Solar, rain freeze sensor with outdoor interface, connects to Hunter X-Core and ACC Controllers, install as noted. Includes gutter mount bracket. Module not included.				
	Hunter HC-100-FLOW 1in. Flow meter for use with Hydrowise enabled controller to monitor flow and provide system alerts. Also functions as stand alone flow totalizer/sub meter on any residential or commercial irrigation system.				
	New dedicated landscape irrigation meter, min. 1" size				
	Irrigation Lateral Line: PVC Schedule 40 size as shown (install in sleeve 2x pipe diameter under paving)				
	Irrigation Mainline: PVC Schedule 40 size as shown (install in sleeve 2x pipe diameter under paving)				
	Pipe Sleeve: PVC Schedule 40				
	PVC Electrical conduit for control wires (under paving) min. 1" size				



NOTES:
1. Mainline & lateral lines shown in paved areas or outside property line is for clarity only. Mainline shall be located in landscape area with a minimum 18-inch clearance from hardscape or obstacles wherever possible.

WATER EFFICIENT LANDSCAPE WORKSHEET								
8606 CUYAMACA ST, SANTEE, CA								
Reference Evapotranspiration (ETo):		51.20						
Hydrozone #/Planting Description ^A	Plant Factor (PF)	Irrigation Method ^B	Irrigation Efficiency (IE) ^C	ETAF (PF/IE)	Landscape Area (sq. ft.)	ETAF x Area	Estimated Total Water Use (ETWU) ^D	Valves
REGULAR LANDSCAPE AREAS								
HZ-1 / LW	0.30	ROTOR	0.78	0.38	687.00	264.23	8387.74	A2, A4
HZ-1 / LW	0.30	DRIP	0.81	0.37	3852.00	1426.67	45288.11	A1, A3
HZ-1 / LWTR	0.30	BUBBLERS	0.80	0.38	150.00	56.25	1785.60	A5
TOTALS:						4689.00	1747.15	
ETWU TOTAL							55461.45	
Maximum Allowed Water Allowance (MAWA) ^E							66981.43	
ETAF CALCULATIONS								
REGULAR LANDSCAPE AREAS								
TOTAL ETAF x AREA			1747.15					
TOTAL AREA			4689.00					
AVERAGE ETAF			0.37					

^A Hydrozone # / Planting Description
HZ-1 / LW = Low Water use Plants
HZ-1 / LWTR = Low Water use Trees

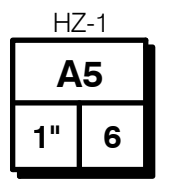
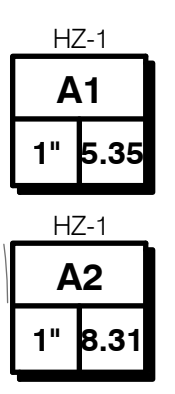
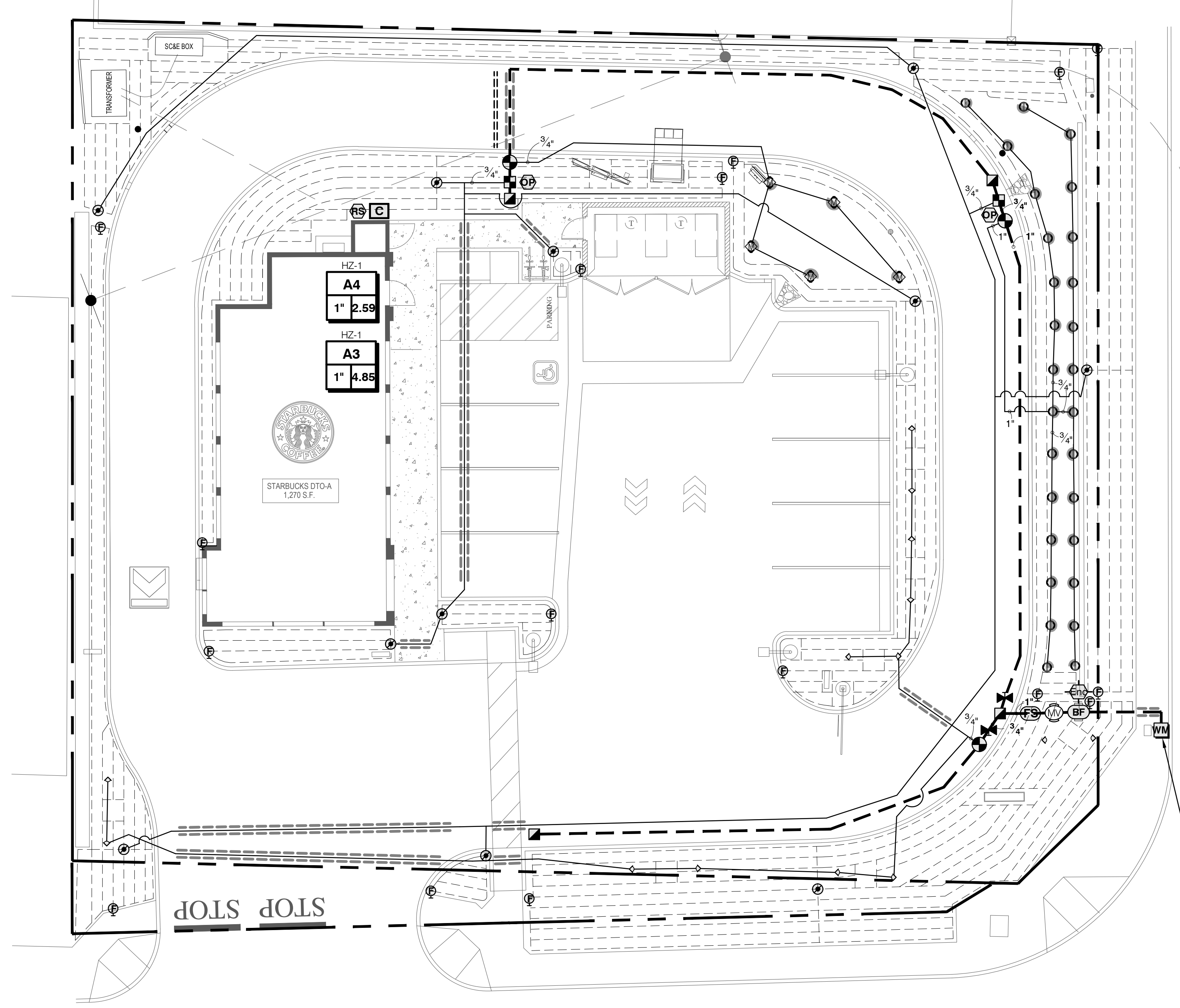
^B Irrigation Method
R = Rotor
B = Bubbler
D = Drip

^C Irrigation Efficiency
0.80 for bubbler
0.81 for drip
0.78 Hunter MP Rotator

^D ETWU (Annual Gallons Required)
ETo x 0.62 x ETAF x Area

^E MAWA (Annual Gallons Allowed)
(ETo)(0.62)((ETAF x LA)

Where 0.62 is a conversion factor that converts acre - inches per acre per year to gallons per square foot per year. LA is the total landscape area in square feet. ETAF is 0.55 for residential areas and 0.45 for non-residential areas.

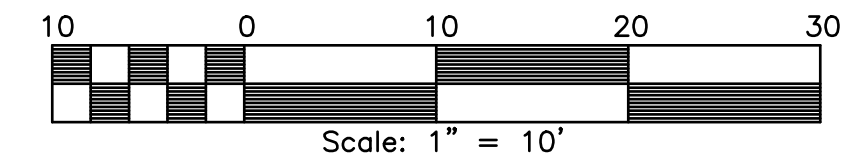


CUYAMACA STREET

PROSPECT AVENUE

POINT OF CONNECTION
Make irrigation point of connection (POC) immediately downstream from dedicated landscape meter at approximate point shown. Verify exact location in the field and adjust as necessary. Contractor shall verify static pressure prior to start of installation.

POINT OF CONNECTION INFORMATION
Max. demand - 8.31 GPM
Static pressure per Padre Dam Municipal Water District: 112 PSI



REVISIONS	BY

ROYAL OAK DESIGN
Sylvia E. Lyons, Landscape Architect #1549
10252 Golden Yarrow Lane
Alta Loma, CA 91701
Telephone: (909)244-9667
Email: royaloakdesign@verizon.net

PRELIMINARY IRRIGATION PLAN
PROJECT: STARBUCKS DRIVE-THRU
ADDRESS: 8606 CUYAMACA ST., SANTEE, CA



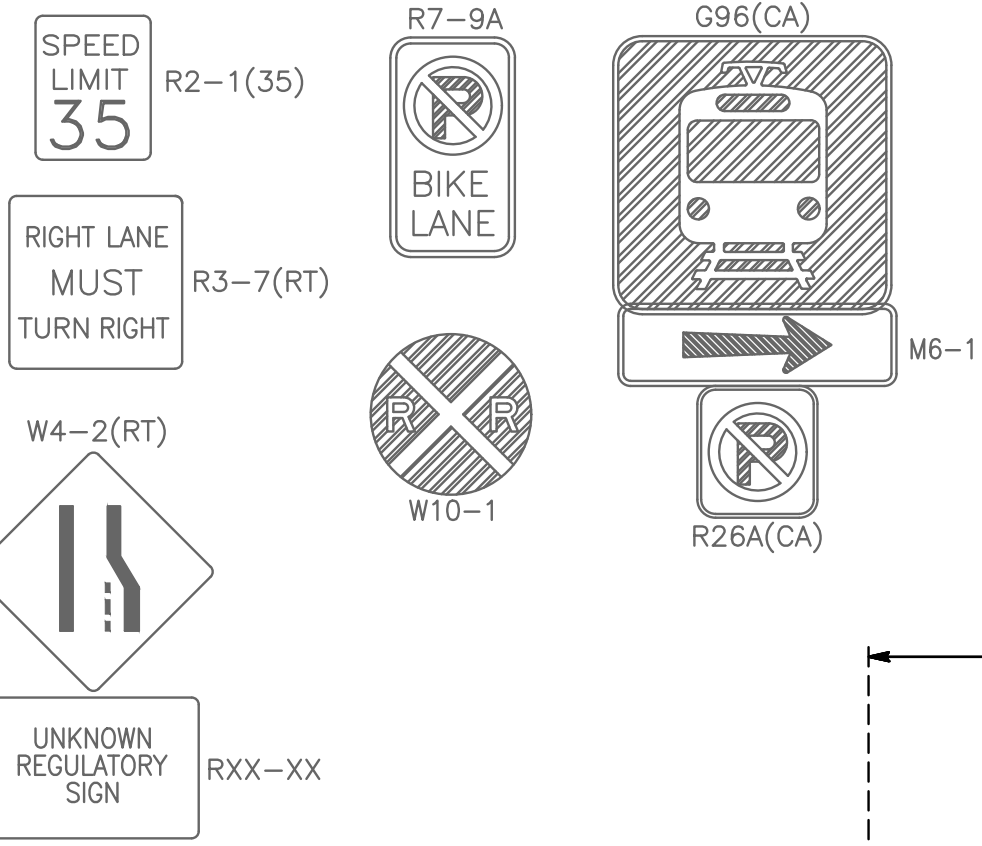
DRAWN	S.L.
DATE	4/10/2024
SCALE	1" = 10' - 0"
JOB NO.	5462
SHEET	

LI-1

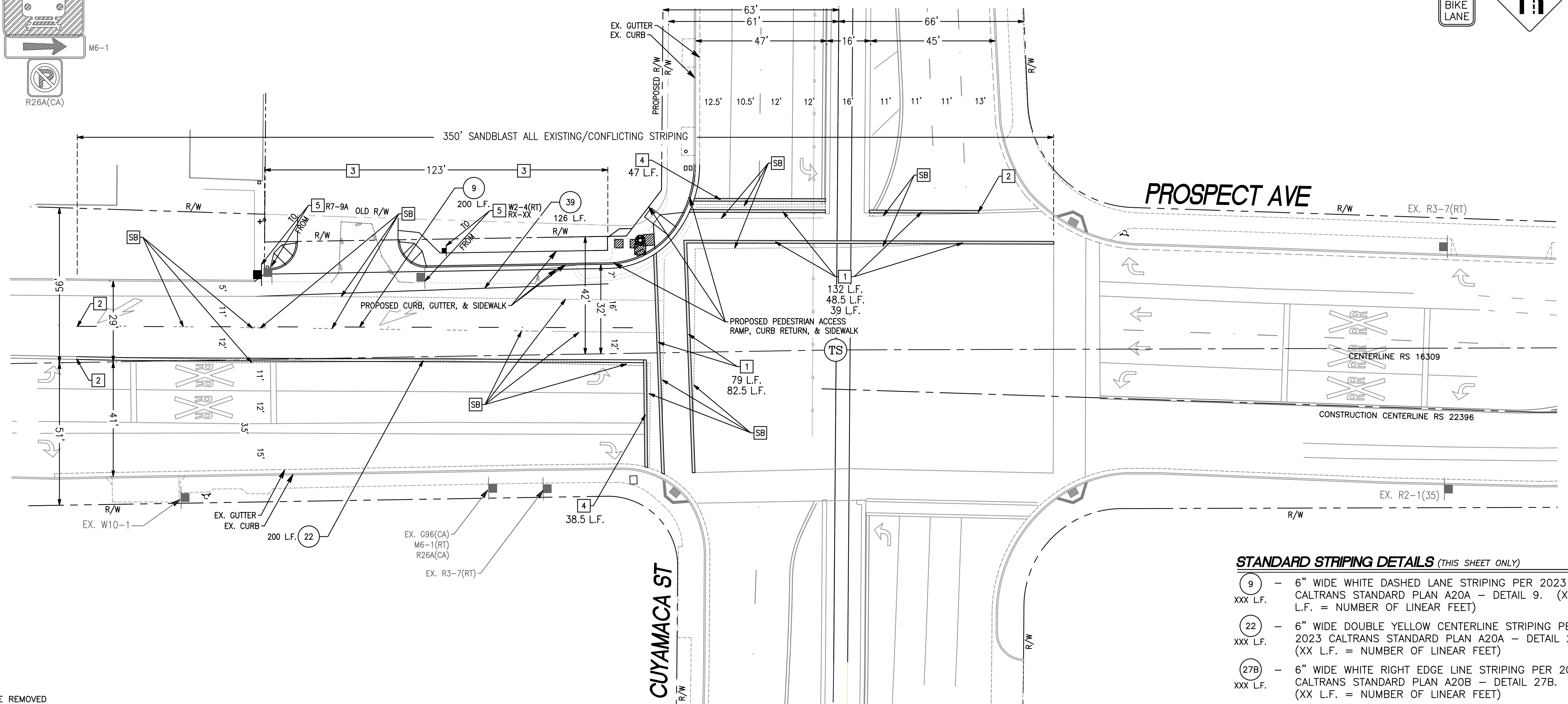
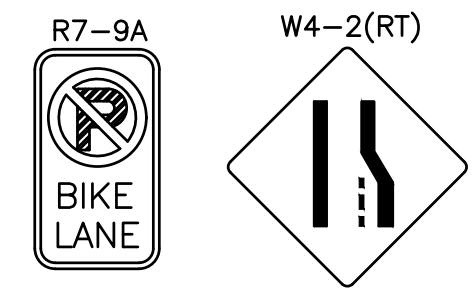
DIAL TOLL FREE
1-800-227-2600
AT LEAST TWO DAYS
BEFORE YOU DIG
UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA



EXISTING SIGNS (THIS SHEET ONLY)

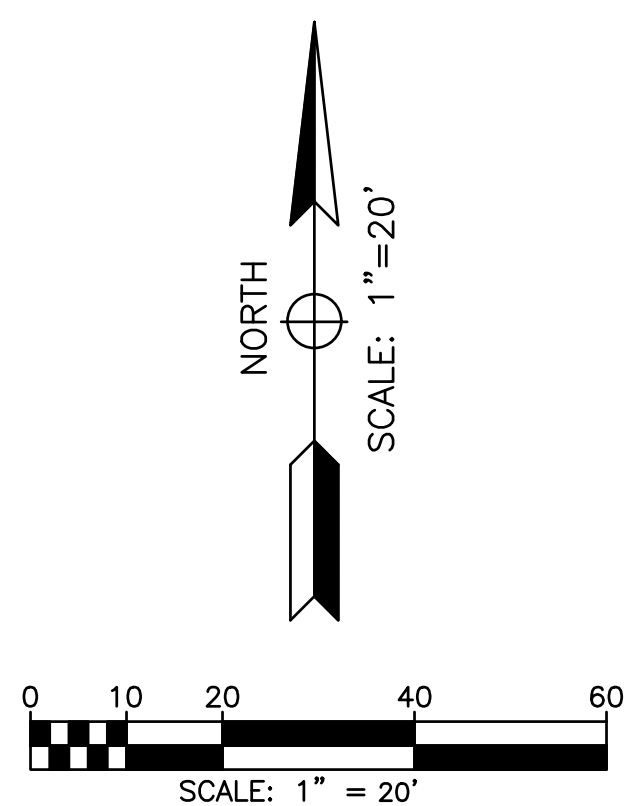


PROPOSED SIGNS (THIS SHEET ONLY)



LEGEND (THIS SHEET ONLY)

- EXISTING STRIPING TO BE REMOVED
- EXISTING STRIPING
- PROPOSED STRIPING
- EXISTING ROADSIDE SIGN
- PROPOSED ROADSIDE SIGN
- EXISTING PAVEMENT ARROW
- EXISTING PAVEMENT ARROW
- CALTRANS STRIPING DETAIL NUMBERS (REF: 2022 CALTRANS STANDARD DRAWINGS A20A THRU A20D) XXX L.F. = NUMBER OF LINEAR FEET OF STRIPING.
- REMOVE AND SALVAGE
- RELOCATE
- TRAFFIC SIGNAL

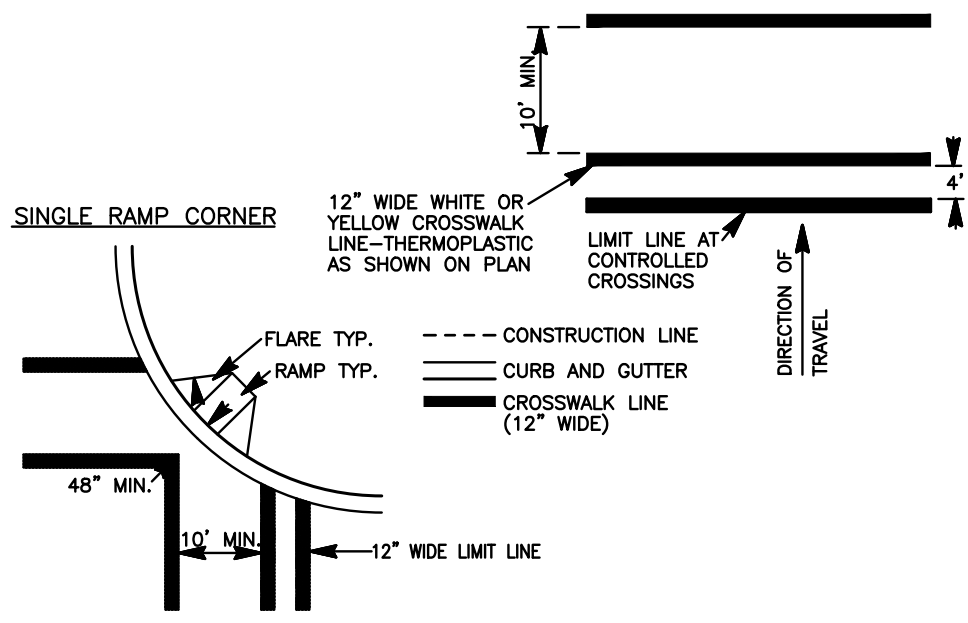


STANDARD STRIPING DETAILS (THIS SHEET ONLY)

- 9 - 6" WIDE WHITE DASHED LANE STRIPING PER 2023 CALTRANS STANDARD PLAN A20A - DETAIL 9. (XX L.F. = NUMBER OF LINEAR FEET)
- 22 - 6" WIDE DOUBLE YELLOW CENTERLINE STRIPING PER 2023 CALTRANS STANDARD PLAN A20A - DETAIL 22. (XX L.F. = NUMBER OF LINEAR FEET)
- 27B - 6" WIDE WHITE RIGHT EDGE LINE STRIPING PER 2023 CALTRANS STANDARD PLAN A20B - DETAIL 27B. (XX L.F. = NUMBER OF LINEAR FEET)

CONSTRUCTION NOTES (THIS SHEET ONLY)

- 1 INSTALL "BASIC" CROSSWALK AS INDICATED ON THE PLAN. SEE DETAIL "A" THIS SHEET. REF: 2023 CALTRANS STANDARD PLAN A24F.
- 2 MATCH EXISTING STRIPING.
- 3 PAINT CURB RED.
- 4 CONTRACTOR SHALL INSTALL 12" WHITE THERMOPLASTIC STRIPING WHERE INDICATED. REF: CALTRANS STANDARD PLAN A24G.
- 5 REMOVE, SALVAGE, & REPLACE EXISTING SIGN PANELS AND POST AT THE LOCATION NOTED ON THE PLAN.
- SB SANDBLAST EXISTING CONFLICTING STRIPING AND REMOVE SANDBLASTING DEBRIS BY THE END OF EACH WORK DAY. THERMO TO BE REMOVED BY GRINDING THEN RE-PAVED WITH SEALCOAT AND PATCHED PER GREENBOOK STANDARD.



DETAIL "A" - "BASIC" CROSSWALK
NOT TO SCALE

75% PRELIMINARY
NOT FOR CONSTRUCTION

DISCLAIMER: THE INFORMATION PROVIDED BY THE CONSULTING COLLECTIVE VIA ELECTRONIC MEDIA IS NOT GUARANTEED OR WARRANTED AGAINST ANY DEFECTS, INCLUDING DESIGN, CALCULATIONS, DATA TRANSLATION, TRANSMISSION OF ERRORS OR OMISSIONS. THIS DRAWING IS PRODUCED FOR REVIEW PURPOSES ONLY AND IS SUBJECT TO CHANGE. THIS DRAWING IS NOT TO BE USED FOR CONSTRUCTION UNTIL FINAL PLANS ARE ISSUED AND THIS NOTED HAS BEEN REMOVED.

DECLARATION OF RESPONSIBLE CHARGE

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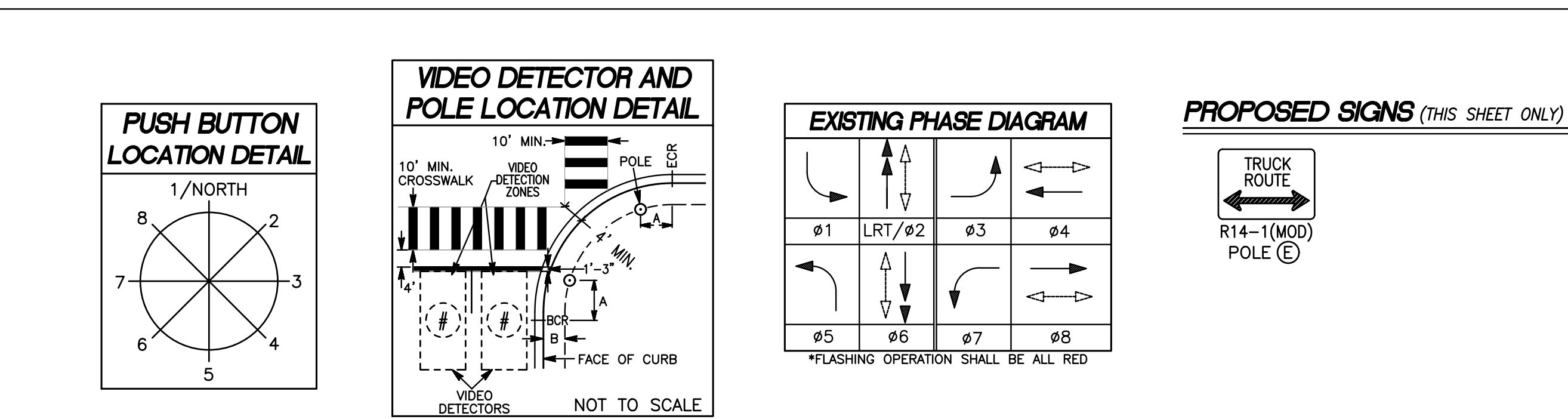
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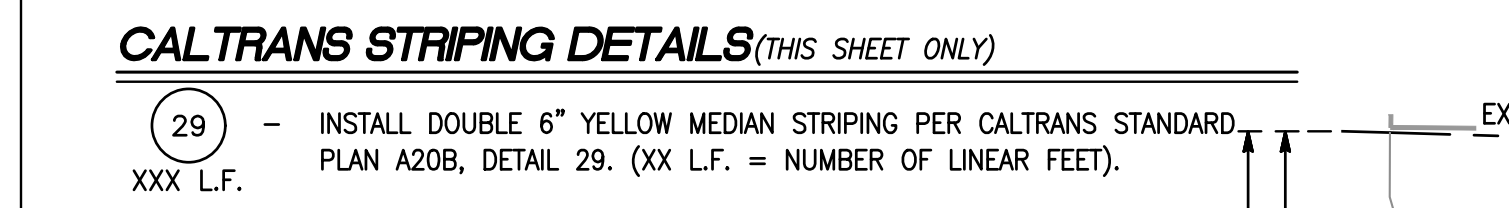
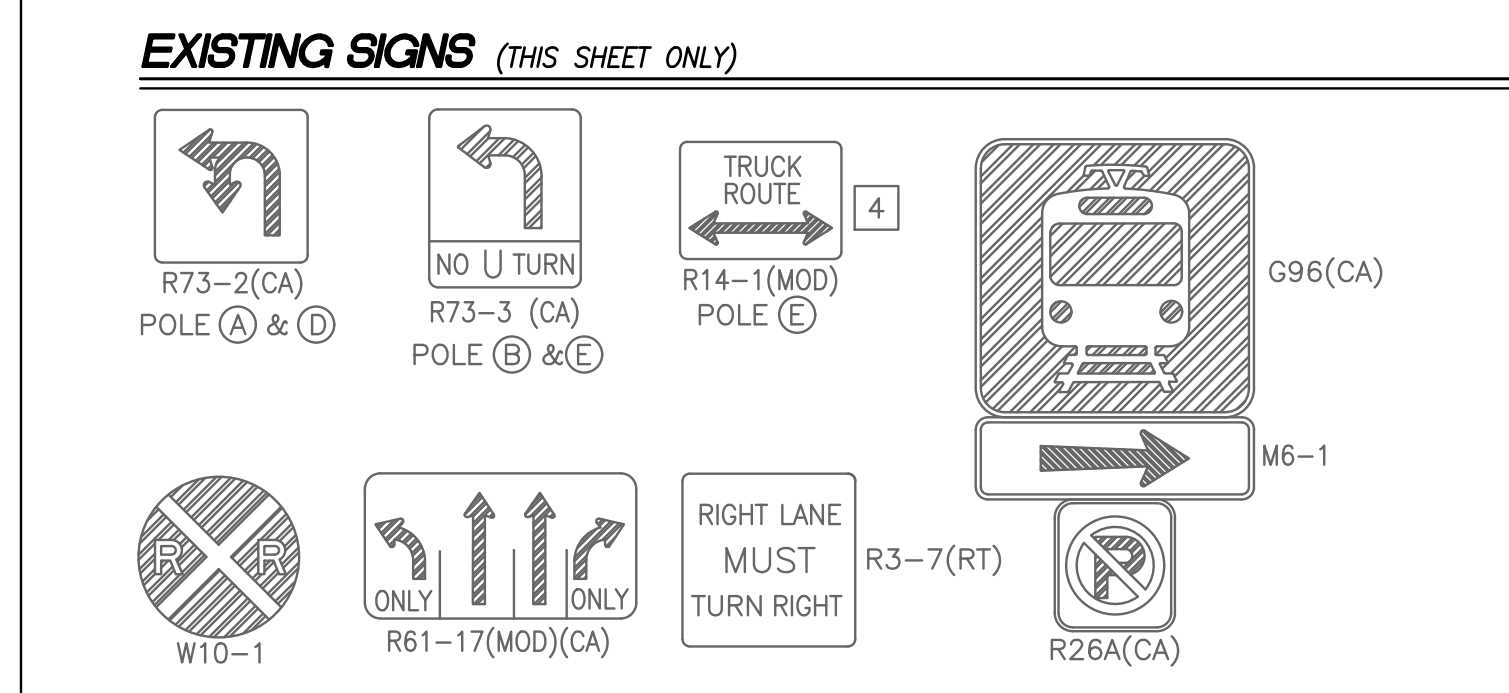
MARC MIZUTA R.C.E. 67801 Exp. 6/30/2025 DATE

CONTRACTOR	REFERENCES	DATE	BY	REVISIONS	ACPTD	BENCH MARK	SCALE	DESIGNED BY	DRAWN BY	CHECKED BY	CITY OF SANTEE	DEPARTMENT OF DEVELOPMENT SERVICES	CITY W.O. NO.	DRAWING NO.
INSPECTOR						STATION XXX PER ROS 11252 - STD STREET SURVEY	HORIZ: 1" = 20'	DAB	DAB	MM	SIGNING & STRIPING PLAN FOR:			
DATE COMPLETED						MONUMENT STAMPED XXXX PER MAP XXXX	VERT: N/A	MARC MIZUTA	MARC MIZUTA	MARC MIZUTA	CUYAMACA ST STARBUCKS			T-XXXX
						LOCATION, ELEVATION		RCE NO. 67081	DATE Feb. 7, 2024	EXPIRES 6/30/2025	CUYAMACA ST at PROSPECT AVE			2023-XXX
											TM or DR 200X-XX			SHEET 1 OF 4

POLE SCHEDULE														
LOC.	STANDARD		LUMINAIRE (CO-LPS)	PLACEMENT DIMENSIONS		SIGNAL MOUNTING AND PLACEMENT					REMARKS (IISNS-PER)			
	TYPE	HT.		SIG.	LUM.	VEHICLE		PEDESTRIAN						
						POLE	MASTARM	SIGNAL	PPB	LOC.				
A	61-5-100	30'	60'	12'	150W INDUCTION	EXIST.	EXIST.	SV-2-TA #2 #3	MAT MAS	#5 #2	SP-2-T #4	#2 #4	3 5	EXISTING CONDITIONS IISNS-PROSPECT AVE
B	26-4-100	30'	45'	12'	150W INDUCTION	EXIST.	EXIST.	SV-2-TA #1 #5	MAT MAS	#3 #8	SP-2-T #2 #8	#2 #8	7 1	EXISTING CONDITIONS IISNS-PROSPECT AVE
C	OCS POLE	-	-	-	-	EXIST.	EXIST.	SV-1-T	-	-	-	-	-	OCS POLE FOR LIGHT RAIL TRANSIT
D	26-4-70	30'	45'	12'	150W INDUCTION	EXIST.	EXIST.	SV-2-TA #6 #7	MAT MAS	#1 #6	SP-2-T #6 #8	#6 #8	7 1	EXISTING CONDITIONS IISNS-PROSPECT AVE
E	26-3-70	30'	40'	10'	150W INDUCTION	EXIST.	EXIST.	SV-2-T #4 #5	MAT MAS	#7 #4	SP-2-T #4 #6	#4 #6	1 3	IISNS-CUYAMACA ST
F	26-3-70	30'	40'	10'	150W INDUCTION	11'-7 1/2"	5'-4 3/4"	SV-1-T #2	MAT MAS	#7 #4	SP-2-T #4 #6	#4 #6	1 3	IISNS-CUYAMACA ST
F	OCS POLE	-	-	-	-	EXIST.	EXIST.	-	-	-	-	-	-	OCS POLE FOR LIGHT RAIL TRANSIT

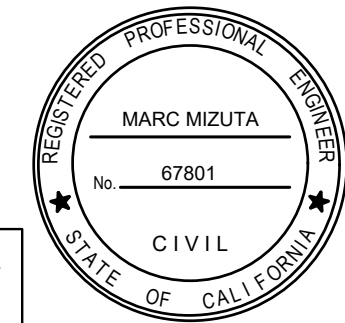


CONDUCTOR TABLE														
AWG SIZE OR CABLE TYPE	POLE OR CIRCUIT	CONDUIT SIZE & RUN												
		3"	4"	3"	2-3"	2-3"	2"	2"	2-3"	2"	2-3"			
200	A	2#2pp, 4#2p, 4#3, 4#4pp, 4#4p, 4#5	2	2	2	2	2	2	2	2	2	2	2	2
	B	1#1.2pp, 2#2p, 2#3, 2#4pp, 2#4p, 2#5	2	2	2	2	2	2	2	2	2	2	2	2
	C	1#LRT SB, 1#LRT NB	2	2	2	2	2	2	2	2	2	2	2	2
	D	1#1.2pp, 2#2p, 2#3, 2#4pp, 2#4p, 2#5	2	2	2	2	2	2	2	2	2	2	2	2
	E	2#4pp, 2#4p, 2#3, 2#4pp, 2#4p, 2#5	2	2	2	2	2	2	2	2	2	2	2	2
	F	1#LRT SB, 1#LRT NB	2	2	2	2	2	2	2	2	2	2	2	2
TOTAL CABLES		3	CONDUCTOR/12	CONDUCTOR	2	2	2	2	2	2	2	2	2	2
NO 6 SIGNAL SERVICE														
NO 6 GROUND-SIGNAL														
NO 10 LIGHTING														
NO 8 GROUND-LIGHTING														
6 PAIR NO.22 INTERCONNECT CABLE														
NO 14 PEU														
TYPE "B" DLC LOOP DETECTOR														
NOT APPLICABLE														
TOTAL DLC														
INTERNALLY ILLUMINATED STREET SIGN														
EMERGENCY VEHICLE DETECTOR (EV-DLC)														
EXISTING VIDEO & POWER CABLES														
LEFT EMPTY UNTIL FINAL REVIEW														
LEFT EMPTY UNTIL FINAL REVIEW														
TOTAL CONDUCTORS & CABLES			12	21	21	22	25	12	18	40				
PERCENT FILL			21.8%	28.9%	42.0%	22.7%	27.0%	32.8%	53.4%	42.5%				

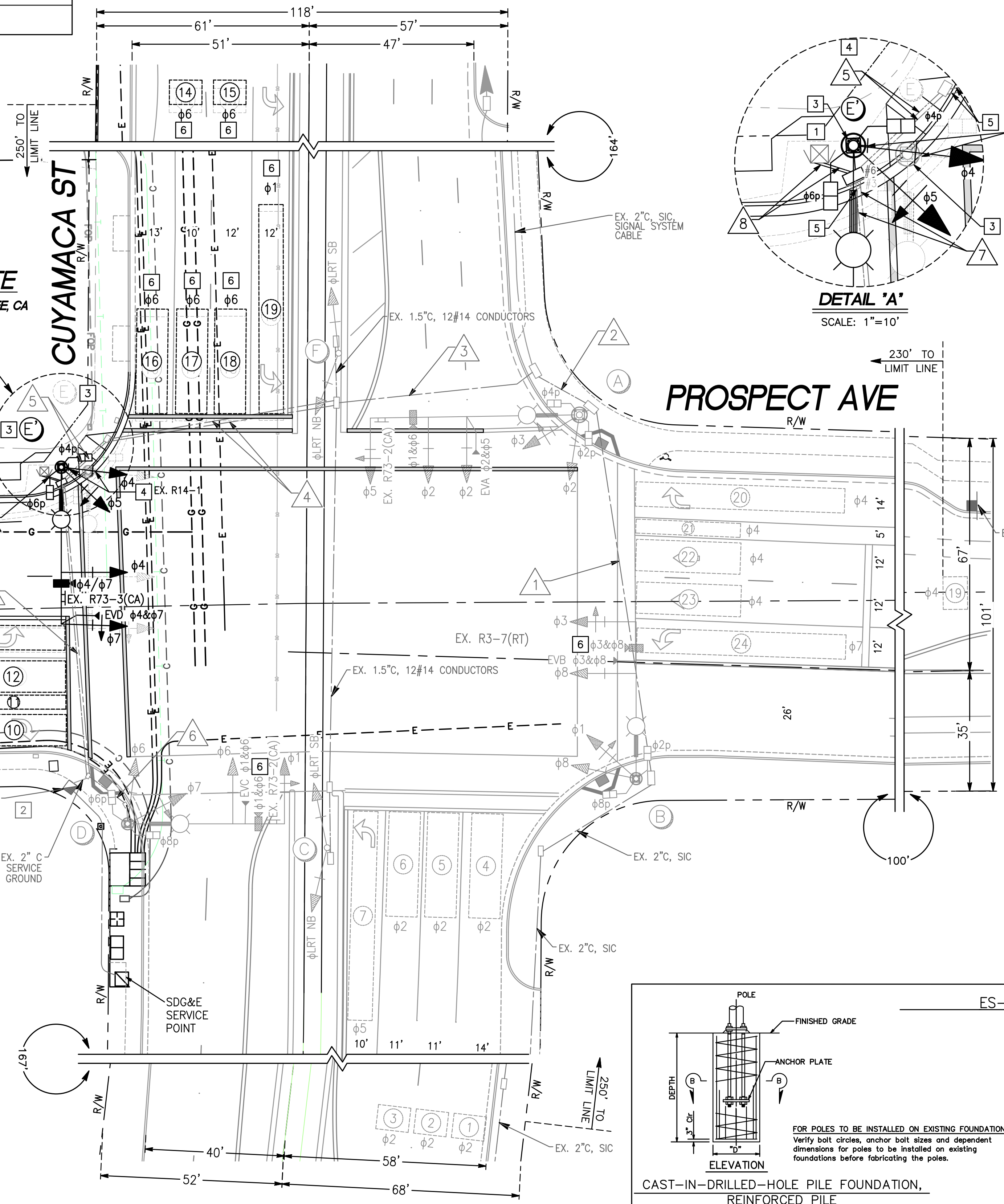


LEGEND	
	EXISTING CITY OF SANTEE I.I.S.N.S. SIGN
	EXISTING MAST ARM MOUNTED TURN CONTROL SIGN
	EXISTING SIGNAL POLE MOUNTED SIGN
	EXISTING BIDIRECTIONAL EMERGENCY VEHICLE DETECTOR
	EXISTING CONTROLLER CABINET
	EXISTING METER PEDESTAL
	EXISTING PULL BOX
	EXISTING VEHICULAR TRAFFIC SIGNAL HEAD
	EXISTING PEDESTRIAN HEAD
	EXISTING POLE FOUNDATION TO BE REMOVED
	EXISTING VEHICULAR TRAFFIC SIGNAL HEAD TO BE REMOVED & SALVAGED
	EXISTING PEDESTRIAN HEAD TO BE REMOVED & SALVAGED
	EXISTING PULLBOX TO BE REMOVED & SALVAGED
	EXISTING CONDUIT TO BE ABANDONED OR REMOVED
	EXISTING DLC VEHICLE LOOP TO BE ABANDONED
	PROPOSED PULL BOX
	PROPOSED CITY OF SANTEE I.I.S.N.S. SIGN
	PROPOSED MAST ARM MOUNTED TURN CONTROL SIGN
	PROPOSED SIGNAL POLE MOUNTED SIGN
	PROPOSED EMERGENCY VEHICLE DETECTOR
	PROPOSED VEHICULAR TRAFFIC SIGNAL HEAD
	PROPOSED PEDESTRIAN HEAD
	EXISTING RIGHT OF WAY
	EXISTING STRIPING
	EXISTING STRIPING TO BE REMOVED
	PROPOSED STRIPING
	RELOCATE EXISTING TRAFFIC SIGNAL EQUIPMENT
	REMOVE & SALVAGE
	CAPTURE CONDUIT IN EXISTING PULL BOX
	FOUNDATION TO BE ABANDONED
	CAPTURE CONDUIT

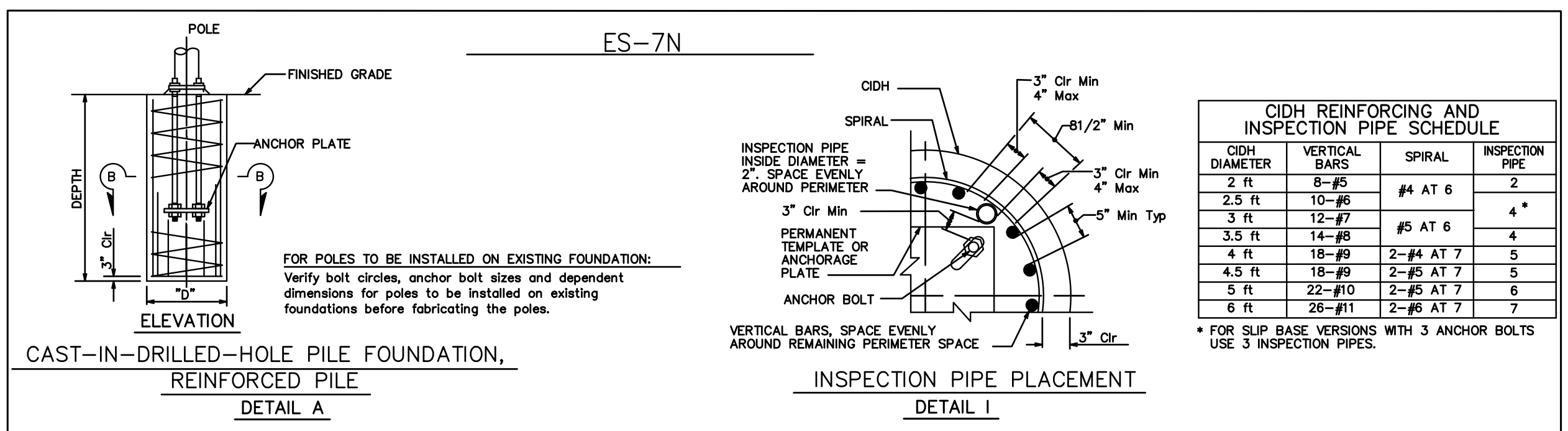
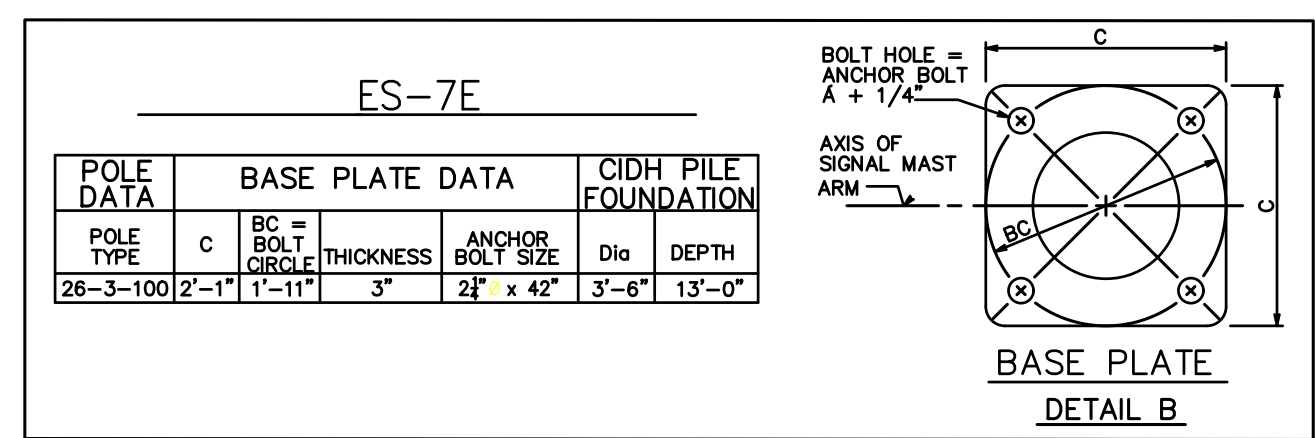
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MIZUTA TRAFFIC CONSULTING
 5694 MISSION CENTER RD. #602-121
 SAN DIEGO, CA 92108
 (858) 752-1212



- CONSTRUCTION NOTES (THIS SHEET ONLY)**
- PROTECT IN PLACE EXISTING CONTROLLER.
 - PROTECT IN PLACE EXISTING TYPE III SIGNAL AND LIGHTING SERVICE CABINET.
 - CONTRACTOR SHALL REMOVE AND RELOCATE POLE (E) COMPLETE WHERE INDICATED ON THE PLAN. REMOVAL OF THE TRAFFIC SIGNAL POLE FOUNDATION SHALL BE DISCRETIONARY BASED ON CONSTRUCTION REQUIREMENTS AT ITS EXISTING LOCATION, ABANDON IF POSSIBLE. FOUNDATION SHALL BE CONSTRUCTED PER ES-7N, DETAIL "A" WITH THE DIMENSIONS PROVIDED IN ES-7E. SEE DETAIL "B" BELOW.
 - RELOCATE EXISTING TRAFFIC SIGNAL POLE SIGN WHERE INDICATED ON THE PLAN. REF: CALTRANS STD. PLAN RS4.
 - CAPTURE EXISTING CONDUITS AND CONDUCTORS FROM EXISTING #3 ELECTRICAL PULL BOX FOR TRAFFIC SIGNAL & LIGHTING POWER AS INDICATED ON THE PLAN.
 - REMOVE & SALVAGE #3 ELECTRICAL PULL BOX. REROUTE ALL EXISTING POWER CONDUCTORS AS FOLLOWS:
 - 2#10 LIGHTING, & 1#8 GROUND SHALL BE REROUTED TO EXISTING OR PROPOSED CONTROLLER PULL BOX.
 - IF THE EXISTING TRAFFIC SIGNAL POWER CONDUCTORS (TYPICALLY 2#6 SERVICE & 1#8 GROUND), CAN BE PULLED BACK FROM THE CONTROLLER. THEN PULL TRAFFIC SIGNAL SERVICE & GROUND BACK.
 - ADD CONDUIT TO REACH THE #6 CONTROLLER PULL BOX AND REROUTE EXISTING TRAFFIC SIGNAL SERVICE CONDUCTORS THRU CONDUIT INTO THE CONTROLLER PULL BOX AND INTO THE CONTROLLER THRU EXISTING 2-3" CONDUIT RUN #8.
 - PROTECT IN PLACE EXISTING #6 PULL BOX, CONDUITS, & CONDUCTORS IF POSSIBLE. IF THE EXISTING PULL BOX NEEDS ADJUSTMENT TO EITHER GRADE OR ALIGNMENT THEN:
 - OPTION 1: ADJUST EXISTING PULL BOX TO PROPOSED GRADE OF THE PROPOSED CURB RETURN & ACCESS RAMP. OR
 - OPTION 2: IF ONE OF THESE CANNOT BE ACCOMPLISHED, THEN INSTALL NEW PULL BOX NEAR THE EXISTING LOCATION AT PROPOSED ALIGNMENT & GRADE.
 - ADJUST EXISTING VIDEO CAMERAS & DETECTION ZONES AS INDICATED.

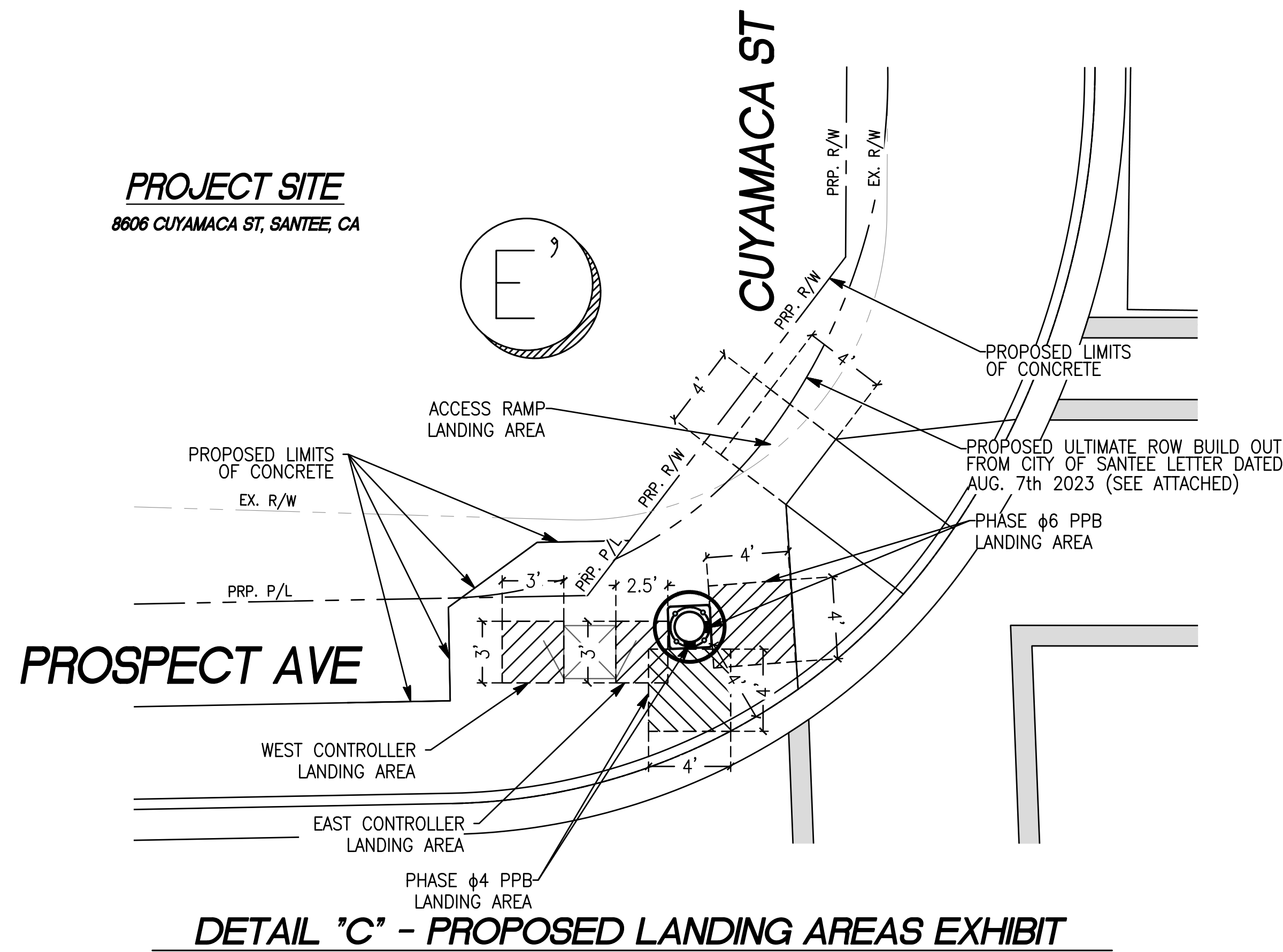
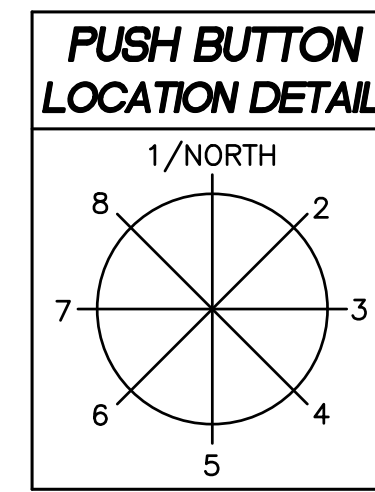


DETAIL 'B' - CALTRANS STANDARD DRAWING REFERENCES

CONSTRUCTION RECORD		REFERENCES	DATE	BY	REVISIONS	ACPTD	BENCH MARK	SCALE	DESIGNED BY	DRAWN BY	CHECKED BY	REVIEWED	CITY OF SANTEE	DEPARTMENT OF DEVELOPMENT SERVICES	CITY W.O. NO.	DRAWING NO.
CONTRACTOR							STATION XXX PER ROS 11252 - STD STREET SURVEY	HORIZ: 1" = 20'	DAB	DAB	MM		TRAFFIC SIGNAL MODIFICATION PLAN FOR:			
INSPECTOR							MONUMENT STAMPED XXXX PER MAP XXXX	VERT: N/A	MARC MIZUTA				CUYAMACA ST STARBUCKS		T-XXXX	2023-XXX
DATE COMPLETED							LOCATION, ELEVATION		RCE NO. 67081				CUYAMACA ST at PROSPECT AVE	TM or DR 200X-XX		SHEET 3 OF 4

PLOT DATE: Feb. 7, 2024
 FILE: DRG
 PWC: BAW TRAFFIC DESIGN/MIZUTA TRAFFIC CONSULTING/6808 CUYAMACA ST STARBUCKS/11252-STD STREET SURVEY

POLE SCHEDULE*																		
LOC.	STANDARD			LUMINAIRE (CO-LPS)	PLACEMENT DIMENSIONS		SIGNAL MOUNTING AND PLACEMENT					REMARKS (IISNS-PER)						
	TYPE	MASTARM			A.	B.	VEHICLE		PEDESTRIAN									
		HT.	SIG.				LUM.	POLE	MASTARM	SIGNAL	PPB		LOC.					
E	26-3-70	30'	40'	10'	150W INDUCTION	11'-7 1/2"	5'-4 3/4"	SV-1-T φ2	MAS φ4	φ7 φ4	SP-2-T φ4 φ6	φ4 φ6	1 3	IISNS-CUYAMACA ST	3	4	6	RL



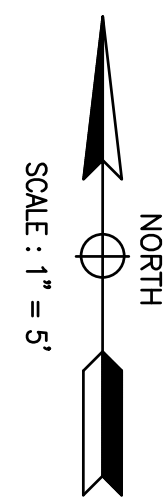
DETAIL "C" - PROPOSED LANDING AREAS EXHIBIT

SCALE : 1' = 5'

ES-7E			
POLE DATA	BASE PLATE DATA		CIDH PILE FOUNDATION
POLE TYPE	C	BC = BOLT CIRCLE	ANCHOR BOLT SIZE
26-3-100	2'-1"	1'-11"	3"
			24" x 42"
			3'-6"
			13'-0"

BASE PLATE
DETAIL B

PLOT DATE: Feb. 7, 2024
BY: DAB
DATE: 6/30/2025
MARC MIZUTA
REGISTERED PROFESSIONAL ENGINEER
CIVIL
STATE OF CALIFORNIA
No. 67801



DECLARATION OF RESPONSIBLE CHARGE

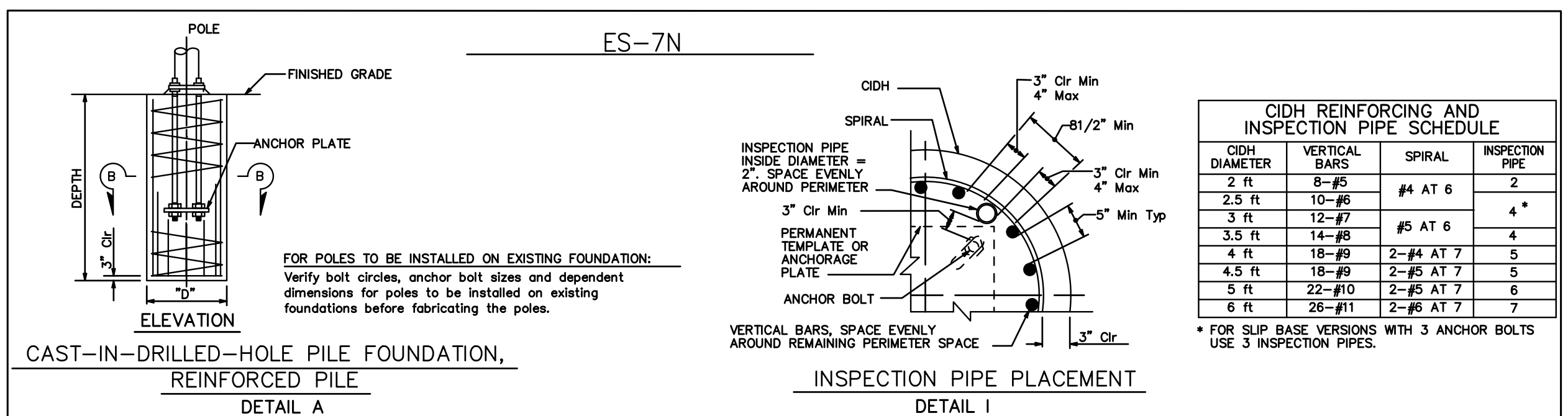
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DESIGN SPEED: PROSPECT AVE = 40 MPH
DESIGN SPEED: CUYAMACA ST = 40-45 MPH
THIS PLAN ACCURATE FOR ELECTRICAL WORK ONLY

MIZUTA TRAFFIC CONSULTING
5694 MISSION CENTER RD. #602-121
SAN DIEGO, CA 92108
(858) 752-1212

MARC MIZUTA R.C.E. 67801 Exp. 6/30/2025 DATE



DETAIL "B" - CALTRANS STANDARD DRAWING REFERENCES

CONSTRUCTION RECORD	REFERENCES	DATE	BY	REVISIONS	ACPTD	BENCH MARK	SCALE	DESIGNED BY	DRAWN BY	CHECKED BY	REVIEWED	CITY OF SANTEE	DEPARTMENT OF DEVELOPMENT SERVICES	CITY W.O. NO.	DRAWING NO.
						STATION XXX PER ROS 11252 - STD STREET SURVEY	HORIZ: 1" = 20'	DAB	DAB	MM		TRAFFIC SIGNAL MODIFICATION PLAN FOR:			
						MONUMENT STAMPED XXXX PER MAP XXXX	VERT: N/A	MARC MIZUTA		Feb. 7, 2024		CUYAMACA ST STARBUCKS		T-XXXX	2023-XXX
						LOCATION, ELEVATION		RCE NO. 67081		EXPIRES 6/30/2025		CUYAMACA ST at PROSPECT AVE			SHEET 4 OF 4

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA APPROVING A CONDITIONAL USE PERMIT (P2022-9) FOR A DRIVE THROUGH ONLY COFFEE SHOP ON A 0.39-ACRE VACANT LOT AT 8606 CUYAMACA STREET (APN 384-311-38-00) IN THE GENERAL COMMERCIAL (GC) ZONE AND FINDING THE PROJECT EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO CEQA GUIDELINES SECTION 15303.

APPLICANT: 2525 RAMONA LLC.

WHEREAS, the Santee Municipal Code (SMC) 13.12.030 requires a Conditional Use Permit for restaurants with drive-through service development in the General Commercial (GC) Zone; and

WHEREAS, on April 25, 2024, 2525 Ramona LLC submitted a complete application for P2022-9 to construct a 1,294 square foot drive through only coffee shop located at 8606 Cuyamaca Street (APN 384-311-38) in the GC Zone (Project); and

WHEREAS, the Project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning classification and regulations; and

WHEREAS, the Project is exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 15303, Class 3 of the CEQA Guidelines (New Construction or Conversion of Small Structures), because the project consists of constructing a commercial building less than 2,500 square feet in floor area for use as a drive-through only coffee shop that does not involve the use of significant amounts of hazardous substances. Through review of the Project and Project site, none of the exceptions to the Class 3 exemption found in CEQA Guidelines Section 15300.2 apply to the project; and

WHEREAS, the Project is located within Airport Influence Area 1, Safety Zone 2, of the Gillespie Field Airport Land Use Compatibility Plan (ALUCP) and on December 7, 2022, the Federal Aviation Administration determined that the Project, as designed, presented no hazard to air navigation, and the Airport Land Use Commission (ALUC) determined that the Project is conditionally consistent with the ALUCP pursuant to the ALUC determination letter dated February 3, 2023; and

WHEREAS, the City has adopted a Capital Improvement Plan (CIP) for Fiscal Years 2022-2026 in accordance with Government Code section 66002 that identifies the public infrastructure services and facilities the City provides, maintains, and improves, such as roads, sidewalks, traffic circulation, water drainage, utilities, and parks in the interest of the public's health, safety, and welfare ("Public Facility or "Public Facilities"); and

WHEREAS, the Mitigation Fee Act (Gov. Code sections 66000-66025) authorizes the City to impose fees as a condition of issuing a building permit to offset/ help fund the impacts of new construction of Public Facilities when the purpose and use of the fee is reasonably related to the type of development project and to the need for the Public Facility (Gov. Code section 66001(a)); and

RESOLUTION NO.

WHEREAS, in 2019, the City adopted a comprehensive Development Impact Fees and Dedication Ordinance, Ordinance 565, which was amended by Ordinance 612 in 2023, to require the Director of Finance to annually prepare and make available to the public a report that, among other things, demonstrates the relationship between development impact fees and the City's determination and use of such fees consistent with the Mitigation Fee Act; and

WHEREAS, Resolution 097-2023 recognizes that new development requires the construction of capital improvements such as drainage improvements, traffic improvements, traffic signals, public park facilities, community facilities and other public improvements, public services and community amenities. The resolution provides the current City of Santee Development Impact Fee Report, and makes findings related to the purpose and use of the City's impact fees, how the fees relate to a development project and impact on Public Facilities, and how the individual fees are calculated; and

WHEREAS, the Project calls for new construction that will both benefit from and burden various Public Facilities, specifically drainage, traffic, and traffic signal facilities, based on the demand generated by the Project for those facilities. As a result, the Project is subject to the assessment of development impact fees based on the Project's commercial use classification and size and measured by the its proportional contribution to the cost of capital improvements to specific Public Facilities; and

WHEREAS, it is in the interest of the public's health, safety and welfare for the Project to pay the costs of constructing the Public Facilities that are reasonably related to the impacts of the Project; and

WHEREAS, the Project is not subject to Measure N as the Project is not a General Plan amendment, Planned Development Area, or new Specific Planning Area, nor would it increase the residential density permitted by law, make changes to the General Plan Residential Land Use categories that would intensify use, make changes to the land use designation of any parcel in a manner that intensifies use, nor make changes to slope criteria, minimum parcel sizes, or lot averaging provisions of the General Plan that would permit increased density or intensity of use; and

WHEREAS, the Planning & Building Department scheduled P2022-9 for public hearing on June 12, 2024; and

WHEREAS, on June 12, 2024, the City Council held a duly advertised public hearing on P2022-9; and

WHEREAS, the City Council considered the Staff Report, the CEQA Exemption, all recommendations by staff, public testimony, and all other relevant information contained in the administrative record regarding the Project.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Santee, California that, after considering the evidence presented at the public hearing, the City Council hereby finds as follows:

RESOLUTION NO.

SECTION 1: On June 12, 2024, the City Council authorized filing a CEQA Notice of Exemption after determining the project exempt from CEQA pursuant to Section 15303, Class 3 of the CEQA Guidelines (New Construction or Conversion of Small Structures) because the project consists of constructing a commercial building less than 2,500 square feet in floor area for use as a coffee shop that does not involve the use of significant amounts of hazardous substances. Through review of the project and project site, none of the exceptions to the Class 3 exemption found in CEQA Guidelines Section 15300.2 apply to the project. No further environmental review is required for the City to adopt this Resolution.

SECTION 2: The following circumstances, required by SMC Section 13.06.030(E)(1)-(4) to be met prior to the issuance of a Conditional Use Permit, are found to apply for the reasons stated:

A. *That the proposed use is in accord with the General Plan, the objectives of the zoning ordinance, and the purposes of the district in which the site is located*

The proposed use complies with the Santee General Plan, the objectives of the Development Code, and the purpose of the district in which the site is located. The site is located in the GC zone district, which is intended primarily for a range of retail and service activities, but also allows restaurants with drive-through services with Conditional Use Permit approval.

B. *That the proposed use, together with the conditions applicable thereto, will not be detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity.*

The proposed use, together with the conditions applicable thereto, will not be detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity because:

1. The building is separated from surrounding uses by a block wall, landscaping, and a driveway; and
2. The building is set back from both Prospect Avenue and Cuyamaca Street to the extent feasible and all setbacks and unused areas will be landscaped; and
3. On-site circulation, queue design, and operational procedures will ensure drive-through traffic can be adequately contained on the subject property; and
4. Site development includes an access driveway from Prospect Avenue and a drive-through facility design that avoids traffic backup onto adjoining roadways as substantiated by a corresponding queuing analysis; and
5. Noise from construction and operational activities will not be detrimental to

RESOLUTION NO.

surrounding properties as conditions of approval, herein, require construction activities to not be conducted before 7:00 a.m. or after 7:00 p.m. on Mondays through Saturdays and at any time on Sundays and holidays.

- C. *That the proposed use complies with each of the applicable provisions of the zoning ordinance.*

The proposed use complies with each of the applicable provisions of the SMC including building setbacks, landscaping, and lighting. The drive-through coffee shop use is permitted in the GC zone with approval of a Conditional Use Permit and the buildings, parking, parking lot lighting and site landscaping have been designed to be consistent with the design criteria outlined with SMC. All proposed private improvements necessary for the project will meet the City's Public Works standards.

- D. *Regarding all properties designated as general commercial, neighborhood commercial or office professional: Development and redevelopment shall be comprehensively designed, entitled and developed whenever it is determined by the City that the permitting of incremental construction and uses may significantly inhibit or otherwise be detrimental to fulfilling the economic and development potential of the site. Any development review permit, conditional use permit or minor conditional use permit which is not consistent with this policy shall be denied.*

The project site is located in the GC zone and the proposed development has been comprehensively designed with carefully placed buildings, parking areas, landscaping and other site improvements that adequately reflect surrounding uses and site conditions.

SECTION 3: P2022-9 is hereby approved subject to the following conditions:

- A. **ANY PERMIT: Prior to the approval of any plan, issuance of any permit, and prior to occupancy or use of the premises in reliance of this permit, the applicant shall complete the following to the satisfaction of the applicable Department.**
1. Following project approval, the applicant shall schedule with the City Project Planner a post approval meeting to discuss the project's conditions of approval, timing of design and construction, and implementation of the project conditions. The meeting shall be scheduled prior to any plan submittals. The applicant should include their project design team including the project architect, their design engineer, and their landscape architect. (Planning)
 2. Minor or Major Revisions to the Conditional Use Permit, such as changes to the building elevations, site design, or landscape design, shall be approved by the Planning & Building Director, unless in the Planning &

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Building Director's judgment, a Major Revision should be reviewed by the City Council. (Planning)

3. The applicant shall include provisions in their design contract with their design consultants that following approval by the City, all construction drawings or technical reports accepted by the City, exclusive of architectural building plans, shall become the property of the City. Once accepted, these plans may be freely used, copied or distributed by the City to the public or other agencies, as the City may deem appropriate. A letter of acknowledgment of this requirement from each design consultant is required at the time of plan submittal. This letter shall be in a format acceptable to the Director of Engineering. (Engineering)
4. To coordinate with the City Geographic Information System, horizontal and vertical control for all construction drawings, grading plans, landscape plans, street improvement plans, plot plans, etc., shall be obtained from Record of Survey (ROS) 11252. All plans, exclusive of building plans, shall be prepared at an engineering scale of 1"=20' unless otherwise approved by the project engineer. (Engineering)
5. Starting with the first plan check submittal, all plan sets shall be submitted concurrently to Padre Dam Municipal Water District for review and approval. The City does not coordinate the review process with Padre Dam, this is the responsibility of the design engineer and the landscape architect. Failure to properly coordinate this review may result in a delay in the issuance of permits required for construction. It is incumbent upon the applicant to oversee the plan submittals of their design consultants. (Engineering)
6. The project shall be compliance with the adopted California Building Standards Code at the time of building permit application and shall be subject to expirations for plan review per SMC Section 11.04.030 (Building)
7. All building permits shall expire per the California Building Code (CBC) Section 105. (Building)
8. All construction shall be in substantial conformance with the project plans approved on June 12, 2024 and as amended by this Resolution. (All Departments)
9. The applicant shall comply with all applicable requirements of the SMC, Land Development Manual, and Public Works Standards of the City of Santee. (All Departments)
10. The applicant shall obtain building permits, as necessary, for the proposed work in compliance with all applicable SMC sections, Uniform Building Code, CBC, Uniform Plumbing Code, National Electric Code, Uniform Mechanical Code, Public Works Standards of the City of Santee, and all requirements of the Fire Department. (All Departments)

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B. **IMPROVEMENT PLAN:** Prior to approval of any improvement plans, the applicant shall complete the following to the satisfaction of the applicable Department.

1. **Street Improvement Plans** shall be submitted to the Engineering Department for review and acceptance. Prior to the start of construction of any improvements, public or private, within the limits of the public right-of-way, the applicant shall have plans accepted, agreements executed, securities posted, and an encroachment permit issued. All improvements shall be installed in accordance with City standards and at the applicant's cost unless otherwise indicated. The following improvements are conditioned as part of this development:
 - a. Construct a 36-foot-wide commercial driveway on Prospect Avenue per City of Santee Standards. The driveway design shall be per the City of Santee Public Works Standard Drawing PW-38 and to the satisfaction of the City Engineer.
 - b. Dedicate right-of-way along the property frontage of Cuyamaca Street to prime arterial standards (63-foot right-of-way to centerline). Abandon the existing driveway and replace it with a new concrete curb, gutter and sidewalk. Remove and replace failed or inadequate curb, gutter, sidewalk, landscaping and street pavement to the satisfaction of the City Engineer.
 - c. Widen Prospect Avenue to collector street standards (64 feet curb to curb/84-foot right-of-way). Show curb, gutter, sidewalks, street lighting, fire hydrants and pedestrian ramps at curbs. Provide a transition with the existing improvements located west of the project site. Transition shall be to the satisfaction of the City Engineer.
 - d. The applicant shall request the vacation of excess right-of-way along Prospect Avenue such that the paved width from the centerline is 32 feet, and the dimension to the property line from the centerline is 42 feet. The centerline to be used shall match that found on City of Santee drawing number 86-101 and identified as "Ultimate St. CL".
 - e. The intersection of Prospect Avenue and Cuyamaca Street shall be constructed with a 40-foot radius curb return, modified consistent with the civil preliminary Grading plan sheet 2 of 2 dated 02/05/2024. The alignment shall be to the satisfaction of the City Engineer and be located at the ultimate building out. The applicant shall relocate existing obstructions as necessary to provide compliance with the Americans with Disabilities Act.
 - f. Street Improvement plans shall be one hundred percent (100%) complete at the time of plan check submittal, be prepared in accordance with City guidelines and the requirements set forth herein and be ready for acceptance by the City. Partial or incomplete submittals will not be accepted for plan check. The applicant shall make an electronic submittal via the City of Santee Permitting and

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Licensing Portal. The items to be submitted include but are not limited to the following:

1. 100 percent complete improvement plans.
2. Estimate for the cost of construction.
3. Resolution of Approval approving the project.

In addition to the above electronic submittal requirements, one hard copy of the full-sized improvement plans shall be provided to the project engineer. Plan check and inspection fees shall be paid in accordance with the City Fee Schedule. The amount due will be determined by staff after the initial intake. To begin the review process, fees must be paid in full. (Engineering)

2. The project shall modify the traffic signal to the satisfaction of the City Traffic Engineer. The improvement plans shall include a sheet/detail of modifications. The plans shall at minimum show the location of the new or relocated pole and correctly identify all traffic signal pull boxes and the traffic signal controller cabinet. (Traffic)
3. The project shall modify the striping on Prospect Ave to better align with striping on Prospect Ave east of Cuyamaca St. (Traffic)
4. The project shall modify the curb, gutter and pedestrian ramp on the northwest corner of Prospect Ave at Cuyamaca St to have a 40-foot radius on the Cuyamaca St side and a 30 foot radius on the Prospect Ave side. The new right-of-way shall be a minimum of 10 feet from face of curb. (Traffic)
5. The project shall widen Prospect Ave to the ultimate width of 32 feet from roadway centerline and install curb, gutter and sidewalk along its frontage. (Traffic)

C. GRADING PERMIT: Prior to approval of any grading plans and issuance of any grading permits, the applicant shall complete the following to the satisfaction of the applicable Department.

1. Landscape plans shall be certified by a licensed landscape architect for compliance with the Landscape and Irrigation Regulations set forth in SMC Chapter 13.36 and the California Model Water Efficient Landscape Ordinance. (Planning)
2. The following shall be incorporated into the project plans: "Control of Construction Hours. Construction activities occurring as part of the project shall be subject to the limitations and requirements of SMC Section 5.04.090 which states that construction activities may occur between 7:00 a.m. and 7:00 p.m. Mondays through Saturdays. No construction activities

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shall be permitted outside of these hours or on Sundays and holidays.”
(Planning)

3. **Precise Grading Plans** shall be submitted to the Engineering Department for review and acceptance.
 - a. Horizontal and vertical control for all plans shall be obtained from ROS 11252 and shall be prepared at an engineering scale of 1"=20' unless otherwise approved by the City project engineer.
 - b. All recommended measures identified in the approved geotechnical study shall be incorporated into the project design and construction.
 - c. Grading plans shall include preliminary recommendations for all pavement design sections within the project limits. The pavement structural section shall be designed based on the "R" value method using a minimum traffic index of 5.0 for on-site improvements, 8.0 for the widening of Prospect Avenue and 9.0 for work on Cuyamaca Street. Minimum concrete section shall be 5 1/2 inches plain cement concrete (PCC) over compacted, non-expansive soil. Mix design shall be a minimum class 520-C-2500. R-value test data and design calculations shall be submitted for approval to the Engineering Department a minimum of seven days prior to placement of paving. The pavement design report shall conform to City of Santee Form 435 – PAVEMENT DESIGN AND R-VALUE TEST SUBMITTAL PROCEDURES.
 - d. Grading plans shall be one hundred percent (100%) complete at the time of plan check submittal, be prepared in accordance with City guidelines and be ready for acceptance by the City. Partial or incomplete submittals will not be accepted for plan check. The applicant shall make an electronic submittal via the City of Santee Permitting and Licensing Portal. The items to be submitted include but are not limited to the following:
 1. 100 percent complete Grading, landscape, and irrigation plans.
 2. A completed grading permit submittal.
 3. Estimate for the cost of construction.
 4. Drainage Study specified here within.
 5. Storm Water Quality Management Plan (SWQMP) specified here within.
 6. Operation & Maintenance (O&M) plan specified here within.
 7. Geotechnical Study specified here within.
 8. Letters of permission from any adjoining property owners if grading is proposed off-site. Letters shall be in a form acceptable to the City.

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9. Letters of acknowledgment signed and sealed, from each design consultant acknowledging City ownership of all construction drawings following City approval as specified here within.
10. Resolution of Approval approving the project.

In addition to the above electronic submittal requirements, one hard copy of the above-mentioned full-sized plans, documents and reports shall be provided to the project engineer. Plan check and inspection fees shall be paid in accordance with the City Fee Schedule. The amount due will be determined by staff after the initial intake. To begin the review process, fees must be paid in full. (Engineering)

4. Provide a geotechnical study prepared in accordance with the Santee General Plan. All recommended measures identified in the approved study shall be incorporated into the project design. The Geotechnical/Seismic Hazard Study for the Safety Element of the Santee General Plan which details, in Table A-1, study criteria necessary to conform to the General Plan requirements, can be accessed from the City's website.
 - a. The geotechnical report shall analyze any proposed infiltration techniques (trenches, basins, dry wells, permeable pavements with underground reservoir for infiltration) for any potential adverse geotechnical concerns. Geotechnical conditions such as: slope stability, expansive soils, compressible soils, seepage, groundwater depth, and loss of foundation or pavement subgrade strength should be addressed, and mitigation measures provided. (Engineering)
5. Provide a drainage study prepared by a registered Civil Engineer, with demonstrated expertise in drainage analysis and experience in fluvial geomorphology and water resources management. Storm drainage shall be designed to adequately convey storm water runoff without damage or flooding of surrounding properties or degradation of water quality.
 - a. The drainage study shall identify and calculate storm water runoff quantities expected from the site and upstream of the site and verify the adequacy of all on-site or off-site facilities necessary to discharge this runoff. The drainage system design shall be capable of collecting and conveying all surface water originating within the site, and surface water that may flow onto the site from upstream lands, and shall be in accordance with the latest adopted Master Drainage Plan, the requirements of the City of Santee Public Works Standards, including analysis of the 10-year, 50-year and 100-year frequency storms, and be based on full development of upstream areas.
 - b. The drainage study shall compute rainfall runoff characteristics from the project area including, at a minimum, peak flow rate, flow velocity,

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runoff volume, time of concentration, and retention volume. These characteristics shall be developed for the 10-year, 50-year and 100-year frequency six-hour storm during critical hydrologic conditions for soil and vegetative cover. Storm events shall be developed using isopluvial maps and in accordance with the San Diego County Hydrology Manual. (Engineering)

6. Provide a SWQMP prepared in accordance with the City of Santee Storm Water Ordinance and in accordance with the City of Santee Best Management Practices (BMP) Design Manual dated February 2016. The SWQMP must include BMPs to address water quality and hydromodification. An O&M Plan describing maintenance requirements and costs for BMP maintenance and provision of maintenance verification shall be provided.

The SWQMP shall include the following:

- a. Develop and implement appropriate BMPs to ensure that the project does not increase pollutant loads from the site. A combination of respective storm water BMPs, including Site Design, Source Control, and Structural Treatment Control shall be implemented in accordance with the approved SWQMP.
- b. The project design shall incorporate Low Impact Development (LID) and site design BMPs to minimize directly connected impervious areas and to promote infiltration using LID techniques as outlined in the County of San Diego's LID handbook. Parking areas shall be designed to drain to landscape areas. Private roads shall be designed to drain to vegetated swales or landscaped areas.
- c. The site shall comply with full trash capture requirements by providing completely enclosed trash and recycling enclosures and fitting all storm drain inlets with a State certified grate/screen or trash rack. Said devices must be designed to capture debris of 5 mm or greater, while preventing flooding potential. In addition, any adjacent public storm drain inlet structure to which the site discharges must also be retrofitted with trash capture devices. The device which shall be used for public inlets is the Advanced Drainage System (ADS) FlexStorm Connector Pipe Screen system or approved equal.
- d. All inlets must be labeled with concrete stamp or equivalent - stating, "No Dumping - Drains to River". If work is performed on a public inlet, the public inlet must be labeled with the following standard specification: Public storm drain inlet markers shall be 4-inch diameter, stainless steel, natural embossed, inlet marker as manufactured by Almetek Industries or approved equal. Marker shall contain/state "No Dumping" with "Fish w/ Wave" symbol and "Drains to Waterways" legend. Marker shall contain 2-inch-long x ¼-

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inch diameter threaded rod and shall be installed flush and wet-set in top of inlet, centered on width of inlet opening.

- e. Down spouts and heating, ventilation, and air conditioning (HVAC) systems are not permitted to be connected to any storm drain conveyance system. All non-storm water discharges must either drain to landscaped areas or be plumbed to the sewer.
 - f. Fire suppression systems must be designed to be able to discharge to a sewer clean out for all maintenance and testing activities, or otherwise captured and contained on-site.
 - g. California native/drought-tolerant plants shall be used to the maximum extent feasible to minimize the need for irrigation. Where irrigation is necessary, then the system shall be designed and installed to prevent overspray or irrigation runoff during normal operations and during a break in the line.
 - h. The final project submittal shall include a standalone O&M Plan in accordance with the City of Santee BMP Design Manual. (Engineering)
7. Submit a current preliminary title report (dated within six months of plan submittal) and all documents listed in the title report. Copies of recorded documents must be clear and legible copies of the original recorded document. (Engineering)
8. The underground water supply piping that feeds the automatic fire sprinkler system is required to be flushed of dirt and debris prior to connecting with the overhead portion of the automatic fire sprinkler system. The underground piping cannot be flushed into the storm drain system. This must be done into an on-site retention basin, or other approved means. This water discharge shall be planned for as a part of the on-site storm water pollution prevention plan. Please contact the Fire Department regarding other approved methods of flushing this underground system. Separate plans shall be submitted to the Fire Department for Underground Fire lines. (Fire)
- D. ROUGH GRADING: Prior to any grading or site preparation activities the applicant shall complete the following to the satisfaction of the applicable Department.**
- 1. Prior to the start of ground-disturbing activities, the applicant shall retain a qualified archaeologist who meets the Secretary of the Interior's Professional Qualifications Standards for archaeology (U.S. Department of the Interior 2012). The applicant shall also retain a Native American monitor of Kumeyaay decent. (Planning)

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2. Prior to the start of ground-disturbing activities, the qualified archaeologist shall conduct cultural resources sensitivity training for all construction personnel. Construction personnel shall be informed of the types of archaeological resources that may be encountered, and of the proper procedures to be enacted in the event of an inadvertent discovery of archaeological resources or human remains. The applicant shall ensure that construction personnel attend the training and sign an attendance acknowledgement form. The applicant shall retain documentation demonstrating attendance. (Planning)
3. Following issuance of a grading permit the applicant shall complete rough grading in accordance with the approved grading plans and the recommendations of the project's geotechnical engineer. (Engineering)

E. DURING GRADING: During any grading, site preparation or construction activities, the applicant shall complete the following conditions to the satisfaction of the applicable Department:

1. The qualified archaeologist, or an archaeological monitor (working under the direct supervision of the qualified archaeologist), shall observe all initial ground-disturbing activities, including but not limited to brush clearance, vegetation removal, grubbing, grading, and excavation. The qualified archaeologist, in coordination with the applicant and the City, may reduce or discontinue monitoring if it is determined by the qualified archaeologist that the possibility of encountering buried archaeological deposits is low based on observations of soil stratigraphy or other factors. Archaeological monitoring shall be conducted by an archaeologist familiar with the types of archaeological resources that could be encountered within the project site. The archaeological monitor shall be empowered to halt or redirect ground-disturbing activities away from the vicinity of a discovery until the qualified archaeologist has evaluated the discovery and determined appropriate treatment (as prescribed below). The archaeological monitor shall keep daily logs detailing the types of activities and soils observed, and any discoveries. After monitoring has been completed, the qualified archaeologist shall prepare a monitoring report that details the results of monitoring. The report shall be submitted to the City and any Native American groups who request a copy. A copy of the final report shall be filed at the South Coastal Information Center. (Planning)
2. The Native American monitor shall be present for any pre-construction meeting and for all ground-disturbing activities associated with the project. Should any cultural or tribal cultural resources be discovered, no further grading shall occur in the area of the discovery until the Planning & Building Director or designee, with concurrence from the Native American monitor, are satisfied that treatment of the resource has occurred. In the event that a unique archaeological resource or tribal cultural resource is discovered, and in accordance with Public Resources Code Section 21083.2(b)(1), (2), and (4), the resource shall be moved and buried in an open space area

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identified by the Native American monitor, which will not be subject to further grading activity, erosion, flooding, or any other ground disturbance that has the potential to expose the resource. No identification of the resource shall be made; however, the applicant shall plot the new location of the resource on a map showing latitudinal and longitudinal coordinates and provide that map to the Native American Heritage Commission (NAHC) for inclusion in the Sacred Lands File. Disposition of the resources shall be at the discretion of the City of Santee, but in accordance with the foregoing. (Planning)

3. In the event of the unanticipated discovery of archaeological materials, all work shall immediately cease in the area (within 100 feet) of the discovery until it can be evaluated by the qualified archaeologist in consultation with the Native American monitor. Construction shall not resume until the qualified archaeologist has conferred with the applicant and the City on the significance of the resource. (Planning)
4. If it is determined that the discovered archaeological resource constitutes a historical resource or a unique archaeological resource, avoidance and preservation in place is preferred. Preservation in place may be accomplished by, but is not limited to, avoidance, incorporating the resource into open space, capping, or deeding the site into a permanent conservation easement. In the event that preservation in place is demonstrated to be infeasible and data recovery through excavation is the only feasible option available, a Cultural Resources Treatment Plan shall be prepared and implemented by the qualified archaeologist in consultation with the applicant and the City that provides for the adequate recovery of the scientifically consequential information contained in the archaeological resource. The qualified archaeologist and the City shall consult with appropriate Native American representatives in determining treatment for prehistoric or Native American resources to ensure cultural values ascribed to the resources, beyond those which are scientifically important, are considered. (Planning)
5. If human remains are encountered, all work shall halt in the vicinity (within 100 feet) of the discovery and the San Diego County Coroner will be contacted in accordance with Public Resources Code (PRC) Section 5097.98 and Health and Safety Code Section 7050.5. The applicant and the City will also be notified. If the County Coroner determines that the remains are Native American, the NAHC will be notified in accordance with Health and Safety Code Section 7050.5, subdivision (c), and PRC Section 5097.98 (as amended by Assembly Bill 2641). The NAHC will designate a Most Likely Descendant (MLD) for the remains per PRC Section 5097.98. The MLD shall complete the inspection of the site within 48 hours of being granted access and shall provide recommendations for the treatment of the remains. Until the landowner has conferred with the MLD, the applicant will ensure that the immediate vicinity where the discovery occurred is not disturbed by further activity, is adequately protected according to generally accepted cultural or archaeological standards or practices. (Planning)

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6. The construction contractor shall use construction equipment powered by California Air Resources Board certified Tier 4, or newer, engines and haul trucks that conform to current U.S. Environmental Protection Agency truck standards. (Planning)
7. The on-site construction superintendent shall ensure implementation of standard BMPs as required by the San Diego Air pollution Control District Rule 55, Fugitive Dust Control. (Planning)
8. The on-site construction superintendent shall ensure implementation of applicable California Department of Resources Recycling and Recovery (CalRecycle) Sustainable (Green) Building Program Measures. (Planning)
9. Construction equipment with a manufacturer's noise rating of 85 dBALMAX or greater, may only operate at a specific location for 10 consecutive workdays. If work involving such equipment involves more than 10 consecutive workdays, a notice must be provided to all property owners and residents within 300 feet of the site no later than 10 days before the start of construction. A sign legible at a distance of 50 ft shall also be posted at the construction site. All notices and the signs must be approved by the City and shall indicate the dates and durations of construction activities, as well as provide a telephone number for the noise disturbance coordinator. (Planning)
10. A noise disturbance coordinator shall be established. The noise disturbance coordinator shall be responsible for responding to any local complaints about construction noise. The noise disturbance coordinator shall determine the cause of the noise complaint (e.g., starting too early, bad muffler) and shall be required to implement reasonable measures to reduce noise levels. (Planning)
11. The applicant shall comply at all times with the following work hour requirements:
 - a. No site work, building construction, or related activities, including equipment mobilization will be permitted to start on the project prior to 7:00 am and all work for the day shall be completed by 7:00 pm, no exceptions.
 - b. No work is permitted on Sundays or City Holidays.
 - c. No deliveries, including equipment drop off and pick-up, shall be made to the project except between the hours of 8:00 am and 6:00 pm, Monday through Saturday, excluding Sundays and City Holidays. Deliveries of emergency supplies or equipment necessary to secure the site or protect the public are permitted.
 - d. If the applicant fails or is unable to enforce compliance with their contractors, subcontractors and material suppliers regarding the

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specified work hours, additional reduction of work hours may be imposed by the Engineering Department. (Engineering)

In addition to the above the applicant shall erect one or more signs stating the work hour restrictions. Signs shall be installed as may be required, in the vicinity of the project construction trailer if a job site trailer is used, or at such other locations as may be deemed appropriate by the Engineering Department. The sign shall be a minimum of 24-inch x 36 inch and shall be weather proofed. The sign content shall be provided by the Engineering Department. (Engineering)

12. Trench work when required within City streets shall be completed within two weeks of the initial start date, including placement of the final trench patch. Trench plates or temporary pavement placement shall be installed at the end of each workday. Advance warning signs on lighted barricades notifying the public of trench plates and/or uneven pavement shall be placed and maintained until permanent pavement repairs are made. The maximum length of time including weekends and holidays that trench plates may remain on the street is 72 hours after which temporary or permanent asphalt paving shall be placed. (Engineering)
13. Vehicle access on Mission Gorge Road, Cuyamaca Street, Olive Lane, Town Center Parkway, Carlton Hills Boulevard, Woodside Avenue, and Riverview Parkway shall be maintained at all times and all work shall be done at night unless otherwise approved by the Director of Engineering. When day work is permitted, work hours shall be from 8:30 am to 3:30 pm, including set up and break down of traffic control. No day work will be permitted during the holiday season, defined as beginning the Saturday before Thanksgiving Day and shall extend through New Year's Day, unless otherwise approved by the Director of Engineering. (Engineering)

F. **BUILDING PERMIT: Prior to approval of any building plan and the issuance of any building permit, the applicant shall complete the following to the satisfaction of the applicable Department.**

1. An avigation easement for aircraft noise and height is required to be recorded with the San Diego County Recorder pursuant to the Gillespie Field Airport Land Use Compatibility Plan and the San Diego County Airport Land Commission's Consistency Determination Letter dated February 3, 2023. A copy of the recorded avigation easement must be provided prior to issuance of any building permit. (Planning)
2. The building must be sound attenuated to a 50 decibel Community Noise Equivalent Level (dB CNEL) interior noise level pursuant to the Gillespie Field Airport Land Use Compatibility Plan and the San Diego County Airport Land Commission's Consistency Determination Letter dated February 3, 2023. (Planning)

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3. A solar permit must be submitted and approved showing a system with a generating capacity of at least 1.5 watts of energy per square foot of building area. (Building)
4. A decorative iron fence, or similar style fence or wall, shall be installed along the western property line in replace of the existing chain link fence. (Planning)
5. Trash receptacles shall be enclosed by a solid six-foot-high decorative block or stucco wall with view obstructing metal gates painted to match the proposed building. A solid-covered roof and mesh screens shall also be provided for the trash enclosure, subject to approval of the Planning & Building Director. (Planning)
6. Any proposed site walls shall be constructed of split-faced block or similar decorative material. (Planning)
7. All new signs shall be approved separately through a Sign Permit subject to the requirements of SMC Chapter 13.32. (Planning)
8. Any equipment, whether on the roof, on the side of a building, or on the ground, shall be screened from view. The method of screening shall be architecturally integrated with the building design in terms of material, color, shape and size. All elevations submitted for building plan check shall show the method of screening of any proposed rooftop mechanical equipment. (Planning)
9. Parking lot lights shall not exceed 15 feet in overall height from finished grade and shall be fully-shielded so as not to cause glare on adjacent properties. (Planning)
10. Following completion of the rough grading and prior to issuance of any building permits, the applicant shall provide three originals of the pad compaction certification from the geotechnical engineer and three originals of the pad elevation certification from the project civil engineer to the City project engineer. (Engineering)
11. Applicant shall ensure that all property corners are properly monumented. If corners have been lost or do not exist, corners shall be set, and a ROS filed prior to issuance of a building permit. (Engineering)
12. A Storm Water Facilities Maintenance Agreement accepting responsibility for all structural BMP maintenance, repair and replacement as outlined in said O&M plan binding on the land throughout the life of the project will be required prior to issuance of building permit. (Engineering)
13. Applicant consents to the annexation of the property under development to

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the Santee Roadway Lighting District and agrees to waive any public notice and hearing of the transfer. The applicant shall pay the necessary annexation costs and upon installation of any streetlights required for the development, pay the necessary streetlight energizing and temporary operating costs. (Engineering)

14. The applicant shall pay all development impact fees in effect at the time of issuance of building permits and as determined to apply the Project. At present, the fees are estimated to be as follows:
 - a. Drainage Fees: \$23,687.06 (estimated based on \$ 1,452.00/1000 square feet of increased impermeable area). Drainage fees are calculated in accordance with SMC §12.30.160 and the City's Fee Schedule and, in this case, are the result of the total square footage, divided by 1,000, of impermeable surface to be constructed, including but not limited to, roof area, parking lots, driveways, patios, streets, and sidewalk and the fee rate (dollars per 1,000 square foot unit) for the respective land uses. (SMC §12.30.160(C)). These drainage fees will mitigate the impacts directly resulting from this Project, which drains directly into the City's existing stormwater system. Those fees are necessary to repair and rehabilitate the City's master storm drain facilities. The City Council therefore finds that there is a nexus between the impacts of the Project and the mitigation provided through the drainage fees. The amount of these drainage fees is also correlated with the impacts of the Project. The City Council therefore finds that there is a rough proportionality between the impacts of the Project and the mitigation provided through the drainage fees.
 - b. Traffic Mitigation Fees: \$14,678.71 (estimated based on a fee rate of \$ 9,721.00/1000 square feet of building area). Traffic mitigation fees are calculated in accordance with SMC §12.30.190 and the City's Fee Schedule and, in this case, are the result of the total square footage of structures divided by 1,000 and multiplied by the fee rate (dollars per 1,000 square foot unit) for the respective land uses. (SMC §12.30.190(C)). These traffic fees will mitigate the impacts of the number of trips resulting from this Project. These fees are necessary to improve the City's roadway circulation system. The City Council therefore finds that there is a nexus between the impacts of the Project and the mitigation provided through the traffic fees. The amount of these drainage fees is also correlated with the impacts of the Project. The City Council therefore finds that there is a rough proportionality between the impacts of the Project and the mitigation provided through the traffic fees.
 - c. Traffic Signal Fees: \$2,367.68 (estimated based on a fee rate of \$1,568.00/1000 square feet of building area). Traffic signal fees are calculated in accordance with SMC §12.30.180 and the City's Fee Schedule and, in this case, are the result of the total square footage

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of structures divided by 1,000 and multiplied by the fee rate (dollars per 1,000 square foot unit) for the respective land uses. (SMC §12.30.180(C)). These traffic signal fees will mitigate the impacts of new traffic signal users directly resulting from this Project and will fund improvements and upgrades to the City's traffic signal system. The City Council therefore finds that there is a nexus between the impacts of the Project and the mitigation provided through the traffic signal fees. The amount of these drainage fees is also correlated with the impacts of the Project. The City Council therefore finds that there is a rough proportionality between the impacts of the Project and the mitigation provided through the traffic signal fees.

- d. Impact fees are calculated in accordance with the City's Fee Schedule and fee ordinances in effect at the time the building permits are issued. The applicant shall provide certification of the final site and building areas by their engineer of work to be approved by the Director of Engineering for use in calculating the final fee amounts. Fees shall be adjusted on an annual basis in accordance with the Municipal Code. (Engineering)

G. OCCUPANCY: Prior to any occupancy, final grading release, or use of the premises in reliance of this permit the applicant shall complete the following to the satisfaction of the applicable Department.

1. The applicant shall install a permanently anchored bicycle rack at an accessible location near the main entrance to the building, as shown on the building permit plans. (Planning)
2. The project shall utilize high-efficiency equipment and fixtures consistent with the current California Green Building Standards Code and Title 24 of the California Code of Regulations. (Planning)
3. The project shall comply with SMC Chapters 9.02 and 9.04 that pertain to solid waste management and demolition and construction debris recycling. (Planning)
4. In conformance with San Diego Air Pollution Control District's (SDAPCD) Rule 67.0.1, Architectural Coatings, the project shall use low volatile organic compound (VOC) paints. (Planning)
5. A bond, equal to the cost of full landscape installation, shall be required and shall not be released for a minimum of one year until said landscaping is demonstrated to be fully viable. (Planning)
6. Provide two print copies and a digital copy of both the final approved SWQMP and the O&M. (Engineering)
7. Submit a print and digital copy of the BMP Certification package. The BMP

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certification package includes but is not limited to: 'wet' signed and stamped certification form(s), all BMP related product receipts and materials delivery receipts, an inspection and installation log sheet, and photographs to document each stage of BMP installation. (Engineering)

8. Prior to issuance of occupancy, an executed contract must be in place with a qualified storm water service provider and a copy of the SWQMP provided to the consultant and the property manager. (Engineering)
9. Replace failed or inadequate pavement to the centerline and/or sidewalk adjacent to the site on Cuyamaca Street and Prospect Avenue to the satisfaction of the Director of Engineering. (Engineering)
10. Applicant shall place all new utilities required to serve the project underground. No overhead facilities or extension of overhead facilities is permitted. In addition, the applicant shall underground any existing overhead facilities on-site and underground any overhead facilities adjacent to the project to the satisfaction of the Director of Engineering. Adjacent facilities are defined as existing overhead facilities in the abutting half street and may include extension of the undergrounding to either side of the project to the nearest existing utility pole. (Engineering)
11. The applicant shall dedicate right-of-way along Cuyamaca Street adjacent to the site such that the ultimate right-of-way width to centerline is 63 feet. Additional right-of-way may be required as necessary to provide adequate transition to match existing improvements. (Engineering)
12. The applicant shall dedicate and or vacate right-of-way adjacent to the site along Prospect Avenue such the width conforms to collector street standards (64 feet curb to curb/84 feet right-of-way). (Engineering)
13. The applicant shall dedicate a visibility clear space easement at the North-West corner of the intersection of Cuyamaca Street and Prospect Avenue. (Engineering)
14. Plant all new trees in and within 10 feet of the public right-of-way with root control barriers. (Engineering)
15. Construct all improvements within the public right-of-way and improvements as shown on the approved precise grading plans. Improvements shall be completed to the satisfaction of the Director of Engineering. (Engineering)
16. Address numbers shall be placed near the roofline of each structure visible from the street. Numbers shall be block style, 12 inch in height, black in color (or other approved color), in contrast with their background. Address numbers shall also be illuminated for nighttime visibility. A Potter, "SASH-

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120" Horn/Strobe (or equivalent) shall be located below each address placement for indication of fire sprinkler activation. Exact location and color of address numbers shall be approved by the Fire Department prior to installation. (Fire)

17. The buildings are required to be constructed with an approved automatic fire sprinkler system installed by a licensed fire sprinkler contractor. Separate plans are required to be submitted to the Fire Department for approval prior to installation. If the fire sprinkler system has 20 or more sprinkler heads, the sprinkler system is required to be monitored by an approved central station monitoring company. A Potter, "SASH-120" Horn/Strobe (or equivalent) shall be located below each address placement for indication of fire sprinkler activation. (Fire)
18. A manual and/or automatic fire alarm system is required for the building. Separate plans shall be submitted to the Fire Department for any fire alarm system(s) or devices for approval prior to installation. The fire alarm control panel or a remote keypad for the system shall be located in the "Fire Riser Room". Plans & documentations for the fire alarm system shall include, manufacturer cut sheets for all fire alarm devices, California State Fire Marshal Listing sheets for all appropriate devices, plans showing locations of all devices, line diagram & point to point diagram of the alarm system and complete battery & voltage drop calculations for the system monitoring of the sprinkler system, the control valves on the device shall be monitored for tamper of the valves. (Fire)
19. Knox Box key safes for emergency access of Fire Department personnel are required for the buildings. Knox Boxes shall be installed at the front entrance of the restaurants. Knox Box applications may be obtained from the Fire Department. (Fire)
20. Santee has adopted the use of Knox Fire Department Connection (FDC) Plugs for FDC hose connections to the automatic fire sprinkler systems. These plugs ensure that the FDC's will be clear of obstructions and allow for the proper Fire Department use of automatic fire sprinkler systems. Knox Plugs can be ordered online directly from the Knox Company at Knoxbox.com. Order FDC Plugs for use in the City of Santee. Order model #3043 (two per building if using Siamese connection). Contact the Santee Fire Department if assistance is needed in ordering. (Fire)
21. A minimum of one, 2A10BC fire extinguisher shall be located every 75 feet of travel distance throughout the building. Exact extinguisher location to be determined by the Fire Department prior to installation. (Fire)
22. The cooking areas are required to be protected by hood and duct fire protection systems. Separate plans are required to be submitted to the Fire Department for approval prior to installation. Exact locations of manual pull station(s) and "K" rated fire extinguishers are to be determined by the Fire

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Department prior to installation. (Fire)

23. Provide permanent engraved, carved or embossed signs indicating "Occupant Load" (and the number of people allowed in the room or area) for each restaurant. The signs shall be a minimum of 8 inch x 10 inch, with 3 inch block letters/numbers. Exact design, occupant load number and sign placement shall be approved by the Fire Department prior to installation. (Fire)
24. One or more fire hydrants are required for your project. These hydrants shall have two, 2 ½ inch ports and one, 4-inch port, with a minimum fire flow of 3000 gallons per minute for 3 hours. Hydrants shall be of all bronze construction, painted "fire hydrant yellow" and be installed per Padre Dam Water District requirements. The exact location of required hydrants is to be determined by the Fire Marshal prior to installation. All underground utilities including fire mains, fire hydrants and fire service underground devices shall be installed and approved prior to the delivery of construction materials. (Fire)
25. Each building or address (equipped with an automatic fire sprinkler system) shall have a walk-in, enclosed, fire sprinkler riser room accessible from the outside of the building or address. The exact size and location of the riser room shall be approved by the Fire Department prior to construction. This room shall contain the fire sprinkler riser(s) for the building/address, pressure gauges for the system, applicable valves, sprinkler head box, "test and drain" inspectors test valve and any diagrams or documentation for the fire protection systems. These rooms shall have exterior locking hardware and a Knox box shall be located at an approved location near the room for easy Fire Department access. The room shall be provided with lighting on the emergency circuit or have battery backup power. The exterior side of the riser room door shall have labeling or signage approved by the fire code official indicating "FIRE RISER ROOM". (Fire)
26. At the time of mid-construction, or Rough Fire Inspections, a GIS shape file or geo-referenced TIFF file of the site-plan shall be provided electronically or on digital media to the Fire Department for emergency response mapping. If neither of the two are available, a PDF shall be provided. The site plan shall show all fire access roadways/driveways, buildings, address numbers, fire hydrants, fire sprinkler connections, and other details as required. Please contact the Fire Department for exact details to be submitted for your project. (Fire)

H. **POST-OCCUPANCY: After certificate of occupancy, final grading release, or use of the premises in reliance of this permit, the applicant shall complete the following to the satisfaction of the applicable Department.**

1. All groundcover installed pursuant to an approved landscape plan shall provide one-hundred percent coverage within nine months of planting or

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additional landscaping, to be approved by the City, shall be required in order to meet this standard. (Planning)

I. **ONGOING: The following conditions shall apply during the term of this permit.**

1. The site shall remain in substantial conformance with the approved plans and shall be maintained including:
 - a. Maintaining all approved parking and driveway areas;
 - b. Continual maintenance of all landscape areas on-site and between the property line and the curb. All landscaped areas shall be kept free from weeds and debris and maintained in a healthy, growing condition, and shall receive regular pruning, fertilizing, mowing and trimming. Any damaged, dead, diseased or decaying plant material shall be replaced within thirty days from the date of damage;
 - c. A visibility clearance area shall be maintained in which nothing shall be erected, placed, planted, or allowed to grow exceeding three and a half feet in height as outlined on the plans;
 - d. Maintaining all approved lighting, walls, fencing, mechanical screening and signage

Failure to conform to the approved plot plans is an unlawful use of land and will result in enforcement action pursuant to SMC Chapter 1.10. The Code Compliance Division is responsible for the enforcement of this permit. (Planning)

2. Any approval such as an approved site plan, grading plan, landscape plan, or development review plan, shall run with the land/applicant/owner/operator and shall continue to be valid upon a change of ownership of the site or structure to which it applies. (Planning)

SECTION 4: The applicant shall defend, indemnify, and hold harmless the City of Santee and its officers, employees, and agents from any claim, action, or proceeding against the City and/or its officers, employees or agents to attack or set aside, void, or annul the approval of the City of Santee concerning this Conditional Use Permit, or any action relating to or arising out of its approval.

SECTION 5: The terms and conditions of P2022-9 shall be binding upon the permittee and all persons, firms, and corporations having an interest in the property subject to this Conditional Use Permit and the heirs, executors, administrators, successors and assigns of each of them, including municipal corporations, public agencies and districts.

SECTION 6: The approval of P2022-9 expires on June 12, 2027 at 5:00 p.m. except where substantial use has commenced prior to its expiration. If use of the development has not commenced within the three-year period, said expiration date may be extended

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pursuant to a request for time extension approved by the Planning & Building Director (SMC Section 13.04.090). The request must be received 60 days prior to the original expiration date.

SECTION 7: Pursuant to Government Code Section 66020, the 90-day approval period in which the applicant may protest the imposition of any fees, dedications, reservations, or exactions imposed pursuant to this approval, shall begin on June 12, 2024.

SECTION 8: The City of Santee hereby notifies the applicant that State Law (SB1535) authorizes the County Clerk to collect a documentary handling fee for the processing of CEQA documents. In order to comply with State Law, the applicant should remit to the City of Santee Planning & Building Department, within two (2) working days of the date of this approval a certified check payable to the "San Diego County Clerk" in the amount of \$ 50.00. The City of Santee shall file the Notice of Exemption with the San Diego County Clerk upon receipt of the certified check. Failure to remit the required fee in full within the time specified above will result in a delay of the start of the thirty-five (35) day statute of limitations on court challenges to the approval under CEQA.

Section 9: SMC Chapter 1.08 provides for the issuance of Administrative citations for Municipal Code violations. Should non-compliance with said terms and conditions of this Conditional Use Permit or any violation of the Municipal Code that includes the City's Storm Water Ordinance, the City has the right to issue administrative citations containing an assessment of civil fines for each violation and collect administrative fines for violations.

SECTION 10: The documents and materials that constitute the record of proceedings on which these findings have been based are located with the City Clerk at the City of Santee City Clerk's office at 10601 Magnolia Avenue, Building #3, Santee, CA 92071.

ADOPTED by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 12th day of June 2024, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

ANNETTE ORTIZ, CMC, CITY CLERK

MEETING DATE June 12, 2024

ITEM TITLE REVIEW OF THE PROPOSED OPERATING BUDGET FOR FISCAL
YEAR 2024-25

DIRECTOR/DEPARTMENT Marlene Best, City Manager
Heather Jennings, Finance *HJ*

SUMMARY

The Proposed Operating Budget for Fiscal Year 2024-25 is hereby presented to the City Council and public for initial review and discussion. It will be brought back to the City Council on June 26, 2024 for additional discussion, public comment, and adoption.

The Proposed Operating Budget for Fiscal Year 2024-25 is on file in the City Clerk's Office and Finance Department and is posted on the City's web site for public review. The attached Staff Report provides an overview of the proposed operating budget.

FINANCIAL STATEMENT

The Proposed Operating Budget for Fiscal Year 2024-25 reflects a General Fund operating expenditure budget of \$60.6 million and a total operating expenditure budget of \$71.9 million for the upcoming fiscal year. The proposed General Fund budget meets both the General Fund Reserve Policy and the Balanced General Fund Budget Policy as stated in City Council Resolution No. 075-2023 and reflects an available reserve balance of over \$12.9 million on June 30, 2025, representing 21.42% of annual operating expenditures and a reserve balance of \$859,588 beyond the 20% minimum policy level.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *MSB*

Review and discuss the Proposed Operating Budget for Fiscal Year 2024-25, and if applicable, provide direction to staff.

ATTACHMENTS

1. Staff Report
2. Proposed Operating Budget for Fiscal Year 2024-25

**STAFF REPORT
PROPOSED OPERATING BUDGET
FOR FISCAL YEAR 2024-25
CITY COUNCIL MEETING
JUNE 12, 2024**

Overview

The Proposed Operating Budget for Fiscal Year 2024-25 has been developed after a considerable review process. Departmental budget submittals were prepared and reviewed in detail by line item and evaluated in conjunction with historical expenditures, projected revenues and consistency with City Council's stated priorities for fiscal years 2023-24 and 2024-25.

The City has successfully navigated the challenges of the past few years and the local economy remains strong despite inflation remaining elevated. Due to uncertainty in the job and housing market and concerns about consumer confidence, there is the need for attention and responsible management of the City's budget. The General Fund reserve balance at the end of the current fiscal year will provide additional cushion against future economic uncertainties. The Proposed Operating Budget for Fiscal Year 2024-25 is a balanced budget that maintains and enhances service levels and addresses the priorities established by the City Council.

General Fund Proposed Budget Summary FY 2024-25	
Revenues	\$ 62,252,670
Expenditures	(60,597,710)
Revenues Over (Under) Expenditures	1,654,960
Other Financing Sources	43,200
Transfers to Other Funds	(460,020)
Transfer to Capital Improvement Program	(300,000)
Unfunded Liabilities (CaIPERS)	(600,000)
Set Aside for Turf Replacement	(100,000)
Addition to Fund Balance	238,140
Available Fund Balance, 7/1/24	12,740,948
Available Fund Balance, 6/30/25	\$ 12,979,088

General Fund Revenues

General Fund revenues for FY 2024-25 are projected to total \$62.3 million, a \$2.6 million increase from the current fiscal year estimate. Following is a discussion of key revenues.

Property Taxes: Property Taxes represent 42.1% of General Fund revenues and are received based on property assessed valuation. Citywide assessed valuation is projected to increase by 4.3% in FY 2024-25. This is less than in the prior year due to a continued high mortgage environment resulting in fewer home sales due to limited inventory and lack of turnover. Property tax revenues (including real property transfer taxes) are projected to total \$26.2 million in FY 2024-25, an increase of \$1.0 million from the current fiscal year.

Sales Tax: Sales Tax represents 32.0% of General Fund revenues and is projected to total \$20.0 million in FY 2024-25, an increase of \$397,000 or 2.0% from the current fiscal year estimate. Modest growth is expected to continue in the City's key Building & Construction category. Other categories are expected to flatten or have very small increases in the upcoming quarters as economic uncertainty and low consumer confidence continues to be prevalent.

Franchise Fees: Franchise Fees represent the third largest discretionary source of revenue, and are received from Waste Management, San Diego Gas & Electric (SDG&E), Cox Communications and AT&T. Franchise Fees are projected to total \$4.2 million in FY 2024-25, an increase of \$124,260 or 3% from the current fiscal year. Increases in revenues from SDG&E and Waste Management continue to be offset by reductions in revenues from Cox Communications and AT&T.

Paramedic Program: Paramedic Program revenue reimburses the general fund from the Emergency Medical Services (EMS) Fund for all expenses associated with the EMS division in the Fire and Life Safety Department. The expected reimbursement for the proposed year is \$5.9 million, an increase of \$787,750 over the prior year. This increase is primarily due to the proposed EMT 24 Hour Shift trial in the EMS division.

Building Fees: The FY 2024-25 proposed building revenue is split between plan checks that will fall under the current subject to split procedure, and all other building fee revenue that falls outside the subject to split parameters. Overall, there is an expected decrease in building permit and plan check revenue, which is conservatively estimated to total \$1.3 million, a \$118,280 decrease from the current fiscal year.

Fire Reimbursements: As a result of the wildfire season in FY 2023-24, Fire reimbursement revenue remained low. The proposed budget is in line with the current year collected revenue.

Charges to Other Funds: Charges to Other Funds revenue represents reimbursements to the General Fund for costs incurred in support of certain activities that are funded outside of the General Fund. The funds providing these resources back to the General Fund include the Gas Tax Fund, Zone 2 Flood Control District Fund (storm water activities), landscape maintenance districts and the Capital Improvement Program among others. Charges to Other Funds revenue is estimated to total \$1.1 million in FY 2024-25, an increase of \$55,290 from the current fiscal year. This increase is mainly the result of expected increases in Zone 2 Flood Control funding. The increase in revenue to the Zone 2 Flood Control fund allows more reimbursement for personnel cost to be available to the General Fund.

General Fund Expenditures

The proposed budget reflects General Fund operating expenditures totaling \$60.6 million in FY 2024-25, a \$3.5 million or 6.2% increase from the current fiscal year budget.

Public safety continues to represent the largest portion of the General Fund operating budget. The Fire and Life Safety budget totals \$20.6 million representing 34.0% of the total General Fund expenditures and the Law Enforcement budget totals \$17.8 million representing 29.4% of the total General Fund expenditures. The Community Services Department expenditures total \$7.0 million representing 11.5% of the total General Fund expenditures. Engineering's budget is \$3.2 million and Planning & Building's budget is \$3.1 million.

Following is a discussion of some of the key impacts on the proposed budget.

Personnel Costs: The proposed budget includes an initial increase of three full-time positions. One current position will be eliminated in August which will result in a decrease of one position. This results in a net increase for the majority of the year of two full-time positions. In addition, the proposed budget includes six limited term full-time employees and other personnel-related adjustments. A description of the personnel requests are as follows.

- The addition of one Associate Planner in the Planning Department to support the cannabis application process and long-term management of the cannabis program. This position will also act as the Housing and Environmental Planner and support the environmental review of discretionary applications and projects and support the implementation of the Housing Element and the Sustainable Santee Plan.
- The addition of one Development Services Technician – Engineering. This position will work as a counter technician, coordinating permit and invoicing activities as well as cross training with Planning and Building technicians. This position would relieve Engineering senior staff from front counter work thus allowing them to focus on priority projects and CIP implementation.
- The relocation of the Senior Management Analyst/Grant Coordinator from the Planning/Building and Engineering departments to the City Manager's Office, to replace the Assistant to the City Manager position once that position is vacant in August. The Assistant to the City Manager position will not be filled.
- The Senior Management Analyst position in the Planning Building and Engineering departments will be hired to fill the vacancy left by the relocation of the Senior Management Analyst/Grant Coordinator to the City Manager's office.
- The reclassification of one Management Analyst to a Senior Management Analyst in the Finance Department. This position currently performs high level, complex assignments for both Santee-Lakeside Emergency Medical Services Authority (SLEMSA) and the Finance Department, including budget analysis and forecasting, preparation of audit schedules, coordination and management of SLEMSA budgets, and SLEMSA audits. With the upgrade to Senior Management Analyst, this position would officially handle the supervision of payroll. This position is split 50/50 between the City and SLEMSA.
- The reclassification of one Management Analyst to a Senior Management Analyst in the Fire Department. The duties this position currently performs align with the job description of a Senior Management Analyst. Some of these duties include the

development of organizational goals and priorities, developing and monitoring the department's budget, preparation of City Council agenda items, analysis on complex fiscal, personnel and operational matters, and supervision.

- Reclassification of the Administrative Secretary position in Human Resources to a Confidential Administrative Secretary. The Administrative Secretary role in the Human Resources Department should be designated as Confidential, due to the nature of the daily duties of the position within Human Resources. The proposed budget includes a 5% increase for the "Confidential" designation over the standard non-confidential classification.
- The addition of six full-time Emergency Medical Technicians (EMT) to the Emergency Medical Services division of the Fire and Life Safety Department. These positions will support a limited term, one-year trial study. There is more information regarding this trial below.
- Market adjustments due to a comprehensive Compensation Study performed this Spring by the Human Resources Department. The study was performed on non-represented employees and compared the salaries of Santee job classifications with all cities within San Diego County. There were six positions that were found to be below median when compared to the other cities. These positions are:
 - Building Development Tech I
 - Building Development Tech II
 - Facilities Maintenance Supervisor
 - Economic Development Manager
 - Public Works Supervisor
 - Procurement Specialist

The amount of market increases varies between 2.5% and 12.5%, at an estimated cost of \$25,000.

The proposed budget includes merit increases for eligible employees and negotiated salary increases of 4% for SFFA members, salary increases of 4% for non-represented employees, and 4% salary increases for City Council members.

CalPERS Retirement Costs: CalPERS retirement costs continue to have an impact on the City's budget. Costs are expected to total in excess of \$7.0 million in FY 2024-25, a \$848,400 increase from the current fiscal year. Approximately \$4.5 million of the total amount represents required payments against the City's unfunded pension liability. This is \$675,430 more than in the prior year. This increase can be attributed to lower-than-expected returns on investments on June 30, 2022. The FY 2024-25 Proposed Budget includes an Additional Discretionary Payment (ADP) of \$600,000 to be made towards the City's unfunded liability. This will be the City's fourth consecutive year making ADPs. With the \$1.7 million in ADPs the City has made to date, the City is projected to save \$2.1 million in future interest.

Other Expenditures: Other non-personnel expenditures of note affecting the proposed budget are as follows.

City Council: Includes continued support of the Hometown Heroes banner program and for adopted military units and other military and veteran activities. This budget also includes increases to memberships including LAFCO, League of CA Cities, SANDAG, and the East County Economic Development Council.

City Attorney: Includes amounts to support a variety of special projects and potential litigation matters, including the City's efforts to develop a hotel at Trolley Square, continuing to develop a comprehensive strategy to address issues associated with homelessness, assisting the City's efforts in processing applications for cannabis business permits, and providing staff with tailored training on governance, transparency and ethical roles and responsibility.

City Manager: Includes a decrease of \$10,000 in expert and consulting services.

Information Technology: Includes a \$55,000 increase in software maintenance and licensing costs, primarily a result of new software to address security.

Animal Control: FY 2024-25 will be the second year of a three-year agreement with the Humane Society. This agreement includes two one-year options to extend and can be terminated at any time with one-year advance written notice. The annual cost increases each year is based on CPI. The contract price for the proposed budget is \$464,100 which represents a 5.11% increase.

City Clerk: Includes an increase to election expense from \$20,000 to \$144,000. These funds are budgeted each year with amounts carrying over from non-election years to election years.

Human Resources & Risk Management: Reflects anticipated increases in property and general liability insurance and property insurance premiums of approximately 24% (\$160,820 increase).

Finance: Includes amounts for a Retired Annuitant (or similar) to assist in the RFP process and help manage the new financial system implementation.

Engineering: This department has no significant non-personnel changes.

Planning and Building: This department has an increase of \$156,000 related to the General Plan Update. The total amount of the update is \$1.6 million, but in order to conserve resources while actively moving forward with the update, the Planning Department was able to divide the General Plan Update into segments. The first segment will be the Open Space (Conservation) Element. The remainder of the General Plan Update is segmented out to be completed in five years. The Building Department contract services are increasing due to the number of new (non-legacy) building permits forecasted in the upcoming year.

Community Services: The Public Services Division budget includes additional funding for play surface replacement at Shadow Hill Park (\$109,020), Fire Station 4 updates including bay door replacements and bunk room doors (\$36,100), synthetic turf cool off sprinklers (\$6,990), and funds for outstanding sidewalk repair citywide. Additional budgetary impacts result from consumer price index based adjustments to various maintenance contract renewals.

Law Enforcement: In accordance with the terms of the current five-year law enforcement services agreement with the County of San Diego, a 3.5% or \$597,300 increase is reflected for contract law enforcement services for FY 2024-25, bringing the total contract amount to \$17.7 million, \$175,000 of which is paid from State COPS funding in the Supplemental Law Enforcement Fund. Future contract cost increases will be 3.5% each year through FY 2026-27. Also included in the Law Enforcement budget is the continued support of funding for the Grossmont Union High School District in the amount of \$223,980 to fund approximately one-half of the cost of a School Resource Officer.

Fire: The Fire Department is proposing a *one-year trial* which would add six full-time EMTs to the Emergency Medical Services (EMS) division. This addition would allow for the conversion of the City's existing ambulance staffing model to a one EMT and one FFPM (1&1) configuration. The 1&1 concept is a common staffing model throughout the industry. Additionally, this one-year trial will allow for the movement of two FFPMs per shift onto a Squad, thus alleviating call volume disparity impacting Engine 4 while also increasing the number of available personnel able to respond to critical incidents such as fires and rescues (\$594,000 from EMS revenue). Other items include new Telestaff software (\$19,500), equipment for the new Type 1 Engine (\$13,990), and increases are due to increases in medical supplies, agency contributions, and wearing apparel for new employees.

Transfers and Other Uses: The proposed budget reflects the following transfers and other uses.

- Transfers to Other Funds: Proposed transfers to other funds include \$245,770 to the Vehicle Replacement Fund, \$44,250 to the Highway 52 Coalition Fund, and \$70,000 to the Technology Replacement Fund.
- Transfers to Capital Improvement Program. A transfer to the Capital Projects Fund is proposed in the amount of \$300,000 for ADA improvements at West Hills Park.
- A \$600,000 ADP to CalPERS is proposed. This will be the fourth consecutive ADP made with the intent of reducing the City's unfunded CalPERS pension liability as previously discussed.
- \$100,000 is proposed to be set aside on an annual basis, for future artificial turf replacements.

Reserve Policy

City Council Resolution No. 075-2023 affirmed the City Council General Fund Reserve Policy that a minimum reserve of 20% of annual General Fund operating expenditures be maintained. The reserve policy contributes to the fiscal security of the City by providing resources that could be used to mitigate future risks such as revenue shortfalls, economic downturns, natural disasters and other catastrophic events, as well as providing a source of revenue from investment earnings. The reserve policy increases the credit worthiness of the City to credit rating agencies, resulting in cost savings when the City issues debt. The reserve policy also provides a benchmark to assist in short-term and long-term financial planning. The proposed budget conforms to the reserve policy and reflects an available reserve balance of over \$12.9 million at June 30, 2025, which represents 21.42% of annual operating expenditures and includes an available reserve balance of \$859,588 beyond the 20% minimum policy level.

OTHER FUNDS

The Other Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes or have been designated for a specified purpose. Following is an overview of the proposed operating budgets for the Other Funds.

Risk Management and Workers' Compensation Reserve Funds

The Risk Management and Workers' Compensation Reserve Funds are used to account for funds held in reserve for general liability and workers' compensation claims for which the City is self-insured up to the applicable self-insured retention amounts (\$150,000 and \$350,000 per claim respectively). The reserve fund balances are targeted to meet the "expected" funding level based on an actuarial analysis of the estimated outstanding liability. An actuarial analysis of the City's liability and workers' compensation claims experience is performed every two years.

Vehicle Acquisition & Replacement Fund

The Vehicle Acquisition & Replacement Fund is used to account for funds that are accumulated for the replacement of City vehicles. While Fire apparatus, paramedic ambulances and other heavy-duty equipment will continue to be purchased, on May 12, 2021, the City Council authorized the City's participation in the Enterprise Fleet Management vehicle leasing program for the City's light duty fleet. Following are the new vehicles proposed for purchase or lease in FY 2024-25.

- The remount of existing body from Medic Unit #187. The remount price is \$200,320 and is funded from the EMS Fund.
- The lease of one Transit-150 Low Roof Cargo Van for Facilities Maintenance. This would be a replacement of an existing vehicle.
- The lease of one Ford F-250 for the Landscape Irrigation Technician. This vehicle would be an addition to the City's current fleet. The Landscape Irrigation Technician position was added to the City's budget in the current year.

The fund is also responsible for debt service payments made on capital leases used to acquire large vehicles such as fire apparatus and heavy duty public works vehicles. The City is currently making capital lease payments on a Pierce Arrow Tiller Truck and a Pierce Arrow Triple Combo Pumper. Capital lease payments total \$274,880.

Recreation Revolving Fund

The Recreation Revolving Fund is used to account for revenues received from recreation program/class participants and the direct costs of these programs. Included are instructional classes for all ages, sports leagues, youth camps, senior trips, teen activities and the Santee Twilight Brews and Bites Festival special fund-raising event. For FY 2024-25 there is also a community enhancement appropriation of \$41,050 proposed for sports court resurfacing at Woodglen Vista Park and irrigation controller replacement at Town Center Community Park

East. Revenues are estimated to total \$325,000 in FY 2024-25 with proposed expenditures of \$362,530.

Technology Revolving Fund

This program sets aside funds each year to ensure maintenance of the City's Information Technology infrastructure with a planned replacement schedule every five to seven years; or as needed depending on the equipment. The replacement, upgrade and/or modernization of equipment is essential to keep up to date with technological changes and advances, ensure proper support of the infrastructure, ensure continuity of the City's day-to-day business activities, and ensure the highest security of the City's network. I.T. infrastructure under this program includes network servers, storage area network (SAN) units, firewalls, network switches, computer workstations, laptops, monitors, printers, software, and other peripheral devices. The City's FY 2024-25 contribution to the fund is \$70,000. Combined with the prior year contribution of \$188,500, \$40,000 will be used from the current year to replace and upgrade all employee workstations, including computers, monitors, and software.

Supplemental Law Enforcement Fund

The Supplemental Law Enforcement Fund is used to account for revenues received annually under the State's Citizens' Option for Public Safety program. These revenues are used to partially offset the cost of one Special Purpose Officer in the Community Oriented Policing Unit. The proposed FY 2024-25 budget is \$175,000.

Highway 52 Coalition Fund

The Highway 52 Coalition Fund is used to account for funds budgeted in support of the Coalition's efforts to secure funding to improve Highway 52 which are used primarily for the cost of a lobbyist assisting in efforts to obtain federal funding, for support costs incurred by the City Attorney's Office and for meetings and outreach efforts with regional, state and federal representatives. The proposed FY 2024-25 budget totals \$62,250.

PEG Fund

The PEG Fund is used to account for Public, Educational and Government ("PEG") fees received from cable television providers in an amount equal to 1% of their gross revenues, that may only be used by the City for capital costs related to public, educational and governmental access facilities consistent with federal and state law. PEG fees have been used for the implementation of Santee TV, the City Council Chamber Upgrade Project, City Hall Fiber Optic Replacement Project, and the Clock Tower Video Display Upgrade Project. In FY 2024-25 PEG fees collected will be used to reimburse for eligible costs incurred in the City Council Chamber Upgrade Project, as well as to reimburse the two other PEG fee eligible capital improvement projects. The estimated PEG fee revenue for FY 2024-25 is \$145,000.

CASp Certification and Training Fund

The CASp Certification and Training Fund is used to account for a State mandated surcharge collected on every business license issued or renewed. This revenue must be used for certified disabled access specialist training and certification and to facilitate compliance with construction-related accessibility requirements. In FY 2024-25, accumulated funds will be used

to create a grant program that will award financial assistance to small businesses in the Santee community to upgrade accessibility.

Gas Tax Fund

The Gas Tax Fund is used to account for revenues received from the State of California through the Highway Users Tax Account (HUTA) that are restricted for street and road purposes (including the public right-of-way). Gas Tax Fund revenues are projected to total \$1,571,600 in FY 2024-25, exclusive of the Gas Tax revenues received in accordance with State Senate Bill 1 (SB 1) which are separately budgeted and discussed below. Gas Tax HUTA revenues for FY 2024-25 are projected to be relatively flat when compared with the current fiscal year based on statewide fuel consumption and a reduction in the City's allocation based on a decrease in population. Gas Tax HUTA revenues are primarily utilized for the following purposes: traffic signal maintenance, street sweeping, street striping, minor street repairs, right-of-way and median landscape maintenance and curb/gutter/sidewalk maintenance. The proposed budget reflects the full expenditure of all Gas Tax HUTA revenues to be received in FY 2024-25 and includes the following.

- The purchase of traffic calming devices such as speed feedback signs and sign enhancing flashers at a total cost of \$20,000.
- Electrical pedestal replacement and median rehabilitation, \$30,500.

SAFE Program Fund

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

Gas Tax-RMRA (SB 1) Fund

The Gas Tax-RMRA (SB 1) Fund is used to account for revenues received from the State of California as a result of the Road Repair and Accountability Act of 2017. The allowable use of Gas Tax-RMRA funds is similar, but not identical to, that of existing Gas Tax funds. Gas Tax-RMRA Fund revenues are projected to total \$1,452,720 in FY 2023-24. Gas Tax-RMRA revenues are projected to increase by 3.6% from the current fiscal year amount. Gas Tax-RMRA funds will be used exclusively for certain street and road, concrete repair and bridge restoration projects as identified in the proposed Capital Improvement Program for FY 2024-2028.

Zone 2 Flood Control District Fund

The Zone 2 Flood Control District Fund is used to account for property tax allocations used primarily for activities required by the Municipal Storm Water Permit issued by the San Diego Regional Water Quality Control Board. Revenues are projected to total \$547,440 in FY 2024-25, covering a portion but not all of the storm water permit and storm drain/channel maintenance activities, the balance of which is paid from the General Fund.

Community Development Block Grant (“CDBG”) Fund

The CDBG Fund is used to account for federal CDBG revenues received annually for public service, public facility and program administrative activities that benefit low and moderate income families, aid in the prevention or elimination of blight or address an urgent community need. CDBG revenues are expected to total \$350,920 in FY 2024-25 which will be expended on Program Year 2024 activities in accordance with prior City Council action.

Emergency Medical Services Fund

The Santee-Lakeside Emergency Medical Services Authority (SLEMSA) was initiated to provide the mechanism for funding, managing and administratively coordinating the emergency ambulance services and transportation provided by the City of Santee and Lakeside Fire Protection District for Santee, Lakeside, and the unincorporated area of El Cajon referred to as Bostonia, formally known as County Service Area 69. This fund represents the City of Santee’s share of the revenue generated by ambulance billing, property tax, the ambulance benefit fee, and grant revenue. Funds from this account are used to reimburse the general fund for all expenses associated with the EMS Program which is housed in the Fire and Life Safety Department.

Community Facilities Districts (“CFDs”) Funds:

Community Facilities Districts Funds are used to account for the proceeds of property owner special tax assessments received to pay for the cost of municipal services in the following CFDs:

- CFD No. 2015-1 (Municipal Maintenance Services) – provides for storm water facility maintenance for the 10-residential unit El Nopal Estates II subdivision.
- CFD No. 2017-2 (Weston Municipal Services) – provides a funding mechanism to offset the cost impact of providing various public services as a result of the 415-residential unit Weston development.

Town Center Landscape Maintenance District (“TCLMD”) Funds

The TCLMD Funds are used to account for property owner assessments received to pay for landscape maintenance and related costs within the following four zones: Town Center, The Lakes, San Remo and Mission Creek. Assessment revenues have reached the maximum allowed in each of the four zones. Staff continues to evaluate alternatives for converting landscape materials to more drought-tolerant/low water use materials where feasible. Revenues and operating transfers from the Gas Tax Fund are estimated to total \$350,880 in FY 2024-25 with proposed expenditures of \$338,000.

Santee Landscape Maintenance District (“SLMD”) Funds

The SLMD Funds are used to account for property owner assessments received to pay for landscape maintenance and related costs within the following ten zones: El Nopal, Country Scenes, Camelot Heights, Silver Country Estates, Mattazaro/Timberlane, The Heights, Prospect Hills, Mitchell Ranch, Dakota Ranch and Allos. Assessment revenues have reached the maximum allowed in seven of the ten zones, and one assessment increase reflecting a CPI adjustment is proposed in FY 2024-25. Staff continues to evaluate alternatives for converting landscape materials to more drought-tolerant/low water use materials where

feasible. Revenues are estimated to total \$117,110 in FY 2024-25 with proposed expenditures of \$131,990.

Special Street Light Tax (Zone A) Fund

The Special Street Light Tax Fund is used to account for property tax allocations required to be utilized to operate, maintain and replace street lights of general benefit located throughout the City, primarily arterial streets (also referred to as “Zone A” of the Santee Roadway Lighting District). Revenues are estimated to be \$497,300 in FY 2024-25 with proposed operating expenditures of \$244,800.

Roadway Lighting District (Zone B) Fund

The Roadway Lighting District Fund is used to account for assessments received from benefiting property owners in order to operate, maintain and replace street lights of special benefit throughout the City (also referred to as “Zone B” of the Santee Roadway Lighting District). Revenues are estimated to be \$419,030 in FY 2024-25 with proposed expenditures of \$456,480.

Mobile Home Park Ordinance Administration Fund

The Mobile Home Park Ordinance Administration Fund is used to account for assessment revenues collected from mobile home park owners to help defray the reasonable and necessary costs incurred in the administration of the City’s mobile home rent control ordinance. Park owners are assessed \$3 per month for each space subject to the City’s rent control ordinance. Revenues are estimated to total \$42,100 in FY 2024-25 with proposed expenditures of \$53,510.

Next Steps

The Proposed Operating Budget for Fiscal Year 2024-25 will be brought back to the City Council on June 26, 2024 for additional discussion, public comment and adoption.



The Item 14 Proposed Operating Budget attachment is available via the below link:

<https://www.cityofsanteeca.gov/documents/city-clerk/council-agendas/2024/2024-06-12-item-14.pdf>

MEETING DATE June 12, 2024

ITEM TITLE RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA AWARDING THE DESIGN-BUILD CONSTRUCTION CONTRACT FOR THE TEMPORARY FIRE STATION LIVING QUARTERS (CIP 2024-36A) PROJECT TO HORIZONS CONSTRUCTION COMPANY INTERNATIONAL, INC., AND FINDING THE PROJECT EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA), PURSUANT TO CEQA GUIDELINES SECTIONS 15301, 15303, AND 15304.

DIRECTOR/DEPARTMENT

Justin Matsushita, Fire 
Carl Schmitz, Engineering 

SUMMARY

This item requests City Council award the Design-Build construction contract for the Temporary Fire Station at the City Operations Center to Horizons Construction Company International, Inc. This project will construct a temporary Fire Station Living Quarters at the City of Santee Operations Center located at 9534 Via Zapador which will add the living quarters portion for a third Fire Station to the City of Santee and improve response times in the Southern portion of Santee as recommended by the Community Risk Assessment Long-Range Master Plan prepared in March 2023 by AP Triton.

Two requests for proposals (RFP) for Design-Build services to construct a temporary Fire Station Living Quarters (CIP 2024-36A) and an Apparatus Bay (CIP 2024-36B) were issued on December 29, 2023, and only one proposal for each project was received in response to the RFP's. The proposal for the Temporary Living Quarters totaled \$1,030,376.67, and the proposal for the Apparatus Bay totaled \$1,227,230.38. The proposals exceeded the total \$1,000,000 appropriated in the adopted FY 2024-2028 Capital Improvement Program budget for both projects and the proposals were rejected by staff. An additional appropriation of \$567,000 for the Temporary Fire Station was approved as part of the FY 23/24 Mid-Year budget adjustments, and \$1,567,000 is now appropriated for the Temporary Fire Station Living Quarters and Apparatus Bay Projects.

As an alternative to the formal RFP process for Design-Build contracts, staff proposes a cooperative purchase under Santee Municipal Code Section 3.24.180. The City is a member of the purchasing cooperative named "Sourcewell." The Gordian Group (Gordian) was solicited to provide a Temporary Fire Station Construction proposal under the conditions of Sourcewell EZIQC Contract No CA-R9-GB-101723-HRZ. Horizons Construction Company International, Inc. was awarded Sourcewell Contract CA-R9-GB-101723-HRZ for General Contractor for Indefinite Delivery Indefinite Quantity Construction Contracts (IDIQ) with Gordian providing administration of the program for CA Region 9 on 12/01/23 through 12/24/24 with option of five (1) one-year extensions.

The design-build proposal submitted by Horizon Construction Company International, Inc., and the oversight contract management provided by Gordian, meets the City of Santee's purchasing requirements for the project. Staff recommends that the City Council authorize the



City Manager to execute an Agreement with Horizons Construction Company International, Inc. to implement the Temporary Fire Station construction (CIP 2024-36A) project in the amount of \$612,283. Staff also requests authorization for the Fire Chief to approve change orders in a total amount not to exceed \$91,843 (15%) for additional design services, unforeseen items, and additional work. The total for this phase of the Temporary Fire Station construction (CIP 2024-36A) is \$704,126

The construction of the Apparatus Bay (CIP 2024-36B), and procurement of an emergency backup generator, will be addressed under a separate contract.

ENVIRONMENTAL REVIEW

The project is exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to CEQA Guidelines Section 15301, Class 1 (Existing Facilities); Section 15303, Class 3 (New Construction or Conversion of Small Structures); and Section 15304, Class 4 (Minor Alternations to Land). The project is consistent with the Class 1 categorical exemption as it is located on a site developed with an existing facility (the City of Santee Operations Yard) and has available on-site utilities, including electricity, gas, sewer, and water. The project is consistent with the Class 3 categorical exemption because the proposed manufactured home is a less than 2,500 square feet in floor area and is intended for use as living quarters that do not involve the use of significant amounts of hazardous substances. The project is consistent with the Class 4 categorical exemption because it involves minor grading work for preparation of the pre-disturbed pad onto which the manufactured home will be placed and includes minor trenching for connecting underground utilities to the manufactured home. None of the exceptions to these categorical exemptions found in State CEQA Guidelines Section 15300.2 apply to the project.

FINANCIAL STATEMENT *MSB*

This project is included in the adopted FY 2024-2028 Capital Improvement Program budget with a budget totaling \$1,567,000. The total anticipated budget necessary for the Temporary Fire Station Living Quarters (CIP 2024-36A) is \$704,126.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *MSB*

Adopt the Resolution:

1. Awarding the Design-Build construction contract to implement the Temporary Fire Station Living Quarters (CIP 2024-36A) Project to Horizons Construction Company International, Inc. for a total amount of \$612,283; and
2. Authorizing the Fire Chief to approve change orders in a total amount not to exceed \$91,843; and
3. Finding the project exempt from the provisions of CEQA pursuant to Sections 15301, 15303, and 15304 of the CEQA Guidelines and authorizing the filing of a Notice of Exemption.
4. Authorizing the City Manager to execute all necessary documents.

ATTACHMENTS

Proposal Summary
Resolution





Work Order Signature Document

EZIQC Contract No.: CA-R9-GB-101723-HRZ

New Work Order **Modify an Existing Work Order**

Work Order Number.: 127355.00 Work Order Date: 05/21/2024

Work Order Title: Santee - Temp Fire Station

Owner Name: City of Santee Contractor Name: Horizons Construction Co. Int'l, Inc.

Contact: Jan Sherar Contact: Kinan Kotrash

Phone: 619-258-4100 x212 Phone: (714) 626-0000

Work to be Performed

Work to be performed as per the Final Detailed Scope of Work Attached and as per the terms and conditions of Sourcewell EZIQC Contract No CA-R9-GB-101723-HRZ.

Brief Work Order Description:

Building of a Temporary Fire Station

Time of Performance Estimated Start Date:
Estimated Completion Date:

Liquidated Damages Will apply: Will not apply:

Work Order Firm Fixed Price: \$612,282.63

Owner Purchase Order Number:

Approvals

City of Santee Date

Horizons Construction Co. Int'l, Inc. Date

Detailed Scope of Work

To: Kinan Kotrash
 Horizons Construction Co. Int'l, Inc.
 432 W. Meats Ave.
 Orange, CA 92865
 (714) 626-0000

From: Jan Sherar
 City of Santee
 10601 Magnolia Ave, Santee
 Santee, CA 92071
 619-258-4100 x212

Date Printed: May 21, 2024

Work Order Number: 127355.00

Work Order Title: Santee - Temp Fire Station

Brief Scope: Building of a Temporary Fire Station

Preliminary

Revised

Final

The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

Temporary Fire Station
 Detailed scope of work:

- Purchase manufactured home (Design cost for plan preparation and permitting with building is included)
- Site Preparation including installing compacted base for pad
- Home set up, installing pad and tie down systems
- Utility stub out
- Install Hardie panel skirting
- House interior close up - drywall repair, touch up paint, and adjust door
- Install flooring
- 4 ton air conditioner unit install
- Final cleaning, detail, and preparation of interior and exterior of home
- Install new automatic transfer switch
- Trench and install sewer lateral, waterline to existing line in street, and fire service line
- Install two backflows with new pads and cages
- Install two pressure regulators
- Trench and install pipe for gas line and data line
- Compact all trenches and patch asphalt from trenches

*Connection to generator is not included in this proposal

Subject to the terms and conditions of eziQC Contract **CA-R9-GB-101723-HRZ**.

Detailed Scope of Work Continues..

Work Order Number: 127355.00

Work Order Title: Santee - Temp Fire Station

Horizons Construction Co. Int'l, Inc.

Date

City of Santee

Date

Contractor's Price Proposal - Summary

Date: May 21, 2024

Re: IQC Master Contract #: CA-R9-GB-101723-HRZ
Work Order #: 127355.00
Owner PO #:
Title: Santee - Temp Fire Station
Contractor: Horizons Construction Co. Int'l, Inc.
Proposal Value: \$612,282.63

Section - 01	\$150,219.14
Section - 02	\$1,171.30
Section - 03	\$1,942.26
Section - 06	\$9,608.33
Section - 07	\$4,150.53
Section - 08	\$3,846.93
Section - 09	\$12,325.20
Section - 13	\$342,091.93
Section - 22	\$22,713.21
Section - 23	\$7,884.59
Section - 26	\$15,030.54
Section - 32	\$38,253.98
Section - 33	\$3,044.69
Proposal Total	\$612,282.63

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

The Percentage of NPP on this Proposal: 44.36%

Contractor's Price Proposal - Detail

Date: May 21, 2024

Re: IQC Master Contract #: CA-R9-GB-101723-HRZ
 Work Order #: 127355.00
 Owner PO #:
 Title: Santee - Temp Fire Station
 Contractor: Horizons Construction Co. Int'l, Inc.
 Proposal Value: \$612,282.63

Sect.	Item	Mod.	UOM	Description	Line Total						
Labor	Equip.	Material	(Excludes)								
Section - 01											
1	01	22	16	00 0002	EA	Reimbursable Fees Reimbursable Fees will be paid to the contractor for eligible costs as directed by Owner. Insert the appropriate quantity to adjust the base cost to the actual Reimbursable Fee. If there are multiple Reimbursable Fees, list each one separately and add a comment in the "note" block to identify the Reimbursable Fee (e.g. sidewalk closure, road cut, various permits, extended warranty, expedited shipping costs, etc.). A copy of each receipt, invoice, or proof of payment shall be submitted with the Price Proposal.	\$20,134.18				
				Installation	Quantity	Unit Price	Factor	=	Total		
					18,303.80	x	1.00	x	1.1000	=	20,134.18
				Sales Tax for Pre Fabricated Building.							
				\$236,178.00 x 7.75% = \$18,303.80							
2	01	22	16	00 0002	EA	Reimbursable Fees Reimbursable Fees will be paid to the contractor for eligible costs as directed by Owner. Insert the appropriate quantity to adjust the base cost to the actual Reimbursable Fee. If there are multiple Reimbursable Fees, list each one separately and add a comment in the "note" block to identify the Reimbursable Fee (e.g. sidewalk closure, road cut, various permits, extended warranty, expedited shipping costs, etc.). A copy of each receipt, invoice, or proof of payment shall be submitted with the Price Proposal.	\$13,180.26				
				Installation	Quantity	Unit Price	Factor	=	Total		
					11,982.05	x	1.00	x	1.1000	=	13,180.26
				Bond and Insurance 2%							
				\$604,602.37 x 0.02 = \$12,092.05							
3	01	22	20	00 0010	HR	Electrician For tasks not included in the Construction Task Catalog® and as directed by owner only.	\$4,590.04				
				Installation	Quantity	Unit Price	Factor	=	Total		
					48.00	x	89.37	x	1.0700	=	4,590.04
				2 electrician for 3 days to provide electrical connection and installing prefabricated piping tree for electrical and certifying electrical connection for compliance with code.							
4	01	22	20	00 0037	HR	Plumber For tasks not included in the Construction Task Catalog® and as directed by owner only.	\$3,665.73				
				Installation	Quantity	Unit Price	Factor	=	Total		
					32.00	x	107.06	x	1.0700	=	3,665.73
				2 Plumber for 2 days to cut and connect utilities and install prefabricated piping tree for plumbing. and certifies a pressure water piping test for compliance with code,							
5	01	22	23	00 0182	WK	10 To 12 Ton, Ride-On Self Propelled, 9 Wheel Rubber-Tire Roller With Full-Time Operator	\$14,988.03				
				Installation	Quantity	Unit Price	Factor	=	Total		
					2.50	x	5,603.00	x	1.0700	=	14,988.03
				roller for compaction of base and trench and base for concrete							
6	01	22	23	00 0287	WK	2,400 LB Capacity, 72" Wide, Skid-Steer Loader With Full-Time Operator	\$15,749.54				
				Installation	Quantity	Unit Price	Factor	=	Total		
					2.50	x	5,887.68	x	1.0700	=	15,749.54
				Skid steer for grading of new base							

Contractor's Price Proposal - Detail Continues..

Work Order Number: 127355.00

Work Order Title: Santee - Temp Fire Station

Section - 01

7	01	22	23	00	0416	WK	6,000 LB Mini-Excavator With Full-Time Operator									\$14,680.03	
							Installation	Quantity	Unit Price	Factor	=	Total					
								2.50	5,487.86	1.0700		14,680.03					
							excavator for 2.5 weeks for trenching										
8	01	22	23	00	04160068		For Equipment Without Operator, Deduct										-\$973.31
							Installation	Quantity	Unit Price	Factor	=	Total					
								0.20	-4,548.17	1.0700		-973.31					
9	01	22	23	00	1030	DAY	100 To 110 Ton Lift, Cable Controlled Lattice Boom, Truck Mounted Mechanical Crane With Full-Time Operator										\$11,571.44
							Installation	Quantity	Unit Price	Factor	=	Total					
								3.00	3,604.81	1.0700		11,571.44					
							crane for 3 days for installing manufactured home on site										
10	01	22	23	00	1053	WK	5,000 LB Telescopic Boom, Hi-Reach, Rough Terrain Construction Forklift With Full-Time Operator										\$15,700.65
							Installation	Quantity	Unit Price	Factor	=	Total					
								2.50	5,869.40	1.0700		15,700.65					
							forklift for installing 4 ton air conditioner unit and heavy duty items										
11	01	22	23	00	10530036		For Equipment Without Operator, Deduct										-\$1,454.01
							Installation	Quantity	Unit Price	Factor	=	Total					
								0.30	-4,529.64	1.0700		-1,454.01					
12	01	22	23	00	1460	WK	6 CY Rear Dump Truck With Full-Time Truck Driver										\$15,244.74
							Installation	Quantity	Unit Price	Factor	=	Total					
								3.00	4,749.14	1.0700		15,244.74					
							dump truck for 3 week for waste										
13	01	22	23	00	14600041		For Equipment Without Operator, Deduct										-\$692.20
							Installation	Quantity	Unit Price	Factor	=	Total					
								0.20	-3,234.59	1.0700		-692.20					
14	01	22	23	00	1497	WK	2,000 Gallon Water Truck With Full-Time Driver										\$13,860.00
							Installation	Quantity	Unit Price	Factor	=	Total					
								2.50	5,181.31	1.0700		13,860.00					
							water truck for 2.5 week for compaction and dust control										
15	01	22	23	00	14970041		For Equipment Without Operator, Deduct										-\$1,038.30
							Installation	Quantity	Unit Price	Factor	=	Total					
								0.30	-3,234.59	1.0700		-1,038.30					
16	01	71	13	00	0004	EA	First 25 Miles, Equipment Delivery, Pickup, Mobilization And Demobilization Using A Tractor Trailer With Up To 53' Bed Includes loading, tie-down of equipment, delivery of equipment, off loading on site, rigging, dismantling, loading for return and transporting away. For equipment such as bulldozers, motor scrapers, hydraulic excavators, gradalls, road graders, loader-backhoes, heavy duty construction loaders, tractors, pavers, rollers, bridge finishers, straight mast construction forklifts, telescoping boom rough terrain construction forklifts, telescoping and articulating boom man lifts with >40' boom lengths, etc.										\$6,293.61
							Installation	Quantity	Unit Price	Factor	=	Total					
								4.00	1,470.47	1.0700		6,293.61					
							delivery of skid steer, roller, forklift, and excavator										
17	01	71	36	00	0005	EA	>4 To 8 Hours On Site, Electromagnetic (SIR/GPR) Survey, Earth, Concrete, Masonry Or Asphalt										\$3,539.03
							Installation	Quantity	Unit Price	Factor	=	Total					
								1.00	3,307.50	1.0700		3,539.03					
							electromagnetic survey to verify utility depth, location, meter size, and distance from building.										

Contractor's Price Proposal - Detail Continues..

Work Order Number: 127355.00
Work Order Title: Santee - Temp Fire Station

Section - 01

18	01	71	36	00	0007	EA	Standard Report For Electromagnetic (SIR/GPR) Survey, Earth, Concrete, Masonry Or AsphaltIncludes a detailed description of the scope of work, inspection methods, and equipment used. Also includes visuals such as site locations, images of data, and site photos.		\$393.23	
							Quantity	Unit Price	Factor	Total
Installation							1.00	x 367.50	x 1.0700	= 393.23
Report for survey										
19	01	71	36	00	0008	EA	GPS Mapping Of Located Utilities/Items For Electromagnetic (SIR/GPR) Survey, Earth, Concrete, Masonry Or AsphaltIncludes GPS coordinates of located items and reference items.		\$786.45	
							Quantity	Unit Price	Factor	Total
Installation							1.00	x 735.00	x 1.0700	= 786.45
mapping of survey results										

Subtotal for Section - 01 **\$150,219.14**

Section - 02

20	02	41	19	13	0071	EA	Saw Cut Minimum ChargeFor projects where the total saw cutting charge is less than the minimum charge, use this task exclusively. This task should not be used in conjunction with any other tasks in this section.		\$1,171.30	
							Quantity	Unit Price	Factor	Total
Installation							1.00	x 1,094.67	x 1.0700	= 1,171.30
Saw cut asphalt for trenching of utilities										

Subtotal for Section - 02 **\$1,171.30**

Section - 03

21	03	31	13	00	0091	SF	4" Equipment Pad With Rebar		\$1,942.26	
							Quantity	Unit Price	Factor	Total
Installation							80.00	x 22.69	x 1.0700	= 1,942.26
Equipment pad for new backflow										

Subtotal for Section - 03 **\$1,942.26**

Section - 06

22	06	05	23	00	0037	EA	25-11/16" Height x 3" Wide x 3-1/2" Deep, 7 Gauge, Galvanized Predeflected Holddown With Screws (Simpson Strong Tie® HDU14-SDS2.5)		\$9,608.33	
							Quantity	Unit Price	Factor	Total
Installation							65.00	x 138.15	x 1.0700	= 9,608.33
Tie down system for manufactured home setup										

Subtotal for Section - 06 **\$9,608.33**

Section - 07

23	07	31	16	00	0013	LF	Galvanized Steel Shingles, Ridge Or Valley		\$4,150.53	
							Quantity	Unit Price	Factor	Total
Installation							450.00	x 8.62	x 1.0700	= 4,150.53
Install ridgeline shingles										

Subtotal for Section - 07 **\$4,150.53**

Section - 08

Contractor's Price Proposal - Detail Continues..

Work Order Number: 127355.00
Work Order Title: Santee - Temp Fire Station

Section - 08

24	08	05	13	00	0054	EA	Modify Metal Door Frame For Door SwingIncludes removal of door; install blank hinge plates, new continuous hinge, blank strike plate, new strike plate and reinstallation of door.					\$3,846.93
							Installation	Quantity	Unit Price	Factor	=	Total
								3.00	1,198.42	1.0700		3,846.93
							Adjust doors for house interior close up					

Subtotal for Section - 08 **\$3,846.93**

Section - 09

25	09	01	20	91	0006	SF	>16 To 32 SF, Cut And Patch Hole In Gypsum Board To Match ExistingPer location. See CSI section 09 29 10 00-0001 for "Gypsum Board" repairs > 32 SF.					\$369.45
							Installation	Quantity	Unit Price	Factor	=	Total
								32.00	10.79	1.0700		369.45
							patch drywall as necessary for interior close up					
26	09	01	60	91	0010	MSF	Vacuum Floors					\$263.86
							Installation	Quantity	Unit Price	Factor	=	Total
								10.00	24.66	1.0700		263.86
							clean up interior					
27	09	65	13	13	0003	LF	4" High, 1/8" Thick, Type TV Thermoplastic Vinyl Wall Base, All Colors					\$1,351.41
							Installation	Quantity	Unit Price	Factor	=	Total
								300.00	4.21	1.0700		1,351.41
							base for new flooring					
28	09	68	16	00	0004	SY	7/16" Thick, Prime Polyurethane Foam Carpet Padding					\$3,511.74
							Installation	Quantity	Unit Price	Factor	=	Total
								200.00	16.41	1.0700		3,511.74
							Carpet padding for flooring					
29	09	68	16	00	0042	SY	ESSENTIAL CLASSICBAC® 20 Ounce, Patterned, Nylon Broadloom Carpet					\$5,255.84
							Installation	Quantity	Unit Price	Factor	=	Total
								200.00	24.56	1.0700		5,255.84
							Interior carpet flooring					
30	09	91	23	00	0063	SF	1 Coat Primer, Brush Work, Paint Interior Plaster/Drywall Walls					\$539.28
							Installation	Quantity	Unit Price	Factor	=	Total
								600.00	0.84	1.0700		539.28
							primer for touch up interior paint as necessary for interior close up					
31	09	91	23	00	0065	SF	2 Coats Paint, Brush Work, Paint Interior Plaster/Drywall Walls					\$1,033.62
							Installation	Quantity	Unit Price	Factor	=	Total
								600.00	1.61	1.0700		1,033.62
							paint for touch up of interior paint as necessary for interior close up					

Subtotal for Section - 09 **\$12,325.20**

Section - 13

32	13	00	00	00	0010	EA	Manufactured Home for Santee Fire Department					\$271,604.70
							Installation	Quantity	Unit Price	Factor	=	Total
								1.00		1.1500		
							manufactured home					
33	13	34	23	13	0024	SF	3' High 26 Gauge Steel Skirt					\$10,113.64
							Installation	Quantity	Unit Price	Factor	=	Total
								850.00	11.12	1.0700		10,113.64
							Hardie Panel painted skirting					

Contractor's Price Proposal - Detail Continues..

Work Order Number: 127355.00
Work Order Title: Santee - Temp Fire Station

Section - 13										
34	13	34	23	13	0041	EA	110-3/4" Long x 72" Wide Switchback Landing Section, Aluminum Modular Access Ramp	\$60,373.59		
							Quantity	Unit Price	Factor	Total
						Installation	7.00	8,060.56	1.0700	60,373.59
							x	x	=	
Aluminum ramp for manufactured home										
Subtotal for Section - 13								\$342,091.93		

Section - 22										
35	22	11	16	00	0919	LF	1-1/2" Schedule 80 Chlorinated Polyvinyl Chloride (CPVC) Pressure Pipe	\$11,364.47		
							Quantity	Unit Price	Factor	Total
						Installation	650.00	16.34	1.0700	11,364.47
							x	x	=	
install 1.5" pvc waterline to existing line in street and fire service line										
36	22	11	19	00	0390	EA	1-1/4" Threaded Reduced Pressure Zone Assembly With Quarter Turn Shut-offs (Watts LF909M1QT)	\$6,729.10		
							Quantity	Unit Price	Factor	Total
						Installation	2.00	3,144.44	1.0700	6,729.10
							x	x	=	
Install two backflow preventer										
37	22	11	19	00	0588	EA	46-1/2" Length x 16-1/2" Width x 30-1/2" Height, Internal Dimensions, Backflow Preventer Caged Enclosures, External Dimensions 49-1/2" Length x 20" Width x 30-1/2" HeightUTC-4	\$3,500.44		
							Quantity	Unit Price	Factor	Total
						Installation	2.00	1,635.72	1.0700	3,500.44
							x	x	=	
backflow cage enclosure										
38	22	15	13	00	0043	EA	1-1/2" Pressure Regulator, Max 300 PSI Input, 2-125 PSI Output	\$1,119.20		
							Quantity	Unit Price	Factor	Total
						Installation	2.00	522.99	1.0700	1,119.20
							x	x	=	
regulator on home waterline and fire sprinkler line										
Subtotal for Section - 22								\$22,713.21		

Section - 23										
39	23	73	13	00	0008	EA	1,600 CFM Single Zone Air Handling Unit, Built-Up, Constant Volume, Horizontal / Vertical, Draw-Through Fan	\$7,884.59		
							Quantity	Unit Price	Factor	Total
						Installation	1.00	7,368.78	1.0700	7,884.59
							x	x	=	
new 4 ton air conditioner unit										

Subtotal for Section - 23								\$7,884.59
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Section - 26										
40	26	05	33	13	0005	CLF	1/2" Electrical Metallic Tubing (EMT) Conduit Assembly With 4 #12 Copper THHN And 1 #12 Copper Insulated Grounding ConductorIncludes conduit, set screw connectors, set screw couplings, straps, wire as indicated. Not for use where detail is available.	\$1,409.06		
							Quantity	Unit Price	Factor	Total
						Installation	1.50	877.92	1.0700	1,409.06
							x	x	=	
new conduit for connection to building internal electrical panel from utility stub up										
41	26	05	33	13	0012	CLF	3/4" Electrical Metallic Tubing (EMT) Conduit Assembly With 4 #12 Copper THHN And 1 #12 Copper Insulated Grounding ConductorIncludes conduit, set screw connectors, set screw couplings, straps, wire as indicated. Not for use where detail is available.	\$1,570.16		
							Quantity	Unit Price	Factor	Total
						Installation	1.50	978.29	1.0700	1,570.16
							x	x	=	
wire and conduit for automatic transfer switch										

Contractor's Price Proposal - Detail Continues..

Work Order Number: 127355.00
Work Order Title: Santee - Temp Fire Station

Section - 26

42	26	05	33	13	0063	LF	3/4" Rigid Galvanized Steel (RGS) Conduit With Threaded Coupling					\$1,212.10
							Installation	Quantity	Unit Price	Factor	=	Total
								120.00	9.44	1.0700		1,212.10
								x	x			
							new conduits for data line					
43	26	36	23	00	0013	EA	260 Amperes, Automatic Transfer Switch, 3 Pole Circuit Breaker, NEMA 1 Enclosure (Cummins OTPC260)					\$10,839.22
							Installation	Quantity	Unit Price	Factor	=	Total
								1.00	10,130.11	1.0700		10,839.22
								x	x			
							New automatic transfer switch					

Subtotal for Section - 26

\$15,030.54

Section - 32

44	32	01	17	63	0024	EA	Asphalt Placement For Small Repair Areas, Hot Mix, Up To 3 TonsFor small areas of existing asphalt is removed to allow work such as trenching across or in a road, excavating a drainage structure, uncovering a utility line, etc.					\$2,396.14
							Installation	Quantity	Unit Price	Factor	=	Total
								1.00	2,239.38	1.0700		2,396.14
								x	x			
							Patch and repair asphalt from trenches					
45	32	11	23	16	0006	SF	6" Crushed Aggregate Base Course For Sidewalks					\$8,204.76
							Installation	Quantity	Unit Price	Factor	=	Total
								3,600.00	2.13	1.0700		8,204.76
								x	x			
							base for manufactured home and concrete path					
46	32	13	13	33	0003	SY	4" 4,500 PSI Concrete Paving Assembly					\$24,853.96
							Installation	Quantity	Unit Price	Factor	=	Total
								400.00	58.07	1.0700		24,853.96
								x	x			
							new concrete path					
47	32	13	13	33	00030030		For >250 To 500, Add					\$2,799.12
							Installation	Quantity	Unit Price	Factor	=	Total
								400.00	6.54	1.0700		2,799.12
								x	x			

Subtotal for Section - 32

\$38,253.98

Section - 33

48	33	14	13	23	0010	LF	4" Class 200, SDR 21 Polyvinyl Chloride (PVC) Pressure Pipe					\$3,044.69
							Installation	Quantity	Unit Price	Factor	=	Total
								175.00	16.26	1.0700		3,044.69
								x	x			
							4" sdr 21 pipe for sewer lateral piping					

Subtotal for Section - 33

\$3,044.69

Proposal Total

\$612,282.63

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

The Percentage of NPP on this Proposal: 44.36%

Subcontractor Listing

Date: May 21, 2024

Re: IQC Master Contract #: CA-R9-GB-101723-HRZ
Work Order #: 127355.00
Owner PO #:
Title: Santee - Temp Fire Station
Contractor: Horizons Construction Co. Int'l, Inc.
Proposal Value: \$612,282.63

Name of Contractor	Duties	Amount	%
AAAFFORABLE M H CONSTRUCTION INC		\$95,000.00	15.52
Pacific Manufactured Homes		\$236,178.00	38.57

**Job Order Contract
Contractor's Non-Prepriced Worksheet**

Date: 4/30/2024

Re: 127355.00 - Santee - Temp Fire Station

SECTION	ITEM	UOM	DESCRIPTION
13 00 00			Manufactured Home for Santee Fire Department

Factor: 1.00 Unit Price: \$271,604.70

Quantity 1 EA Line Item Total: \$271,604.70

Proposal Total: \$593,049.84 % of Work Order Total: 45.8%

Contractor Duties:

- A. \$ _____ Direct Labor Costs
(Attach Schedule of Crew and Payroll Records)
- B. \$ _____ Direct Material Costs
(Attach 3 Quotes)
- C. \$ _____ Direct Equipment Costs
(Attach 3 Quotes)
- D. \$ _____ Allowable Overhead Cost (55%) = A x .55
- E. \$ _____ Allowable Profit (10%) = (A+B+C) x .10

Subcontractor Duties:

- F. \$ 236,178.00 _____ Cost of Subcontractor to Contractor
(Attach 3 Quotes)
- G. \$ 11,808.90 _____ Contractor Allowance (5%) = F x .05
- H. \$ 23,617.80 _____ Contractor's Overhead for Subcontractor Costs
F x 0% for NPP tasks < 10% of Work Order Total
F x 7% for NPP tasks 10-20% of Work Order Total
F x 10% for NPP tasks > 20% of Work Order Total
- \$ 271,604.70 _____ Total Installed Price = (A+B+C+D+E+F+G+H)

Convert to Unit Price

Quotes

(Attached quotes from listed suppliers/subcontractors. A Justification Letter must be attached is 3 quotes are not furnished.)

1	<u>Pacific Manufactured Home</u>	<u>\$ 236,178.00</u>
2	<u>Gallardo Contractors, Inc.</u>	<u>\$ 273,300.00</u>
3	<u>A.Z.A Iron Works</u>	<u>\$ 297,000.00</u>

PACIFIC MANUFACTURED HOMES

145 Bent Avenue , San Marcos, California 92078
Telephone: (760) 471-1212 Fax: (760) 471-1019

MANUFACTURED HOME PURCHASE ORDER AND FEDERAL DISCLOSURE STATEMENT

Purchaser HORIZONS CONSTRUCTION & KINAN KOTRASH, VP		DATE: 4/9/2024
Address 432 W MEATS AVE		Phone #: 714-626-0000
City: ORANGE	State: CA	Zip 92865 Salesperson: JOE FEENEY

Subject to the terms and conditions stated on both sides of this agreement Seller agrees to sell and Purchaser agrees to purchase the following MFD/MBL Home.					
Make: CHAMPION HOME BUILDERS INC	Model: AMBER COVE	B. Rooms: 5	Approx. (not including) TOW BAR/EAVES L: 66' W: 30'		New Home <input checked="" type="checkbox"/> Used Home <input type="checkbox"/>
Serial Number TBD		Approx. Del Date ASAP	Hud or HCD No TBD		Date of Mfg. 2024
THE COST OF THE MFG./MBL HOME EXCLUDES THE LISTED PRICES FOR THESE ITEMS				Square Ft. Living Area	
\$ 0 Tow Bar N/I \$ 0 Wheels N/I \$ 0 Wheel Hubs N/I \$ 0 Tires N/I \$ 0 Axles N/I				Approx. 1980 Sq. ft.	
ITEMIZED ACCESSORIES AND THEIR COSTS (SEE ADDENDUMS):				MFD HOME PRICE: \$235,517.00	

IF FOR ANY REASON HOME IS NOT PAID FOR IN FULL UPON FACTORY COMPLETION, BUYERS WILL BE CHARGED FLOORING INTEREST FROM FACTORY COMPLETION OF HOME TO CLOSE OF ESCROW @ \$ 78.00 PER DAY. **BALANCE TO BE PAID** UPON FACTORY COMPLETION OF HOME AND PRIOR TO NORMAL DELIVERY.

IF INCLUDED IN THIS AGREEMENT, "BASIC SET UP" WOULD INCLUDE; BOLTING UNITS TOGETHER & LEVELING, NORMAL DRYWALL CLOSE UP, BASIC CARPET LAY AND PLUG IN TO UTILITIES WITHIN 3 FEET OF HOME.

UNLESS INCLUDED IN THIS AGREEMENT, BUYERS ARE RESPONSIBLE AT BUYERS ADDITIONAL EXPENSE FOR:

- PERMITS, GRADING, SITE WORK, SEPTIC SYSTEM, UTILITY RUNS, CONCRETE WORK, FOUNDATION, ETC.
- ANYTHING OTHER THAN NORMAL CURBSIDE DELIVERY & BASIC SET UP
- ANY SPECIAL DELIVERY OF HOME; INCLUDING CAT, JACKING, ROLLING CRANE, ETC.
- DETAIL & ANY FINAL CLEANING OF HOME
- SPACE RENT OR H.O.A. FEES IF GOING INTO A PARK

IF FOR ANY REASON HOME CANNOT BE DELIVERED TO SITE UPON FACTORY COMPLETION OF HOME , BUYER WILL BE RESPONSIBLE FOR ANY ADDITIONAL DELIVERY FEES, STORAGE FEES, ROUTINE MAINTENANCE, INSURANCE, ETC.

ABOVE LISTED MFD HOME PURCHASE PRICE INCLUDES \$ 54,377.00 IN FACTORY OPTIONS

* SUBJECT TO SALES TAX *			TOTAL ACCESSORIES (OUTSIDE HOME)	\$0.00
YOUR PURCHASE PRICE DOES NOT INCLUDE TIRES, WHEELS & AXLES. THEY ARE THE PROPERTY OF PACIFIC MFG HOMES AND WILL BE PICKED UP AFTER SET-UP OF YOUR HOME, IF FOR ANY REASON THEY ARE NOT AVAILABLE, YOU WILL PAY A MINIMUM OF \$1,500.00.			TOTAL MFG HOME & ACCESSORIES	\$235,517.00
MAKE:	MODEL:	BEDROOMS	APX SALES TAX (ITEMS NOT INTEGRAL TO HOME)	N/A
N/A	N/A	N/A	MAXI PIER, PERM FOUNDATION SYSTEM OR TIE DOWN	NOT INCLUDED
Title No	Serial No.	Color	HCD FEES (ESTIMATED)	\$116.00
N/A	N/A	N/A	DELIVERY (NORMAL)	NOT INCLUDED
Amount Owning	Account No.		SET UP (BASIC)	NOT INCLUDED
N/A	N/A		ESCROW FEES (ESTIMATED)	\$525.00
To Whom:	N/A		INSURANCE PREMIUM (ONLY IF SOLD BY DEALER)	N/A
Address/Phone:	N/A		LENDER ORIGINATION FEE (ESTIMATED)	N/A
			LENDER CREDIT FEE (ESTIMATED)	N/A
			PROCESSING FEE	\$20.00
			FACTORY INTEREST (\$78/day)	
			1. TOTAL CASH PRICE	\$236,178.00

THE MANUFACTURER STATES THAT INSULATION HAS BEEN INSTALLED IN THIS HOME AS FOLLOWS: (NEW ONLY)				ALLOWANCE ON TRADE-IN	N/A
	TYPE	THICKNESS	R" FACTOR	LESS BAL. DUE ABOVE	\$0.00
ROOF	CELLULOSE	TBD	TBD	NET ALLOWANCE	\$0.00
EXTERIOR WALLS	FIBERGLASS	TBD	TBD	PAID HEREWITH	\$0.00
FLOOR	FIBERGLASS	TBD	TBD	CASH BEFORE DEL	\$0.00
				DESIGNATED DEPOSIT	\$0.00

WARNING-Unless a charge is included in this Agreement for Public Liability or Property Damage Insurance, Payment for such Coverage is not provided by this agreement. If the dealer is also licensed as a real estate broker, the sale of a manufactured home or mobile home being installed on a foundation system pursuant to Section 18551 may be included in a purchase document for the underlying real property, provided that the requirements of HSC SEC. 18035.3 are met."	(INC. IN DN. PMT)	2. LESS BUYERS DOWN PAYMENT	\$0.00	
		3. UNPAID BAL. ON CASH SALES PRICE	\$236,178.00	
		4. FINANCE CHARGE	SEE BELOW	N/A
		5. ANNUAL PERCENTAGE RATE	SEE BELOW	N/A
		6. TOTAL PAYMENT AMOUNT (3+4)		\$0.00
		7. UNPAID BALANCE DUE PRIOR TO DEL		\$0.00
		8. TOTAL DEFERRED PAYMENT PRICE		\$0.00
		PAYABLE AS FOLLOWS		

THE DEALER CERTIFIES THAT THE INSTALLATION CONTRACTOR IS:		CASH - C.O.D. - BALANCE TO BE PAID
NAME: BY OTHERS	LIC #	UPON FACTORY COMPLETION OF HOME AND PRIOR TO DELIVERY
BUSINESS ADDRESS:		In the event the manufactured home cannot be delivered "and/or" inspection completed within the agreed delivery time due to nonperformance by the buyer, buyer agrees to one of the following at the option of seller, either (1) to pay \$ 78.00 charges per day until a manufactured home installation acceptance or certificate of occupancy is obtained in addition to all other consideration owing or (2) pay the sum of \$10,000 in lieu of total consideration
ZIP		
A Contractor is required by law to be licensed and regulated by the Contractors State License Board, P.O. Box 26000, Sacramento, CA. 95827		

(A) DO NOT SIGN THE PURCHASE AGREEMENT BEFORE YOU READ IT OR IF IT CONTAINS ANY BLANK SPACES TO BE FILLED IN. B) YOU ARE ENTITLED TO A COMPLETELY FILLED-IN COPY OF THAT AGREEMENT AND, IF PURCHASING A MANUFACTURED / MOBILE HOME COVERED BY A WARRANTY, A COPY OF THE WARRANTY

Complaints concerning the purchase shall be referred to the dealer and, if the complaint is not resolved, may be referred to the Department of Housing and Community Development, Division of Codes and Standards, Occupational Licensing, Post Office Box 31, Sacramento, California 95812-0031 (Telephone: (800) 952-5275. A failure to disclose pursuant to this section shall not be the basis for rescission of a conditional Sale Contract.

The Manufactured Home that I am purchasing will be used as a residence. I further certify that I understand that if subject Manufactured Home is used for any purpose other than a residence, I may be liable, to the State Board of Equalization, for the tax measured by the amount excluded pursuant to this certificate.

Purchaser: _____	AUTHORIZED SIGNOR	Date: _____
Purchaser: _____	KINAN KOTRASH, VP	Date: _____

RECEIPT OF A FILLED-IN COPY OF THIS AGREEMENT IS HEREBY ACKNOWLEDGED BY PURCHASER

The Purchase Order is subject to credit approval and is not binding unless signed by an authorized representative of seller. Purchaser certifies that he is of legal age and agrees to sign a Security Agreement according to the terms herein. In the event payoff figures on a trade-in toward the purchase of a Manufactured or Mobile Home are more than quoted by the Purchaser hereby agrees to pay this excess on demand.

ALL TERMS AND CONDITIONS SET FORTH ON THE REVERSE OF THIS AGREEMENT ARE INCORPORATED HEREIN AND ARE FULLY APPLICABLE AS THOSE SET FORTH ON THE FRONT SIDE OF THIS AGREEMENT.

SELLER: PACIFIC MANUFACTURED HOMES	PURCHASER: _____
SELLER: _____	PURCHASER: _____
SUBJECT TO MANAGEMENT APPROVAL	DATE: _____
AUTHORIZED REPRESENTATIVE OF DEALER	Prepared by: LAURI BEMBARON

This agreement is for the protection of both parties. No changes permitted!
ADDITIONAL TERMS AND CONDITIONS


It is further understood and agreed:

The order on the reverse side hereof is subject to the following terms and conditions, all of which have been mutually agreed upon

1. Purchaser assumes all responsibility for the proper preparation of his property to both receive and locate the said manufactured home by TBD (date).

In the event an impediment not previously disclosed to the dealer requires hiring of extra labor and equipment, the customer herewith agrees to pay for all such additional costs.

In the event placement is not made in a standard mobile home park, dealer will furnish up to 0 feet of plastic sewer line and 0 feet of water line without charge. Sewer must be stubbed out of ground, water line must be tapped and electric line connected to meter pole with proper receptacle within 0 feet of the electric box in or on home. All utility connections must be within the rear one third, on the left side of the manufactured home as required by the California Department of Housing and Community Development.

In the event the dealer is unable to effect hook-up of sewer, gas, water, or electricity upon delivery due to non-availability, purchaser assumes all responsibility for the costs of connection and operation of above.

Purchaser assumes all responsibility for the proper preparation of his property to receive and locate the said unit. Purchaser agrees to pay transporter and/or dealer \$ 50.00 per man hour for any delay in delivering manufactured home to purchaser chosen site caused by Purchaser not having all necessary site preparation ready thus causing a delay in transporting the manufactured home from the last state, county, or city road to site. If ingress roads from last paved state, county, or city roads are too soft, steep, or narrow for towing vehicle to place manufactured home on site and at the discretion of transporter and/or dealer it shall be the responsibility and expense of the Purchaser to hire necessary equipment and manpower to have the manufactured home placed on Purchaser's chosen site. Transporter and/or dealer shall not be liable in any way for physical damage incurred to either the exterior or interior of the above manufactured home or to any personal property which exists on or above the area required as access once the manufactured home leaves a designated developed road, street, or highway, however, transporter and/or dealer is liable for any damage that might occur while on a state, county, or city road.

2. Parties understand that seller shall retain title to the manufactured home until payment in full of the entire purchase price whether or not possession of the manufactured home has been transferred to buyer. Retention of such title shall in no way relieve buyer from any obligations under the terms of this agreement, nor shall it require seller to incur any additional liability or obligation concerning this agreement for sale of the manufactured home.

3. In the event of default by purchaser upon any of the terms of this agreement and without notice to buyer, seller may declare the entire unpaid balance of this agreement immediately due and payable. Seller shall be entitled to all relief granted seller by law and choice of one remedy by seller shall not be deemed a waiver by seller of any other right or remedy which it has, but all of its remedies shall be cumulative and, shall include, in addition to any other rights or remedies to which seller is entitled under law the following: (i) to immediately take possession of the manufactured home (ii) to sell the same in accordance with California law applying the proceeds of said sale as required under California Law.

4. Should the security represented by the manufactured home, in fact, be impaired, seller may sue buyer for the entire unpaid balance owing from buyer to seller on the contract.

5. Should there be substantial damage to the manufactured home upon repossession; buyer will be obligated for the difference between the amount owing to seller and amount obtained from any repossession sale.

6. The manufactured house herein shall remain personal property and will not be placed on a foundation system, become affixed to or become any part of any real property (without the express written consent of seller) until payment of the entire balance as set forth in this agreement. Failure to comply with this paragraph shall constitute a breach of this agreement giving rise to all the remedies made available to the seller as herein above set forth.

7. With regard to any trade-ins buyer represents that he has fully disclosed the owner and all lien holders together with the amount of any lien upon said trade-in item. Should any lien not be listed or the amounts of same be inaccurate, buyer shall, as a condition of the completion of this agreement, place the seller in the same position had said representation in fact been true, which may include but shall not be limited to payment of any excess indebtedness owing on said trade-in.

8. In the event of delay in delivery of the manufactured home due to fire, strikes, acts of God or any other delay not occasioned by an action of seller, such delay shall not result in either buyer being able to avoid completion of his contract or buyer being able to obtain damages against seller. Upon conclusion of such delay the agreement shall be completed by seller.

9. The parties understand that it may be necessary to obtain permits to move the manufactured home on the public highways and both parties shall take all actions necessary to effectuate same.

10. Any movement of the manufactured home by buyer from its designated location shall constitute a breach of this agreement, giving rise to all of the remedies made available to seller there in above set forth. Prior to payment in full and/or close of Escrow.

11. Buyer understands that the taxation of the manufactured home may be in-lieu or local property taxation.

12. The parties understand and agree that seller may transport and/or deliver and/or set up the manufactured home or, buyer may directly deliver and set-up same or designate and supervise the delivery and set-up of same as more particularly set forth on the reverse side hereof.

13. All liens, including secondary lien holders, shall be designated on the reverse side hereof.

14. Time is specifically declared to be the essence in this agreement.

15. Acceptance of partial or late payments called for herein does not waive, on seller's part, the right to receive all other payments on time and in full. No changes in any of the terms of this agreement will be valid unless made in writing and signed by both parties.

16. In the event a court of competent jurisdiction declares one or more of the provisions of this agreement to be invalid, the remaining terms of this agreement shall continue to be in full force and effect.

17. This agreement shall be binding upon and shall enure to the benefit of the parties hereto, their heirs, assigns and successors in interest. The parties, however, agree that buyer may not designate a new buyer at any time during the contract term without the express written consent of seller.

A.Z.A IRON WORKS

1151 E. ALNZIT AVE. LOS ANGELES, CA 90059

PHONE: 323 -942-1838 FAX 323-531-4056

Proposal

DATE:	April 4 th ,2024	Proposal No: 04082024.
TO:	Horizons Construction Company	Addendums Acknowledged
ATTN:	Yazan	
PROJECT NAME	Santee Modular Building	
PROJECT ADDRESS	Santee, CA	

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES
FOR THE SCOPE OF WORK

Purchase and Transport New Modular Building for Santee Temporary \$297,000.00

Remarks: This proposal is according to the Plans, Specs, and Addendums

Expiration: 60 days from this date.

Exclusions:

1. Weekend and Holiday and Night Work
2. Site Work
3. Underground Utilites & Electrical Connections
4. SWPPP and BMPs

We propose hereby to furnish material and labor complete in accordance with the above specification for the sum of:

Total \$297,000.00

Dollar Amount in Words: Two Hundred Ninety-Seven Thousand Dollars and Zero Cents

GCI

PROPOSAL

GALLARDO CONTRACTORS, INC.
204 E. FLORA ST.

SANTA ANA, CA 92707

O:(657)231-6122 F:(657)231-6223

PROPOSAL NO. 33123	DATE 4/4/2024
Email: yazan@horizonscci.com	

TO: Horizons Construction	PHONE NO. (657) 274-4026	ATTN: Yazan Abuhilal
ADDRESS 432 W. Meats Ave.	WORK TO BE PERFORMED AT City of Santee Operations Center	
Orange, CA. 92865	9534 Via Zapador, Santee CA 92071	

We hereby propose to furnish the materials and perform the labor necessary for the completion of:

Purchasing and transportation of Modular Building:

66" x 30" Modular Temporary Fire Station Building

EXCLUSIONS:

Permits, Grading, Site Work, Septic System and Utility Runs and Electrical Connection, Installation of Building

All material is guaranteed to be as specified and the above work to be performed in accordance with the drawings and specifications submitted for the above work and completed in a substantial workmanlike manner for the sum of Two Hundred Seventy Three Thousand Three Hundred Dollars (\$273,300.00)

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to perform the work as specified. Payments will be made as outlined above.

Date of Acceptance _____ Signature _____

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA
AWARDING THE DESIGN-BUILD CONSTRUCTION CONTRACT FOR THE
TEMPORARY FIRE STATION LIVING QUARTERS (CIP 2024-36A) PROJECT TO
HORIZONS CONSTRUCTION COMPANY INTERNATIONAL, INC., AND FINDING THE
PROJECT EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT
(CEQA), PURSUANT TO CEQA GUIDELINES SECTIONS 15301, 15303, AND 15304.**

WHEREAS, an additional fire station in the southern area of the City was identified as a needed facility to improve response times in the Community Risk Assessment Long-Range Master Plan prepared in March 2023 by AP Triton, LLC.; and

WHEREAS, in response to the recommendations made by AP Triton, LLC, on December 29, 2023 the City of Santee issued two requests for proposals (RFP) for Design-Build services to construct temporary Fire Station Living Quarters (CIP 2024-36A) and an Apparatus Bay (CIP 2024-36B) at the City Operations Center located at 9534 Via Zapador, and

WHEREAS, Only one proposal for each project was received in response to the RFP's, the proposal for the Temporary Living Quarters totaled \$1,030,367.67, and the proposal for the Apparatus Bay totaled to \$1,227,230.38. The proposals exceeded the total \$1,000,000 appropriated in the adopted FY 2024-2028 Capital Improvement Program budget for both projects, and the proposals were rejected by staff; and

WHEREAS, an additional appropriation of \$567,000 was approved as part of the FY 23/24 Mid-Year budget adjustments, increasing the appropriated amount for the Temporary Fire Station Living Quarters and Apparatus Bay Projects to \$1,567,000; and

WHEREAS, Santee Municipal Code (SMC) Section 3.24.130 authorizes the City to join with other public jurisdictions in cooperative purchasing plans or programs as determined by the purchasing agent to be in the City's best interest to do so; and

WHEREAS, as an alternative to the formal RFP process for Design-Build contracts, The Gordian Group (Gordian) was solicited to provide a Temporary Fire Station Construction proposal under the conditions of Sourcewell EZIQC Contract No CA-R9GB-101723-HRZ; and

WHEREAS, Horizons Construction Company International, Inc. was awarded Sourcewell Contract CA-R9-GB-101723-HRZ for General Contractor for Indefinite Delivery Indefinite Quantity Construction Contracts (IDIQ) with Gordian providing administration of the program for CA Region 9 on 12/01/23 thru 12/24/24, with option of five (1) one-year extensions; and

WHEREAS, the design-build proposal submitted by Horizon Construction Company International, Inc., and the oversight contract management provided by Gordian, meets the City of Santee's purchasing requirements for the project; and

WHEREAS, the project is exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301, Class 1

RESOLUTION NO. _____

(Existing Facilities); Section 15303, Class 3 (New Construction or Conversion of Small Structures); and Section 15304, Class 4 (Minor Alternations to Land). ; and

WHEREAS, none of the exceptions to the categorical exemptions found in the State CEQA Guidelines Section 15300.2 apply to the project; and

WHEREAS, Staff recommends utilizing the Sourcewell EZIQC Contract No CA-R9-GB-101723-HRZ and awarding the Design-Build Construction contract to Horizons Construction Company International, Inc. to construct the temporary Fire Station Living Quarters at the City of Santee Operations Yard at 9534 Via Zapador;

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

1. Authorizes the award of the Design-Build construction contract to implement the Temporary Fire Station Living Quarters (CIP 2024-36A) Project to Horizons Construction Company International., Inc. for a total amount of \$612,283; and
2. Authorizes the Fire Chief to approve change orders in a total amount not to exceed \$91,873; and
3. Finds the project exempt from the provisions of CEQA pursuant to Sections 15301, 15303, and Section 15304 of the CEQA Guidelines and authorizes the filing of a Notice of Exemption; and
4. Authorizes the City Manager to execute all necessary documents.

ADOPTED by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 12th day of June 2024, by the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

ANNETTE ORTIZ, CMC, CITY CLERK

MEETING DATE June 12, 2024

ITEM TITLE RESOLUTION AUTHORIZING AWARD OF THE CONTRACT FOR LANDSCAPE AND HORTICULTURAL MANAGEMENT SERVICES FOR AREA 2 – MEDIANS AND RIGHTS-OF-WAY (ROW) TO STEVEN SMITH LANDSCAPE, LLC PER RFP #24/25-40037

DIRECTOR/DEPARTMENT Nicolas Chavez, Community Services



SUMMARY

The City's contract for Landscape and Horticultural Management Services for Area 2 – Medians and Rights-of-Way (ROW) will expire on June 30, 2024. In compliance with the City's purchasing ordinance for professional services, Santee Municipal Code Section 3.24.160, and the City's professional services selection practices, the Finance Department administered a formal request for proposal (RFP) process for Landscape and Horticultural Management Services for AREA 2 per RFP 24/25-40037. On May 30, 2024, one proposal was received. After a thorough review of the proposal, staff recommends selection of Steven Smith Landscape, LLC for award of the contract based on the firm's experience and technical expertise, staffing plan, communication plan and proposed costs.

The cost proposal submitted by Steven Smith totaled \$298,675.00. Staff recommends that the City Council authorize the City Manager to execute a professional services contract with Steven Smith Landscape, LLC for an amount not to exceed \$298,675.00 for Fiscal Year 2024-25 which includes base services and as-needed items and irrigation repairs. The term of the initial contract shall be July 1, 2024, through June 30, 2025, with four (4) subsequent 12-month options to renew. 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 Index (CPI) for the preceding year. Staff also requests that the City Council authorize the City Manager to approve 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

Funding for this contract will be provided by various maintenance accounts in the proposed Fiscal Year 2024-25 Community Services Department operating budget.

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATION *MSA*

Adopt Resolution:

1. Authorizing award of the contract for Landscape and Horticultural Management Services for Area 2 – Medians and Rights-of-Way (ROW) to Steven Smith Landscape, LLC and authorizing the City Manager to execute a professional services contract per RFP 24/25-40037 for an amount not to exceed \$298,675.00 for Fiscal Year 2024-25; and
2. Authorizing the City Manager to approve four (4) additional 12-month options to renew and one (1) 90-day extension along with the corresponding purchase orders; and
3. Authorizing the City Manager to approve annual change orders up to ten percent (10%) of the then-current contract amount; and
4. Authorizing the Director of Community Services to execute a Notice of Completion and the City Clerk to file said Notice of Completion upon satisfactory completion of work for each contract term.

ATTACHMENT

Resolution

RESOLUTION NO. _____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE AUTHORIZING AWARD OF AN AGREEMENT FOR LANDSCAPE AND HORTICULTURAL MANAGEMENT SERVICES FOR AREA 2 – MEDIANS AND RIGHTS-OF-WAY (ROW) TO STEVEN SMITH LANDSCAPE, LLC PER RFP #24/25-40037

WHEREAS, on the 30th day of May 2024, one proposal was received for Landscape and Horticultural Management Services for Area 2 – Medians and Rights-of-Way (ROW), RFP 24/25-40037; and

WHEREAS, staff recommends selection of Steven Smith Landscape, LLC for award of the contract based on the firm's experience and technical expertise, staffing plan, communication plan and proposed costs; and

WHEREAS, staff recommends authorizing the City Manager to execute a professional services contract with Steven Smith Landscape, LLC for an amount not to exceed \$298,675.00 for Fiscal Year 2024-25; and

WHEREAS, staff recommends authorizing the City Manager to approve four (4) additional 12-month options to renew and one (1) 90-day extension; and

WHEREAS, staff recommends authorizing the City Manager to approve change orders up to 10% of the then-current contract amount; and

WHEREAS, staff recommends authorizing the Director of Community Services to execute annual Notices of Completion and authorizing the City Clerk to file said notices upon satisfactory completion of work; and

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

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

SECTION 1. Awards the contract for Landscape and Horticultural Management Services for AREA 2 – Medians and Rights-of-Way (ROW), RFP 24/25-40037, to Steven Smith Landscape, LLC for an amount not to exceed \$298,675.00 for Fiscal Year 2024/25.

SECTION 2. Authorizes the City Manager to approve four (4) additional 12-month options to renew and one (1) 90-day extension.

SECTION 3. Authorizes the City Manager to execute the professional services contract on behalf of the City and approve change orders up to ten percent (10%) of the then-current contract amount.

SECTION 4. Authorizes the Director of Community Services to execute annual Notices of Completion and authorizing the City Clerk to file said notices upon satisfactory completion of work.

RESOLUTION NO. _____

ADOPTED by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 12th day of June 2024, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

ANNETTE ORTIZ, CMC, CITY CLERK

MEETING DATE June 12, 2024

ITEM TITLE RESOLUTION AUTHORIZING AWARD OF THE CONTRACT FOR LANDSCAPE AND HORTICULTURAL MANAGEMENT SERVICES FOR AREA 3 – LANDSCAPE MAINTENANCE DISTRICTS (LMDs) AND COMMUNITY FACILITIES DISTRICT NO. 2015-1 TO STEVEN SMITH LANDSCAPE, LLC PER RFP #24/25-40038

DIRECTOR/DEPARTMENT Nicolas Chavez, Community Services 

SUMMARY

The City’s contract for Landscape and Horticultural Management Services for Area 3 – Landscape Maintenance Districts (LMDs) and Community Facilities District No. CFD 2015-1 will expire on June 30, 2024. In compliance with the City’s purchasing ordinance for professional services, Santee Municipal Code Section 3.24.160, and the City’s professional services selection practices, the Finance Department administered a formal request for proposal (RFP) process for Landscape and Horticultural Management Services for AREA 3 per RFP 24/25-40038. On May 30, 2024, one proposal was received. After a thorough review of the proposal, staff recommends selection of Steven Smith Landscape, LLC for award of the contract based on the firm’s experience and technical expertise, staffing plan, communication plan and proposed costs.

The cost proposal submitted by Steven Smith totaled \$198,217.50. Staff recommends that the City Council authorize the City Manager to execute a professional services contract with Steven Smith Landscape, LLC for an amount not to exceed \$198,217.50 for Fiscal Year 2024-25 which includes base services and as-needed items and irrigation repairs. The term of the initial contract shall be July 1, 2024, through June 30, 2025, with four (4) subsequent 12-month options to renew. 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 Index (CPI) for the preceding year. Staff also requests that the City Council authorize the City Manager to approve 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 

Funding for this contract will be provided by various maintenance accounts in the proposed Fiscal Year 2024-25 Community Services Department Landscape Maintenance District Funds and Community Facilities District No. 2015-1 Fund operating budgets.

CITY ATTORNEY REVIEW N/A • Completed



RECOMMENDATION

MSB

Adopt Resolution:

1. Authorizing award of the contract for Landscape and Horticultural Management Services for Area 3 – Landscape Maintenance Districts (LMDs) and Community Facilities District No. 2015-1 to Steven Smith Landscape, LLC and authorizing the City Manager to execute a professional services contract per RFP 24/25-40038 for an amount not to exceed \$198,217.50 for Fiscal Year 2024-25; and
2. Authorizing the City Manager to approve four (4) additional 12-month options to renew and one (1) 90-day extension along with the corresponding purchase orders; and
3. Authorizing the City Manager to approve annual change orders up to ten percent (10%) of the then-current contract amount; and
4. Authorizing the Director of Community Services to execute a Notice of Completion and the City Clerk to file said Notice of Completion upon satisfactory completion of work for each contract term.

ATTACHMENT

Resolution

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE AUTHORIZING
AWARD OF AN AGREEMENT FOR LANDSCAPE AND HORTICULTURAL
MANAGEMENT SERVICES FOR AREA 3 – LANDSCAPE MAINTENANCE
DISTRICTS (LMDs) AND COMMUNITY FACILITIES DISTRICT NO. 2015-1 TO
STEVEN SMITH LANDSCAPE, LLC PER RFP #24/25-40038**

WHEREAS, on the 30th day of May 2024, one proposal was received for Landscape and Horticultural Management Services for Area 3 – Landscape Maintenance Districts (LMDs) and Community Facilities District No. 2015-1, RFP 24/25-40038; and

WHEREAS, staff recommends selection of Steven Smith Landscape, LLC for award of the contract based on the firm’s experience and technical expertise, staffing plan, communication plan and proposed costs; and

WHEREAS, staff recommends authorizing the City Manager to execute a professional services contract with Steven Smith Landscape, LLC for an amount not to exceed \$198,217.50 for Fiscal Year 2024-25; and

WHEREAS, staff recommends authorizing the City Manager to approve four (4) additional 12-month options to renew and one (1) 90-day extension; and

WHEREAS, staff recommends authorizing the City Manager to approve change orders up to 10% of the then-current contract amount; and

WHEREAS, staff recommends authorizing the Director of Community Services to execute annual Notices of Completion and authorizing the City Clerk to file said notices upon satisfactory completion of work; and

WHEREAS, this item is categorically exempt from the California Environmental Quality Act (“CEQA”) pursuant to section 15301 (maintenance of existing structures, facilities or mechanical equipment).

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

SECTION 1. Awards the contract for Landscape and Horticultural Management Services for AREA 3 – Landscape Maintenance Districts (LMDs) and Community Facilities District No. 2015-1, RFP 24/25-40038, to Steven Smith Landscape, LLC for an amount not to exceed \$198,217.50 for Fiscal Year 2024/25.

SECTION 2. Authorizes the City Manager to approve four (4) additional 12-month options to renew and one (1) 90-day extension.

SECTION 3. Authorizes the City Manager to execute the professional services contract on behalf of the City and approve change orders up to ten percent (10%) of the then-current contract amount.

RESOLUTION NO. _____

SECTION 4. Authorizes the Director of Community Services to execute annual Notices of Completion and authorizing the City Clerk to file said notices upon satisfactory completion of work.

ADOPTED by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 12th day of June 2024, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

ANNETTE ORTIZ, CMC, CITY CLERK