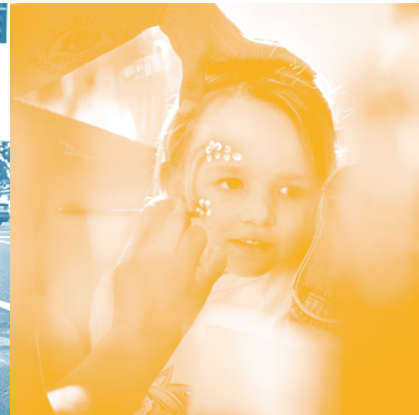


ADOPTED
OPERATING
B U D G E T
FISCAL YEAR
2025-26



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ADOPTED OPERATING B U D G E T FISCAL YEAR 2025-26

CITY COUNCIL

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

EXECUTIVE MANAGEMENT

Gary Halbert | Interim City Manager
Shawn Hagerty | City Attorney
James Jeffries | City Clerk
Heather Jennings | Director of Finance/Treasurer
Rida Freeman | Director of Human Resources/Risk Management
Carl Schmitz | Director of Engineering/City Engineer
Sandi Sawa | Director of Planning & Building/City Planner
Harley Wallace | Interim Director of Fire & Life Safety
Nicolas Chavez | Director of Community Services
Pamela A. White | Economic Development Manager
Aldo Hernandez | Sheriff Captain

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2025 COUNCIL PRIORITIES



The City Council adopted a series of priorities to focus policies, staff efforts and budgeted funding. Other actions occur throughout the fiscal years as needed to operate the City; however, budgets are also designed to move forward actions with the goal of accomplishing the priorities established by the City Council.

The following are the priorities established at the latest City Council retreat. In addition to the priorities below, the Council is also focused on operational changes, as well as funding to support completing the Community Center and Multi Species Conservation Plan (MSCP) or Subarea Plan. Several projects have been in progress for several years and currently lack the funding to complete. Further details are outlined below, including Timeline Milestones.

► FOCUS ON FIRE STATION FACILITIES AND SERVICES

Building and site plans are underway for a new permanent Fire Station 20 at the Operations Yard on the south end of the City. Construction of a temporary station at this location is already underway with temporary living quarters and apparatus bay having been completed.

A feasibility study has been completed for a new temporary station located in the ball field at Woodglen Vista Park, with the potential of a permanent station at this site in the future.

Several service level changes have also occurred, including new vehicles, EMT staffing, and Basic Life Support (BLS) ambulance services expanded. The implementation of these plans will continue into FY 2025-26.

► CONSIDER ANNEXATION OF WEST HILLS PARKWAY AND SURROUNDING PARCELS

A workshop was held with City Council to discuss the parcels and their future impact on and with the City and Council determined that they would like to collaborate with the property owner of one parcel to ensure future development would be consistent with Santee Development Standards. The City will monitor other parcels in the area for consideration of any action if future development is proposed. Staff and the City Attorney are working to develop an annexation process timeline.

► CONTINUE TO FOCUS ON EXPANDED ROAD PAVING AND OTHER INFRASTRUCTURE IMPROVEMENTS

The City achieved the annual funding level recommended to meet the goal of a 70% Pavement Condition Index (PCI). The Council has approved the necessary funding for FY 2025-26. Additional funding will need to be considered to continue the same amount of paving support in future fiscal years. Funding for FY 2025-26 has been approved in this operating budget. The completed Pavement Management Report is expected by December 2025 with a presentation planned for City Council in January 2026 as part of the Pavement Management Workshop.

Contracts for pavement projects have been awarded for the Citywide Slurry Seal and Roadway Maintenance Program for the Citywide Pavement Repair and Rehabilitation Program.

► **EXPAND AND DIVERSIFY ECONOMIC DEVELOPMENT OPPORTUNITIES THROUGH THE ARTS & ENTERTAINMENT NEIGHBORHOOD AND CANNABIS IMPLEMENTATION**

The Town Center Specific Plan (TCSP), approved in February 2025, includes the former Arts & Entertainment Neighborhood, as well as a plan for increasing tourism, new business, job growth, market rate and affordable housing, in addition to integration with the San Diego River and future infrastructure and mobility options. Cannabis applications have been reviewed, and Council has interviewed applicants for local dispensaries.

► **IMPLEMENT AN AUTOMATED PERMIT SYSTEM AND OTHER MANAGED INFORMATION SYSTEM ENHANCEMENTS – INCLUDING A WEBSITE REDESIGN AND A FUTURE FINANCIAL SOFTWARE UPGRADE**

The Energov automated permit system has been implemented; however, support systems are needed and will be put in place through budget actions. The City website has been redesigned along with a new mobile app and the Financial software planning and implementation will move forward in FY 2025-26.

► **CONTINUE TO FOCUS ON POSITIVE RESOLUTIONS TO HOMELESSNESS AND RISK REDUCTION, ESPECIALLY IN THE SAN DIEGO RIVER CORRIDOR**

There was a new staff position hired in April 2024 to coordinate encampment clean-ups and work with resource providers. The City also appropriated \$100,000 from the American Rescue Plan Act (ARPA) to secure an encampment clean-up purveyor to assist with encampment clean-ups. Over 120 encampments have been cleared in the riverbed since January 2024. Coordination with the County of San Diego and Caltrans occurs on a regular basis and with other resources through monthly meetings of the Homeless Working Group and the Encampment Clean-Up Collaboration Group, which is a more targeted group comprised of the County of San Diego Public Works Department/Office of Homeless Solutions, Caltrans, and the River Park Foundation. Prosecutions have occurred due to the City's River Ordinance. The San Diego River Park Foundation's most recent census shows a 59% drop in homeless in the river in Santee, down to 46 persons from 112. This year's operating budget continues to fund both a staff position and to secure an encampment clean-up purveyor to focus on this issue throughout FY 2025-26, and to fund the City Attorney budget to pursue appropriate prosecutions as needed.

► **EXPLORE OPTIONS FOR AN IMPROVED TRAIL HEAD TO MISSION TRAILS REGIONAL PARK ALONG WITH OTHER RENOVATIONS TO BIG ROCK PARK**

Improvements to the restrooms, gazebos, pergolas, pickleball courts, and other general areas at Big Rock Park have been completed. Coordination with wildlife agencies, environmental analysis' including surveys, and an operations and maintenance agreement with the County of San Diego are required and City funding will need to be identified to conduct the survey analysis, as the area identified for the project is flagged as a sensitive habitat.

The trailhead requires support from other government agencies that have not been fully supportive, although staff have gained support from various committees required. Council determined to hold on to this priority, but not to dedicate staff efforts to pursue until other local agencies are willing to partner on the project.

► **ENHANCE AND IMPLEMENT SAFETY AND MAINTENANCE IMPROVEMENTS ON CITY TRAILS**

Both the Santee Fire Department and the Santee Station of the San Diego County Sheriff's Department now own Polaris-style off-road vehicles that can access the trails to improve public safety. Cameras have been installed on a pilot program at Town Center Community Park East. Negotiations are ongoing to investigate alternate locations and programs to operate cameras through the Sheriff's Department. Council has also requested that new park operations practices include staff review of the maintenance standards of trail surfaces.

► **CONTINUE TO REDUCE THE CALPERS UNFUNDED LIABILITY, WHERE POSSIBLE**

This annual payment was made each of the past four (4) covered years based on Council Priorities. Council would like to continue this priority in the future and the payment has been budgeted in the next fiscal year.

► **COMPLETE A DEVELOPMENT IMPACT FEE (DIF) STUDY AND A COST ALLOCATION/USER FEE STUDY**

The DIF Fee study has been completed, and new fees were approved on January 28, 2025 – with the new fees being effective March 10, 2025. The Cost Allocation/User Fee Study RFP will be out by the fall of 2025.

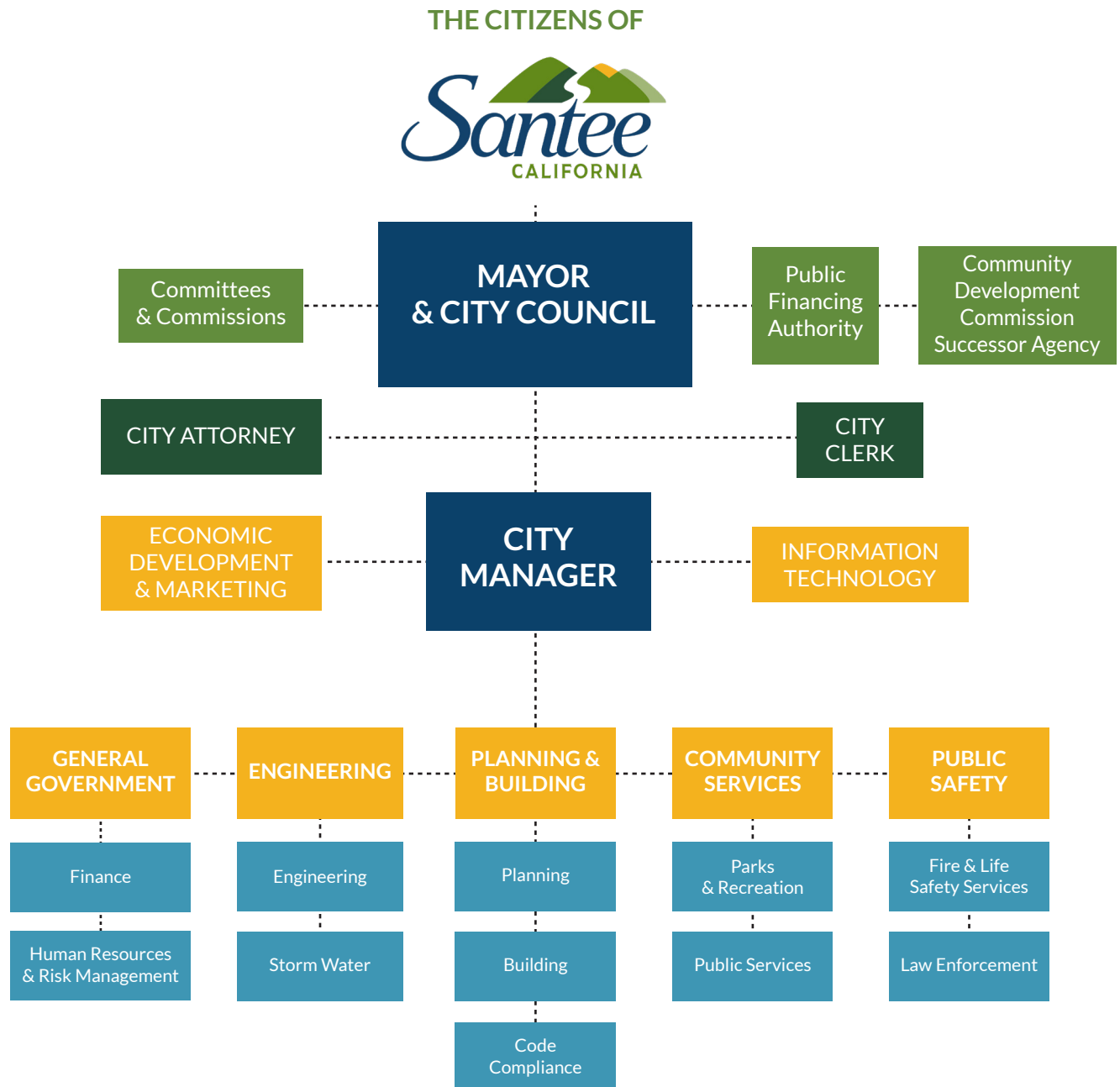
LONG-TERM PRIORITY COMPLETION AND OTHER FOCUS AREAS

At the February 2025 City Council Workshop, the Council focused on the long-term project of completing construction of a Community Center as soon as possible. An advanced funding package for the Community Center was presented to Council at the April 9th, 2025 City Council meeting and a portion of the funding package will include an amount from the General Fund to complete the project. These funds will be repaid to the General Fund, as Development Impact Fees, as they are collected in the future.

Completion of the Multi Species Conservation Plan (MSCP) or Subarea Plan, which has been a focus of staff and consultant efforts for decades, was a long-term priority and a Mid-Year Budget funding request which the Council agreed to fund the remaining amount of the \$112,500 to complete the project in 2025.

The City Council also requested options be presented for reorganization of the City staffing structure to be considered with implementation of the adopted operating budget for FY 2025-26. Additionally, Council prioritized new software technology for a Project Tracking System and a Customer Response Management System to allow for consistent and streamlined communications. Timeline Milestones for these items will be established with a Council subcommittee and then shared with the full Council at a later time.

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| ECONOMIC DEVELOPMENT & MARKETING | |
|----------------------------------|------|
| Economic Development Manager | 1.00 |
| Marketing Manager | 1.00 |
| Marketing Specialist II | 1.00 |
| TOTAL DEPT. FTE | 3.00 |

| INFORMATION TECHNOLOGY | |
|------------------------------------|------|
| Information Technology Manager | 1.00 |
| Information Technology Analyst | 1.00 |
| Information Technology/GIS Analyst | 0.90 |
| Information Technology Tech. | 1.00 |
| TOTAL DEPT. FTE | 3.90 |

| CITY MANAGER | |
|--|------|
| City Manager | 1.00 |
| Conf. Secretary to the City Mgr./Council Members | 0.50 |
| Sr. Management Analyst/Grant Coordinator | 1.00 |
| TOTAL DEPT. FTE | 2.50 |

| CITY COUNCIL | |
|--|------|
| Mayor | 1.00 |
| Council Members | 4.00 |
| Conf. Secretary to the City Mgr./Council Members | 0.50 |
| TOTAL DEPT. FTE | 5.50 |

| CITY CLERK | |
|----------------------|------|
| City Clerk | 1.00 |
| Assistant City Clerk | 1.00 |
| TOTAL DEPT. FTE | 2.00 |

| CITY ATTORNEY | |
|---------------|--|
|---------------|--|

| FINANCE | |
|---------------------------------|------|
| Director of Finance/Treasurer | 1.00 |
| Finance Manager | 1.00 |
| Senior Accountant | 1.00 |
| Confidential Payroll Specialist | 1.00 |
| Sr. Management Analyst | 1.00 |
| Procurement Specialist | 1.00 |
| Senior Account Clerk | 1.00 |
| Administrative Secretary | 1.00 |
| Account Clerk | 1.00 |
| TOTAL DEPT. FTE | 9.00 |

| HUMAN RESOURCES & RISK MANAGEMENT | |
|-----------------------------------|------|
| Director of Human Resources | 1.00 |
| Senior Human Resources Analyst | 1.00 |
| Human Resources Technician | 1.00 |
| Conf. Administrative Secretary | 1.00 |
| TOTAL DEPT. FTE | 4.00 |

| FIRE & LIFE SAFETY | |
|--------------------------------|------|
| ADMINISTRATION | |
| Director of Fire & Life Safety | 0.80 |
| Deputy Fire Chief | 0.75 |
| Fire Marshal | 1.00 |
| Fire Inspector | 1.00 |
| Sr. Management Analyst | 0.60 |
| Administrative Secretary | 0.80 |
| TOTAL FTE | 4.95 |

| EMERGENCY OPERATIONS | |
|--------------------------|-------|
| Battalion Chief | 3.00 |
| Battalion Chief - Admin. | 0.25 |
| Fire Captain | 11.40 |
| Fire Engineer | 12.00 |
| Firefighter Paramedic | 15.00 |
| TOTAL FTE | 41.65 |

| EMERGENCY MEDICAL | |
|------------------------------------|-------|
| Director of Fire & Life Safety | 0.20 |
| Deputy Fire Chief | 0.25 |
| Battalion Chief - Admin. | 0.75 |
| Fire Captain | 0.60 |
| Firefighter Paramedic | 12.00 |
| Sr. Management Analyst | 0.40 |
| Lead Equipment Mechanic | 0.25 |
| Equipment Mechanic | 0.25 |
| Emergency Medical Tech. - 12hr | 4.00 |
| Emergency Medical Tech. - 24hr | 6.00 |
| Administrative Secretary | 0.20 |
| Information Technology/GIS Analyst | 0.10 |
| TOTAL FTE | 25.00 |

| FLEET OPERATIONS & MAINTENANCE | |
|--------------------------------|-------|
| Lead Equipment Mechanic | 0.75 |
| Equipment Mechanic | 0.75 |
| TOTAL FTE | 1.50 |
| TOTAL DEPT. FTE | 73.10 |

| PLANNING & BUILDING | |
|---------------------------------------|------|
| PLANNING | |
| Dir. of Planning & Bldg./City Planner | 1.00 |
| Principal Planner | 1.00 |
| Sr. Management Analyst | 0.45 |
| Senior Planner | 1.00 |
| Senior Planner | 1.00 |
| Development Services Tech. | 0.50 |
| Associate Planner | 2.00 |
| Administrative Secretary | 0.95 |
| TOTAL FTE | 7.90 |

| BUILDING | |
|-------------------------------|------|
| Building Official | 1.00 |
| Senior Building Inspector | 1.00 |
| Building Development Tech. II | 1.00 |
| Building Development Tech. I | 1.00 |
| TOTAL FTE | 4.00 |

| CODE COMPLIANCE | |
|---------------------------|------|
| Code Compliance Officer | 1.00 |
| Code Compliance Assistant | 0.50 |
| TOTAL FTE | 1.50 |

| | |
|-----------------|-------|
| TOTAL DEPT. FTE | 13.40 |
|-----------------|-------|

| MOBILE HOME PARK ADMIN. ASSESSMENT | |
|------------------------------------|------|
| Sr. Management Analyst | 0.10 |
| Administrative Secretary | 0.10 |
| TOTAL FUND FTE | 0.20 |

| ENGINEERING | |
|-----------------------------------|-------|
| ENGINEERING | |
| Dir. of Engineering/City Engineer | 1.00 |
| Principal Civil Engineer | 2.00 |
| Principal Traffic Engineer | 1.00 |
| Sr. Management Analyst | 0.45 |
| Senior Civil Engineer | 2.00 |
| Senior Traffic Engineer | 1.00 |
| Associate Civil Engineer | 2.00 |
| Engineering Inspector | 1.00 |
| Assistant Engineer | 1.00 |
| Field Inspector | 1.00 |
| Development Services Tech. | 0.50 |
| Administrative Secretary | 0.95 |
| TOTAL FTE | 13.90 |

| STORM WATER | |
|----------------------------|------|
| Storm Water Program Coord. | 1.00 |
| TOTAL FTE | 1.00 |

| | |
|-----------------|-------|
| TOTAL DEPT. FTE | 14.90 |
|-----------------|-------|

| RECREATION REVOLVING | |
|------------------------|------|
| Recreation Coordinator | 0.30 |
| TOTAL FUND FTE | 0.30 |

| COMMUNITY SERVICES | |
|--------------------|--|
|--------------------|--|

| ADMINISTRATION | |
|--------------------------------|------|
| Director of Community Services | 1.00 |
| Sr. Management Analyst | 0.25 |
| Administrative Secretary | 1.00 |
| TOTAL FTE | 2.25 |

| PUBLIC SERVICES (MAINTENANCE) | |
|------------------------------------|-------|
| Public Services Manager | 1.00 |
| Sr. Management Analyst | 0.60 |
| Park & Landscape Supervisor | 1.00 |
| Public Works Supervisor | 1.00 |
| Facilities Maintenance Supervisor | 1.00 |
| Equipment Operator | 4.00 |
| Irrigation Specialist | 1.00 |
| Landscape/Irrigation Maint. Worker | 2.00 |
| Maintenance Worker | 1.00 |
| Facilities Maintenance Worker | 1.00 |
| Human Svcs. & Open Space Coord. | 0.50 |
| Administrative Secretary | 1.00 |
| TOTAL FTE | 15.10 |

| PARK MAINTENANCE | |
|------------------------------------|------|
| Landscape/Irrigation Maint. Worker | 5.00 |
| TOTAL FTE | 5.00 |

| SOLID WASTE & RECYCLING | |
|-------------------------|------|
| Sr. Management Analyst | 0.15 |
| TOTAL FTE | 0.15 |

| FACILITIES OPERATIONS | |
|------------------------|------|
| Recreation Coordinator | 0.95 |
| TOTAL FTE | 0.95 |

| RECREATION SERVICES | |
|-----------------------------|------|
| Recreation Services Manager | 1.00 |
| Special Events Supervisor | 1.00 |
| Recreation Supervisor | 1.00 |
| Recreation Coordinator | 1.00 |
| TOTAL FTE | 4.00 |

| SPECIAL EVENTS | |
|------------------------|-------|
| Recreation Coordinator | 0.75 |
| TOTAL FTE | 0.75 |
| TOTAL DEPT. FTE | 28.20 |



Departmental Organizational Chart

Regular Positions: 160
FTE = Full-time Equivalents

Other Funds/Non-General Funded Accounts

New positions

Reclassifications are shown italicized

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Part-Time Positions by Department

Part-Time (Non-Benefitted) Positions: 87

Other Funds/Non-General Funded Accounts

New Position

| CITY CLERK | |
|------------------------------|-------------|
| Office Assistant | 1.00 |
| TOTAL DEPT. PART-TIME | 1.00 |

| INFORMATION TECHNOLOGY | |
|------------------------------|-------------|
| Student Intern | 1.00 |
| TOTAL DEPT. PART-TIME | 1.00 |

| ECONOMIC DEVELOPMENT & MARKETING | |
|----------------------------------|-------------|
| Marketing Aide | 1.00 |
| TOTAL DEPT. PART-TIME | 1.00 |

| HUMAN RESOURCES & RISK MANAGEMENT | |
|-----------------------------------|-------------|
| Office Assistant | 1.00 |
| ERP Assistance | 1.00 |
| TOTAL DEPT. PART-TIME | 2.00 |

| FINANCE | |
|------------------------------|-------------|
| Office Assistant | 1.00 |
| ERP Assistance | 1.00 |
| TOTAL DEPT. PART-TIME | 2.00 |

| PLANNING & BUILDING | |
|---------------------------------|-------------|
| PLANNING | |
| Technical Professional Expert | 1.00 |
| TOTAL DIVISION PART-TIME | 1.00 |

| CODE COMPLIANCE | |
|---------------------------------|-------------|
| Code Compliance Assistant | 1.00 |
| TOTAL DIVISION PART-TIME | 1.00 |
| TOTAL DEPT. PART-TIME | 2.00 |

| ENGINEERING | |
|------------------------------|-------------|
| ENGINEERING | |
| Student Intern | 3.00 |
| TOTAL DEPT. PART-TIME | 3.00 |

| FIRE & LIFE SAFETY | |
|---------------------------------|--------------|
| ADMINISTRATION | |
| Office Assistant | 1.00 |
| Crossing Guards | 16.00 |
| Emergency Mgr. - HMPG PM* | 1.00 |
| TOTAL DIVISION PART-TIME | 18.00 |

| EMERGENCY MEDICAL | |
|---------------------------------|--------------|
| Emergency Medical Tech. | 16.00 |
| Office Assistant | 1.00 |
| TOTAL DIVISION PART-TIME | 17.00 |
| TOTAL DEPT. PART-TIME | 35.00 |

| COMMUNITY SERVICES | |
|---------------------------------|-------------|
| PUBLIC SERVICES (MAINTENANCE) | |
| Office Assistant | 1.00 |
| TOTAL DIVISION PART-TIME | 1.00 |

| PARK MAINTENANCE | |
|---|-------------|
| Landscape/Irrigation Maint. Worker | 2.00 |
| TOTAL DIVISION PART-TIME | 2.00 |

| RECREATION SERVICES | |
|---------------------------------|-------------|
| Recreation Leader | 2.00 |
| Student Intern | 1.00 |
| Office Assistant | 2.00 |
| TOTAL DIVISION PART-TIME | 5.00 |

| SPECIAL EVENTS | |
|---------------------------------|--------------|
| Recreation Leader | 4.00 |
| Recreation Aide | 4.00 |
| Student Intern | 1.00 |
| TOTAL DIVISION PART-TIME | 9.00 |
| TOTAL DEPT. PART-TIME | 17.00 |

| RECREATION REVOLVING | |
|-----------------------------|--------------|
| Recreation Leader | 7.00 |
| Recreation Aide | 16.00 |
| TOTAL FUND PART-TIME | 23.00 |

*Hazard Mitigation Project Grant (HMPG) Project Manager (PM)

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December 1, 1980



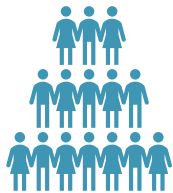
CITY CHARTER
Voter Approved
November 4, 2008



**FORM OF
GOVERNMENT**
Council – Manager



CITY EMPLOYMENT
(full-time equivalent funded positions)
160



POPULATION
(2020 Census)
60,037



**NUMBER OF
REGISTERED VOTERS**
(as of April 2, 2024)
39,600



**MEDIAN
HOUSEHOLD INCOME**
\$108,243



**MEDIAN
HOUSING PRICE**
\$850,000



AREA (SQUARE MILES)
16.7



STREETS (MILES)
126.2



ELEVATION
350 FT



MISSION

We honor the public trust and serve our community by providing quality services and programs to promote economic prosperity, safety, social well being and a healthy environment.

VISION

Exceptional and dedicated people working together for a dynamic and progressive City where family, community and diversity are embraced.

VALUES

Accountability

Taking responsibility and ownership for actions and their results.

Visionary

Exemplifying innovation and initiative.

Integrity

Dedication to honest and ethical actions in public service.

Professionalism

Demonstrating high standards of performance, service or teamwork with responsiveness, courtesy and respect. ^{xii}

Commitment

Displaying dedication and loyalty to the community, organization or profession.



BUDGET OVERVIEW



The Adopted Operating Budget for Fiscal Year 2025-26 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.

The local economy, while strong over the past several years, is experiencing uncertainty. National and regional economic indicators show a mixed picture, while unemployment remains low and consumers are still spending, lingering inflation and rising interest rates continue to place pressure on household and municipal costs alike. The fluid nature of the current economy makes it difficult to predict outcomes. Even in this environment, our budget is a balanced budget that maintains and enhances service levels and addresses the priorities established by the City Council while maintaining our reserve balances for additional cushion against future economic uncertainties.

GENERAL FUND ADOPTED BUDGET SUMMARY FY 2025-26

| | |
|---|-----------------------------|
| Revenues | \$ 64,641,470 |
| Expenditures | <u>(63,963,610)</u> |
| Revenues Over (Under) Expenditures | 677,860 |
| Other Financing Sources | - |
| Transfers to Other Funds | (706,210) |
| Transfer to Capital Improvement Program | (945,100) |
| Unfunded Liabilities (CalPERS) | (600,000) |
| Set Aside for Turf Replacement | <u>-</u> |
| Use of Supplemental Reserves | (1,573,450) |
| Available Fund Balance, 7/1/24 | <u>16,081,271</u> |
| Available Fund Balance, 6/30/24 | <u><u>\$ 14,507,821</u></u> |

GENERAL FUND REVENUES

General Fund revenues for FY 2025-26 are projected to total \$64.6 million, a \$1.3 million increase, or 2%, from the current fiscal year estimate. The following is a discussion of key revenues:

PROPERTY TAXES: Property Taxes represent 42.5% of General Fund revenues and are received based on property assessed valuation. Citywide assessed valuation is projected to increase by 4.0% in FY 2025-26. 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 \$27.5 million in FY 2025-26, an increase of \$968,880 from the current fiscal year.

BUDGET OVERVIEW

SALES TAX: Sales Tax represents 31.0% of General Fund revenues and is projected to total \$20.0 million in FY 2025-26, an increase of \$613,170 or 3.2% from the current fiscal year estimate. During the FY 2024-25 year, the revenue projection for sales tax was reduced to account for revenue decreases across several categories. The forecast for FY 2025-26 was built on this reduced amount and adds in modest growth. The FY 2025-26 projection also includes the addition of projected sales tax revenues from new businesses expected to open in the fiscal year. 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 \$4.1 million in FY 2025-26, an increase of \$68,580 or 2% from the current fiscal year. Increases in revenues from certain Franchise Fee categories continue to be offset by reductions in revenues from Cox Communications and AT&T.

BUILDING FEES: The FY 2025-26 Building revenue is split between plan checks and building permit revenue. Overall, there is a small, expected increase in building permit and plan check revenue, which is conservatively estimated to total \$1.0 million, a \$22,460 increase from the current fiscal year.

FIRE REIMBURSEMENTS: As a result of the wildfire season in FY 2024-25, Fire reimbursement revenue was elevated. As a result, the adopted budget reflects a reduced amount that will be reevaluated at a later date if increases are necessary.

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 \$1.2 million in FY 2025-26, an increase of \$91,130 from the previous fiscal year. This increase is the result of expected increases in Gas Tax and Zone 2 Flood Control funding.

EMERGENCY MEDICAL SERVICES (EMS) FUND OPERATING TRANSFER IN: The EMS Operating Transfer In reimburses the General Fund for all expenses associated with the EMS division in the Fire and Life Safety Department. The expected reimbursement for the proposed year is \$6.6 million, an increase of \$290,090 over the prior year. This increase is primarily due to negotiated salary increases and equipment purchases.

The Transfer In also includes funding for the continuation of a pilot program started in FY 2024-25 that employs six full-time Emergency Medical Technicians (EMT) to co-staff Advanced Life Support (ALS) ambulances. This addition of the EMTs allows for the conversion of the City's existing ambulance staffing model to a one EMT and one Fire Fighter/Paramedic (1&1) configuration. The 1&1 concept is a common staffing model throughout the industry. Additionally, this one-year trial allowed the movement of two Fire Fighter/Paramedics 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. The cost of this program, approximately \$620,000, will not be sustainable

BUDGET OVERVIEW

through the current funding mechanism beyond FY 2025-26. New funding will be needed to continue the program after the 2025-26 fiscal year.

GENERAL FUND EXPENDITURES

The adopted budget reflects General Fund operating expenditures totaling \$64.0 million in FY 2025-26, a \$1.8 million or 3.0% 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 \$22.7 million representing 35.4% of the total General Fund expenditures and the Law Enforcement budget totals \$18.5 million representing 28.9% of the total General Fund expenditures. The Community Services Department expenditures total \$7.0 million representing 11.0% of the total General Fund expenditures. Engineering's budget is \$3.3 million and Planning & Building's budget is \$3.2 million.

Following is a discussion of some of the key impacts on the operating budget:

PERSONNEL COSTS: The adopted budget includes a net increase of five (5) full-time positions. Two (2) positions were removed, Administrative Secretary in the City Clerk Department and a Marketing Specialist in the Economic Development and Marketing Department. Seven (7) new positions were added. Five (5) of these positions will provide staffing for the new Parks Division. Positions were also approved for the Planning Department (1) and Information Technology (1). A description of the personnel requests are as follows:

- The addition of five (5) full-time Landscape and Irrigation Maintenance Workers – Parks Division. The City will be transitioning its park maintenance and custodial services from a contract-based model to an in-house model. These positions, along with two part-time positions, will staff the new division and assume the maintenance and custodial services of the City's parks. The purpose of this change is to reduce the cost of park maintenance and improve the quality of work performed in the parks. Total budgeted labor cost for these positions is \$599,500.
- The addition of one Senior Planner – Planning. This position will assume the lead responsibility for cannabis permit administration, manage and support discretionary projects, and manage the General Plan Update. The scope and complexity of responsibilities assigned to this role, as well as the advanced level of knowledge required warrants classification at the senior level. Funding for this position will be split between three areas: cannabis annual renewal fees, developer deposits, and savings from consultant fees for work done on the General Plan Update. Total anticipated labor costs for this position is \$144,220.
- Information Technology Technician – Information Technology. This position, under the direct supervision of the IT Manager, will be responsible for diagnosing and repairing hardware and software issues on city computers and peripherals. As well as assisting with installing and configuring software and operating systems. This position would take over the support of certain lower-level tasks, thus freeing up the IT Manager and IT Analyst to focus on high-

BUDGET OVERVIEW

level initiatives such as network redesigns, cybersecurity enhancements, server migrations, and cloud transitions. Total anticipated cost for this position is \$96,180.

- **Market Adjustment – Information Technology Manager.** In Spring of 2024, an external survey of San Diego County cities was performed by the Human Resources department. In that survey, it was discovered that the IT Manager was ranked number nine out of fourteen when compared to other comparable positions in San Diego County cities. At that time, no updates were made to management salaries. The survey for this position was performed again in April 2025 and found that the position had moved down to number ten out of fourteen. Based on the results of the external survey and on Human Resources' review of factors of the position, an increase was adopted. It is recommended that the IT Manager's salary band align with the Building Official and Fire Marshall. The total cost of the market adjustment will be \$32,130.
- **The reclassification of one Facilities Maintenance Technician to a Facilities Maintenance Worker – Public Services Division.** Based upon the existing structure of the Public Services Division, the Facilities Maintenance Technician shares similar duties to other higher-paid positions in the PSD Department. This reclassification would align this position with the Maintenance Worker and Landscape and Irrigation Maintenance Worker. Some of these related duties include standby duty, special events set-up and takedown, emergency work, storm related work, homeless cleanups, and working with other division staff to assist as needed. Total anticipated costs of the reclassification is \$6,050.
- **Standby Duty Pay Increase:** Standby duty pay occurs when an employee returns to work because of an unanticipated, unscheduled work requirement or emergency. Staff in the PSD department are assigned seven-day standby duty on a rotating basis. Currently, standby duty pay is a flat amount of \$225 for the assignment. This amount has not changed in eighteen years. Human Resources surveyed seventeen San Diego cities and of the nine cities that are comparable to Santee because of their standby pay methods, Santee was ranked number eight. The median standby pay of the nine cities was a flat rate of \$300. The Operating Budget includes an increase in standby pay from \$225 to \$300. The overall cost increase to the City's budget is expected to be \$4,000 for standby duty and \$14,000 for associated overtime costs.

The adopted budget includes merit increases for eligible employees and negotiated salary increases of 5.5% for Santee Firefighters Association (SFFA) members comprised of a 3% Cost of Living Adjustment (COLA) and 2.5% market adjustment. The adopted budget also includes a 3% COLA increases for non-represented full-time employees, 3% COLA increases for City Council members and an increase to the City Council members' car allowance. The City Council members' increases are in line with the Salary Setting Commissions report to City Council on April 9, 2025.

Following is a discussion of some of the key impacts on the adopted budget:

CALPERS RETIREMENT COSTS: CalPERS retirement costs continue to have an impact on the City's budget. Costs are expected to total in excess of \$7.8 million in FY 2025-26, a \$788,670 increase from the current fiscal year. Approximately \$5.1 million of the total amount represents required payments

BUDGET OVERVIEW

against the City's unfunded pension liability. This is \$643,524 more than in the prior year. This increase can be attributed to lower-than-expected returns on investments on June 30, 2024. The FY 2025-26 Adopted 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 fifth consecutive year making ADPs.

OTHER EXPENDITURES

Other expenditures of note affecting the Adopted Operating 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 comprehensive strategy to address issues associated with homelessness, assisting the City's efforts in processing applications for cannabis business permits, providing special assistance with the new Financial Software contract, and providing staff with tailored training on governance, transparency and ethical roles and responsibility.

CITY MANAGER: Includes \$36,000 for homelessness services as a stop gap until grant revenue is received later in the fiscal year.

INFORMATION TECHNOLOGY: Includes a \$89,600 increase in software maintenance and licensing costs, primarily a result of new software to address security and an online bidding platform.

ANIMAL CONTROL: FY 2025-26 will be the third 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 adopted budget is \$478,600 which represents a 3.12% increase.

CITY CLERK: Includes an annual election expense of \$80,000. 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 premiums of approximately 32% (\$257,220 increase).

FINANCE: This department has no significant non-personnel changes.

ENGINEERING: Includes an amount for the annual lease costs of a new plotter.

PLANNING & BUILDING: This department has an increase of \$220,920 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. This year's segment will be the initiation of the General Plan comprehensive update. The remainder of the General Plan

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Update is segmented out to be completed in three remaining years. The Building Department has no significant non-personnel changes.

COMMUNITY SERVICES: In the Administration Division, funds are provided to fund a biological study of the river area in order to perform ongoing defensible space maintenance, \$65,000. The Public Services Division budget includes funding for City Hall maintenance, \$27,620, updates to Fire Station 5 including HVAC units and apparatus door replacement, Woodglen Vista swing replacement, \$50,000, Shadow Hill sports court resurfacing, \$15,000, and tennis court LED lights retrofit, \$22,950. This fiscal year marks the first year of the new Parks Division. This division was created to bring the park's maintenance function in-house. Total costs associated with the transition are expected to be less than the previous contract-based costs. 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 \$617,940 increase is reflected for contract law enforcement services for FY 2025-26, bringing the total contract amount to \$18.3 million, \$200,000 of which is paid from State COPS funding in the Supplemental Law Enforcement Fund. This is the fourth year of a five-year contract. Contract cost will increase by 3.5% in 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 \$240,260 to fund approximately one-half of the cost of a School Resource Officer. Also included are amounts to support the lease of six Flock cameras located throughout the City.

FIRE: Items include funding for as-need new appliances and repairs, \$18,820, equipment for the new Brush Rig, \$6,970, equipment to outfit the reserve engine, \$11,140, battery chargers \$10,340, Drager SCBA masks accessories, \$19,470, and communication equipment (radios), \$61,690. Increases are also due to increases in medical supplies, agency contributions, and wearing apparel for new employees.

TRANSFERS AND OTHER USES

The adopted budget reflects the following Transfers and Other Uses:

- Transfers to Other Funds: Adopted transfers to other funds include \$592,970 to the Vehicle Replacement Fund, \$43,240 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 \$945,100 to support projects in the Proposed FY 2026-30 Capital Improvement Program.
- A \$600,000 ADP to CalPERS has been adopted: This will be the fourth consecutive ADP made with the intent of reducing the City's unfunded CalPERS pension liability as previously discussed.

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RESERVE POLICY

On June 26, 2024, the City Council adopted a Reserve Policy that increased the City's minimum reserve to 22% of annual General Fund operating expenditures. 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 \$14.2 million at June 30, 2026, which represents 22.68% of annual operating expenditures and includes an available reserve balance of \$484,421 beyond the 22% minimum policy level.

OTHER FUNDS EXPENDITURES

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.

The following is an overview of the Adopted Operating Budget 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. Funding for the annual lease payments, debt service payments, and purchases is provided by transfers from the General Fund and the EMS Fund for EMS related activities. The following are the new vehicles proposed for purchase or lease in FY 2025-26:

- The remount of existing body from Medic Unit #190. The remount price is \$225,340 and is funded from the EMS Fund.
- The purchase of a Compact Track Loader (Skid Steer). This purchase would replace unit V132, a 22-year-old unit. This is a larger unit with tracks instead of wheels along with an enclosed cab. The equipment is used for asphalt, flood control maintenance, and illegal dump cleanup. \$149,920 is included for this purchase.

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- The lease of one Ford Ranger XL the for the Human Services Open Space Coordinator. This vehicle replaces vehicle 156.

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. Revenues are estimated to total \$322,000 in FY 2025-26 with adopted expenditures of \$318,980.

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, other peripheral devices, and phone systems. The City's FY 2025-26 contribution to the fund is \$70,000. Combined with prior year contributions, funds will be used for the replacement and upgrade of servers and provide the capital for a new phone system.

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 adopted FY 2025-26 budget is \$200,000.

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 adopted FY 2025-26 budget totals \$61,250.

PEG FEES 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

BUDGET OVERVIEW

Council Chamber Upgrade Project, City Hall Fiber Optic Replacement Project, and the Clock Tower Video Display Upgrade Project. In FY 025-26 PEG fees collected will be used to reimburse for eligible costs incurred in the Clock Tower Video Display Upgrade project. The estimated PEG fee revenue for FY 2025-26 is \$115,000.

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 2025-26, 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 \$1,653,300 in FY 2025-26, 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 2025-26 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 2025-26 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 replacements (2), \$35,000.
- Traffic Signal LED Replacement Project, \$222,000.

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 \$1,496,870 in FY 2025-26. 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 2026-2030.

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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 \$547,810 in FY 2025-26, 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 \$376,750 in FY 2025-26 which will be expended on Program Year 2025 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. Revenue for FY 2025-26 is projected to be \$5.9 million. Transfers to the General Fund and the Vehicle Replacement Fund total \$6.8 million in FY 2025-26. This deficit in funding is due to the 1&1 staffing pilot that began in FY 2024-25. If the program continues to be funded with EMS funds, the EMS fund reserves will be depleted in approximately five years.

COMMUNITY FACILITIES DISTRICTS (CFD) 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 \$361,610 in FY 2025-26 with proposed expenditures of \$356,190.

BUDGET OVERVIEW

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 2025-26. Staff continues to evaluate alternatives for converting landscape materials to more drought-tolerant/low water use materials where feasible. Revenues are estimated to total \$122,490 in FY 2025-26 with proposed expenditures of \$129,650.

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 streetlights 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 \$514,500 in FY 2025-26 with proposed operating expenditures of \$258,000.

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 streetlights of special benefit throughout the City (also referred to as “Zone B” of the Santee Roadway Lighting District). Revenues are estimated to be \$437,010 in FY 2025-26 with proposed expenditures of \$486,880.

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 \$71,300 in FY 2025-26 with proposed expenditures of \$43,790.

Under the direction of the City Manager, the Finance Department prepares the City’s Operating Budget document. Additional information regarding the City’s budget may be obtained by contacting the City of Santee Finance Department or through the City’s web site at www.cityofsantee.ca.gov.

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RESOLUTION NO. 085-2025

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, ADOPTING THE OPERATING BUDGET FOR FISCAL YEAR 2025-26 AND TAKING RELATED ACTIONS

WHEREAS, on June 11, 2025, and June 25, 2025, public meetings were held by the City Council to review the Proposed Operating Budget for Fiscal Year 2025-26; and

WHEREAS, the City Council considered all recommendations by staff and public testimony; and

WHEREAS, the City Council desires to adopt the Operating Budget for Fiscal Year 2025-26 incorporating any and all changes directed by the City Council during the public meeting held on June 25, 2025.

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of Santee, California does hereby find, determine and declare as follows:

Section 1

The Operating Budget for Fiscal Year 2025-26, including all changes directed by the City Council, is hereby adopted.

Section 2

The monies necessary to offset the expenditures in the Operating Budget for Fiscal Year 2025-26 as adopted by the City Council pursuant to Section 1 hereof are authorized by this section to be appropriated out of the funds available to the City during said fiscal year.

Section 3

- A. The City Manager is authorized to implement salary and benefits adjustments for Elected Officials, General and Management, and Santee Firefighters' Association (SFFA) employee groups as approved and directed by the City Council.
- B. In accordance with the Santee City Charter, the Salary Setting Advisory Committee convened on April 9, 2025, and made a recommendation to increase the Mayor and City Council Member's salary by 5% in fiscal year 2025-26 and 5% in fiscal year 2026-27. In addition, the Committee also recommended an increase in auto allowance to \$650.00 per month for the Mayor and \$550.00 per month for each City Council member. After discussion at the April 9, 2025, City Council meeting, a consensus was reached among the City Council for parity with staff increases and to accept the Committee's recommendation on the increase in auto allowance. The following adjustment

RESOLUTION NO. 085-2025

is made to the salary and benefit plan for the City's Elected Officials for fiscal year 2025-26.

- 1) 3.0% salary increase effective July 3, 2025
- 2) Auto allowance increase of \$650.00 per month for the Mayor and \$550.00 per month for City Council members

C. The following adjustment is made to the salary and benefit plan for General and Management employees, including Executive Management and the City Clerk.

- 1) 3.0% salary increase effective July 3, 2025

D. In accordance with the terms of the Memorandum of Understanding with the SFFA approved by the City Council via separate Resolution on June 25, 2025, the following adjustment is made to the salary and benefit plan for SFFA employees for fiscal year 2025-26.

- 1) 3.0% salary increase effective July 3, 2025
- 2) 2.5% market adjustment effective July 3, 2025
- 3) Increase in uniform allowance from \$650.00 per year to \$1,000.00 per year
- 4) Vacation termination cash out pay no longer applied to RHSA, instead will be cashed out to employee

E. The following personnel changes are hereby approved:

- 1) Add five Landscape and Irrigation Maintenance Workers with an annual salary band of \$54,513.00 to \$66,261.09
- 2) Add one Senior Planner with an annual salary band of \$95,270.28 to \$128,618.02
- 3) Add one Information Technology Technician with an annual salary band of \$60,172.21 to \$73,140.07
- 4) Market adjustment to the Information Technology Manager with an annual salary band of \$133,640.12 to \$174,370.03
- 5) Reclassify a Facilities Maintenance Technician with an annual salary range of \$49,385.92 to \$60,028.60 to a Facilities Maintenance Worker with an annual salary range of \$54,513 to \$66,261.09
- 6) Increase to Standby Duty Pay from a flat rate of \$225.00 for a seven day period to a flat rate of \$300 for a seven day period.

F. The Salary Schedules effective July 3, 2025, as presented as Exhibit "A" are approved and adopted.

G. The City Manager is authorized to execute agreements between the City of Santee and appropriate insurance companies for the purpose of providing health, life, long-term disability insurance and dental coverage for the eligible officers, active, retired and terminated employees of the City of Santee and their eligible dependents.

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Section 4

- A. The City Manager is authorized to adjust operating budget line items during fiscal year 2025-26 as may from time to time be deemed desirable, not to exceed the authorized departmental totals.
- B. Due to two end-of-year events, an increase in FY 2024-25 appropriations is authorized for the following departments; City Manager Department, \$203,080 and the Building Department, \$36,570.
- C. Unencumbered balances remaining at June 30, 2025, for operating accounts, excluding salaries and benefits, may be carried forward at the discretion of the City Manager or designee to the subsequent fiscal year.
- D. For Recreation Revolving Fund program expenditures that are funded from program revenues, the City Manager is hereby authorized to increase the expenditure appropriation as additional revenues are realized or if funds are available in the unappropriated balance of the Recreation Revolving Fund.
- E. In accordance with the terms of the Agreement for City Attorney Legal Services with Best Best & Krieger, the consumer price index adjusted rates effective July 1, 2025, will be as follows:
- | | |
|--------------------------------------|----------------|
| 1) Monthly Retainer | \$18,431.19 |
| 2) Special Services | |
| i. Attorney | \$298 per hour |
| ii. Non-Attorney | \$233 per hour |
| iii. Pension Consultant | \$273 per hour |
| 3) Third Party Reimbursable Services | |
| i. Partner/Of Counsel | \$441 per hour |
| ii. Associate | \$366 per hour |
| iii. Non-Attorney | \$233 per hour |
- F. The City Manager is authorized to execute the following professional service contract renewals provided for in the Operating Budget for Fiscal Year 2025-26 without further Council action:
- 1) David Turch and Associates (legislative advocacy-federal) \$60,000
- G. The City Manager is authorized to execute an amendment to the Agreement Between the City of Santee and Grossmont Union High School District for School Resource Officer Cost Sharing at Santana and West Hills High Schools in an amount for FY 2025-26 consistent with the City Council adopted budget.
- H. Grant funds awarded to the City of Santee, based on an application of these funds approved or accepted by the City Council, shall be appropriated as required.

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- I. All fire benefit fee receipts shall be used exclusively to provide fire suppression services, with any funding shortfall made up from other General Fund sources.
- J. The City Manager is authorized to adjust the Fire Department Emergency Medical Services operating budget to allow for reciprocal staffing charges between Lakeside Fire protection District (LFPD) and the City of Santee for Basic Life Support (BLS) ambulance support services provided in partnership by both agencies.

Section 5

The Balanced General Fund Budget Policy is hereby continued by this Resolution that, generally, ongoing revenues shall cover ongoing operating expenditures, allowing for use of General Fund reserves if the General Fund Reserve Policy is met.

ADOPTED by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 25th day of June 2025, by the following roll call vote to wit:

AYES: KOVAL, MCNELIS, MINTO, TROTTER

NOES: NONE

ABSENT: HALL

APPROVED:



JOHN W. MINTO, MAYOR

ATTEST:



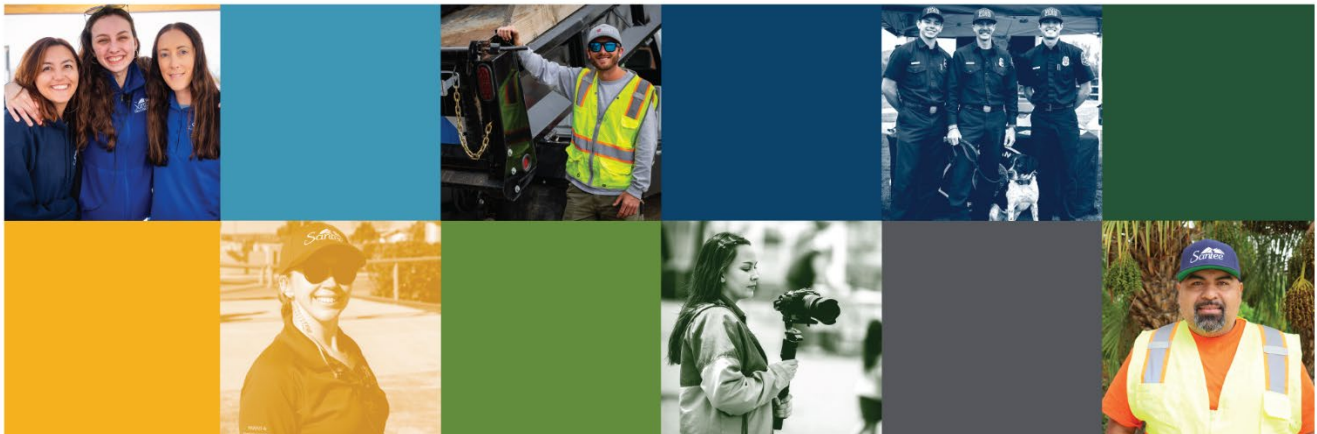
JAMES JEFFRIES, CITY CLERK

EXHIBIT A: Salary Schedules Effective July 3, 2025

Summary of Funded Positions

| | ACTUAL FY 2022-23 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | PROPOSED FY 2025-26 |
|---|----------------------|----------------------|-----------------------|------------------------|
| GENERAL FUND | | | | |
| City Council | 5.50 | 5.50 | 5.50 | 5.50 |
| City Manager | 6.50 | 6.80 | 6.50 | 5.50 |
| Information Technology | 2.00 | 2.00 | 2.80 | 3.90 |
| City Clerk | 3.00 | 3.00 | 3.00 | 2.00 |
| Human Resources | 4.00 | 4.00 | 4.00 | 4.00 |
| Finance | 9.00 | 9.00 | 9.00 | 9.00 |
| Engineering | - | 14.25 | 14.40 | 14.90 |
| Planning & Building | - | 12.75 | 12.90 | 13.40 |
| Development Services | 26.80 | - | - | - |
| Community Services | 21.70 | 23.20 | 23.20 | 28.20 |
| Fire & Life Safety | 66.00 | 67.00 | 73.20 | 73.10 |
| TOTAL GENERAL FUND | 144.50 | 147.50 | 154.50 | 159.50 |
| RECREATION REVOLVING FUND | 0.30 | 0.30 | 0.30 | 0.30 |
| MOBILE HOME PARK ADMIN. FUND | 0.20 | 0.20 | 0.20 | 0.20 |
| TOTAL FUNDED POSITIONS | 145.00 | 148.00 | 155.00 | 160.00 |

NOTE: Does not include Part-Time temporary (non-benefitted) positions.



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GENERAL FUND



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GENERAL FUND SUMMARY FY 2025-26 ADOPTED BUDGET

| | FY 2024-25 AMENDED BUDGET | FY 2025-26 ADOPTED BUDGET | INCREASE (DECREASE) |
|--|---------------------------------|---------------------------------|------------------------|
| Revenues | \$ 63,361,130 | 64,641,470 | \$ 1,280,340 |
| Expenditures by Dept: | | | |
| City Council | 555,170 | 590,270 | 35,100 |
| City Attorney | 968,530 | 925,170 | (43,360) |
| City Manager (total): | 1,654,480 | 1,393,690 | (260,790) |
| City Manager | 986,690 | 747,690 | (239,000) |
| Economic Development | 667,790 | 646,000 | (21,790) |
| Information Technology | 1,133,410 | 1,418,350 | 284,940 |
| Animal Control | 464,100 | 478,600 | 14,500 |
| City Clerk | 743,090 | 530,250 | (212,840) |
| Human Resources & Risk Mgmt (total): | 2,008,920 | 2,107,130 | 98,210 |
| Human Resources | 953,590 | 928,390 | (25,200) |
| Risk Management | 1,055,330 | 1,178,740 | 123,410 |
| Finance | 1,791,120 | 1,873,150 | 82,030 |
| Planning & Building (total): | 3,203,950 | 3,183,690 | (20,260) |
| Planning | 1,822,990 | 1,803,960 | (19,030) |
| Building | 1,175,850 | 1,172,850 | (3,000) |
| Code Compliance | 205,110 | 206,880 | 1,770 |
| Engineering (total): | 3,132,320 | 3,306,900 | 174,580 |
| Engineering | 2,981,580 | 3,149,150 | 167,570 |
| Stormwater | 150,740 | 157,750 | 7,010 |
| Community Services (total): | 7,216,470 | 7,015,340 | (201,130) |
| Administration | 482,640 | 568,530 | 85,890 |
| Public Svcs - Maintenance | 5,012,700 | 4,132,750 | (879,950) |
| Stormwater | 183,040 | 208,260 | 25,220 |
| Park Maintenance | 203,500 | 764,660 | 561,160 |
| Solid Waste | 31,460 | 34,000 | 2,540 |
| Facility Operations | 163,120 | 166,520 | 3,400 |
| Recreation | 702,910 | 725,560 | 22,650 |
| Special Events | 437,100 | 415,060 | (22,040) |
| Law Enforcement | 17,843,490 | 18,478,350 | 634,860 |
| Fire and Life Safety (total): | 21,415,670 | 22,662,720 | 1,247,050 |
| Administration | 1,511,950 | 1,431,630 | (80,320) |
| Emergency Operations | 12,954,580 | 13,942,060 | 987,480 |
| Emergency Medical | 6,238,440 | 6,557,050 | 318,610 |
| Emergency Preparedness | 53,610 | 46,870 | (6,740) |
| Fleet Operations and Maintenance | 657,090 | 685,110 | 28,020 |
| Total Operating Expenditures Proposed | 62,130,720 | 63,963,610 | 1,832,890 |
| Revenues Over (Under) Expenditures | 1,230,410 | 677,860 | (552,550) |
| Other Financing Sources | 467,921 | - | (467,921) |
| Other Financing Uses: | | | |
| Transfers to Other Funds | (460,020) | (706,210) | (246,190) |
| Transfers to CIP | (762,121) | (945,100) | (182,979) |
| Unfunded Liabilities (CalPERS) | (600,000) | (600,000) | - |
| Set Aside for Turf Replacement | (100,000) | - | 100,000 |
| Change in Available Fund Balance | \$ (223,810) | \$ (1,573,450) | \$ (1,349,640) |
| Available Fund Balance, Beg. of Year | 16,305,081 | 16,081,271 | (223,810) |
| Available Fund Balance, End of Year | \$ 16,081,271 | \$ 14,507,821 | \$ (1,573,450) |

CITY OF SANTEE
GENERAL FUND REVENUE DETAIL
FY 2025-26 ADOPTED BUDGET

| | FY 2024-25 | FY 2025-26 | Increase |
|--|--------------------|-------------------|-------------------|
| Account Name | Revised Est | Adopted | (Decrease) |
| TAXES | | | |
| Property Taxes | 26,484,120 | 27,453,000 | 968,880 |
| Property Tax Secured and Unsecured | 14,310,200 | 14,737,300 | 427,100 |
| Property Tax - Redev Pass-through | 730,000 | 760,100 | 30,100 |
| Property Tax - Redev Residual Distrib | 2,510,000 | 2,613,700 | 103,700 |
| Real Property Transfer | 250,000 | 250,000 | - |
| Property Tax In Lieu (of VLF) | 8,683,920 | 9,091,900 | 407,980 |
| Sales and Use Taxes | 17,047,900 | 17,586,660 | 538,760 |
| Sales and Use Taxes | 19,403,250 | 20,016,420 | 613,170 |
| Location Agreement Payment | (2,355,350) | (2,429,760) | (74,410) |
| Transient Occupancy Tax | 736,600 | 751,500 | 14,900 |
| Transient Occupancy Tax | 736,600 | 751,500 | 14,900 |
| Franchise Fees | 4,001,310 | 4,069,890 | 68,580 |
| Franchise Fees | 4,001,310 | 4,069,890 | 68,580 |
| SPECIAL ASSESSMENTS | 1,134,900 | 1,136,700 | 1,800 |
| Assessments - Fire Benefit Fee | 1,134,900 | 1,136,700 | 1,800 |
| INTERGOVERNMENTAL | 675,000 | 463,870 | (211,130) |
| Motor Vehicle License Fees | 100,000 | 100,000 | - |
| SB90 Claims | 30,000 | 30,000 | - |
| Fire Reimbursements - Federal | 220,000 | 161,440 | (58,560) |
| Fire Reimbursements - State | 325,000 | 172,430 | (152,570) |
| LICENSES AND PERMITS | 1,680,340 | 1,409,230 | (271,110) |
| Business Licenses - New | 44,400 | 44,400 | - |
| Business Licenses - Renewals | 63,100 | 63,100 | - |
| Regulatory Permits | 4,100 | 4,000 | (100) |
| Business Licenses - Other | 600 | 600 | - |
| Home Occupation Permit - New | 7,900 | 7,500 | (400) |
| Home Occupation Permit - Renewal | 14,600 | 14,600 | - |
| Alarm Permits | 1,100 | 1,000 | (100) |
| Fire Department - Permits/Services | 80,600 | 86,360 | 5,760 |
| Building Fees - Eng Direct City Costs | 13,300 | 13,450 | 150 |
| Building Plan Check Fees | 237,000 | 237,000 | - |
| Building Fees - Plng Direct City Costs | 16,000 | 15,000 | (1,000) |
| Building Permit Fees | 780,540 | 803,000 | 22,460 |
| Cannabis Application Fee | 417,100 | 4,000 | (413,100) |
| Cannabis Annual Renewal Fee | - | 115,220 | 115,220 |
| FINES AND FORFEITURES | 219,050 | 209,880 | (9,170) |
| Vehicle Code Fines | 144,000 | 135,000 | (9,000) |
| Other Fines and Forfeitures | 7,600 | 8,000 | 400 |
| Parking Citations | 66,400 | 66,000 | (400) |
| Code Compliance Administrative Citations | 300 | 500 | 200 |
| Storm Water Administrative Citations | 750 | 380 | (370) |

CITY OF SANTEE
GENERAL FUND REVENUE DETAIL
FY 2025-26 ADOPTED BUDGET

| | FY 2024-25 | FY 2025-26 | Increase |
|------------------------------------|--------------------|-------------------|-------------------|
| Account Name | Revised Est | Adopted | (Decrease) |
| CHARGES FOR SERVICES | 2,780,440 | 2,778,180 | (2,260) |
| Finance - Full Cost Recovery | 2,000 | 2,000 | - |
| Admin Tow Fees | 15,000 | 15,000 | - |
| Cost Recovery - Restitution | 400 | 400 | - |
| Candidate Statements | 1,600 | - | (1,600) |
| City Clerk - Misc Fees | 1,000 | 1,000 | - |
| City Clerk - Passport Services | 50,000 | 50,000 | - |
| Charges to Other Funds | 190,630 | 232,450 | 41,820 |
| CSD - Full Cost Recovery | 2,000 | 2,000 | - |
| Cost Recovery - Subrogation | 5,000 | 5,000 | - |
| Sports Field Lighting | 72,000 | 72,000 | - |
| Disc Golf Fees | 33,000 | 33,000 | - |
| Electric Vehicle Charging Stations | 13,720 | 13,720 | - |
| Teen Programs | 6,000 | 6,000 | - |
| Special Events | 130,000 | 115,000 | (15,000) |
| Charges to Other Funds | 188,330 | 138,330 | (50,000) |
| Fire - Full Cost Recovery | 10,000 | 10,000 | - |
| Instructional Services - FTES | 11,600 | 16,800 | 5,200 |
| SLEMSA REIMBURSEMENT | 114,730 | 119,350 | 4,620 |
| Engineering - Fee Based | 91,000 | 91,000 | - |
| Engineering - Full Cost Recovery | 837,000 | 725,000 | (112,000) |
| Street Light Energizing Fee | 2,000 | 1,700 | (300) |
| Storm Water Inspection | 12,580 | 12,700 | 120 |
| Planning - Fee Based | 15,000 | 15,000 | - |
| Planning - Full Cost Recovery | 282,700 | 308,270 | 25,570 |
| Charges to Other Funds | 693,150 | 792,460 | 99,310 |
| USE OF MONEY AND PROPERTY | 1,600,850 | 1,503,970 | (96,880) |
| Interest Income | 990,250 | 865,280 | (124,970) |
| Rent/Lease/Use Income | 10,400 | 12,980 | 2,580 |
| City Facilities - Sportsplex | 278,200 | 288,200 | 10,000 |
| Concessions | 20,000 | 20,000 | - |
| Rental - Bldgs 7 & 8 | 30,000 | 30,000 | - |
| Rental - Picnic Shelters | 95,000 | 95,000 | - |
| Rental - Ball Fields | 85,000 | 85,000 | - |
| Rental - TCCPE Fields 3 & 4 | 85,000 | 100,000 | 15,000 |
| Rent/Lease/Use Income | 7,000 | 7,510 | 510 |
| OTHER REVENUE | 733,660 | 721,540 | (12,120) |
| Sycamore Landfill Fees | 524,210 | 566,140 | 41,930 |
| Miscellaneous Income | 5,000 | 5,000 | - |
| Hometown Heroes Program | 7,200 | 7,200 | - |
| Taxable Sales | 500 | 500 | - |
| Processing Fees | 36,000 | 36,000 | - |
| Miscellaneous Income | 63,670 | 50,000 | (13,670) |
| Loss Control Program | 6,000 | 6,000 | - |
| Wellness Program | 20,000 | 20,000 | - |
| Miscellaneous Income | 500 | 500 | - |
| Donations | 15,550 | 10,000 | (5,550) |

**CITY OF SANTEE
GENERAL FUND REVENUE DETAIL
FY 2025-26 ADOPTED BUDGET**

| | FY 2024-25 | FY 2025-26 | Increase |
|--|--------------------|-------------------|-------------------|
| Account Name | Revised Est | Adopted | (Decrease) |
| Donations - Memorial Program | 1,000 | 1,000 | - |
| Taxable Sales | 50 | 50 | - |
| Miscellaneous Income | 2,500 | 600 | (1,900) |
| Sale of Real & Personal Property | 2,000 | 2,000 | - |
| Miscellaneous Income | 48,500 | 15,550 | (32,950) |
| Abandoned Property Registration | 980 | 1,000 | 20 |
| OTHER FINANCING SOURCES | 6,266,960 | 6,557,050 | 290,090 |
| Operating Transfers In - EMS Reimbursement | 6,266,960 | 6,557,050 | 290,090 |
| Operating Transfers In | - | - | - |
| GRAND TOTAL GENERAL FUND | 63,361,130 | 64,641,470 | 1,280,340 |



GENERAL FUND
DETAIL OF OTHER FINANCING SOURCES AND USES
FY 2025-26 ADOPTED BUDGET

| | FY 2024-25 AMENDED BUDGET | FY 2025-26 ADOPTED BUDGET |
|--|--|--|
| Other Financing Sources: | | |
| Use of Fund Balances: | | |
| Release of CCA Reserves | \$ - | \$ - |
| Transfers from other funds | | |
| Transfer in from CIP (ERP Project) | 43,200 | - |
| Transfer in from ARPA | 424,721 | - |
| Total Other Financing Sources | \$ 467,921 | \$ - |
| Other Financing Uses: | | |
| Transfers to Other Funds | | |
| Vehicle Replacement Fund | \$ (345,770) | \$ (592,970) |
| Highway 52 Coalition Fund | (44,250) | (43,240) |
| Technology Replacement Fund | (70,000) | (70,000) |
| Transfers to Capital Improvement Program | (762,121) | (945,100) |
| Unfunded Liabilities (CalPERS) | (600,000) | (600,000) |
| Set Aside Turf Replacement | (100,000) | - |
| Total Other Financing Uses | \$ (1,922,141) | \$ (2,251,310) |

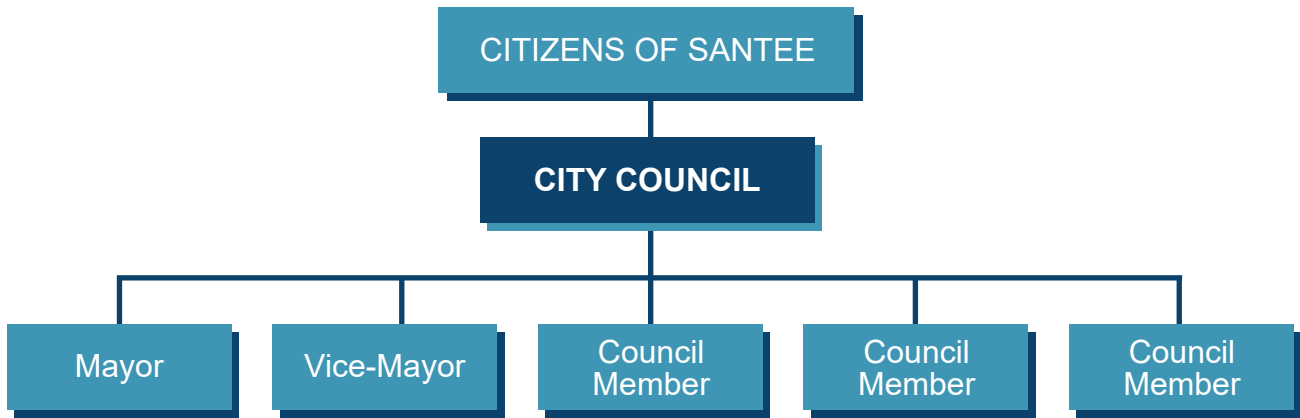
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DEPARTMENT DETAIL



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CITY COUNCIL



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MISSION STATEMENT

The mission of the City of Santee's City Council is to honor the public trust and serve our community by providing quality services and programs to promote economic prosperity, safety, social well-being and a healthy environment.

PROGRAM DESCRIPTION

As the City of Santee's legislative and policy-making body, the City Council establishes policy; approves contracts and agreements; adopts an annual budget; enacts ordinances and resolutions essential for governing the affairs of the City; adopts measures that may be necessary for the protection of the health, safety, welfare and property of the City's residents; and represents the interests of the community at local, regional, state and federal levels.

FY 2024-25 ACCOMPLISHMENTS

- Continued work on the City Council's priorities, which include a focus on economic development opportunities and fiscal stability; infrastructure and road repairs; services and safety for the homeless; and affordable housing efforts
- Supported staff in the accomplishment of many of the priorities set by City Council, including adopting the Town Center Specific Plan and continued progress towards the construction of a new Community Center
- Began construction of a new interim fire station and completed design of a new permanent station
- Worked with staff to implement the cannabis business application process and permit assignments
- Expanded the Santee Hometown Heroes Banner program, which recognizes veteran and active-duty military with light pole banners
- Continued to foster support for the City's two (2) adopted Marine Units – 2nd Battalion, 1st Marines (Camp Pendleton) and HMH-462 (Miramar)
- Met the annual funding level recommended to reach the goal of a 70% percent pavement condition index (PCI)
- Reviewed City staff/organization restructuring possibilities to improve organizational operations

FY 2025-26 GOALS AND OBJECTIVES

- Maintain emphasis on efficient delivery of City services for taxpayers with a high level of fiscal responsibility while balancing competing interests in challenging economic times
- Uphold the priority to protect the health, safety and welfare of Santee residents through effective public safety strategies

FY 2025-26 GOALS AND OBJECTIVES (CONTINUED)

- Continue efforts to increase City revenues through support of balanced economic development initiatives, including residential, commercial and entertainment projects
- Continue work towards implementation of recommendations from the Community Risk Assessment Report for additional fire infrastructure
- Continue to support staff with the implementation of the Arts & Entertainment Neighborhood to diversify economic development
- Continue efforts to increase awareness of river bottom corridor quality of life issues for the community
- Complete City of Santee Multi-Species Conservation Plan (MSCP) Subarea Plan and associated Environmental Impact Report (EIR)
- Encourage regional collaboration with other agencies on issues that may impact Santee and our surrounding community
- Implement a Customer Relationship Management (CRM) system for project and resident inquiry tracking
- Continue working with federal, state and local agencies in support of the Highway 52 Coalition



CITY COUNCIL BUDGET SUMMARY

| CITY COUNCIL 1001.00.1101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
| SUMMARY OF EXPENDITURES | | | |
| Personnel | \$ 344,472 | \$ 364,020 | \$ 393,070 |
| Operations & Maintenance | 164,103 | 191,150 | 197,200 |
| TOTAL EXPENDITURES | \$ 508,575 | \$ 555,170 | \$ 590,270 |
| SUMMARY OF FUNDED POSITIONS | | | |
| Mayor | 1.00 | 1.00 | 1.00 |
| Council Members | 4.00 | 4.00 | 4.00 |
| Confidential Secretary to City Manager/Council Members | 0.50 | 0.50 | 0.50 |
| TOTAL POSITIONS | 5.50 | 5.50 | 5.50 |



CITY COUNCIL BUDGET SUMMARY

| CITY COUNCIL 1001.00.1101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|--------------------------|--------------------------|--------------------------|
| PERSONNEL | | | |
| 50010 Salaries & Wages - Regular | \$ 41,606 | \$ 45,270 | \$ 50,360 |
| 50013 Salaries & Wages - Mayor & City Council | 125,407 | 131,210 | 135,230 |
| 50040 Auto Allowance | 27,450 | 28,200 | 34,200 |
| 50042 Technology Allowance | 5,400 | 5,400 | 5,400 |
| 50050 Retirement - PERS | 15,441 | 16,500 | 17,430 |
| 50052 Retirement - Unfunded Liability | 34,726 | 33,900 | 37,290 |
| 50055 Retirement - Part Time | 868 | 870 | 890 |
| 50060 Medicare | 2,898 | 3,050 | 3,270 |
| 50070 Health Insurance | 86,257 | 94,880 | 103,660 |
| 50071 Dental Insurance | 4,250 | 4,570 | 5,140 |
| 50075 Life Insurance | 49 | 50 | 50 |
| 50076 Long Term Disability Insurance | 120 | 120 | 150 |
| Total Personnel | <u>\$ 344,472</u> | <u>\$ 364,020</u> | <u>\$ 393,070</u> |
| OPERATIONS & MAINTENANCE | | | |
| 51040 Expert/Consulting Services | \$ 18,000 | \$ 23,000 | \$ 22,000 |
| 51104 Subscriptions/Memberships | 71,468 | 79,500 | 80,690 |
| 51110 Professional Development | 16,526 | 14,900 | 15,600 |
| 51116 Arts & Community Culture | 4,093 | 5,000 | 5,000 |
| 51120 Printing & Duplicating | - | 600 | 500 |
| 51121 Telephone & Fax | 3,481 | 3,700 | 3,700 |
| 51122 Postage | 35 | 100 | 150 |
| 51160 Materials & Supplies | 2,691 | 2,500 | 2,500 |
| 51170 Recognition Program | 3,672 | 6,000 | 6,000 |
| 51180 Electricity & Gas | 17,831 | 21,300 | 21,000 |
| 51211 Repair/Maintenance - Equipment | 371 | 350 | 860 |
| 51350 Contributions | 21,453 | 27,000 | 27,000 |
| 51403 Hometown Heroes Program | 4,482 | 7,200 | 12,200 |
| Total Operations & Maintenance | <u>\$ 164,103</u> | <u>\$ 191,150</u> | <u>\$ 197,200</u> |
| GRAND TOTAL | <u><u>\$ 508,575</u></u> | <u><u>\$ 555,170</u></u> | <u><u>\$ 590,270</u></u> |



CITY COUNCIL BUDGET DETAILS

| CITY COUNCIL 1001.00.1101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---------------------------|----------------------|-----------------------|-----------------------|
|---------------------------|----------------------|-----------------------|-----------------------|

OPERATIONS & MAINTENANCE

| | | | |
|-----------------------------------|------------------|------------------|------------------|
| Expert/Consulting Services | \$ 18,000 | \$ 23,000 | \$ 22,000 |
|-----------------------------------|------------------|------------------|------------------|

This account provides funding for legislative advocacy services and a biennial facilitated City Council Strategic Planning Workshop.

| | | | |
|----------------------------------|---------------|---------------|---------------|
| Subscriptions/Memberships | 71,468 | 79,500 | 80,690 |
|----------------------------------|---------------|---------------|---------------|

This appropriation provides for annual membership dues with the League of California Cities; San Diego Association of Governments (SANDAG) and Regional Criminal Justice Research & Clearinghouse; Local Agency Formation Commission (LAFCO); San Diego East County Economic Development Council (ECEDC); International Council of Shopping Centers (ICSC) and the Santee Chamber of Commerce.

| | | | |
|---------------------------------|---------------|---------------|---------------|
| Professional Development | 16,526 | 14,900 | 15,600 |
|---------------------------------|---------------|---------------|---------------|

This appropriation provides funding for the Mayor and City Council to attend official City business related meetings, conferences and trainings, including travel expenses.

| | | | |
|-------------------------------------|--------------|--------------|--------------|
| Arts & Community Culture | 4,093 | 5,000 | 5,000 |
|-------------------------------------|--------------|--------------|--------------|

This account provides funding for the Santee Community Celebration annual event.

| | | | |
|-----------------------------------|----------|------------|------------|
| Printing & Duplicating | - | 600 | 500 |
|-----------------------------------|----------|------------|------------|

This account provides for copying and printing of specialized letterhead, envelopes and business cards.

| | | | |
|----------------------------|--------------|--------------|--------------|
| Telephone & Fax | 3,481 | 3,700 | 3,700 |
|----------------------------|--------------|--------------|--------------|

This account provides funding for telephone, internet and cellular charges associated with the Mayor and City Council offices.

| | | | |
|----------------|-----------|------------|------------|
| Postage | 35 | 100 | 150 |
|----------------|-----------|------------|------------|

This account provides funding for all mailings and official correspondence of the Mayor and City Council.

| | | | |
|---------------------------------|--------------|--------------|--------------|
| Materials & Supplies | 2,691 | 2,500 | 2,500 |
|---------------------------------|--------------|--------------|--------------|

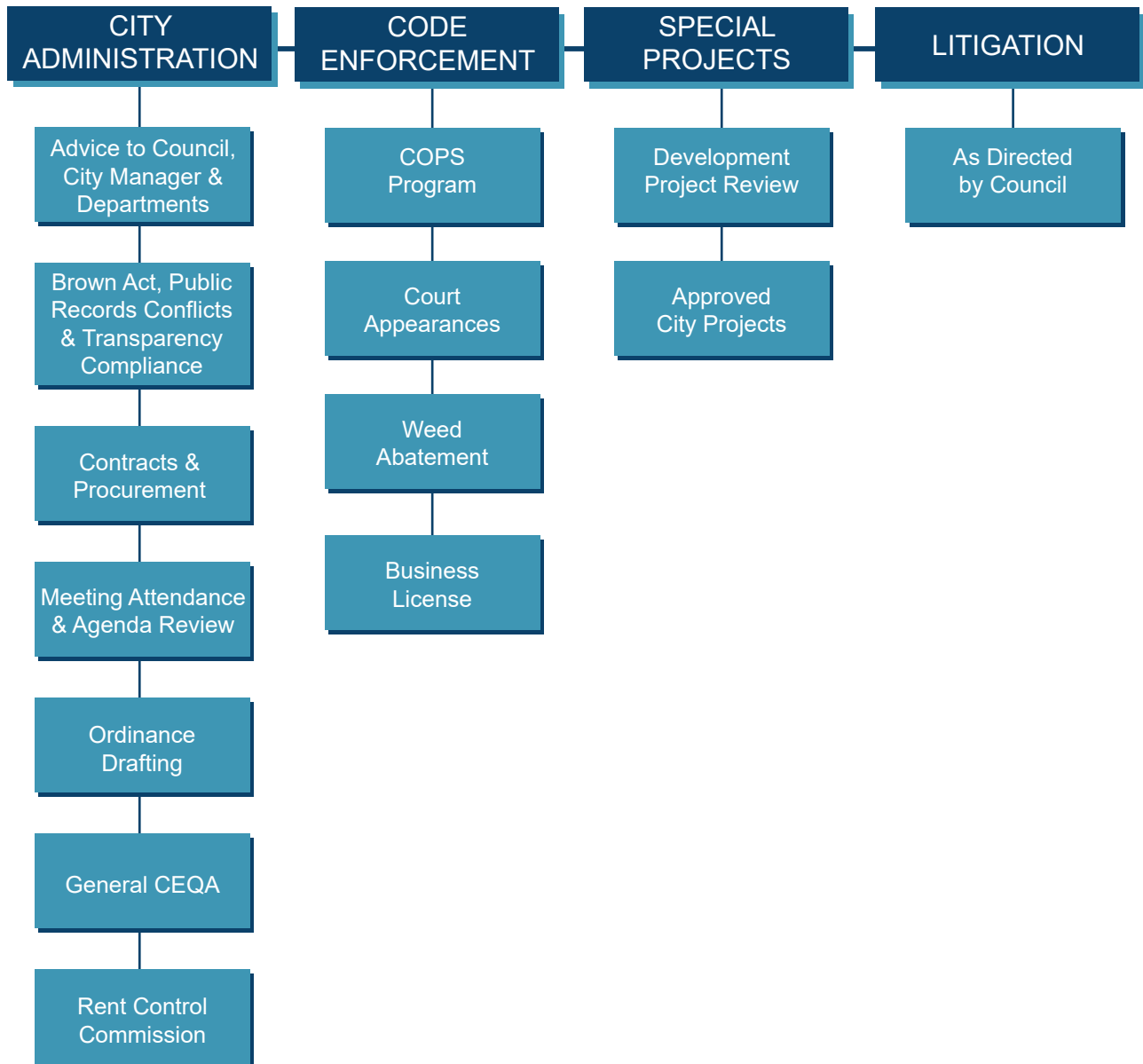
This account provides for the purchase of office supplies and miscellaneous materials, including plaques and ceremonial items, expenses associated with Council appointed sub-committees, and City Council photographs when applicable.



CITY COUNCIL BUDGET DETAILS

| CITY COUNCIL 1001.00.1101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--|----------------------|-----------------------|-----------------------|
| OPERATIONS & MAINTENANCE (CONTINUED) | | | |
| Recognition Program | \$ 3,672 | \$ 6,000 | \$ 6,000 |
| This appropriation provides funding to support the City's Employee Holiday Social, an annual employee appreciation event, and the Santee Sheriff's RSVP annual holiday event. | | | |
| Electricity & Gas | 17,831 | 21,300 | 21,000 |
| This account provides for the cost of gas and electricity allocated to the Mayor and City Council offices and the Council Chamber. | | | |
| Repair/Maintenance - Equipment | 371 | 350 | 860 |
| This account provides for the City Council's portion of the annual citywide maintenance agreement for the department copy machine. | | | |
| Contributions | 21,453 | 27,000 | 27,000 |
| This appropriation provides support for community programs and the City's adopted Military units. | | | |
| Hometown Heroes Program | 4,482 | 7,200 | 12,200 |
| This account provides funding for the creation, printing, installation and removal of light pole banners associated with the Hometown Heroes Banner Program. An application fee is collected from participants to offset these expenses. | | | |
| TOTAL OPERATIONS & MAINTENANCE | <u>\$ 164,103</u> | <u>\$ 191,150</u> | <u>\$ 197,200</u> |

CITY ATTORNEY



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CITY ATTORNEY

MISSION STATEMENT

The City Attorney's office provides candid and independent legal advice to the City of Santee, through its City Council and staff, and represents the City in civil, criminal code enforcement and administrative proceedings.

PROGRAM DESCRIPTION

The City Attorney is a statutory office filled by City Council appointment. The City Attorney prepares or reviews all general legal documents related to the conduct of the City's business affairs including contracts, leases, property acquisition and disposition documents. The office also oversees the preparation of all ordinances and resolutions, and related regulations. The City Attorney advises City departments regarding compliance with Federal, State and City law. The City Attorney provides legal counsel relating to the legal implementation and enforcement of the City's planning and zoning laws, including compliance with the California Environmental Quality Act. The City Attorney represents the City in all litigation, unless otherwise directed by the City Council. The General Retainer covers day-to-day work including reviewing contracts and agenda items, responding to questions from staff, and attending Council meetings and staff meetings. Special services are those services related to individual projects or tasks that are outside the general scope of work and/or require specific legal expertise.

FY 2024-25 ACCOMPLISHMENTS

- Provided legal support to City staff in the development of the temporary Fire Station 20 and identified options for a temporary fire station in northern Santee (Council Priority 1)
- Provided legal support to City staff and City Council regarding its approach to annexation opportunities in the western Santee (Council Priority 2)
- Provided legal support to City staff regarding expanded road paving and other infrastructure improvements (Council Priority 3)
- Provided legal support to City staff in the implementation of Phases I-III of the process for the City Council to consider the selection of up to four cannabis retail businesses in Santee (Council Priority 4)
- Provided legal support to City staff in the successful completion of the Town Center Specific Plan Amendment related to the Arts & Entertainment Neighborhood, without legal challenge (Council Priority 4)
- Assisted City staff in addressing legal issues associated with the automated permit system and other IT challenges (Council Priority 5)
- Continued enforcement of the San Diego River Corridor Ordinance and other City laws to improve quality of life and safety, including on City trails (Council Priorities 6 and 8)
- Provided legal support to City staff regarding the successful update to the City's mitigation impact fees, without legal challenge (Council Priority 10)
- Implemented the Council's legislative priorities for 2024-25 and provided the Council with an update on new California legislation effective in 2025

FY 2024-25 ACCOMPLISHMENTS (Continued)

- Provided targeted training and support to City staff regarding key City governance and operational issues
- Assisted City staff in the land development process, including advising on key new laws related to housing and planning issues

FY 2025-26 GOALS AND OBJECTIVES

- Continue to provide legal support to the City's efforts to improve and find funding for fire station facilities and services, including by supporting completion of Station 20 and options for a new temporary and permanent station in northern Santee (Council Priority 1)
- Assist in the consideration of annexation of land currently in the City of San Diego near Santee's western border (Council Priority 2)
- Continue to provide legal support to the City's effort to expand road paving and other infrastructure improvements (Council Priority 3)
- Assist in the completion of Phase IV the retail cannabis business selection process and assist in the implementation of City Council's decision (Council Priority 4)
- Assist City staff in the selection and the implementation of a new financial software system, and continue to support other IT and IT security upgrades (Council Priority 5)
- Help organize the various departments working on issues in the San Diego River Corridor and present an agenda item to City Council to establish specific goals and milestones for improvements in the San Diego River Corridor (Council Priority 6)
- Continue legal defense of the San Diego River Corridor Ordinance enforcement (Council Priority 6)
- Continue to support efforts by the Sheriff, in coordination with the City, to enhance safety on City trails, including installation of new security cameras (Council Priority 8)
- Assist City staff in the development of a cost allocation/user fee study (Council Priority 10)
- Support the City Council's recruitment of a permanent City Manager and assist in the on-boarding of the new City Manager
- Continue to streamline the City's contracting process
- Continue implementing the Community Oriented Policing Program
- Continue to support City staff regarding land development and new housing laws, and continue to defend City Council decisions regarding such projects
- Provide the City Council with an update in January of newly adopted laws that might impact Santee



CITY ATTORNEY BUDGET SUMMARY

| CITY ATTORNEY 1001.00.1201 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|----------------------------|----------------------|-----------------------|-----------------------|
|----------------------------|----------------------|-----------------------|-----------------------|

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|-------------------|-------------------|-------------------|
| Operations & Maintenance | \$ 852,764 | \$ 968,530 | \$ 925,170 |
| TOTAL EXPENDITURES | \$ 852,764 | \$ 968,530 | \$ 925,170 |

OPERATIONS & MAINTENANCE

| | | | |
|---|-------------------|-------------------|-------------------|
| 51020 Legal Services - City Attorney | \$ 852,018 | \$ 966,530 | \$ 923,170 |
|---|-------------------|-------------------|-------------------|

This appropriation will fund general retainer legal services at the retainer amount of \$18,431 per month. Also included is additional funding for services related to labor and employment issues, litigation, special projects and reimbursable costs.

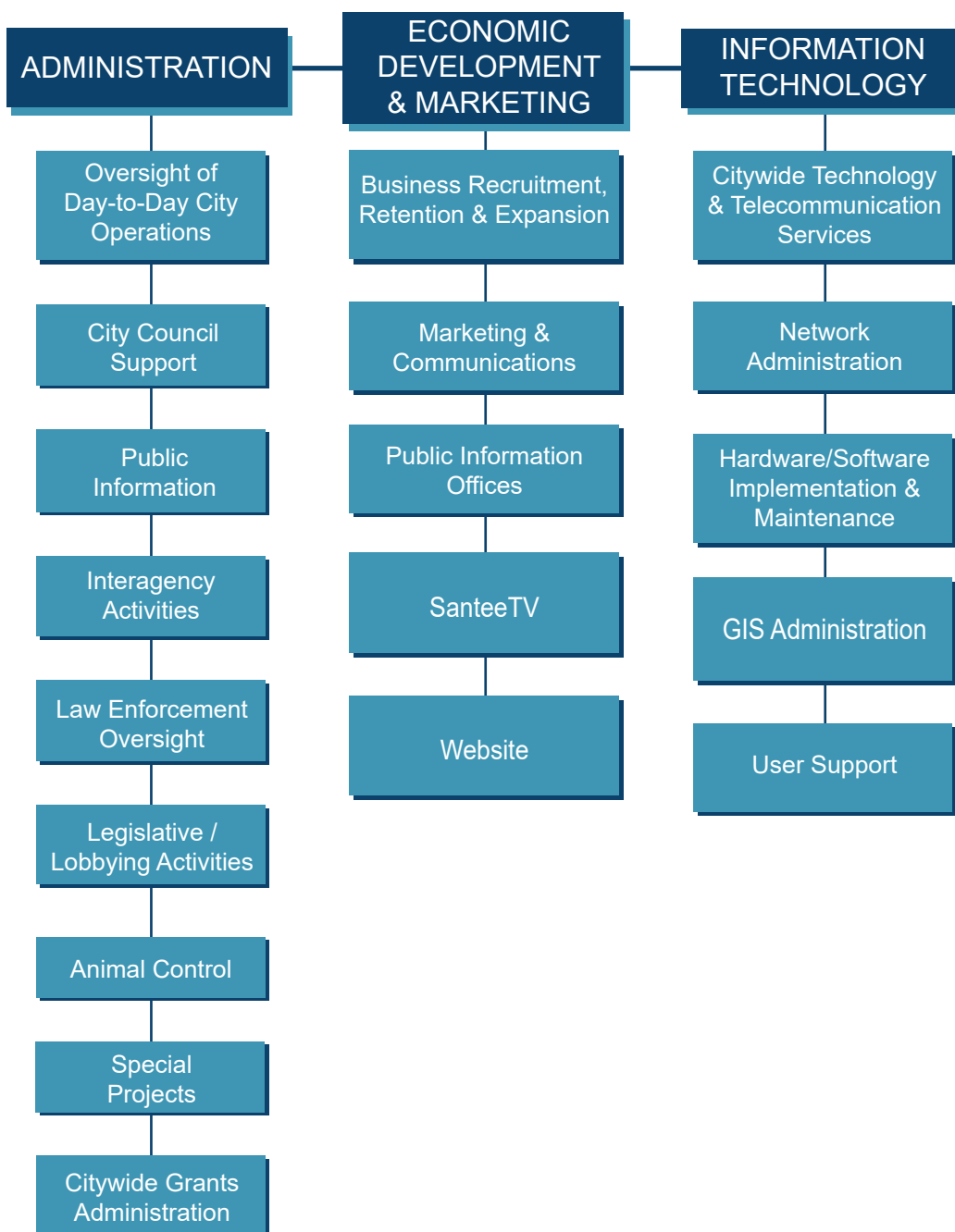
| | | | |
|---|------------|--------------|--------------|
| 51021 Legal Services - Outside Counsel | 746 | 2,000 | 2,000 |
|---|------------|--------------|--------------|

This appropriation will fund certain legal matters, typically involving multiple jurisdictions that are handled by counsel other than the City Attorney's office.

| | | | |
|---|-------------------|-------------------|-------------------|
| TOTAL OPERATIONS & MAINTENANCE | \$ 852,764 | \$ 968,530 | \$ 925,170 |
|---|-------------------|-------------------|-------------------|

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CITY MANAGER



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CITY MANAGER BUDGET SUMMARY

CITY MANAGER

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

SUMMARY OF EXPENDITURES

| | | | |
|----------------------------------|---------------------|---------------------|---------------------|
| City Manager | \$ 814,823 | \$ 986,690 | \$ 747,690 |
| Economic Development & Marketing | 578,231 | 667,790 | 646,000 |
| TOTAL EXPENDITURES | \$ 1,393,054 | \$ 1,654,480 | \$ 1,393,690 |

SUMMARY OF FUNDED POSITIONS

| | | | |
|----------------------------------|-------------|-------------|-------------|
| City Manager | 2.80 | 2.50 | 2.50 |
| Economic Development & Marketing | 4.00 | 4.00 | 3.00 |
| TOTAL POSITIONS | 6.80 | 6.50 | 5.50 |

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CITY MANAGER

MISSION STATEMENT

The City Manager's Office provides leadership, inspiration and support to the City organization. The Office develops and recommends solutions to current and future challenges and holds the community's interests as its top priority.

PROGRAM DESCRIPTION

The City Manager's Office is responsible for the implementation of City Council policies and day-to-day management of municipal operations. The City Manager advises the City Council on issues facing the City, establishes working relationships with other agencies and municipal organizations whose actions may affect the City, and oversees the City's financial condition. The Office also undertakes economic development and marketing initiatives, oversees SanteeTV operations, directs the City's information technology services, manages grant coordination, oversees law enforcement and animal control services, and provides internal programs to maintain a quality workforce.

FY 2024-25 ACCOMPLISHMENTS

- Continued the coordination and implementation of executing City Council priorities
- Received federal/FEMA grant funding to establish a San Diego River Corridor Plan and increase defensible space along the river
- Participated in regular meetings with the Homeless Working Group to coordinate efforts between the City of Santee and partnering agencies in support of homelessness prevention and related issues
- Worked with staff and City Council to implement the new cannabis business application process
- Supported staff in the completion and City Council approval of the Town Center Specific Plan, including the Arts & Entertainment Neighborhood

FY 2025-26 GOALS AND OBJECTIVES

- Continue providing leadership, guidance and direction to City departments and staff on all operational matters
- Ensure timely and accurate information is provided to the City Council, media, and the public
- Assist with the implementation of relevant Fire & Life Safety goals as prioritized by the City Council
- Support staff with the implementation of the cannabis ordinance and processing of Commercial Cannabis Business applications
- Continue to pursue options to complete funding for the construction or improvement of Fire Department facilities
- Continue to support staff with the implementation of the Arts & Entertainment Neighborhood to diversify economic development

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CITY MANAGER BUDGET SUMMARY

| CITY MANAGER – CITY MANAGER 1001.05.1401 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
|---|----------------------|-----------------------|-----------------------|

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|-------------------|-------------------|-------------------|
| Personnel | \$ 780,924 | \$ 954,740 | \$ 678,470 |
| Operations & Maintenance | 33,899 | 31,950 | 69,220 |
| TOTAL EXPENDITURES | \$ 814,823 | \$ 986,690 | \$ 747,690 |

SUMMARY OF FUNDED POSITIONS

| | | | |
|--|-------------|-------------|-------------|
| City Manager | 1.00 | 1.00 | 1.00 |
| Assistant to the City Manager | 1.00 | - | - |
| Confidential Secretary to - City Manager/City Council | 0.50 | 0.50 | 0.50 |
| Senior Management Analyst/Grant Coordinator | 0.30 | 1.00 | 1.00 |
| TOTAL POSITIONS | 2.80 | 2.50 | 2.50 |



CITY MANAGER BUDGET SUMMARY

| CITY MANAGER – CITY MANAGER 1001.05.1401 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
| PERSONNEL | | | |
| 50010 Salaries & Wages - Regular | \$ 521,382 | \$ 584,920 | \$ 455,660 |
| 50035 Vacation Cash Out | 17,106 | 131,550 | - |
| 50040 Auto Allowance | 11,208 | 7,360 | 7,010 |
| 50042 Technology Allowance | 1,200 | 1,200 | 1,200 |
| 50050 Retirement - PERS | 62,031 | 44,680 | 44,310 |
| 50052 Retirement - Unfunded Liability | 100,387 | 108,300 | 91,580 |
| 50059 Deferred Compensation | 20,000 | 20,000 | 20,000 |
| 50060 Medicare | 8,315 | 11,520 | 7,020 |
| 50070 Health Insurance | 35,530 | 41,320 | 48,420 |
| 50071 Dental Insurance | 2,220 | 2,400 | 2,620 |
| 50075 Life Insurance | 637 | 630 | 150 |
| 50076 Long Term Disability Insurance | 908 | 860 | 500 |
| Total Personnel | \$ 780,924 | \$ 954,740 | \$ 678,470 |
| OPERATIONS & MAINTENANCE | | | |
| 51040 Expert/Consulting Services | \$ 8,663 | \$ - | \$ 36,000 |
| 51104 Subscriptions/Memberships | 6,930 | 7,400 | 7,230 |
| 51110 Professional Development | 7,433 | 11,900 | 12,000 |
| 51120 Printing & Duplicating | - | 200 | 100 |
| 51121 Telephone & Fax | 3,380 | 3,400 | 4,400 |
| 51122 Postage | 112 | 100 | 100 |
| 51160 Materials & Supplies | 1,890 | 2,500 | 2,500 |
| 51180 Electricity & Gas | 5,119 | 6,100 | 6,020 |
| 51211 Repair/Maintenance - Equipment | 372 | 350 | 870 |
| Total Operations & Maintenance | \$ 33,899 | \$ 31,950 | \$ 69,220 |
| GRAND TOTAL | \$ 814,823 | \$ 986,690 | \$ 747,690 |



CITY MANAGER BUDGET DETAILS

**CITY MANAGER –
CITY MANAGER 1001.05.1401**

**ACTUAL
FY 2023-24**

**AMENDED
FY 2024-25**

**ADOPTED
FY 2025-26**

OPERATIONS & MAINTENANCE

Expert/Consulting Services

| | | | | | |
|----|-------|----|---|----|--------|
| \$ | 8,663 | \$ | - | \$ | 36,000 |
|----|-------|----|---|----|--------|

This appropriation provides funding for an additional funding for Persons Assisting the Homeless (PATH) homeless outreach worker services until grant funding becomes available in Fall 2025.

Subscriptions/Memberships

| | | |
|-------|-------|-------|
| 6,930 | 7,400 | 7,230 |
|-------|-------|-------|

This appropriation provides for annual membership dues with the International City/County Management Association (ICMA), California City Management Foundation (CCMF), International Council of Shopping Centers (ICSC), and CleanTECH San Diego. It also provides funds for an annual subscription to the San Diego Union Tribune.

Professional Development

| | | |
|-------|--------|--------|
| 7,433 | 11,900 | 12,000 |
|-------|--------|--------|

This appropriation provides funds for the City Manager to attend annual conferences and meetings with the International City/County Management Association (ICMA), League of California Cities, City/County Management Association (CCMA), and International Council of Shopping Centers (ICSC). It also provides funding for an annual Executive Management Team workshop, and other meetings, workshops and trainings for department staff.

Printing & Duplicating

| | | |
|---|-----|-----|
| - | 200 | 100 |
|---|-----|-----|

This account provides for general department printing needs, including business cards and special reports.

Telephone & Fax

| | | |
|-------|-------|-------|
| 3,380 | 3,400 | 4,400 |
|-------|-------|-------|

This account provides funding for telephone, internet and cellular charges associated with the City Manager's Office.

Postage

| | | |
|-----|-----|-----|
| 112 | 100 | 100 |
|-----|-----|-----|

This account provides funding for all mailings and official correspondence of the City Manager's Office.

Materials & Supplies

| | | |
|-------|-------|-------|
| 1,890 | 2,500 | 2,500 |
|-------|-------|-------|

This account provides for the purchase of office supplies and miscellaneous materials.

Electricity & Gas

| | | |
|-------|-------|-------|
| 5,119 | 6,100 | 6,020 |
|-------|-------|-------|

This account provides for the cost of gas and electricity allocated to the City Manager's Office.



CITY MANAGER BUDGET DETAILS

| CITY MANAGER – CITY MANAGER 1001.05.1401 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--|----------------------|-----------------------|-----------------------|
| OPERATIONS & MAINTENANCE (CONTINUED) | | | |
| Repair/Maintenance - Equipment | \$ 372 | \$ 350 | \$ 870 |
| This appropriation provides for the City Manager's portion of the annual citywide maintenance agreement for the department copy machine. | | | |
| TOTAL OPERATIONS & MAINTENANCE | <u>\$ 33,899</u> | <u>\$ 31,950</u> | <u>\$ 69,220</u> |

ECONOMIC DEVELOPMENT & MARKETING

PROGRAM DESCRIPTION

The Economic Development & Marketing Division is responsible for implementing programs and activities that promote business attraction, expansion and retention to enhance the community's local economic and employment opportunities. The Division coordinates the development of promotional materials and public information strategies to attract economic investments and stay connected with residents, businesses, community groups and the media regarding City services, activities and events. The Division also oversees SanteeTV, which enhances local government transparency and provides an additional communication tool by livestreaming City Council meetings, other public meetings, and broadcasting community information and events.

FY 2024-25 ACCOMPLISHMENTS

- Enhanced communication by increasing content creation for social media and the new Santee Trolley Square Clocktower LED screens, while also leveraging existing High School LED screens to further promote City initiatives
- Provided ongoing maintenance and updates for the City website across all departments
- Since the launch of the new website, active users have increased by 15.1%, new users by 12.9%, and new users from organic search is up 16.1%. Branded email templates were designed in MailChimp to ensure a consistent and professional appearance across all departmental communications, contributing to a significant boost in engagement. A total of 26,578 messages were sent across 57 campaigns, achieving an impressive 53.4% open rate—well above the 40.55% national average for government—and a 7.2% click rate, exceeding the 4.58% national average. Subscriber growth has also surged by 251%.
- Continued expansion of the Santee Hometown Heroes Banner Program along Mast Boulevard heading east, following allocation of light poles to the west. The program currently honors ninety-two (92) veterans.
- Initiated negotiations with a prospective purchaser on the four (4) City-owned parcels which received approval for future disposition through the State Housing and Community Development Department (HCD), pursuant to the Surplus Land Act process
- Served as a resource for economic development issues with various businesses and staff, including assisting new businesses find locations and providing referrals to the East County Small Business Development Center
- Attended International Council of Shopping Centers (ICSC) conferences and various regional events to attract and recruit businesses to Santee
- Coordinated information with property owners and businesses in the new Arts & Entertainment Neighborhood
- Facilitated a Commercial Property Public Safety Meeting in collaboration with the Santee Sheriff's Station to share public safety strategies with local shopping centers and commercial property owners aimed at safeguarding their properties

FY 2024-25 ACCOMPLISHMENTS (Continued)

- In collaboration with the Santee Sheriff Station and the County District Attorney's Office, organized a Retail Theft Workshop with major retailers to share information on new legislation and proactive strategies to address retail theft
- During fiscal year 2024-25, sixteen (16) new commercial businesses opened occupying a total of 51,031 square feet of space. By the end of the fiscal year, eleven (11) of the City's twenty-two (22) shopping centers were 100% leased. Additionally, seven (7) new national chains established new locations in Santee: Trader Joe's, ULTA, Flooring Liquidators, Freeway Insurance, Popeyes, Pro Image Sports, and Wingstop.
- Finalized an Economic Development Strategic Plan to address future goals and objectives for enhancing economic development opportunities
- Coordinated communication with businesses, the City, and law enforcement regarding homelessness impacts
- Constructed a Strategic Communication & Engagement Plan
- Composed a Citywide public engagement survey
- Outlined a Crisis Communication Plan
- Participated in ongoing efforts to enhance arts in Santee by regularly attending the monthly Santee Arts meetings
- Supported multiple departments in outreach and engagement initiatives to strengthen communication and community involvement: Land Use Element, Fanita Ranch, Fire Department public education programs
- Social media performance has significantly improved due to more consistent messaging and engagement. Audience size increased by 5.7%, with a 36.3% rise in messages sent, leading to a 55% increase in messages received. Total impressions grew by 27.1% to 2.5 million, while overall engagement per impression improved by 50.1% to 129,000. The engagement rate per impression improved by 18.1%. Video views increased by 34.5% to 372,800, and post link clicks more than doubled with a 108% increase to 9,782. Additionally, SanteeTV's average monthly views more than doubled, reached 8,462 views per month, compared to 4,133 the previous fiscal year, totaling 49,605 over twelve (12) months.

FY 2025-26 GOALS AND OBJECTIVES

- Continue to support the recovery and revitalization of local businesses and expand economic development opportunities by marketing City programs and opportunities on SanteeTV and social media pages
- Implement the Economic Development Strategic Plan while enhancing business support and development through the coordinated use of City communication outlets

FY 2025-26 GOALS AND OBJECTIVES (Continued)

- Continue targeted recruitment strategies to attract breweries, craft distilleries, wineries, restaurants and other entertainment and hospitality-related industries to key areas of the City, including the Arts & Entertainment Neighborhood
- Promote tourism for the City by highlighting key attractions such as the trail system, Arts & Entertainment Neighborhood, Santee Lakes, Sportsplex USA, and local shopping centers
- Complete disposition process for four (4) parcels previously owned by the City of Santee and pursue additional surplus land actions needed for other City owned parcels
- Support efforts to expand arts and culture programs, with a focus on initiatives within the new Arts & Entertainment Neighborhood
- Continue to review demographics and economic statistics used for market comparisons to support business retention and expansion efforts
- Continue to increase overall website traffic while enhancing user engagement and improving the overall user experience
- Continue to work with local partnership agencies such as Padre Dam Municipal Water District, Santee School District, and local legislative groups to provide additional community content on SanteeTV
- Broaden the City's marketing capabilities for in-house design, photography, videography, content-creation, and editing
- Sustain increased metrics for social media and SanteeTV engagement and viewership and continue to use data-driven decision-making
- Execute a Strategic Communication & Engagement Plan
- Launch a Citywide public engagement Survey
- Finalize the Crisis Communication Plan

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ECONOMIC DEVELOPMENT & MARKETING BUDGET SUMMARY

**CITY MANAGER –
ECONOMIC DEVELOPMENT & MARKETING
1001.05.1402**

**ACTUAL
FY 2023-24**

**AMENDED
FY 2024-25**

**ADOPTED
FY 2025-26**

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|-------------------|-------------------|-------------------|
| Personnel | \$ 517,039 | \$ 584,940 | \$ 601,720 |
| Operations & Maintenance | 61,192 | 82,850 | 44,280 |
| TOTAL EXPENDITURES | \$ 578,231 | \$ 667,790 | \$ 646,000 |

SUMMARY OF FUNDED POSITIONS

| | | | |
|------------------------------|-------------|-------------|-------------|
| Economic Development Manager | 1.00 | 1.00 | 1.00 |
| Marketing Manager | 1.00 | 1.00 | 1.00 |
| Marketing Specialist | 1.00 | 1.00 | - |
| Marketing Specialist II | 1.00 | 1.00 | 1.00 |
| TOTAL POSITIONS | 4.00 | 4.00 | 3.00 |



ECONOMIC DEVELOPMENT & MARKETING BUDGET SUMMARY

**CITY MANAGER –
ECONOMIC DEVELOPMENT & MARKETING
1001.05.1402**

**ACTUAL
FY 2023-24**

**AMENDED
FY 2024-25**

**ADOPTED
FY 2025-26**

PERSONNEL

| | | | |
|---------------------------------------|------------|------------|------------|
| 50010 Salaries & Wages - Regular | \$ 327,623 | \$ 382,360 | \$ 347,990 |
| 50020 Salaries & Wages - Part Time | 16,361 | 16,080 | 16,560 |
| 50035 Vacation Cash Out | - | - | 39,140 |
| 50050 Retirement - PERS | 43,264 | 49,050 | 49,650 |
| 50052 Retirement - Unfunded Liability | 79,635 | 74,070 | 81,630 |
| 50055 Retirement - Part Time | 614 | 610 | 630 |
| 50060 Medicare | 3,151 | 3,870 | 3,890 |
| 50070 Health Insurance | 42,098 | 53,450 | 56,840 |
| 50071 Dental Insurance | 1,990 | 2,570 | 2,620 |
| 50075 Life Insurance | 294 | 370 | 300 |
| 50076 Long Term Disability Insurance | 907 | 1,040 | 1,000 |
| 50080 Workers Compensation | 1,102 | 1,470 | 1,470 |

Total Personnel

| | | |
|------------|------------|------------|
| \$ 517,039 | \$ 584,940 | \$ 601,720 |
|------------|------------|------------|

OPERATIONS & MAINTENANCE

| | | | |
|--------------------------------------|----------|-----------|-----------|
| 51040 Expert/Consulting Services | \$ 9,500 | \$ 10,000 | \$ 10,000 |
| 51046 Outreach & Education | 9,415 | 11,000 | 11,600 |
| 51104 Subscriptions/Memberships | 1,873 | 3,100 | 3,100 |
| 51110 Professional Development | 5,088 | 7,600 | 7,700 |
| 51120 Printing & Duplicating | 243 | 300 | 200 |
| 51121 Telephone & Fax | 1,392 | 1,500 | 1,900 |
| 51125 Broadcasting | 1,770 | 1,800 | 1,800 |
| 51131 Promotional Activities | 19,241 | 40,000 | - |
| 51160 Materials & Supplies | 304 | 600 | 600 |
| 51180 Electricity & Gas | 3,839 | 4,600 | 4,520 |
| 51211 Repair/Maintenance - Equipment | 371 | 350 | 860 |
| 51361 Minor Equipment | 8,156 | 2,000 | 2,000 |

Total Operations & Maintenance

| | | |
|-----------|-----------|-----------|
| \$ 61,192 | \$ 82,850 | \$ 44,280 |
|-----------|-----------|-----------|

GRAND TOTAL

| | | |
|------------|------------|------------|
| \$ 578,231 | \$ 667,790 | \$ 646,000 |
|------------|------------|------------|



ECONOMIC DEVELOPMENT & MARKETING BUDGET DETAILS

**CITY MANAGER –
ECONOMIC DEVELOPMENT & MARKETING
1001.05.1402**

**ACTUAL
FY 2023-24**

**AMENDED
FY 2024-25**

**ADOPTED
FY 2025-26**

OPERATIONS & MAINTENANCE

Expert/Consulting Services

| | | | | | |
|----|-------|----|--------|----|--------|
| \$ | 9,500 | \$ | 10,000 | \$ | 10,000 |
|----|-------|----|--------|----|--------|

This appropriation provides funding for an on-going retainer for services and updates related to the City's new website.

Outreach & Education

| | | |
|-------|--------|--------|
| 9,415 | 11,000 | 11,600 |
|-------|--------|--------|

This account provides funding for City advertisements in the Santee Magazine, funding to support the Business Visitation Program to solicit feedback from local businesses, and to provide support for the Starlight Circle neighborhood holiday lights display.

Subscriptions/Memberships

| | | |
|-------|-------|-------|
| 1,873 | 3,100 | 3,100 |
|-------|-------|-------|

This appropriation provides funding for memberships with the International Council of Shopping Centers (ICSC), City-County Communications & Marketing Association (3CMA); Government Social Media Association; an annual survey monkey subscription; and software subscriptions to support SanteeTV.

Professional Development

| | | |
|-------|-------|-------|
| 5,088 | 7,600 | 7,700 |
|-------|-------|-------|

This account provides funds to attend trainings, conferences and meetings that support economic development and marketing activities, including the annual International Council of Shopping Centers (ICSC) conference; the City-County Communications & Marketing Association (3CMA) conference; Government Social Media conference; and Santee Chamber meetings.

Printing & Duplicating

| | | |
|-----|-----|-----|
| 243 | 300 | 200 |
|-----|-----|-----|

This account provides for copying and printing services for promotional brochures and fliers, business cards and special reports.

Telephone & Fax

| | | |
|-------|-------|-------|
| 1,392 | 1,500 | 1,900 |
|-------|-------|-------|

This account provides funding for telephone, internet and cellular charges associated with economic development and marketing activities.

Broadcasting

| | | |
|-------|-------|-------|
| 1,770 | 1,800 | 1,800 |
|-------|-------|-------|

This account provides funds for internet charges specifically dedicated to the broadcasting of SanteeTV.



ECONOMIC DEVELOPMENT & MARKETING BUDGET DETAILS

**CITY MANAGER –
ECONOMIC DEVELOPMENT & MARKETING
1001.05.1402**

**ACTUAL
FY 2023-24**

**AMENDED
FY 2024-25**

**ADOPTED
FY 2025-26**

OPERATIONS & MAINTENANCE (CONTINUED)

Promotional Activities

| | | |
|-----------|-----------|------|
| \$ 19,241 | \$ 40,000 | \$ - |
|-----------|-----------|------|

This account provided funding for promotional and marketing activities; events and brochures; purchase of promotional materials and branded merchandise and apparel; purchase and installation of seasonal community banners; and as-needed graphic artist services.

Materials & Supplies

| | | |
|-----|-----|-----|
| 304 | 600 | 600 |
|-----|-----|-----|

This account provides for the purchase of office supplies and miscellaneous materials.

Electricity & Gas

| | | |
|-------|-------|-------|
| 3,839 | 4,600 | 4,520 |
|-------|-------|-------|

This account provides for the cost of gas and electricity allocated to the Economic Development & Marketing Division.

Repair/Maintenance - Equipment

| | | |
|-----|-----|-----|
| 371 | 350 | 860 |
|-----|-----|-----|

This appropriation provides for a portion of the annual citywide maintenance agreement for the department copy machine related to Economic Development & Marketing activities.

Minor Equipment

| | | |
|-------|-------|-------|
| 8,156 | 2,000 | 2,000 |
|-------|-------|-------|

This account provides funding to purchase peripheral equipment to support SanteeTV, including cameras, lenses, flash bulbs and other equipment needed for the production of marketing materials.

TOTAL OPERATIONS & MAINTENANCE

| | | |
|-----------|-----------|-----------|
| \$ 61,192 | \$ 82,850 | \$ 44,280 |
|-----------|-----------|-----------|

INFORMATION TECHNOLOGY

PROGRAM DESCRIPTION

The Information Technology (IT) Division oversees all of the technology and telecommunications needs; including administration and security of the City's network operating systems, installation, configuration, testing and maintenance of all hardware and software, day-to-day user support and technical troubleshooting, oversight of the Geographic Information System (GIS); and application support for the City's website, financial system, permitting & licensing system, Council Chamber audio/visual system, broadcasting of public meetings, SanteeTV, and the Emergency Operations Center (EOC). Support is provided to over one hundred twenty-five (125) users located at four (4) City facilities.

FY 2024-25 ACCOMPLISHMENTS

Over the prior year, the IT division has successfully executed a series of key initiatives aimed at strengthening our network infrastructure and enhancing the overall security posture of the organization. These efforts have resulted in improved communication, more robust protection against cyber threats, and a more efficient and secure technology environment. The following are the major achievements that have contributed to our continuous improvement in IT services:

Network Infrastructure Enhancements:

- Reconfigured network switches and firewalls to optimize performance and security across the organization
- Upgraded and strengthened the connections between Fire Stations 4 and 5, as well as the Operations Center, ensuring reliable and secure communications

Advanced Security Actions:

- Successfully implemented a new spam filter engine, significantly reducing unwanted email traffic and improving overall email security
- Deployed an upgraded endpoint protection engine to safeguard all devices from advanced threats, ensuring a higher level of protection across the network
- Enhanced overall security across core systems, providing a more robust defense against cyber threats

Network Security Enhancements:

- Introduced advanced security appliances, further reinforcing the security of our network and mitigating risks from potential cyberattacks
- Replaced and upgraded all employee workstations

FY 2025-26 GOALS AND OBJECTIVES

- Continue to review and implement advanced security measures, including network infrastructure vulnerability testing and segmentation

FY 2025-26 GOALS AND OBJECTIVES (Continued)

- Conduct a Citywide IT needs assessment to optimize technology investments, improve operational efficiency, mitigate risks, and streamline work processes
- Introduce Artificial Intelligence (AI) modules to identify possible cost savings, to enhance productivity
- Update the City's IT Master Plan to identify possible cost savings, enhance productivity, improve interdepartmental collaboration and mitigate risks
- Update the City's IT policies to ensure the City's technology requirements are accurately addressed and documented
- Continue to research additional opportunities to utilize SharePoint to create automated workflows and improve productivity utilizing AI
- Assist the City Clerk Department with research and implementation of a document management solution
- Assist the Finance Department with research and implementation of a new financial system
- Upgrade the network wiring in all City Hall buildings to improve speed and reliability



INFORMATION TECHNOLOGY BUDGET SUMMARY

| INFORMATION TECHNOLOGY 1001.00.1801 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--|----------------------|-----------------------|-----------------------|
|--|----------------------|-----------------------|-----------------------|

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|-------------------|---------------------|---------------------|
| Personnel | \$ 353,229 | \$ 493,570 | \$ 701,930 |
| Operations & Maintenance | 475,364 | 639,840 | 716,420 |
| TOTAL EXPENDITURES | \$ 828,593 | \$ 1,133,410 | \$ 1,418,350 |

SUMMARY OF FUNDED POSITIONS

| | | | |
|------------------------------------|-------------|-------------|-------------|
| Information Technology Manager | 1.00 | 1.00 | 1.00 |
| Information Technology Analyst | 1.00 | 1.00 | 1.00 |
| Information Technology/GIS Analyst | - | 0.80 | 0.90 |
| Information Technology Technician | - | - | 1.00 |
| TOTAL POSITIONS | 2.00 | 2.80 | 3.90 |



INFORMATION TECHNOLOGY BUDGET SUMMARY

| INFORMATION TECHNOLOGY 1001.00.1801 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
| PERSONNEL | | | |
| 50010 Salaries & Wages - Regular | \$ 217,565 | \$ 329,600 | \$ 441,430 |
| 50020 Salaries & Wages - Part Time | 5,656 | 10,310 | 49,880 |
| 50025 Overtime | 1,793 | 2,000 | 2,060 |
| 50035 Vacation Cash Out | 10,984 | 5,640 | 6,710 |
| 50050 Retirement - PERS | 26,975 | 38,940 | 49,530 |
| 50052 Retirement - Unfunded Liability | 51,917 | 51,060 | 70,710 |
| 50055 Retirement - Part Time | 212 | - | 1,880 |
| 50060 Medicare | 3,440 | 4,780 | 7,250 |
| 50070 Health Insurance | 32,418 | 47,920 | 67,630 |
| 50071 Dental Insurance | 1,500 | 2,150 | 3,210 |
| 50075 Life Insurance | 172 | 280 | 390 |
| 50076 Long Term Disability Insurance | 597 | 890 | 1,250 |
| Total Personnel | \$ 353,229 | \$ 493,570 | \$ 701,930 |
| OPERATIONS & MAINTENANCE | | | |
| 51040 Expert/Consulting Services | \$ 3,889 | \$ 16,640 | \$ 2,500 |
| 51104 Subscriptions/Memberships | 130 | 200 | 480 |
| 51110 Professional Development | - | 2,500 | 2,500 |
| 51121 Telephone & Fax | 4,573 | 5,000 | 5,400 |
| 51160 Materials & Supplies | 1,231 | 3,670 | 2,000 |
| 51180 Electricity & Gas | 2,560 | 3,100 | 3,010 |
| 51201 Software Maintenance & Licensing | 459,313 | 600,730 | 690,330 |
| 51211 Repair/Maintenance - Equipment | 589 | 5,000 | 7,200 |
| 51361 Minor Equipment | 3,079 | 3,000 | 3,000 |
| Total Operations & Maintenance | \$ 475,364 | \$ 639,840 | \$ 716,420 |
| GRAND TOTAL | \$ 828,593 | \$ 1,133,410 | \$ 1,418,350 |



INFORMATION TECHNOLOGY BUDGET DETAILS

| INFORMATION TECHNOLOGY 1001.00.1801 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--|----------------------|-----------------------|-----------------------|
|--|----------------------|-----------------------|-----------------------|

OPERATIONS & MAINTENANCE

| | | | |
|-----------------------------------|-----------------|------------------|-----------------|
| Expert/Consulting Services | \$ 3,889 | \$ 16,640 | \$ 2,500 |
|-----------------------------------|-----------------|------------------|-----------------|

This appropriation provides for as-needed software, hardware, and network configuration consulting and troubleshooting services, and also provided as-needed Geographic Information System (GIS) services in the prior year.

| | | | |
|----------------------------------|------------|------------|------------|
| Subscriptions/Memberships | 130 | 200 | 480 |
|----------------------------------|------------|------------|------------|

This account provides for two staff memberships with the Municipal Information Systems Association of California (MISAC), Southern Chapter.

| | | | |
|---------------------------------|----------|--------------|--------------|
| Professional Development | - | 2,500 | 2,500 |
|---------------------------------|----------|--------------|--------------|

This appropriation provides funds to attend professional conferences, trainings and meetings to stay abreast of developments in the rapidly evolving field of IT and GIS.

| | | | |
|----------------------------|--------------|--------------|--------------|
| Telephone & Fax | 4,573 | 5,000 | 5,400 |
|----------------------------|--------------|--------------|--------------|

This account provides funding for telephone and internet charges associated with the IT Division.

| | | | |
|---------------------------------|--------------|--------------|--------------|
| Materials & Supplies | 1,231 | 3,670 | 2,000 |
|---------------------------------|--------------|--------------|--------------|

This account provides funding to purchase various materials and supplies to support IT activities, including materials for the City's plotter and GIS equipment.

| | | | |
|------------------------------|--------------|--------------|--------------|
| Electricity & Gas | 2,560 | 3,100 | 3,010 |
|------------------------------|--------------|--------------|--------------|

This account provides for the cost of gas and electricity allocated to the IT Division.

| | | | |
|---|----------------|----------------|----------------|
| Software Maintenance & Licensing | 459,313 | 600,730 | 690,330 |
|---|----------------|----------------|----------------|

This account provides for the annual licensing, maintenance and support costs for all of the City's software and hardware needs, including network security, antivirus and backup software; ArcGIS, AutoCAD, Adobe, and Microsoft Office applications; third party website hosting and maintenance; finance and accounting system; business licensing and permitting system; online/virtual meeting applications; and other systems to support the City Clerk, Human Resources, Finance, Planning, Building, Engineering, Marketing and SanteeTV activities.

| | | | |
|---------------------------------------|------------|--------------|--------------|
| Repair/Maintenance - Equipment | 589 | 5,000 | 7,200 |
|---------------------------------------|------------|--------------|--------------|

This appropriation provides for the repair, maintenance and/or replacement of IT assets that are no longer under warranty or eligible for replacement under the City's replacement program. This may include computer and printer repairs, hard drives, keyboards, re-build kits, and other computer and network peripherals or software.



INFORMATION TECHNOLOGY BUDGET DETAILS

| INFORMATION TECHNOLOGY 1001.00.1801 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--|----------------------|-----------------------|-----------------------|
|--|----------------------|-----------------------|-----------------------|

OPERATIONS & MAINTENANCE (CONTINUED)

| | | | |
|-----------------|----------|----------|----------|
| Minor Equipment | \$ 3,079 | \$ 3,000 | \$ 3,000 |
|-----------------|----------|----------|----------|

This appropriation provides for the purchase of new equipment to support the work activities of City departments and staff; including computers, laptops, tablets, printers, and other peripheral devices.

| | | | |
|---|-------------------|-------------------|-------------------|
| TOTAL OPERATIONS & MAINTENANCE | \$ 475,364 | \$ 639,840 | \$ 716,420 |
|---|-------------------|-------------------|-------------------|

ANIMAL CONTROL

MISSION STATEMENT

To provide animal control services for the City of Santee through a contractual agreement with the San Diego Humane Society to protect the health, safety and welfare of people and animals.

PROGRAM DESCRIPTION

The San Diego Humane Society provides several fundamental domestic animal services for the City of Santee and its residents, including:

- Enforcement of animal laws and public protection
- Investigation of animal violations; including animal cruelty, dog bites, barking dogs and other animal noise complaints
- Shelter and care of domestic animals
- Public education
- Pet adoptions
- Dog licensing
- Vaccination clinics
- Lost and found, and rehoming services
- Microchipping services
- Spay and neuter programs
- Military pre-deployment services
- Owner requested euthanasia and after care services
- Pet loss support
- Animal behavior and training classes
- Youth and community engagement programs
- Eviction and housing support
- Assistance with veterinary care for low-income families
- Emergency response and evacuation assistance during disasters

The San Diego Humane Society also works to improve the quality of life for local wildlife and the community as a primary resource for animal rehabilitation and conservation education through the Project Wildlife program.

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ANIMAL CONTROL BUDGET SUMMARY

| ANIMAL CONTROL 1001.00.2301 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--------------------------------|----------------------|-----------------------|-----------------------|
|--------------------------------|----------------------|-----------------------|-----------------------|

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|-------------------|-------------------|-------------------|
| Operations & Maintenance | \$ 441,528 | \$ 464,100 | \$ 478,600 |
| TOTAL EXPENDITURES | \$ 441,528 | \$ 464,100 | \$ 478,600 |

OPERATIONS & MAINTENANCE

| | | | |
|---|-------------------|-------------------|-------------------|
| 51154 Contract Services - Animal Control | \$ 441,528 | \$ 464,100 | \$ 478,600 |
|---|-------------------|-------------------|-------------------|

This account provides funding for animal control services through an agreement with the San Diego Humane Society for the shelter and care of domestic animals, and enforcement of animal laws and public protection.

| | | | |
|---|-------------------|-------------------|-------------------|
| TOTAL OPERATIONS & MAINTENANCE | \$ 441,528 | \$ 464,100 | \$ 478,600 |
|---|-------------------|-------------------|-------------------|

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CITY CLERK



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CITY CLERK

MISSION STATEMENT

The City Clerk's Office promotes community involvement and awareness and supports City Council and staff by coordinating the legislative process, administering City elections, and managing City records with integrity, accuracy, impartiality, and professionalism.

PROGRAM DESCRIPTION

The City Clerk is appointed by the City Council and performs duties as outlined in the Santee Municipal Code, City Charter, California Government Code and California Election Code. The City Clerk's Office is responsible for the preparation of the City Council agendas, maintaining legislative history by accurately recording and documenting Council actions in official minutes, resolutions, and ordinances; and overseeing the Citywide records management program. As the Election Official, the City Clerk is responsible for the administration of all general and special municipal elections; and as the Filing Officer, receives Campaign Disclosure Filings and Statements of Economic Interest in accordance with the Political Reform Act. As the Legislative Administrator, the City Clerk is responsible for the legislative agenda, verifying legal notices have been posted or published, running efficient meetings, and recording decisions of the Council. As the Records Manager, the City Clerk is responsible for the preservation and protection of the public record. This office also receives and responds to all subpoenas and requests for public information, maintains the Santee Municipal Code and receives and publicly opens bids for City goods and services.

FY 2024-25 ACCOMPLISHMENTS

- Conducted the November 5, 2024, General Election which included races for Mayor, Council seats in District 3 and District 4, and one citizen-initiated ballot measure
- The Passport program remains consistent and in high demand, with staff assisting more than 1,000 customers with passport services in 2024
- Transitioned all Boards, Commissions and Committees to be under the City Clerk's Office and implemented new guidelines for their agendas, adding additional transparency to the public
- Archived over one hundred (100) new boxes of City records for offsite storage
- Continued updating the City's Record Retention Schedule, which will complete the first comprehensive revision since 2007

FY 2025-26 GOALS AND OBJECTIVES

- Complete the major update of the Records Retention Schedule to ensure alignment with government codes and proper protocols for record destruction and archiving; and explore options to upgrade the City's document management software and practices
- Begin preparations for the November 3, 2026, General Election for Council seats in District 3 and District 4, including planning the Oath of Office ceremony
- Continue to respond to public record requests within the California Public Records Act legal guidelines and research options for implementing a public records online portal

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CITY CLERK BUDGET SUMMARY

| CITY CLERK 1001.00.1301 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|------------------------------------|--------------------------|--------------------------|--------------------------|
| SUMMARY OF EXPENDITURES | | | |
| Personnel | \$ 467,618 | \$ 517,290 | \$ 386,650 |
| Operations & Maintenance | <u>46,267</u> | <u>225,800</u> | <u>143,600</u> |
| TOTAL EXPENDITURES | <u><u>\$ 513,885</u></u> | <u><u>\$ 743,090</u></u> | <u><u>\$ 530,250</u></u> |
| SUMMARY OF FUNDED POSITIONS | | | |
| City Clerk | 1.00 | 1.00 | 1.00 |
| Assistant City Clerk | 1.00 | 1.00 | 1.00 |
| Administrative Secretary | <u>1.00</u> | <u>1.00</u> | <u>-</u> |
| TOTAL POSITIONS | <u><u>3.00</u></u> | <u><u>3.00</u></u> | <u><u>2.00</u></u> |



CITY CLERK BUDGET SUMMARY

| CITY CLERK 1001.00.1301 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
| PERSONNEL | | | |
| 50010 Salaries & Wages - Regular | \$ 290,079 | \$ 320,600 | \$ 223,590 |
| 50020 Salaries & Wages - Part Time | 14,044 | 16,720 | 16,740 |
| 50025 Overtime | 2,430 | 1,800 | 2,580 |
| 50035 Vacation Cash Out | 8,785 | 7,600 | 4,990 |
| 50040 Auto Allowance | 4,200 | 4,200 | 4,200 |
| 50042 Technology Allowance | 1,800 | 1,800 | 1,800 |
| 50050 Retirement - PERS | 26,723 | 29,780 | 20,550 |
| 50052 Retirement - Unfunded Liability | 57,836 | 59,410 | 60,160 |
| 50055 Retirement - Part Time | 527 | 630 | 630 |
| 50060 Medicare | 4,662 | 5,110 | 3,680 |
| 50070 Health Insurance | 52,931 | 65,580 | 44,850 |
| 50071 Dental Insurance | 2,524 | 2,960 | 1,970 |
| 50075 Life Insurance | 295 | 300 | 200 |
| 50076 Long Term Disability Insurance | 782 | 800 | 710 |
| Total Personnel | \$ 467,618 | \$ 517,290 | \$ 386,650 |
| OPERATIONS & MAINTENANCE | | | |
| 51040 Expert/Consulting Services | \$ 6,609 | \$ 8,000 | \$ 9,000 |
| 51104 Subscriptions/Memberships | 895 | 1,000 | 1,000 |
| 51110 Professional Development | 6,028 | 6,000 | 6,000 |
| 51120 Printing & Duplicating | 794 | 1,500 | 1,500 |
| 51121 Telephone & Fax | 2,784 | 2,900 | 3,700 |
| 51122 Postage | 3,441 | 4,000 | 3,500 |
| 51123 Advertising | 837 | 6,000 | 4,000 |
| 51124 Election Expense | 706 | 144,000 | 80,000 |
| 51140 Rentals/Leases - Buildings | 10,917 | 10,500 | 12,000 |
| 51141 Rentals/Leases - Office Equipment | 2,923 | 5,100 | 5,100 |
| 51160 Materials & Supplies | 2,620 | 4,000 | 4,000 |
| 51180 Electricity & Gas | 4,479 | 5,400 | 5,300 |
| 51201 Software Maintenance & Licensing | - | 25,000 | - |
| 51211 Repair/Maintenance - Equipment | 3,234 | 2,400 | 8,500 |
| Total Operations & Maintenance | \$ 46,267 | \$ 225,800 | \$ 143,600 |
| GRAND TOTAL | \$ 513,885 | \$ 743,090 | \$ 530,250 |



CITY CLERK BUDGET DETAILS

| CITY CLERK 1001.00.1301 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|-------------------------|----------------------|-----------------------|-----------------------|
|-------------------------|----------------------|-----------------------|-----------------------|

OPERATIONS & MAINTENANCE

| | | | |
|-----------------------------------|-----------------|-----------------|-----------------|
| Expert/Consulting Services | \$ 6,609 | \$ 8,000 | \$ 9,000 |
|-----------------------------------|-----------------|-----------------|-----------------|

This account is for Municipal Code Codification services. It also provides for expert and consultant services in the area of elections and operations.

| | | | |
|----------------------------------|------------|--------------|--------------|
| Subscriptions/Memberships | 895 | 1,000 | 1,000 |
|----------------------------------|------------|--------------|--------------|

This appropriation will provide for memberships including: International Institute of Municipal Clerks, California Municipal Clerk's Association, San Diego County City Clerks Association, and the National Notary Association. These memberships provide current and valuable information through education, support, and communication.

| | | | |
|---------------------------------|--------------|--------------|--------------|
| Professional Development | 6,028 | 6,000 | 6,000 |
|---------------------------------|--------------|--------------|--------------|

This account provides for attendance at selected professional association meetings, conferences and seminars. These include: New Law & Election Seminar, Southern California City Clerks Association Quarterly Meetings, SD County City Clerks Meetings, SD County Deputy City Clerks Association Meetings, Municipal Clerks Institute, and CCAC's Nuts & Bolts Training. Points are earned towards the Certified and Master Municipal Clerk designations with each attendance.

| | | | |
|-----------------------------------|------------|--------------|--------------|
| Printing & Duplicating | 794 | 1,500 | 1,500 |
|-----------------------------------|------------|--------------|--------------|

Printing and binding costs incurred in the duplication of City Council/CDC Successor Agency agenda materials and documents, Boards, Commission & Committee handbooks and applications, pamphlets, claim forms, public records request forms, engraving, the full share of the central copy machine supplies used by various departments, and other informational material. Scanning and imaging of City documents is also paid from this account.

| | | | |
|----------------------------|--------------|--------------|--------------|
| Telephone & Fax | 2,784 | 2,900 | 3,700 |
|----------------------------|--------------|--------------|--------------|

This appropriation funds the cost of the telephone and fax machine.

| | | | |
|----------------|--------------|--------------|--------------|
| Postage | 3,441 | 4,000 | 3,500 |
|----------------|--------------|--------------|--------------|

This account covers the costs of mailing City forms and correspondence, City Council agendas, legal documents, requests for information, Passport applications, policy and organizational materials.

| | | | |
|--------------------|------------|--------------|--------------|
| Advertising | 837 | 6,000 | 4,000 |
|--------------------|------------|--------------|--------------|

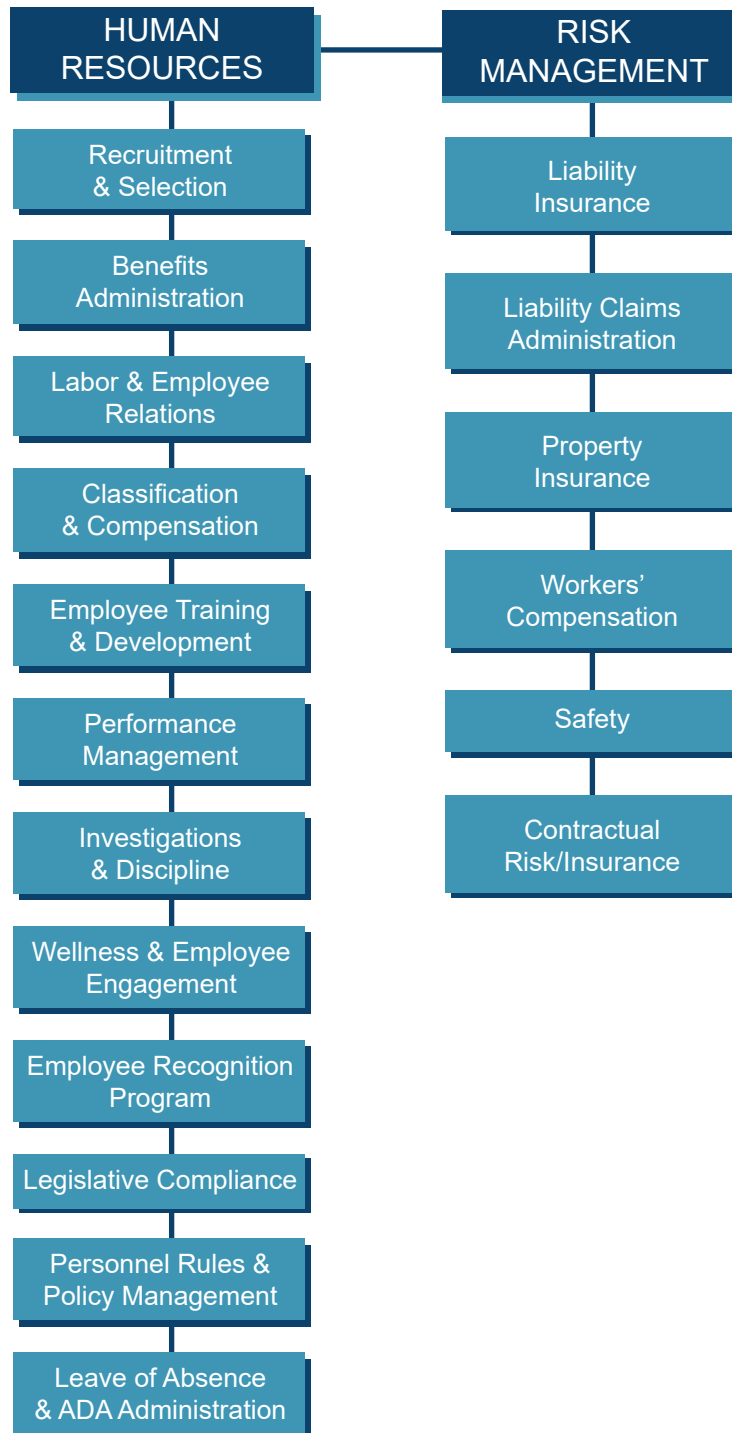
This amount will provide for legal publication of certain Resolutions and Ordinances as required by law, public hearing notices, and advertisements.



CITY CLERK BUDGET DETAILS

| CITY CLERK 1001.00.1301 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
| OPERATIONS & MAINTENANCE (CONTINUED) | | | |
| Election Expense | \$ 706 | \$ 144,000 | \$ 80,000 |
| The FY 2025-26 appropriation represents half of the estimated cost to conduct the November 2026 election. This amount will be carried forward to next fiscal year to fully fund the anticipated election costs. Costs include an Oath of Office ceremony, Candidate Handbooks, forms, printing, the MCA Direct Election Handbook and supplies related to candidate filings and future election planning. This account also covers required printing, translation, publishing, and posting of the ballot pamphlet in five languages, canvassing of votes and providing certified election results. | | | |
| Rentals/Leases - Buildings | 10,917 | 10,500 | 12,000 |
| This appropriation provides the allocation for high security, off-site city-wide storage, retrieval, and destruction of records/boxes. | | | |
| Rentals/Leases - Office Equipment | 2,923 | 5,100 | 5,100 |
| This account includes the postage machine lease. | | | |
| Materials & Supplies | 2,620 | 4,000 | 4,000 |
| This appropriation provides for: 1) office supplies, including laser printer cartridges, stationery, copier supplies, public noticing supplies, records management materials and other miscellaneous office supplies; 2) books; and 3) materials and supplies, covering a wide variety of items needed ranging from gavels, agenda binders, special forms and plaques, meeting name signs, binders and folders, flags, record boxes, etc. This account also covers the supplies and support for City Council meetings and workshops. | | | |
| Electricity & Gas | 4,479 | 5,400 | 5,300 |
| This appropriation will fund the cost of electricity and gas allocated to the City Clerk's office. | | | |
| Software Maintenance & Licensing | - | 25,000 | - |
| This appropriation was for a document management software to replace Questys. | | | |
| Repair/Maintenance - Equipment | 3,234 | 2,400 | 8,500 |
| This amount provides for the Department's share of the City's pooled copier maintenance agreement, repair and maintenance of the department's printers, scanner, reader/printer microfilm machine, fax and date/time stamp machine. | | | |
| TOTAL OPERATIONS & MAINTENANCE | \$ 46,267 | \$ 225,800 | \$ 143,600 |

HUMAN RESOURCES & RISK MANAGEMENT



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HUMAN RESOURCES & RISK MANAGEMENT BUDGET SUMMARY

HUMAN RESOURCES & RISK MANAGEMENT

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

SUMMARY OF EXPENDITURES

| | | | |
|-----------------|------------|------------|------------|
| Human Resources | \$ 763,476 | \$ 953,590 | \$ 928,390 |
| Risk Management | 793,932 | 1,055,330 | 1,178,740 |

TOTAL EXPENDITURES

| | | |
|--------------|--------------|--------------|
| \$ 1,557,408 | \$ 2,008,920 | \$ 2,107,130 |
|--------------|--------------|--------------|

SUMMARY OF FUNDED POSITIONS

| | | | |
|-----------------|------|------|------|
| Human Resources | 4.00 | 4.00 | 4.00 |
|-----------------|------|------|------|

TOTAL POSITIONS

| | | |
|------|------|------|
| 4.00 | 4.00 | 4.00 |
|------|------|------|

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HUMAN RESOURCES & RISK MANAGEMENT

MISSION STATEMENT

To recruit and retain talented individuals, provide professional development to employees, and foster respectful labor relations.

PROGRAM DESCRIPTION

The Human Resources (HR) and Risk Management Department is responsible for the City's recruitment and selection process, onboarding, classification and compensation plan, employee engagement and wellness program, open enrollment and benefits administration, safety, labor and employee relations, performance management process, employee training and development and risk management functions including liability and property insurance, workers' compensation, general liability claims, safety and loss control.

FY 2024-25 ACCOMPLISHMENTS

- Provided ongoing consultation to departments on policy and employee relations
- Hired and trained new HR Team Members: HR Technician, Confidential Administrative Secretary and a Part-Time Office Assistant
- Managed multiple recruitments across all departments to fill vacancies through a competitive process, including qualification reviews, interviews, and applicable testing, skills assessments and/or practical exercises
- Conducted new hire on-boarding – encompassing the pre-employment process, a welcome to the City orientation, a benefit education session, required employee and tax forms completion and compliance training
- Partnered with the City Manager's Office and the City Attorney's Office on legislative and personnel rule updates, with target completion and City Council review scheduled for May 2025
- Introduced updated, fillable performance evaluation forms designed to streamline the process and enhance effectiveness
- Launched the Employee Spotlight program to foster employee engagement and relationship-building across departments. The program allows staff to recognize colleagues for their contributions to City operations and learn more about them on a personal level.
- Launched the PINS Advantage system for Certificates of Insurance (COI) tracking
- Launched the DAC-Trak system (access and training) for City facility ADA accessibility
- Continued the Employee Wellness Program; through which the City of Santee received Cigna's 2024 Silver Level Healthy Workforce Designation – marking the third consecutive year the City has earned this recognition
- Coordinated All-City training sessions focused on compliance and professional development, along with training opportunities for Managers and Supervisors to enhance leadership and management skills

FY 2024-25 ACCOMPLISHMENTS (Continued)

- Assisted the City Manager's Office, the City Attorney's Office, and IT in working with insurance carriers to support the recovery process from the 2024 data breach
- Partnered with George Hills to recover funds, determine City liability for subrogation claims and new claims, and provide appropriate recommendations to the City Council regarding claim settlements or rejections
- Continued the Employee Safety Committee meetings as required; with robust participation and engagement. A new Automated External Defibrillator (AED) unit is being acquired for Building 4 to enhance workplace safety.
- Administrated salary schedule changes adopted by City Council to support necessary employee compensation adjustments
- Worked collaboratively with Marketing to launch and implement the new "Dynamic Doers" employee program (reviving and replacing the MV2 program)
- Negotiated a cost-controlled change from MetLife Dental to Cigna Dental, without a reduction to benefits and a best option premium increase
- Continued partnering with City and County Personnel and Risk Management Associations to share best practices and participate in compensation studies, surveys, and position analysis as needed

FY 2025-26 GOALS AND OBJECTIVES

- Staff upcoming vacancies in a timely manner and continue partnering with City departments to strategically plan and execute recruitment efforts
- Collaborate with the Finance Department on the development of the new Enterprise Resource Planning (ERP) system, Tyler Munis, which will replace EDEN, with a focus on Human Capital Management (HCM)
- Continue to train under the Finance team for necessary accounts payable, purchasing and processing practices
- Support and assist departments and City Manager with succession planning and reorganization efforts
- Launch the new Employee Benefit Guide for Open Enrollment (Fall 2025)
- Continue managing documents in accordance with the approved records retention schedule to minimize paper records where applicable, and continue to transition paper files to electronic files as permissible
- Implement a new-hire ergonomic assessment process to proactively address potential issues by applying administrative and engineering controls that reduce the risk of repetitive injury
- Collaborate with the Marketing team to implement an HR intranet page for employees
- Continue to promote and host multiple monthly employee wellness events to support staff well-being and engagement

FY 2025-26 GOALS AND OBJECTIVES (Continued)

- Complete the production of a comprehensive benefit guide for Open Enrollment
- Provide training to employees newly promoted into a supervisory role to support their transition
- Continue overseeing the performance management process for all City employees, emphasizing timely and effective evaluations
- Explore technology solutions to facilitate the transition of paper employee files into electronic formats
- Implement a contract software program to eliminate delays in processing, reduce the duplicitous review of contract and indemnity language, and the back-and-forth communications between the department, the vendor, Risk and City Attorney's office
- Increase the number of AED units within the City Hall complex to enhance workplace safety and emergency preparedness
- Explore a partnership with the Public Entity Risk Management Authority (PERMA) and apply for membership to centralize workers' compensation through a new and effective Third Party Administrator (TPA). This will enhance risk management, loss control and seek insurance pool coverage that may reduce premiums with Alliant, Public Risk Innovation Solutions and Management (PRISM) and Local Agency Workers' Compensation Excess Joint Powers Authority (LAWCX).

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HUMAN RESOURCES BUDGET SUMMARY

| HUMAN RESOURCES 1001.01.1601 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--------------------------------|----------------------|-----------------------|-----------------------|
| SUMMARY OF EXPENDITURES | | | |
| Personnel | \$ 677,632 | \$ 756,110 | \$ 784,860 |
| Operations & Maintenance | 85,844 | 196,980 | 143,530 |
| Capital Outlay | - | 500 | - |
| TOTAL EXPENDITURES | \$ 763,476 | \$ 953,590 | \$ 928,390 |

SUMMARY OF FUNDED POSITIONS

| | | | |
|---------------------------------------|-------------|-------------|-------------|
| Director of Human Resources | 1.00 | 1.00 | 1.00 |
| Senior Human Resources Analyst | 1.00 | 1.00 | 1.00 |
| Human Resources Technician | 1.00 | 1.00 | 1.00 |
| Administrative Secretary | 1.00 | - | - |
| Confidential Administrative Secretary | - | 1.00 | 1.00 |
| TOTAL POSITIONS | 4.00 | 4.00 | 4.00 |



HUMAN RESOURCES BUDGET SUMMARY

| HUMAN RESOURCES 1001.01.1601 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---------------------------------------|----------------------|-----------------------|-----------------------|
| PERSONNEL | | | |
| 50010 Salaries & Wages - Regular | \$ 442,332 | \$ 480,220 | \$ 498,530 |
| 50020 Salaries & Wages - Part Time | 13,488 | 19,330 | 43,000 |
| 50025 Overtime | 302 | 1,770 | 940 |
| 50035 Vacation Cash Out | 1,575 | - | - |
| 50040 Auto Allowance | 4,457 | 4,200 | 4,200 |
| 50050 Retirement - PERS | 49,372 | 56,010 | 54,650 |
| 50052 Retirement - Unfunded Liability | 84,723 | 93,490 | 100,200 |
| 50055 Retirement - Part Time | - | - | 1,610 |
| 50060 Medicare | 6,703 | 7,330 | 7,900 |
| 50070 Health Insurance | 69,559 | 87,970 | 67,960 |
| 50071 Dental Insurance | 3,707 | 4,170 | 4,300 |
| 50075 Life Insurance | 377 | 400 | 400 |
| 50076 Long Term Disability Insurance | 1,037 | 1,220 | 1,170 |
| Total Personnel | \$ 677,632 | \$ 756,110 | \$ 784,860 |



HUMAN RESOURCES BUDGET SUMMARY

| HUMAN RESOURCES 1001.01.1601 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
| OPERATIONS & MAINTENANCE | | | |
| 51013 Employee Assistance Program | \$ 4,378 | \$ 5,010 | \$ 5,540 |
| 51014 Technical Personnel Services | 2,345 | 6,500 | 5,800 |
| 51015 Tuition Reimbursement | 6,086 | 15,900 | 10,000 |
| 51040 Expert/Consulting Services | 11,936 | 72,100 | 33,600 |
| 51103 Citywide Training/Consulting | 7,194 | 16,000 | 17,000 |
| 51104 Subscriptions/Memberships | 1,965 | 3,000 | 2,750 |
| 51110 Professional Development | 10,521 | 14,000 | 11,000 |
| 51120 Printing & Duplicating | 94 | 950 | 5,300 |
| 51121 Telephone & Fax | 2,784 | 2,900 | 3,700 |
| 51122 Postage | 126 | 200 | 200 |
| 51123 Advertising | - | 950 | 500 |
| 51160 Materials & Supplies | 9,529 | 8,100 | 8,100 |
| 51169 Wellness Program | 17,722 | 20,000 | 25,000 |
| 51170 Recognition Program | 3,398 | 6,250 | 5,000 |
| 51180 Electricity & Gas | 5,759 | 6,900 | 6,770 |
| 51201 Software Maintenance & Licensing | - | 15,000 | - |
| 51211 Repair/Maintenance - Equipment | 2,007 | 2,720 | 3,120 |
| 51361 Minor Equipment | - | 500 | 150 |
| Total Operations & Maintenance | \$ 85,844 | \$ 196,980 | \$ 143,530 |
| CAPITAL OUTLAY | | | |
| 60010 Office Equipment | \$ - | \$ 500 | \$ - |
| Total Capital Outlay | \$ - | \$ 500 | \$ - |
| GRAND TOTAL | \$ 763,476 | \$ 953,590 | \$ 928,390 |



HUMAN RESOURCES BUDGET DETAILS

| HUMAN RESOURCES 1001.01.1601 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
| OPERATIONS & MAINTENANCE | | | |
| Employee Assistance Program | \$ 4,378 | \$ 5,010 | \$ 5,540 |
| The Employee Assistance Program (EAP) is an employer provided resource for employees to obtain confidential, professional assistance when facing family, financial, legal or personal situations and provides onsite debriefs or counseling following major, critical incidents. | | | |
| Technical Personnel Services | 2,345 | 6,500 | 5,800 |
| This account funds pre-employment background and medical testing. | | | |
| Tuition Reimbursement | 6,086 | 15,900 | 10,000 |
| This program reimburses employees for qualifying expenses to support professional growth through continuing education. | | | |
| Expert/Consulting Services | 11,936 | 72,100 | 33,600 |
| This account funds the City/County Personnel Association (CCPA) Training Consortium, standardized exams for recruitment testing, legal/outside professional services to assist with human resources functions and unforeseen personnel related costs that may arise during the fiscal year. | | | |
| Citywide Training/Consulting | 7,194 | 16,000 | 17,000 |
| This appropriation provides for expert services in training, organizational/professional development and attendance at professional training and conferences for all City employees. | | | |
| Subscriptions & Memberships | 1,965 | 3,000 | 2,750 |
| This appropriation will provide for memberships in relevant Human Resources and Risk Management professional associations, as well as subscriptions to relevant publications. | | | |
| Professional Development | 10,521 | 14,000 | 11,000 |
| This appropriation will allow for staff attendance at workshops, conferences and trainings to remain current on various legal mandates and developments in case law, public employment and industry trends in Human Resources and Risk Management. | | | |
| Printing & Duplicating | 94 | 950 | 5,300 |
| This account provides for human resources related professional printing services. | | | |
| Telephone & Fax | 2,784 | 2,900 | 3,700 |
| This appropriation will fund the cost of telephone, fax machine, and modem line charges. | | | |



HUMAN RESOURCES BUDGET DETAILS

| HUMAN RESOURCES 1001.01.1601 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
| OPERATIONS & MAINTENANCE (CONTINUED) | | | |
| Postage | \$ 126 | \$ 200 | \$ 200 |
| This account will cover the costs of mailing general correspondence as well as recruitments, benefits, policy, and organizational materials. | | | |
| Advertising | - | 950 | 500 |
| This account provides for publishing recruitment bulletins online and in professional publications. | | | |
| Materials & Supplies | 9,529 | 8,100 | 8,100 |
| This appropriation provides for office supplies, expenses incurred in administering interviews, testing and assessment centers, as well as supplies and expenses for special City meetings and workshops for employees. | | | |
| Wellness Program | 17,722 | 20,000 | 25,000 |
| This appropriation is reimbursed by CIGNA and covers employee wellness program expenses such as employee events, educational workshops, incentive items and other related activities. | | | |
| Recognition Program | 3,398 | 6,250 | 5,000 |
| This appropriation funds the annual employee service awards program. | | | |
| Electricity & Gas | 5,759 | 6,900 | 6,770 |
| This appropriation will fund the cost of electricity and gas. | | | |
| Software Maintenance & Licensing | - | 15,000 | - |
| This appropriation will fund a city-wide contract software program to centralize contract administration. Cost will include implementation, customization, configuration and maintenance for the first year. | | | |
| Repair/Maintenance - Equipment | 2,007 | 2,720 | 3,120 |
| This appropriation will cover the department's share of the copier pooled maintenance agreement. | | | |
| Minor Equipment | - | 500 | 150 |
| This appropriation will fund copier replacement parts. | | | |
| TOTAL OPERATIONS & MAINTENANCE | <u>\$ 85,844</u> | <u>\$ 196,980</u> | <u>\$ 143,530</u> |



HUMAN RESOURCES BUDGET DETAILS

| HUMAN RESOURCES 1001.01.1601 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--|----------------------|-----------------------|-----------------------|
| CAPITAL OUTLAY | | | |
| Office Equipment | \$ - | \$ 500 | \$ - |
| FY 24/25 appropriation funded a new locking file cabinet needed for document management. | | | |
| TOTAL CAPITAL OUTLAY | <u>\$ -</u> | <u>\$ 500</u> | <u>\$ -</u> |



RISK MANAGEMENT BUDGET SUMMARY

| RISK MANAGEMENT 1001.01.1701 | | | |
|---|----------------------|-----------------------|-----------------------|
| | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
| SUMMARY OF EXPENDITURES | | | |
| Operations & Maintenance | \$ 793,932 | \$ 1,055,330 | \$ 1,178,740 |
| TOTAL EXPENDITURES | <u>\$ 793,932</u> | <u>\$ 1,055,330</u> | <u>\$ 1,178,740</u> |
| OPERATIONS & MAINTENANCE | | | |
| 51033 Claims Administration | \$ 20,080 | \$ 24,000 | \$ 24,000 |
| 51034 Legal Defense | - | 50,000 | 25,000 |
| 51040 Expert/Consulting Services | 61,383 | 13,600 | 9,000 |
| 51201 Software Maintenance & Licensing | 3,251 | - | - |
| 51301 Property Insurance | 158,292 | 214,870 | 231,120 |
| 51305 Public Liability Insurance | 521,619 | 625,860 | 829,620 |
| 51310 Awards & Indemnities | 29,307 | 117,000 | 50,000 |
| 51313 Loss Control | - | 10,000 | 10,000 |
| Total Operations & Maintenance | <u>\$ 793,932</u> | <u>\$ 1,055,330</u> | <u>\$ 1,178,740</u> |
| GRAND TOTAL | <u>\$ 793,932</u> | <u>\$ 1,055,330</u> | <u>\$ 1,178,740</u> |



RISK MANAGEMENT BUDGET DETAILS

| RISK MANAGEMENT 1001.01.1701 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
| OPERATIONS & MAINTENANCE | | | |
| Claims Administration | \$ 20,080 | \$ 24,000 | \$ 24,000 |
| This appropriation funds the third party administrator for liability claims. | | | |
| Legal Defense | - | 50,000 | 25,000 |
| This appropriation represents an estimate of the legal defense costs in settling or dismissing claims against the City. Actual costs depend on the number and severity of claims filed. | | | |
| Expert/Consulting Services | 61,383 | 13,600 | 9,000 |
| This account funds OSHA required programs including Department of Transportation random drug testing, hearing conservation and chemical inventory. This account also funds DMV license medical testing. | | | |
| Software Maintenance & Licensing | 3,251 | - | - |
| No current year appropriation. | | | |
| Property Insurance | 158,292 | 214,870 | 231,120 |
| This appropriation provides insurance coverage for City owned properties and vehicles. | | | |
| Public Liability Insurance | 521,619 | 625,860 | 829,620 |
| This appropriation funds the costs of municipal liability insurance for the City including brokerage, underwriting and administrative fees. A portion of this cost has been budgeted in the Santee Lakeside Emergency Medical Services Authority (SLEMSA) budget of the Fire Department as it is reimbursed from SLEMSA. Current liability coverage includes the reimbursement of defense costs and payment of litigated court settlements and awards beyond the City's self-insured retention (SIR). The City is a member of a risk sharing pool of public agencies Public Risk Innovation, Solutions, and Management (PRISM) with an SIR of \$150,000 and excess coverage up to \$50 million. | | | |
| Awards & Indemnities | 29,307 | 117,000 | 50,000 |
| This appropriation provides for awards and claim settlement payments which are estimated. | | | |
| Loss Control | - | 10,000 | 10,000 |
| This appropriation is utilized for training, inspection and expenses related to Loss Prevention, Safety and Ergonomics. Expenses are reimbursed by the Public Risk Innovation, Solutions, and Management (PRISM) and Local Agency Workers' Compensation Excess Joint Powers Authority (LAWCX). | | | |
| TOTAL OPERATIONS & MAINTENANCE | <u>\$ 793,932</u> | <u>\$ 1,055,330</u> | <u>\$ 1,178,740</u> |

FINANCE



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MISSION STATEMENT

We are dedicated to safeguarding City assets while providing sound fiscal management and excellent customer service to all citizens, the business community, and City employees. We accomplish budgetary planning, the investment of public funds, purchasing, accounting and business licensing with professionalism and integrity.

PROGRAM DESCRIPTION

The Finance Department is responsible for the collection and investment of City monies, accounting and financial reporting, budget preparation and administration, debt administration, long-range fiscal planning, grant reporting and fiscal compliance; purchasing, business licensing, parking citation administration, payroll, accounts payable, accounts receivable, and capital asset inventory control.

FY 2024-25 ACCOMPLISHMENTS

- Completed and submitted the City's Annual Comprehensive Financial Report (ACFR) for the fiscal year ended June 30, 2024, to the Government Finance Officers Association of the United States and Canada (GFOA) for the Certificate of Achievement for Excellence in Financial Reporting program; the City expects to receive this award for the 20th consecutive year
- Assisted with salary and benefit negotiations with the Santee Fire Fighters Association
- Provided sound fiscal planning through strong budgetary controls and a five-year financial projection to ensure the continued fiscal health of the City
- Completed the Development Impact Fee study
- Led the development of the Proposed 2026-2030 Capital Improvement Program budget and the Proposed FY 2025-26 Operating Budget
- Made an Additional Discretionary Payment (ADP) to CalPERS for the fourth consecutive year reduce the City's unfunded liability
- Formalized a General Fund Reserve Policy
- Managed the accounting, treasury, and budgeting functions the for Santee Lakeside Emergency Medical Services Authority (SLEMSA) which includes establishing an Interim and Preliminary budget, preparing Financial Statements and audit, managing banking services related to ambulance billing, overseeing the Special Tax Consulting for the Ambulance Fee Assessment, and providing accounts payable, purchasing, and administrative duties to SLEMSA

FY 2025-26 GOALS AND OBJECTIVES

- Continue to identify and implement strategies to address unfunded liabilities including CalPERS retirement costs

FY 2025-26 GOALS AND OBJECTIVES (Continued)

- Develop an enhanced long-range financial planning model to better assist the City in its long-range fiscal planning efforts
- Issue a Request for Proposals for Assessment Engineering Services
- Issue a Request for Proposals for consultant services and complete a User Fee study
- Move forward on the selection and implementation of a new Enterprise Resource Planning (ERP) system
- Lead the development of the City's FY 2026-27 Operating Budget
- Submit the City's Annual Comprehensive Financial Report (ACFR) for the fiscal year ended June 30, 2025 to the Government Finance Officers Association of the United States and Canada (GFOA) for the Certificate of Achievement for Excellence in Financial Reporting program
- Continue to support SLEMSA
- Identify funding options for Fire Infrastructure needs
- Conduct purchasing training for staff to include instructions for procurement guidelines, request for proposals, quick quotes, etc.
- Finalize purchasing templates to simplify and standardize procurement documents



FINANCE BUDGET SUMMARY

| FINANCE 1001.00.1501 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|----------------------|----------------------|-----------------------|-----------------------|
|----------------------|----------------------|-----------------------|-----------------------|

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|---------------------|---------------------|---------------------|
| Personnel | \$ 1,312,113 | \$ 1,498,350 | \$ 1,581,870 |
| Operations & Maintenance | 288,668 | 292,770 | 291,280 |
| TOTAL EXPENDITURES | \$ 1,600,781 | \$ 1,791,120 | \$ 1,873,150 |

SUMMARY OF FUNDED POSITIONS

| | | | |
|---------------------------------|-------------|-------------|-------------|
| Director of Finance/Treasurer | 1.00 | 1.00 | 1.00 |
| Finance Manager | 1.00 | 1.00 | 1.00 |
| Senior Accountant | 1.00 | 1.00 | 1.00 |
| Confidential Payroll Specialist | 1.00 | 1.00 | 1.00 |
| Senior Management Analyst | - | 1.00 | 1.00 |
| Management Analyst | 1.00 | - | - |
| Procurement Specialist | 1.00 | 1.00 | 1.00 |
| Senior Account Clerk | 1.00 | 1.00 | 1.00 |
| Administrative Secretary | 1.00 | 1.00 | 1.00 |
| Account Clerk | 1.00 | 1.00 | 1.00 |
| TOTAL POSITIONS | 9.00 | 9.00 | 9.00 |



FINANCE BUDGET SUMMARY

| FINANCE 1001.00.1501 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------------|----------------------------|----------------------------|
| PERSONNEL | | | |
| 50010 Salaries & Wages - Regular | \$ 869,240 | \$ 948,240 | \$ 1,011,680 |
| 50020 Salaries & Wages - Part Time | 24,675 | 68,880 | 80,240 |
| 50025 Overtime | 9,220 | 10,000 | 10,300 |
| 50035 Vacation Cash Out | 7,446 | 61,990 | 33,700 |
| 50040 Auto Allowance | 4,200 | 4,200 | 4,200 |
| 50050 Retirement - PERS | 93,869 | 103,330 | 102,530 |
| 50052 Retirement - Unfunded Liability | 187,937 | 174,250 | 203,320 |
| 50055 Retirement - Part Time | - | - | 2,060 |
| 50060 Medicare | 13,266 | 15,850 | 16,520 |
| 50070 Health Insurance | 93,377 | 102,230 | 107,170 |
| 50071 Dental Insurance | 5,682 | 6,110 | 6,590 |
| 50075 Life Insurance | 851 | 870 | 910 |
| 50076 Long Term Disability Insurance | 2,350 | 2,400 | 2,650 |
| Total Personnel | <u>\$ 1,312,113</u> | <u>\$ 1,498,350</u> | <u>\$ 1,581,870</u> |
| OPERATIONS & MAINTENANCE | | | |
| 51010 Accounting/Auditing | \$ 52,815 | \$ 66,890 | \$ 66,980 |
| 51040 Expert/Consulting Services | 118,272 | 64,000 | 60,250 |
| 51104 Subscriptions/Memberships | 2,067 | 2,950 | 3,370 |
| 51110 Professional Development | 1,846 | 13,580 | 15,680 |
| 51112 Mileage Reimbursement | - | 100 | 100 |
| 51120 Printing & Duplicating | 4,895 | 5,400 | 6,000 |
| 51121 Telephone & Fax | 6,523 | 6,900 | 8,200 |
| 51122 Postage | 3,674 | 4,000 | 3,000 |
| 51123 Advertising | 553 | 700 | 700 |
| 51150 Bank Fees | 80,665 | 102,400 | 103,000 |
| 51160 Materials & Supplies | 4,477 | 9,950 | 7,000 |
| 51180 Electricity & Gas | 10,878 | 13,000 | 13,000 |
| 51211 Repair/Maintenance - Equipment | 2,003 | 2,900 | 4,000 |
| Total Operations & Maintenance | <u>\$ 288,668</u> | <u>\$ 292,770</u> | <u>\$ 291,280</u> |
| GRAND TOTAL | <u><u>\$ 1,600,781</u></u> | <u><u>\$ 1,791,120</u></u> | <u><u>\$ 1,873,150</u></u> |



FINANCE BUDGET DETAILS

| FINANCE 1001.00.1501 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|----------------------|----------------------|-----------------------|-----------------------|
|----------------------|----------------------|-----------------------|-----------------------|

OPERATIONS & MAINTENANCE

| | | | |
|----------------------------|------------------|------------------|------------------|
| Accounting/Auditing | \$ 52,815 | \$ 66,890 | \$ 66,980 |
|----------------------------|------------------|------------------|------------------|

This appropriation funds independent audit services, including the City's annual financial statement audit, the Single Audit of federal awards, and audits of franchise fees or transient occupancy taxes. It also covers the preparation of the State Controller's Report of Financial Transactions, compilation of demographic and statistical information required for the Annual Comprehensive Financial Report (ACFR), and the application fee for the Government Finance Officers Association's ACFR award program.

| | | | |
|-----------------------------------|----------------|---------------|---------------|
| Expert/Consulting Services | 118,272 | 64,000 | 60,250 |
|-----------------------------------|----------------|---------------|---------------|

This appropriation will fund contract services for property tax and sales tax revenue analysis and reporting, preparation of state-mandated cost reimbursement claims, administration and collection of parking citations, actuarial reporting for GASB 68 (pensions) and GASB 75 (Other Post-Employment Benefits), and general financial advisory services.

| | | | |
|----------------------------------|--------------|--------------|--------------|
| Subscriptions/Memberships | 2,067 | 2,950 | 3,370 |
|----------------------------------|--------------|--------------|--------------|

This appropriation includes memberships in the Government Finance Officers Association, California Municipal Treasurers Association, California Association of Public Purchasing Officers, National Institute of Government Purchasing, and the California Society of Municipal Finance Officers, as well as subscriptions for government and payroll regulatory updates.

| | | | |
|---------------------------------|--------------|---------------|---------------|
| Professional Development | 1,846 | 13,580 | 15,680 |
|---------------------------------|--------------|---------------|---------------|

This appropriation supports travel and attendance at professional association meetings, conferences, and seminars focused on fiscal policy, financial management, governmental accounting, and related topics. It includes costs associated with the annual conferences of the California Society of Municipal Finance Officers, Government Finance Officers Association, CalPERS Educational Forum, League of California Cities Municipal Finance Conference, and the California Association of Public Purchasing Officers. Also included are expenses for miscellaneous professional meetings and general professional development opportunities.

| | | | |
|------------------------------|----------|------------|------------|
| Mileage Reimbursement | - | 100 | 100 |
|------------------------------|----------|------------|------------|

This appropriation covers mileage reimbursement for the use of personal vehicles while conducting City business.

| | | | |
|-----------------------------------|--------------|--------------|--------------|
| Printing & Duplicating | 4,895 | 5,400 | 6,000 |
|-----------------------------------|--------------|--------------|--------------|

This appropriation provides for the printing of budget documents, annual financial reports, checks, receipts, tax forms, general document copying, and computer paper.

| | | | |
|----------------------------|--------------|--------------|--------------|
| Telephone & Fax | 6,523 | 6,900 | 8,200 |
|----------------------------|--------------|--------------|--------------|

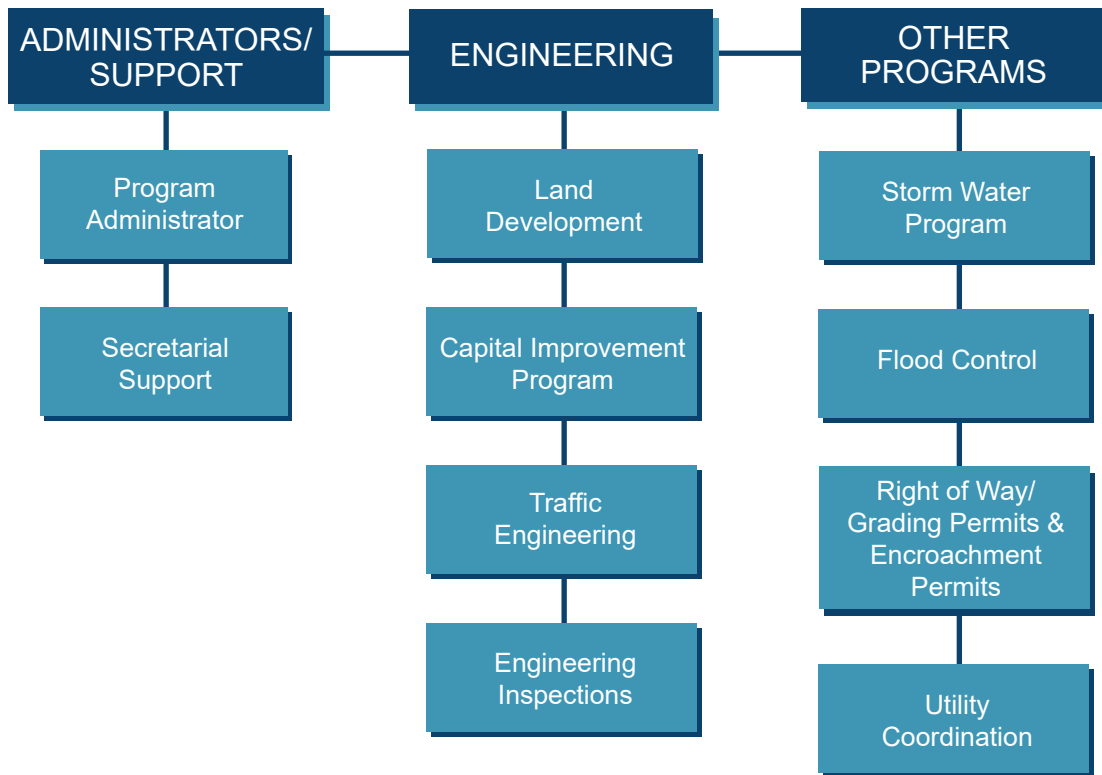
This appropriation funds the cost of telephone and fax line charges for the department.



FINANCE BUDGET DETAILS

| FINANCE 1001.00.1501 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
| OPERATIONS & MAINTENANCE (CONTINUED) | | | |
| Postage | \$ 3,674 | \$ 4,000 | \$ 3,000 |
| This appropriation will fund mailing costs for vendor payments, certificates, invoices, and other departmental correspondence. | | | |
| Advertising | 553 | 700 | 700 |
| This appropriation will provide for advertising of formal bids and other required public notices. | | | |
| Bank Fees | 80,665 | 102,400 | 103,000 |
| This appropriation will fund the fees to process credit card transactions, including online transactions, and the cost of armored car pickup of cash deposits. | | | |
| Materials & Supplies | 4,477 | 9,950 | 7,000 |
| This appropriation provides for materials and supplies necessary for department operations, including letterhead, envelopes, printer toner and ink, general office supplies, small office equipment, furniture, and other items used in day-to-day functions. | | | |
| Electricity & Gas | 10,878 | 13,000 | 13,000 |
| This appropriation will fund the cost of electricity and gas allocated to the Finance Department. | | | |
| Repair/Maintenance - Equipment | 2,003 | 2,900 | 4,000 |
| This appropriation will fund small office equipment repair and maintenance, in addition to the department's share of the copier pooled maintenance agreement. | | | |
| TOTAL OPERATIONS & MAINTENANCE | \$ 288,668 | \$ 292,770 | \$ 291,280 |

ENGINEERING



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ENGINEERING BUDGET SUMMARY

| ENGINEERING | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|-------------|----------------------|-----------------------|-----------------------|
|-------------|----------------------|-----------------------|-----------------------|

SUMMARY OF EXPENDITURES

| | | | |
|-------------|--------------|--------------|--------------|
| Engineering | \$ 2,747,263 | \$ 2,981,580 | \$ 3,149,150 |
| Storm Water | 141,407 | 150,740 | 157,750 |

TOTAL EXPENDITURES

| | | |
|--------------|--------------|--------------|
| \$ 2,888,670 | \$ 3,132,320 | \$ 3,306,900 |
|--------------|--------------|--------------|

SUMMARY OF FUNDED POSITIONS

| | | | |
|-------------|-------|-------|-------|
| Engineering | 13.25 | 13.40 | 13.90 |
| Storm Water | 1.00 | 1.00 | 1.00 |

TOTAL POSITIONS

| | | |
|-------|-------|-------|
| 14.25 | 14.40 | 14.90 |
|-------|-------|-------|

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ENGINEERING

MISSION STATEMENT

Guiding sustainable development through community partnership and excellence in service.

PROGRAM DESCRIPTION

The Engineering Department has the responsibility for Capital Improvements Program (CIP) project programming and implementation, Land Development engineering activities, Traffic Engineering, utility coordination, and the preparation of special studies and reports for the City Council.

The *Capital Improvement Program* section is responsible for the planning, programming, bidding, award and construction of all new City parks, bridge repairs, storm drain repair, paving and concrete repairs to roads, repair of City owned infrastructure, the large-scale maintenance, renovation and construction of City owned facilities, the coordination and management of emergency facility repairs, and performing construction inspections.

The *Land Development Division* administers the Grading, Encroachment, Subdivision and Flood Damage Prevention Ordinances; provides public information on grading and encroachment permits; prepares and reviews grading and improvement plans and administers the Storm Water Program.

The *Traffic Engineering* section is responsible for responding to and investigating citizen requests on traffic issues related to signage, striping, signal operation, traffic calming and improving traffic safety. The Traffic Engineering section is also responsible for maintenance of the City's street lights, traffic signals, street signage and roadway striping, carrying out traffic-related projects, seeking grant funding, and traffic review for development projects.

The Engineering Department also provides support for projects and programs of the Community Services Department, provides information to outside agencies, administers all right-of-way encroachments, applies for and administers roadway and safety grants and has program responsibility for several other funds including Flood Control, Santee Roadway Lighting District, TransNet, Regional Transportation Congestion Improvement Program (RTCIP) and Gas Tax.

FY 2024-25 ACCOMPLISHMENTS

Capital Improvement Program (CIP)

- Managed the construction of three street paving projects totaling 179,195 square feet of pavement overlays, 983,902 square feet of slurry and chip sealing, 24 accessible pedestrian ramps
- Managed the construction of asphalt patching from Fanita Parkway to Prospect Avenue, the southern City limits, and Prospect Avenue from Cuyamaca Street to Fanita Parkway
- Completed the design, bidding and construction of the Citywide CMP (Corrugated Metal Pipe) Lining and Rehabilitation Program which repaired, replaced and relined 26 storm drain pipelines across the City

FY 2024-25 ACCOMPLISHMENTS (CONTINUED)

- Coordinated the ongoing updates and configuration of the Permit and Land Management Software with City Departments to improve efficiency and operation and support IT staff
- Managed the design, construction and completion of the West Hills Park Americans with Disabilities Act (ADA) Improvements project
- Managed the design, bidding, and initial construction phase for the ADA Pedestrian Ramp Improvements project
- Managed the design, bidding and start of construction for the Citywide Storm Drain Trash Diversion project
- Managed the construction and completion of the Electrical Vehicle Charge Station at Weston Park
- Managed the utility relocation, right-of-way acquisitions and bidding of the Cuyamaca Street right-turn pocket at Mission Gorge Road
- Managed the design and bidding of the Building 6 Roof Replacement project at City Hall
- Managed the final design and environmental studies for the Santee Community Center project at Town Center Community Park
- Continued the coordination of construction and inspection of the East County Advanced Water Purification (ECAWP) program project on Mast Boulevard and Fanita Parkway
- Managed the design of the Temporary Fire Station No. 20 at the City Operations Center with the Fire Department
- Managed the design of the permanent Fire Station No. 20 at the City Operations Center to 95% design completion

Land Development

- Provided plan review and construction oversight for grading and improvements required for: the completion of Popeyes, the Chevy Auto Dealership, Prospect Estates II, Ukranian Church, D'lazio Subdivision, Rancho Fanita Villas, Woodspring Suites hotel, Lantern Crest Ridge II, Hillside Meadows wetlands area, and Soapy Joe's Car Wash
- Assisted with the review and entitlement of the Super Star Car Wash, Slope Street subdivision, Bailey subdivision, Graves Avenue Self Storage, Cuyamaca Office Building, Cuyamaca Starbucks, and the Buena Vista tentative parcel map
- Provided input and assistance with the review of cannabis applications, North Palisades Industrial building, the redevelopment of the Carlton Oaks Golf Course project, development of Parcel 6 at Town Center, Extra space storage, Sycamore Landfill improvements at Mast Boulevard, and the Municipal Code update
- Completed coordination and plan review for the issuance of 7 grading permits, 207 encroachment permits, 13 retaining wall permits, several parcel/final maps, easement boundary adjustments, development permit applications, initial consultations, and

FY 2024-25 ACCOMPLISHMENTS (CONTINUED)

supported numerous public inquiries/contacts at the community information counter, in addition to responding to stormwater complaints and spills

- Approved the final parcel map of the Santee Auto Center
- Granted occupancies for Popeyes, the final phase of homes at the Walker Trails subdivision, phase 4 of Laurel Heights, and six phases of Prospect Estates II

Traffic Engineering

- Completed testing of a smart signal system on Magnolia Avenue as part of the evaluation and selection process of smart signal systems
- Completed construction of the streetlight LED upgrade project, replacing 1,600 streetlights on concrete poles
- Completed design of the streetlight LED upgrade project phase 2 to retrofit and rehabilitate 162 streetlights on square metal poles and awarded the construction contract
- Retrofitted the following walkway and streetlights with upgraded LEDs:
 - 63 bell shaped streetlights on Prospect Avenue
 - 56 streetlights in Sky Ranch
 - 133 walkway lights at various locations
- Completed the design of the project to upgrade traffic signals and communication at ten isolated locations
- Implemented the smart signal system project for Mission Gorge Road
- Worked with Caltrans and SANDAG to transfer the \$2.5 million Federal earmark to Caltrans to fund the design and environmental work for SR-52 Phase I Improvements
- Maintained the City's traffic signals, striping, signage, and streetlights
- Performed safety evaluations of the Trolley grade crossings with MTS and California Public Utilities Commission and completed necessary upgrades
- Investigated and responded to 142 citizen requests related to traffic issues, including traffic safety, in a timely manner
- Conducted a city-wide traffic safety review
- Completed the following roadway striping:
 - 8,000 feet of crosswalks and stop bars
 - 3,800 feet of skip lane lines
 - 11,700 feet of double yellow
 - 24,500 feet of solid white
 - 1,800 feet of double-double yellow
 - 5,900 feet of two-way left turn
 - 2,500 feet of turn pocket

FY 2024-25 ACCOMPLISHMENTS (CONTINUED)

- 12,200 feet of bike lane
 - 16,000 feet of red curbs
 - 130 roadway legends
- Reviewed and approved 160 traffic control plans for encroachment permits
- Reviewed 58 development plans
- Reviewed 185 moving permits
- Replaced 14 square metal streetlight poles
- Installed a flashing crosswalk warning sign system on Carlton Oaks Boulevard at Pike Road for pedestrian safety
- Submitted a Federal BUILD (Better Utilizing Investments to Leverage Development) grant application for the amount of \$25 million for SR-52 improvements

FY 2025-26 GOALS AND OBJECTIVES

Capital Improvement Program (CIP)

- Plan, coordinate, and manage the construction of the Citywide Pavement Rehabilitation Program for major reconstruction and maintenance projects
- Evaluate and begin design for the next phase of the CMP storm drain repair program based on re-prioritized locations
- Complete the construction of the Community Development Block Grant (CDBG) Pedestrian Ramp Improvements project
- Complete the construction of the Cuyamaca Street right-turn pocket at Mission Gorge Road
- Complete the construction of the Concrete Repairs Citywide project and the current phase of the Citywide Trash Diversion Project
- Coordinate the design and environmental review of the Santee Community Center at Town Center Community Park
- Coordinate the construction and inspection of the East County Advanced Water Purification Project pipelines as it relates to restoration of City facilities on Mast Blvd and Fanita Parkway and Mission Gorge Road
- Complete the design and bidding of the City Hall Improvements, Building 4 front counter remodel
- Complete the construction of the Temporary Fire Station No. 20 at the City Operations Center
- Complete the design and environmental studies for the permanent Fire Station No. 20 at the City Operations Center
- Complete the final design and bidding for the Vector Decanting Station at the City Operation Center

FY 2025-26 GOALS AND OBJECTIVES (CONTINUED)

- Assist the Fire Department with studies and improvements to existing fire department facilities

Land Development

- Continue occupancy inspections and improvement oversight on ongoing development projects, including Woodspring Suites Hotel, Lantern Crest – Phase 4 and 5, Prospect Estates II, Ukrainian Church, Laurel Heights, the Chevy Auto Dealership, and acceptance of the Santee Auto Center public improvements
- Provide plan review and/or construction oversight for grading and improvements required for the Hotel at Town Center, Lake Canyon Subdivision, Slope Street Subdivision, Bailey Subdivision, Cameron RV Storage at Graves, Paseo Townhomes, Palm Tree Subdivision at Our Way, and other approved land development projects
- Continue to support the Planning Department in providing development and discretionary reviews for Extra Space Storage, Valvoline, Santee Trailside drive-thru, North Palisades Industrial Building, Mission Grove Villas at Walmart vacant site, Townsend at PureFlo site, Carlton Oaks Golf Course, Summit Avenue Townhomes, and ParkVue at Parcel 2
- Anticipate future grading permits associated with the following projects: Fanita Drive Villas, Soapy Joe's Car Wash, Super Star Car Wash, Cuyamaca Starbucks, Bunny Bears Day Care, and the Cuyamaca Business Center
- Assist the public and development community by processing land development applications and requests for grading permits, building permits, and encroachments into the public right-of-way

Traffic Engineering

- Complete the construction of the Streetlight LED Upgrade Phase 2 project
- Complete the construction of the traffic signal and communication upgrades at isolated locations
- Complete the Mission Gorge Road Smart Signal Project
- Complete the design and construction of the broadband project to connect City Hall to the offsite locations with fiberoptic cable
- Continue collaborating with Caltrans on the implementation of Phase I improvements for SR-52, including coordination with developers and Caltrans on project development and related issues
- Continue to maintain the City's traffic signals, striping, signage, and streetlights
- Continue responding to traffic-related requests, including traffic safety in a timely manner
- Continue to pursue grant funding for traffic and safety-related projects, including the implementation of smart signals
- Continue to review traffic control and development plans

FY 2025-26 GOALS AND OBJECTIVES (CONTINUED)

- Install electronic traffic control devices for traffic calming
- Apply for grants in support of SR-52 phased improvements
- Implement the Traffic Signal LED replacement project
- Conduct annual city-wide traffic safety review



ENGINEERING BUDGET SUMMARY

| ENGINEERING – ENGINEERING 1001.04.4101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
| SUMMARY OF EXPENDITURES | | | |
| Personnel | \$ 2,701,520 | \$ 2,919,190 | \$ 3,069,970 |
| Operations & Maintenance | 44,886 | 62,390 | 79,180 |
| Capital Outlay | 857 | - | - |
| TOTAL EXPENDITURES | \$ 2,747,263 | \$ 2,981,580 | \$ 3,149,150 |

SUMMARY OF FUNDED POSITIONS

| | | | |
|---|--------------|--------------|--------------|
| Director of Engineering/City Engineer | 1.00 | 1.00 | 1.00 |
| Principal Civil Engineer | 2.00 | 2.00 | 2.00 |
| Principal Traffic Engineer | 1.00 | 1.00 | 1.00 |
| Senior Management Analyst | - | 0.45 | 0.45 |
| Senior Management Analyst/Grant Coordinator | 0.30 | - | - |
| Senior Civil Engineer | 2.00 | 2.00 | 2.00 |
| Senior Traffic Engineer | 1.00 | 1.00 | 1.00 |
| Associate Civil Engineer | 2.00 | 2.00 | 2.00 |
| Engineering Inspector | 1.00 | 1.00 | 1.00 |
| Assistant Engineer | 1.00 | 1.00 | 1.00 |
| Development Services Technician | - | - | 0.50 |
| Field Inspector | 1.00 | 1.00 | 1.00 |
| Administrative Secretary | 0.95 | 0.95 | 0.95 |
| TOTAL POSITIONS | 13.25 | 13.40 | 13.90 |



ENGINEERING BUDGET SUMMARY

| ENGINEERING – ENGINEERING 1001.04.4101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
| PERSONNEL | | | |
| 50010 Salaries & Wages - Regular | \$ 1,732,237 | \$ 1,850,370 | \$ 1,958,160 |
| 50020 Salaries & Wages - Part Time | 43,633 | 52,470 | 57,590 |
| 50025 Overtime | 12,092 | 21,970 | 19,780 |
| 50035 Vacation Cash Out | 41,769 | 81,000 | 65,380 |
| 50040 Auto Allowance | 4,200 | 4,200 | 4,200 |
| 50050 Retirement - PERS | 225,608 | 245,350 | 254,120 |
| 50052 Retirement - Unfunded Liability | 391,766 | 368,050 | 385,980 |
| 50055 Retirement - Part Time | 1,638 | 1,960 | 2,160 |
| 50060 Medicare | 26,594 | 29,040 | 30,520 |
| 50070 Health Insurance | 206,317 | 247,340 | 272,610 |
| 50071 Dental Insurance | 10,232 | 11,890 | 13,600 |
| 50075 Life Insurance | 1,309 | 1,350 | 1,400 |
| 50076 Long Term Disability Insurance | 4,125 | 4,200 | 4,470 |
| Total Personnel | \$ 2,701,520 | \$ 2,919,190 | \$ 3,069,970 |
| OPERATIONS & MAINTENANCE | | | |
| 51040 Expert/Consulting Services | \$ - | \$ 2,000 | \$ 2,000 |
| 51104 Subscriptions/Memberships | 2,407 | 2,800 | 2,800 |
| 51110 Professional Development | 134 | 6,150 | 7,200 |
| 51112 Mileage Reimbursement | - | 100 | 500 |
| 51120 Printing & Duplicating | 298 | 1,500 | 1,500 |
| 51121 Telephone & Fax | 12,053 | 12,100 | 15,200 |
| 51122 Postage | 399 | 1,800 | 1,000 |
| 51123 Advertising | 50 | 500 | 500 |
| 51141 Rentals/Leases - Office Equipment | - | - | 11,980 |
| 51160 Materials & Supplies | 3,931 | 4,000 | 4,200 |
| 51165 Wearing Apparel | 1,100 | 1,300 | 1,300 |
| 51180 Electricity & Gas | 21,628 | 25,900 | 26,600 |
| 51211 Repair/Maintenance - Equipment | 2,886 | 4,240 | 4,400 |
| Total Operations & Maintenance | \$ 44,886 | \$ 62,390 | \$ 79,180 |
| CAPITAL OUTLAY | | | |
| 60010 Office Equipment | \$ (27) | \$ - | \$ - |
| 60099 Other Capital Outlay | 884 | - | - |
| Total Capital Outlay | \$ 857 | \$ - | \$ - |
| GRAND TOTAL | \$ 2,747,263 | \$ 2,981,580 | \$ 3,149,150 |



ENGINEERING BUDGET DETAILS

| ENGINEERING – ENGINEERING 1001.04.4101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
|---|----------------------|-----------------------|-----------------------|

OPERATIONS & MAINTENANCE

| | | | |
|-----------------------------------|------|----------|----------|
| Expert/Consulting Services | \$ - | \$ 2,000 | \$ 2,000 |
|-----------------------------------|------|----------|----------|

This appropriation provides for consultant services for projects that are not covered by developer deposits or a capital account, including legal description preparation, review for easements or right-of-way dedications.

| | | | |
|----------------------------------|-------|-------|-------|
| Subscriptions/Memberships | 2,407 | 2,800 | 2,800 |
|----------------------------------|-------|-------|-------|

This appropriation provides for staff professional memberships, licenses, and subscriptions.

| | | | |
|---------------------------------|-----|-------|-------|
| Professional Development | 134 | 6,150 | 7,200 |
|---------------------------------|-----|-------|-------|

This appropriation provides for continuing professional and technical training and development, utilizing training and educational courses offered by various agencies and professional organizations. Travel and subsistence expenses incurred while conducting City business, attending training seminars and meetings of professional organizations are also covered by this account.

| | | | |
|------------------------------|---|-----|-----|
| Mileage Reimbursement | - | 100 | 500 |
|------------------------------|---|-----|-----|

This appropriation provides for reimbursement of the expense of using a personal vehicle in the performance of assigned duties.

| | | | |
|-----------------------------------|-----|-------|-------|
| Printing & Duplicating | 298 | 1,500 | 1,500 |
|-----------------------------------|-----|-------|-------|

This appropriation provides for counter handouts, notices, grant applications and other printed materials. Materials include the Development Review Manual, Storm Water Mitigation Plan and Public Works Standards. Photo documentation of development projects, and generating maps, plans and exhibits are also charged to this account. Document recording fees, photocopies and blueprints for the public are paid for by this account as well.

| | | | |
|----------------------------|--------|--------|--------|
| Telephone & Fax | 12,053 | 12,100 | 15,200 |
|----------------------------|--------|--------|--------|

This appropriation provides for the cost of telephone and fax machine charges.

| | | | |
|----------------|-----|-------|-------|
| Postage | 399 | 1,800 | 1,000 |
|----------------|-----|-------|-------|

This appropriation provides for mailing correspondence, notices and other documents (i.e. plans, RFP's, legal documents, various reports). Certified mailings are also paid for by this account.

| | | | |
|--------------------|----|-----|-----|
| Advertising | 50 | 500 | 500 |
|--------------------|----|-----|-----|

This appropriation provides for soliciting proposals for services, advertising for proposed ordinances and their revisions, public meetings and notices, which are not chargeable to deposits or capital accounts.



ENGINEERING BUDGET DETAILS

| ENGINEERING – ENGINEERING 1001.04.4101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
|---|----------------------|-----------------------|-----------------------|

OPERATIONS & MAINTENANCE (CONTINUED)

| | | | |
|--|------|------|-----------|
| Rentals/Leases - Office Equipment | \$ - | \$ - | \$ 11,980 |
|--|------|------|-----------|

This appropriation covers the lease of a plotter machine, which will be utilized for printing and scanning large-format documents, including engineering drawings, construction maps, architectural blueprints, and other technical or design-related materials.

| | | | |
|---------------------------------|----------|----------|----------|
| Materials & Supplies | \$ 3,931 | \$ 4,000 | \$ 4,200 |
|---------------------------------|----------|----------|----------|

This appropriation provides for various materials and supplies such as paper products, copy machine supplies, business cards, small office equipment, and furniture.

| | | | |
|------------------------|-------|-------|-------|
| Wearing Apparel | 1,100 | 1,300 | 1,300 |
|------------------------|-------|-------|-------|

This appropriation provides for safety-related clothing including hard hats, rain boots, and high-visibility vests and jackets.

| | | | |
|------------------------------|--------|--------|--------|
| Electricity & Gas | 21,628 | 25,900 | 26,600 |
|------------------------------|--------|--------|--------|

This appropriation provides for the cost of electricity and gas allocated to the Engineering Division.

| | | | |
|---------------------------------------|-------|-------|-------|
| Repair/Maintenance - Equipment | 2,886 | 4,240 | 4,400 |
|---------------------------------------|-------|-------|-------|

This appropriation provides for service contracts and as-needed repairs for miscellaneous office equipment, including the Engineering Division's share of the copier pooled maintenance agreement and the large format plan copier.

| | | | |
|---|------------------|------------------|------------------|
| TOTAL OPERATIONS & MAINTENANCE | <u>\$ 44,886</u> | <u>\$ 62,390</u> | <u>\$ 79,180</u> |
|---|------------------|------------------|------------------|

CAPITAL OUTLAY

| | | | |
|-------------------------|---------|------|------|
| Office Equipment | \$ (27) | \$ - | \$ - |
|-------------------------|---------|------|------|

In FY 2022/23 this appropriation provided for the Engineering Division's share of a new department refrigerator.

| | | | |
|-----------------------------|--------|------|------|
| Other Capital Outlay | \$ 884 | \$ - | \$ - |
|-----------------------------|--------|------|------|

| | | | |
|-----------------------------|---------------|-------------|-------------|
| TOTAL CAPITAL OUTLAY | <u>\$ 857</u> | <u>\$ -</u> | <u>\$ -</u> |
|-----------------------------|---------------|-------------|-------------|

MISSION STATEMENT

To implement programs that protect and enhance surface water quality within the City of Santee. Strive to keep the City in compliance with the Regional Storm Water Permit and coordinate on regional program implementation. Increase cooperation between City Departments/Divisions to achieve compliance expectations and reduce potential risks. Participate in Co-Permittee working groups and advocate for improvements to policies and regulations.

PROGRAM DESCRIPTION

The San Diego River flows through the center of our city, making it one of the City's most prominent features and a major part of our parks and trails system. The river and associated trails and open space are a draw for residents, businesses, and outdoor enthusiasts alike. As such, the City's Storm Water Program makes it a priority to protect this valuable resource and strives to comply with all federal, state, and local regulations that pertain to protecting water quality. Through the implementation of a suite of programs, the City works to prevent pollution and eliminate discharges to the storm water conveyance system and waterways to the maximum extent practicable. Program components include: development and planning review; construction site compliance; municipal, commercial and industrial business facility inspections; structural storm water Treatment Control Best Management Practices (TCBMPs) maintenance verification and inspections; documentation of the routine maintenance of the City's storm water conveyance systems; community education and outreach; regional coordination; complaint/hotline response; water quality monitoring (sampling); and residential area program implementation.

FY 2024-25 ACCOMPLISHMENTS

- Collaborated with 21 other local jurisdictions (Co-Permittees) to develop and implement regional education, monitoring, land development programs, cost-share budgets, and reporting to the State
- Provided feedback to Regional Water Quality Control Board staff regarding pending regulations and permits
- Participated in developing a regional strategy, implementation plan, correspondence, and reports addressing requirements under the Bacteria Investigative Order and adopted the Time Sensitive Order (TSO)
- Implemented program components of the City's Jurisdictional Runoff Management Plan and the San Diego River Water Quality Improvement Plan
- Provided outreach and education via community events
- Continued implementing the City's Trash Order compliance plan and tracking to meet the compliance deadline of December 2, 2030
- Facilitated multiple contracts to help manage storm water related tasks and duties
- Conducted a special monitoring study to narrow down locations where human contributions of bacteria to the storm drain system are identified within the city

FY 2025-26 GOALS AND OBJECTIVES

- Continue to review, develop, and implement programs which protect Santee's waterways
- Continue implementing educational and outreach programs and materials
- Facilitate storm water-specific training for City employees
- Strive to ensure that the City of Santee remains in compliance with applicable water quality laws and regulations
- Continuously seek process improvements for existing efforts and infrastructure maintenance programs
- Facilitate the use of GIS map layers to display the inventory of storm water facilities and Treatment Control Best Management Practices (TCBMP) enabling staff to better strategize and coordinate efforts
- Seek to decrease human-sourced bacteria in our storm drain system by performing additional microbial source tracking, and identifying a suite of structural controls which may be utilized to address "hot spots"
- Continue to monitor and ensure the timely implementation of the Trash Order compliance plan
- Continue to collaborate with other named parties to implement the monitoring plan in accordance with the Bacteria Investigative Order
- Implement requirements set forth by the adopted TSO
- Implement new requirements established by the new Regional Permit, which is anticipated to be released during December of 2025
- Regularly participate in Co-Permittee workgroups and work towards collaboratively addressing common regulatory requirements
- Update the City's Best Management Practice Design Manual and Jurisdictional Runoff Management Plan



STORM WATER BUDGET SUMMARY

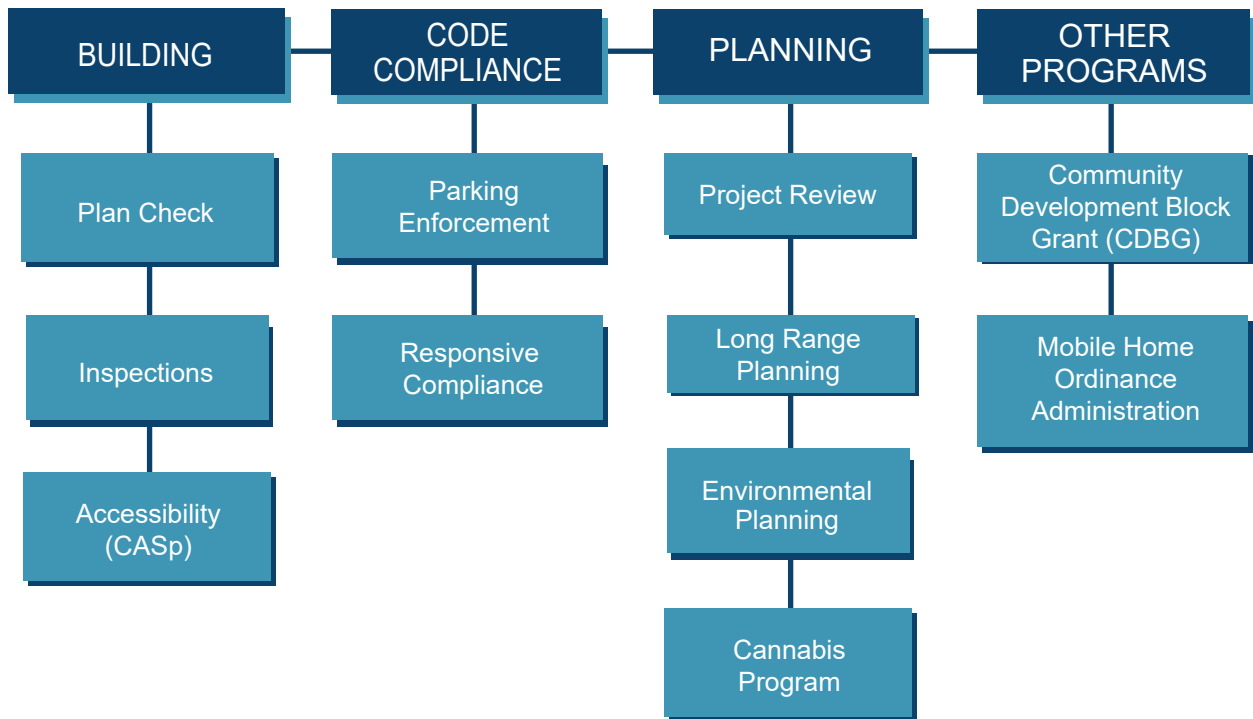
| ENGINEERING – STORM WATER 1001.04.4102 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
| SUMMARY OF EXPENDITURES | | | |
| Personnel | \$ 141,407 | \$ 150,740 | \$ 157,750 |
| TOTAL EXPENDITURES | <u>\$ 141,407</u> | <u>\$ 150,740</u> | <u>\$ 157,750</u> |
| SUMMARY OF FUNDED POSITIONS | | | |
| Storm Water Program Coordinator | <u>1.00</u> | <u>1.00</u> | <u>1.00</u> |
| TOTAL POSITIONS | <u>1.00</u> | <u>1.00</u> | <u>1.00</u> |



STORM WATER BUDGET SUMMARY

| ENGINEERING – STORM WATER 1001.04.4102 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|--------------------------|--------------------------|--------------------------|
| PERSONNEL | | | |
| 50010 Salaries & Wages - Regular | \$ 101,837 | \$ 107,900 | \$ 100,840 |
| 50025 Overtime | - | 300 | 310 |
| 50050 Retirement - PERS | 7,826 | 8,490 | 11,030 |
| 50052 Retirement - Unfunded Liability | 19,347 | 20,520 | 20,260 |
| 50060 Medicare | 1,477 | 1,560 | 1,460 |
| 50070 Health Insurance | 9,978 | 10,980 | 22,420 |
| 50071 Dental Insurance | 539 | 580 | 1,040 |
| 50075 Life Insurance | 98 | 100 | 100 |
| 50076 Long Term Disability Insurance | 305 | 310 | 290 |
| Total Personnel | <u>\$ 141,407</u> | <u>\$ 150,740</u> | <u>\$ 157,750</u> |
| GRAND TOTAL | <u><u>\$ 141,407</u></u> | <u><u>\$ 150,740</u></u> | <u><u>\$ 157,750</u></u> |

PLANNING & BUILDING



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PLANNING & BUILDING BUDGET SUMMARY

PLANNING & BUILDING

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

SUMMARY OF EXPENDITURES

| | | | |
|-----------------|--------------|--------------|--------------|
| Planning | \$ 1,613,733 | \$ 1,822,990 | \$ 1,803,960 |
| Building | 794,737 | 1,175,850 | 1,172,850 |
| Code Compliance | 221,131 | 205,110 | 206,880 |

TOTAL EXPENDITURES

| | | |
|--------------|--------------|--------------|
| \$ 2,629,601 | \$ 3,203,950 | \$ 3,183,690 |
|--------------|--------------|--------------|

SUMMARY OF FUNDED POSITIONS

| | | | |
|-----------------|------|------|------|
| Planning | 7.25 | 7.40 | 7.90 |
| Building | 4.00 | 4.00 | 4.00 |
| Code Compliance | 1.50 | 1.50 | 1.50 |

TOTAL POSITIONS

| | | |
|-------|-------|-------|
| 12.75 | 12.90 | 13.40 |
|-------|-------|-------|

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PLANNING & BUILDING PLANNING

MISSION STATEMENT

Guiding sustainable development through community partnership and excellence in service.

PROGRAM DESCRIPTION

The Planning Division is responsible for planning and developing the City's residential communities, commercial and industrial centers, community parks, and open space preserves. Within this framework, the Division operates through three core functions: long-range planning, project planning, and environmental/sustainability planning. Under its long-range planning function, the Division focuses on planning and policy analysis through the preparation, maintenance, and administration of the City's General Plan. Implementation of this vision occurs through project planning, which supports the physical development of the community in accordance with the General Plan and its supporting documents. The environmental and sustainability planning function includes reviewing projects and long-range documents for their potential impact on the environment while supporting the State's greenhouse gas emission reduction goals. The Planning Division's work is highly coordinated with local, regional, state, and federal regulations and partnerships.

FY 2024-25 ACCOMPLISHMENTS

- Developed and submitted the 2024 calendar year General Plan and Housing Element Implementation Report to the City Council and State of California Department of Housing and Community Development
- Presented seven (7) discretionary projects to City Council for approval, and processed two (2) additional discretionary projects approved by the Director of Planning and Building
- Updated the land uses and development standards to Title 13 of the Santee Municipal Code, including regulations related to accessory structures
- Continued accepting, routing, and managing projects through the City's Online Permitting & Licensing Portal
- Successfully adopted a comprehensive update to the Town Center Specific Plan establishing a collection of neighborhoods, including an Arts & Entertainment Neighborhood
- Maintained the City's Active Projects Map
- Continued work on the Safety and Environmental Justice Element of the General Plan
- Completed the environmental review for Capital Improvement Projects and the Community Development Block Grant (CDBG) projects
- Prepared a draft Multiple Species Conservation Program (MSCP) Subarea Plan and an Environmental Impact Report for public review
- Coordinated with the Building Official to identify and implement improvements to the plan check process, improving efficiency
- Facilitated the adoption of the Commercial Cannabis Retail Business (CCB) Application Process, including procedures and fees

FY 2024-25 ACCOMPLISHMENTS (Continued)

- Facilitated the opening and first phase of review of the CCB applications and began the second phase of the CCB application process
- Presented for consideration the updated Safety and Environmental Justice Element
- Kicked off the update to the General Plan with a focus on the Land Use Element, ensuring consistency between all General Plan Elements

FY 2025-26 GOALS AND OBJECTIVES

- Continue the implementation of the City's permitting and licensing system to improve efficiency
- Finalize the MSCP Subarea Plan and corresponding Program Environmental Impact Report (EIR) to present to Council for adoption
- Participate in SANDAG's technical working groups to stay informed on grant opportunities and planning initiatives, including environmental programs, energy conservation/sustainability, and population and housing forecasts
- Facilitate on-going implementation of the Sustainable Santee Plan
- Coordinate with the Building Official and City Engineer to complete improvements to the public service counter
- Collaborate with IT, Engineering and Economic Development & Marketing to update planning webpages, enhancing user-friendliness by incorporating improved maps, informational videos, handouts, and graphics
- Continue to work with City Attorney's Office on the annual update to the Municipal Code to identify and recommend changes to the Zoning Ordinance, ensuring land uses and development standards remain current
- Work with IT to develop an interactive GIS story map showcasing the City's active projects
- Maintain the Active Projects Map
- Support the implementation of the cannabis ordinance selection of the CCB retail business licenses and processing of CCB Applications
- Continue providing guidance and assistance to the development community on local zoning and planning procedures to ensure City attracts and retains high-quality development



PLANNING BUDGET SUMMARY

PLANNING & BUILDING – PLANNING 1001.04.4106

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|---------------------|---------------------|---------------------|
| Personnel | \$ 1,139,572 | \$ 1,404,560 | \$ 1,512,720 |
| Operations & Maintenance | 472,704 | 416,280 | 291,240 |
| Capital Outlay | 1,457 | 2,150 | - |
| TOTAL EXPENDITURES | \$ 1,613,733 | \$ 1,822,990 | \$ 1,803,960 |

SUMMARY OF FUNDED POSITIONS

| | | | |
|--|-------------|-------------|-------------|
| Director of Planning and Building/City Planner | 1.00 | 1.00 | 1.00 |
| Principal Planner | 1.00 | 1.00 | 1.00 |
| Senior Management Analyst | - | 0.45 | 0.45 |
| Senior Management Analyst/Grant Coordinator | 0.30 | - | - |
| Senior Planner | 1.00 | 1.00 | 2.00 |
| Development Services Technician | 1.00 | 1.00 | 0.50 |
| Associate Planner | 2.00 | 2.00 | 2.00 |
| Administrative Secretary | 0.95 | 0.95 | 0.95 |
| TOTAL POSITIONS | 7.25 | 7.40 | 7.90 |



PLANNING BUDGET SUMMARY

| PLANNING & BUILDING – PLANNING 1001.04.4106 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--|----------------------|-----------------------|-----------------------|
| PERSONNEL | | | |
| 50010 Salaries & Wages - Regular | \$ 606,450 | \$ 825,700 | \$ 923,950 |
| 50020 Salaries & Wages - Part Time | 183,641 | 169,550 | 160,000 |
| 50025 Overtime | 618 | 800 | 1,030 |
| 50035 Vacation Cash Out | 13,969 | - | - |
| 50040 Auto Allowance | 3,150 | 4,200 | 4,200 |
| 50050 Retirement - PERS | 74,846 | 96,790 | 103,610 |
| 50052 Retirement - Unfunded Liability | 147,411 | 148,770 | 174,900 |
| 50055 Retirement - Part Time | 240 | - | - |
| 50060 Medicare | 11,715 | 14,500 | 15,790 |
| 50070 Health Insurance | 90,274 | 134,540 | 118,980 |
| 50071 Dental Insurance | 5,077 | 6,750 | 6,970 |
| 50075 Life Insurance | 547 | 750 | 800 |
| 50076 Long Term Disability Insurance | 1,634 | 2,210 | 2,490 |
| Total Personnel | \$ 1,139,572 | \$ 1,404,560 | \$ 1,512,720 |
| OPERATIONS & MAINTENANCE | | | |
| 51040 Expert/Consulting Services | \$ 443,627 | \$ 364,140 | \$ 225,920 |
| 51104 Subscriptions/Memberships | 3,632 | 4,700 | 4,900 |
| 51110 Professional Development | 2,695 | 4,500 | 9,000 |
| 51112 Mileage Reimbursement | 168 | 300 | 400 |
| 51120 Printing & Duplicating | 102 | 6,500 | 6,500 |
| 51121 Telephone & Fax | 4,602 | 4,900 | 6,000 |
| 51122 Postage | 2,410 | 3,500 | 3,500 |
| 51123 Advertising | 2,567 | 7,500 | 5,000 |
| 51156 Other Services - SD County Sheriff | - | 5,000 | 15,000 |
| 51160 Materials & Supplies | 2,754 | 2,500 | 2,500 |
| 51180 Electricity & Gas | 8,830 | 10,600 | 10,380 |
| 51211 Repair/Maintenance - Equipment | 1,317 | 2,140 | 2,140 |
| Total Operations & Maintenance | \$ 472,704 | \$ 416,280 | \$ 291,240 |
| CAPITAL OUTLAY | | | |
| 60010 Office Equipment | \$ (27) | \$ - | \$ - |
| 60011 Computer Hardware/Software | 1,484 | 2,150 | - |
| Total Capital Outlay | \$ 1,457 | \$ 2,150 | \$ - |
| GRAND TOTAL | \$ 1,613,733 | \$ 1,822,990 | \$ 1,803,960 |



PLANNING BUDGET DETAILS

PLANNING & BUILDING – PLANNING 1001.04.4106

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

OPERATIONS & MAINTENANCE

Expert/Consulting Services

| | | |
|------------|------------|------------|
| \$ 443,627 | \$ 364,140 | \$ 225,920 |
|------------|------------|------------|

This appropriation provides for consultant services for projects that are not covered by deposits or capital projects including \$220,920 to fund a consultant to complete a comprehensive update to the General Plan.

Subscriptions/Memberships

| | | |
|-------|-------|-------|
| 3,632 | 4,700 | 4,900 |
|-------|-------|-------|

This appropriation provides for professional memberships and subscriptions including six memberships in American Planning Association/American Institute of Certified Planners.

Professional Development

| | | |
|-------|-------|-------|
| 2,695 | 4,500 | 9,000 |
|-------|-------|-------|

This appropriation provides for staff's continuing professional and technical training and development, utilizing training and educational courses offered by various agencies and professional organizations. Travel and subsistence expenses incurred while conducting City business, attending training seminars and meetings of professional organizations are also covered by this account.

Mileage Reimbursement

| | | |
|-----|-----|-----|
| 168 | 300 | 400 |
|-----|-----|-----|

This appropriation provides for reimbursement of the expense of using a personal vehicle in the performance of assigned duties including meetings at SANDAG and trips to the County Clerk's Office.

Printing & Duplicating

| | | |
|-----|-------|-------|
| 102 | 6,500 | 6,500 |
|-----|-------|-------|

This appropriation provides for counter handouts, public hearing notices, grant applications and other printed materials. Photo documentation of development projects, and generating maps, plans and exhibits are charged to this account as are recording fees, photocopies and blueprints for the public.

Telephone & Fax

| | | |
|-------|-------|-------|
| 4,602 | 4,900 | 6,000 |
|-------|-------|-------|

This appropriation provides for the cost of telephone and fax machine charges.

Postage

| | | |
|-------|-------|-------|
| 2,410 | 3,500 | 3,500 |
|-------|-------|-------|

This appropriation provides for mailing Division correspondence, hearing notices, EIR's and other documents (i.e. plans, RFP's, legal documents, various reports). Certified mailings are also paid for by this account.



PLANNING BUDGET DETAILS

| PLANNING & BUILDING – PLANNING 1001.04.4106 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--|----------------------|-----------------------|-----------------------|
|--|----------------------|-----------------------|-----------------------|

OPERATIONS & MAINTENANCE (CONTINUED)

| | | | |
|--------------------|-----------------|-----------------|-----------------|
| Advertising | \$ 2,567 | \$ 7,500 | \$ 5,000 |
|--------------------|-----------------|-----------------|-----------------|

This appropriation provides for soliciting proposals for services and advertising for proposed ordinances and their revisions, environmental documents, public meetings and public notices, which are not chargeable to deposit or capital accounts.

| | | | |
|---|----------|--------------|---------------|
| Other Services - SD County Sheriff | - | 5,000 | 15,000 |
|---|----------|--------------|---------------|

This appropriation provides funding for San Diego County Sheriff services to conduct background checks on cannabis business applicants, as well as selected owners and employees of cannabis businesses.

| | | | |
|---------------------------------|--------------|--------------|--------------|
| Materials & Supplies | 2,754 | 2,500 | 2,500 |
|---------------------------------|--------------|--------------|--------------|

This appropriation provides for various materials and supplies such as paper products, copy machine supplies, business cards, and technical publications.

| | | | |
|------------------------------|--------------|---------------|---------------|
| Electricity & Gas | 8,830 | 10,600 | 10,380 |
|------------------------------|--------------|---------------|---------------|

This appropriation provides for the cost of electricity and gas allocated to the Planning Division.

| | | | |
|---------------------------------------|--------------|--------------|--------------|
| Repair/Maintenance - Equipment | 1,317 | 2,140 | 2,140 |
|---------------------------------------|--------------|--------------|--------------|

This appropriation provides for service contracts and as-needed repairs for miscellaneous office equipment, including the Planning Division's share of the copier pooled maintenance agreement and the large format plan copier.

| | | | |
|---|-------------------|-------------------|-------------------|
| TOTAL OPERATIONS & MAINTENANCE | \$ 472,704 | \$ 416,280 | \$ 291,240 |
|---|-------------------|-------------------|-------------------|

CAPITAL OUTLAY

| | | | |
|-------------------------|----------------|-------------|-------------|
| Office Equipment | \$ (27) | \$ - | \$ - |
|-------------------------|----------------|-------------|-------------|

This appropriation is to fund the Planning Division's purchase of two new legal-sized under desk filing cabinets for the Assistant and Associate Planners.

| | | | |
|-----------------------------------|--------------|--------------|----------|
| Computer Hardware/Software | 1,484 | 2,150 | - |
|-----------------------------------|--------------|--------------|----------|

Desktop computer, monitor and software for new Associate Planner position.

| | | | |
|-----------------------------|-----------------|-----------------|-------------|
| TOTAL CAPITAL OUTLAY | \$ 1,457 | \$ 2,150 | \$ - |
|-----------------------------|-----------------|-----------------|-------------|

PROGRAM DESCRIPTION

The Building Division supports the public in interpretation of the California Building Standards Code, the City's Municipal Code, best practices in construction, energy conservation requirements, and accessibility regulations. The Division performs technical plan reviews, field inspection services and issues certificates of occupancy and building permits along with coordinating permit approvals with City departments. The Building Division works collaboratively with outside agencies like the County of San Diego's Department of Environmental Health and Quality, Padre Dam Municipal Water District, the local School Districts, and the Air Pollution Control District. It also partners with the Code Compliance Division and Fire Department to evaluate substandard structures.

After years of utilizing outside consultants to provide Building Division functions, the City has committed to determining the most cost-efficient way to provide quality customer service, which has included the hiring of full-time staff. The Building Division is currently staffed by a Building Official, Senior Inspector, and two (2) Permit Technicians. The Building Division is also supported by an outside consultant who provides supplemental plan review, and inspections. The Division produces weekly, monthly, and annual reports that are submitted to the United States Census Bureau, the State Department of Finance, the State Architect, the Building Standard Commission, and the County of San Diego Assessor's Office.

FY 2024-25 ACCOMPLISHMENTS

- Issued over 1,538 permits, including valuations of \$48.7 million for new residential structures, \$16.2 million for commercial/industrial structures additions/alterations, and \$17.4 million for residential building additions and alterations
- Conducted over 5,419 inspections, including inspections for new buildings, tenant improvements, and residential additions/alterations
- Reviewed 74% of total applications in-house, staff completed reviews for photovoltaic plans, residential additions, solar and small commercial projects
- Provided an increased level of support for code compliance cases and planning reviews
- Collected approximately \$1.1 million in building permit fees

FY 2025-26 GOALS AND OBJECTIVES

- Continue improving the online permitting portal experience based on customer feedback to ensure easier submissions and clearer guidance
- Continue identifying and participating in specialized professional development opportunities focused on new and updated state building standards codes
- Continue to increase the number of plan checks completed in-house
- Implement Division policies to be consistent with best practices, regional standards, and other relevant regulations
- Complete the digital library of scanned permit documents

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BUILDING BUDGET SUMMARY

PLANNING & BUILDING – BUILDING 1001.04.4108

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|-------------------|---------------------|---------------------|
| Personnel | \$ 517,008 | \$ 642,200 | \$ 634,340 |
| Operations & Maintenance | 277,756 | 533,650 | 538,510 |
| Capital Outlay | (27) | - | - |
| TOTAL EXPENDITURES | \$ 794,737 | \$ 1,175,850 | \$ 1,172,850 |

SUMMARY OF FUNDED POSITIONS

| | | | |
|------------------------------------|-------------|-------------|-------------|
| Building Official | 1.00 | 1.00 | 1.00 |
| Senior Building Inspector | 1.00 | 1.00 | 1.00 |
| Building Development Technician II | 1.00 | 1.00 | 1.00 |
| Building Development Technician I | 1.00 | 1.00 | 1.00 |
| TOTAL POSITIONS | 4.00 | 4.00 | 4.00 |



BUILDING BUDGET SUMMARY

| PLANNING & BUILDING – BUILDING 1001.04.4108 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--|--------------------------|----------------------------|----------------------------|
| PERSONNEL | | | |
| 50010 Salaries & Wages - Regular | \$ 328,712 | \$ 416,560 | \$ 412,160 |
| 50020 Salaries & Wages - Part Time | 21,063 | 1,000 | - |
| 50025 Overtime | 404 | 27,290 | 1,030 |
| 50050 Retirement - PERS | 34,938 | 40,340 | 40,710 |
| 50052 Retirement - Unfunded Liability | 57,364 | 64,100 | 82,830 |
| 50060 Medicare | 5,078 | 5,920 | 5,990 |
| 50070 Health Insurance | 64,920 | 81,360 | 85,670 |
| 50071 Dental Insurance | 3,329 | 4,200 | 4,400 |
| 50075 Life Insurance | 320 | 400 | 400 |
| 50076 Long Term Disability Insurance | 880 | 1,030 | 1,150 |
| Total Personnel | <u>\$ 517,008</u> | <u>\$ 642,200</u> | <u>\$ 634,340</u> |
| OPERATIONS & MAINTENANCE | | | |
| 51040 Expert/Consulting Services | \$ 237,085 | \$ 499,300 | \$ 500,000 |
| 51104 Subscriptions/Memberships | 1,161 | 2,000 | 2,000 |
| 51110 Professional Development | 1,476 | 3,000 | 4,790 |
| 51112 Mileage Reimbursement | - | 700 | 400 |
| 51120 Printing & Duplicating | 25,548 | 8,600 | 10,000 |
| 51121 Telephone & Fax | 3,253 | 3,200 | 4,000 |
| 51122 Postage | 15 | 100 | 100 |
| 51123 Advertising | 123 | 1,000 | 550 |
| 51160 Materials & Supplies | 2,270 | 6,000 | 6,600 |
| 51165 Wearing Apparel | 251 | 500 | 500 |
| 51180 Electricity & Gas | 5,119 | 6,100 | 6,020 |
| 51211 Repair/Maintenance - Equipment | 1,455 | 3,150 | 3,550 |
| Total Operations & Maintenance | <u>\$ 277,756</u> | <u>\$ 533,650</u> | <u>\$ 538,510</u> |
| CAPITAL OUTLAY | | | |
| 60010 Office Equipment | \$ (27) | \$ - | \$ - |
| Total Capital Outlay | <u>\$ (27)</u> | <u>\$ -</u> | <u>\$ -</u> |
| GRAND TOTAL | <u><u>\$ 794,737</u></u> | <u><u>\$ 1,175,850</u></u> | <u><u>\$ 1,172,850</u></u> |



BUILDING BUDGET DETAILS

PLANNING & BUILDING – BUILDING 1001.04.4108

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

OPERATIONS & MAINTENANCE

Expert/Consulting Services

\$ 237,085 \$ 499,300 \$ 500,000

This appropriation provides for contract building plan check and inspection services.

Subscriptions/Memberships

1,161 2,000 2,000

This appropriation provides for professional memberships and subscriptions for new Building Division staff.

Professional Development

1,476 3,000 4,790

This appropriation provides for professional and technical training and development, utilizing training and educational courses offered by various agencies and professional organizations. Travel and subsistence expenses incurred while conducting City business, attending training seminars and meetings of professional organizations are also covered by this account.

Mileage Reimbursement

- 700 400

This appropriation provides for reimbursement of the expense of using a personal vehicle in the performance of assigned duties.

Printing & Duplicating

25,548 8,600 10,000

This appropriation provides for printing of forms and records, including permit forms, and informational handouts.

Telephone & Fax

3,253 3,200 4,000

This appropriation provides for telephone and fax services.

Postage

15 100 100

This appropriation provides for the mailing of correspondence.

Advertising

123 1,000 550

This appropriation provides for soliciting proposals for services, advertising for proposed ordinances and their revisions, and public meetings and notices, which are not chargeable to deposits or capital accounts.

Materials & Supplies

2,270 6,000 6,600

This appropriation provides for various materials and supplies such as paper products, copy machine supplies, business cards, and technical publications.



BUILDING BUDGET DETAILS

PLANNING & BUILDING – BUILDING 1001.04.4108

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

OPERATIONS & MAINTENANCE (CONTINUED)

Wearing Apparel

| | | | | | |
|----|-----|----|-----|----|-----|
| \$ | 251 | \$ | 500 | \$ | 500 |
|----|-----|----|-----|----|-----|

This appropriation provides for safety-related clothing for Building Division staff including boots, hard hats, gloves, and high-visibility vests and jackets.

Electricity & Gas

| | | |
|-------|-------|-------|
| 5,119 | 6,100 | 6,020 |
|-------|-------|-------|

This appropriation provides for the Building Division's share of electricity and gas costs.

Repair/Maintenance - Equipment

| | | |
|-------|-------|-------|
| 1,455 | 3,150 | 3,550 |
|-------|-------|-------|

This appropriation provides for service contracts and as-needed repairs for miscellaneous office equipment. This appropriation will cover the department's share of the copier pooled maintenance agreement.

TOTAL OPERATIONS & MAINTENANCE

| | | | | | |
|----|---------|----|---------|----|---------|
| \$ | 277,756 | \$ | 533,650 | \$ | 538,510 |
|----|---------|----|---------|----|---------|

CAPITAL OUTLAY

Office Equipment

| | | | | | |
|----|------|----|---|----|---|
| \$ | (27) | \$ | - | \$ | - |
|----|------|----|---|----|---|

This appropriation was used to fund the Division's share of office equipment needed for new staff.

TOTAL CAPITAL OUTLAY

| | | | | | |
|----|------|----|---|----|---|
| \$ | (27) | \$ | - | \$ | - |
|----|------|----|---|----|---|

PLANNING & BUILDING CODE COMPLIANCE

PROGRAM DESCRIPTION

The Code Compliance Division works with the community to maintain a safe, healthy, and attractive environment while preserving and improving the overall quality of life within Santee's neighborhoods. As such, the Division interfaces with the public to resolve complaints related to property maintenance, land use, construction, animals, signage, inoperable vehicles, junk, and parking enforcement. The Abandoned Property and Weed Abatement Programs are administered by this Division. The Code Compliance Division works closely with County of San Diego Departments/Divisions including the Sheriff's Department, Environmental Health and Quality, Food & Housing Division, Vector Control, Parks, and Real Estate Assets. This Division also coordinates with a number of other agencies including the California Department of Transportation, the Humane Society, Padre Dam Municipal Water District, San Diego Gas and Electric, and the State Housing and Community Development Department.

FY 2024-25 ACCOMPLISHMENTS

- Continued resolving long-standing nuisance code compliance cases in coordination with the City Attorney's Office. Several cases were successfully concluded, resulting in the sale and rehabilitation of nuisance properties by new owners
- Responded to approximately 480 code service requests, in addition to handling hundreds of citizen inquiries and making referrals to other agencies when appropriate
- Processed approximately 1,280 parking enforcement requests and issued over 340 parking citations
- Worked closely with Planning and Building, Engineering and the Stormwater Division to resolve more complex code compliance cases
- Managed the Weed Abatement Program to help reduce fire risk by minimizing overgrown vegetation on properties
- Continued to liaise with the County of San Diego Sheriff's Department, including preparing revisions and updates to courtesy notices and parking citation books, establishing a new parking enforcement policy, and posting educational notices regarding the new "daylighting" parking restriction
- Worked with City staff and other agencies to establish an ordinance to address privately sponsored community events such as the annual Starlight Circle Light Display
- Made several referrals to the Projects for Assistance in Transition from Homelessness (PATH) program, which successfully secured housing for homeless individuals, and continued collaborating with organizations such as PATH within the Homeless Working Group

FY 2025-26 GOALS AND OBJECTIVES

- In coordination with the City Attorney's Office, continue monitoring the progress of nuisance cases to ensure compliance with the City's Municipal Code. If property owners fail to comply, staff will coordinate with the courts to appoint a receiver to take control of the property.

FY 2025-26 GOALS AND OBJECTIVES (CONTINUED)

- Continue identifying fire hydrants with obstructed access and removing obstructions to provide unimpeded access for emergency personnel
- Notify property owners with unpermitted walls, fences, retaining structures, or slopes located in the right-of-way that removal may be required in the future if access is needed
- Continue to identify issues facing neighborhoods and communities, and deploy necessary resources to best address and resolve such matters



CODE COMPLIANCE BUDGET SUMMARY

| PLANNING & BUILDING – CODE COMPLIANCE 1001.04.2401 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
| SUMMARY OF EXPENDITURES | | | |
| Personnel | \$ 164,128 | \$ 190,270 | \$ 191,870 |
| Operations & Maintenance | 57,030 | 14,840 | 15,010 |
| Capital Outlay | (27) | - | - |
| TOTAL EXPENDITURES | \$ 221,131 | \$ 205,110 | \$ 206,880 |
| SUMMARY OF FUNDED POSITIONS | | | |
| Code Compliance Officer | 1.00 | 1.00 | 1.00 |
| Code Compliance Assistant | 0.50 | 0.50 | 0.50 |
| TOTAL POSITIONS | 1.50 | 1.50 | 1.50 |



CODE COMPLIANCE BUDGET SUMMARY

PLANNING & BUILDING – CODE COMPLIANCE 1001.04.2401

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

PERSONNEL

| | | | |
|---------------------------------------|------------|------------|------------|
| 50010 Salaries & Wages - Regular | \$ 107,170 | \$ 118,800 | \$ 123,730 |
| 50020 Salaries & Wages - Part Time | 18,015 | 24,050 | 27,080 |
| 50025 Overtime | - | 500 | 520 |
| 50050 Retirement - PERS | 8,357 | 9,350 | 12,010 |
| 50052 Retirement - Unfunded Liability | 21,628 | 22,340 | 24,870 |
| 50055 Retirement - Part Time | - | 900 | - |
| 50060 Medicare | 1,815 | 2,080 | 2,190 |
| 50070 Health Insurance | 5,939 | 10,980 | - |
| 50071 Dental Insurance | 773 | 830 | 940 |
| 50075 Life Insurance | 107 | 110 | 150 |
| 50076 Long Term Disability Insurance | 324 | 330 | 380 |

Total Personnel

| | | |
|------------|------------|------------|
| \$ 164,128 | \$ 190,270 | \$ 191,870 |
|------------|------------|------------|

OPERATIONS & MAINTENANCE

| | | | |
|--------------------------------------|-----------|----------|----------|
| 51040 Expert/Consulting Services | \$ 48,597 | \$ 1,100 | \$ 1,100 |
| 51104 Subscriptions/Memberships | - | 500 | 200 |
| 51110 Professional Development | - | 200 | 350 |
| 51112 Mileage Reimbursement | 42 | 100 | 100 |
| 51120 Printing & Duplicating | 389 | 2,400 | 1,600 |
| 51121 Telephone & Fax | 2,135 | 2,000 | 2,600 |
| 51122 Postage | 755 | 1,490 | 1,550 |
| 51123 Advertising | 154 | 500 | 500 |
| 51160 Materials & Supplies | 999 | 1,100 | 1,150 |
| 51165 Wearing Apparel | - | 200 | 200 |
| 51180 Electricity & Gas | 3,839 | 4,600 | 4,520 |
| 51211 Repair/Maintenance - Equipment | 120 | 650 | 1,140 |

Total Operations & Maintenance

| | | |
|-----------|-----------|-----------|
| \$ 57,030 | \$ 14,840 | \$ 15,010 |
|-----------|-----------|-----------|

CAPITAL OUTLAY

| | | | |
|------------------------|---------|------|------|
| 60010 Office Equipment | \$ (27) | \$ - | \$ - |
|------------------------|---------|------|------|

Total Capital Outlay

| | | |
|---------|------|------|
| \$ (27) | \$ - | \$ - |
|---------|------|------|

GRAND TOTAL

| | | |
|------------|------------|------------|
| \$ 221,131 | \$ 205,110 | \$ 206,880 |
|------------|------------|------------|



CODE COMPLIANCE BUDGET DETAILS

PLANNING & BUILDING – CODE COMPLIANCE 1001.04.2401

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

OPERATIONS & MAINTENANCE

Expert/Consulting Services

\$ 48,597 \$ 1,100 \$ 1,100

This appropriation provides funding for as-needed services related to the preparation of title reports and other miscellaneous services.

Subscriptions/Memberships

- 500 200

This appropriation provides for annual membership in the California Association of Code Enforcement Officers (CACEO).

Professional Development

- 200 350

This appropriation provides for registration for professional conferences and training seminars, including the CA Association of Code Enforcement Officers annual conference.

Mileage Reimbursement

42 100 100

This appropriation provides for reimbursement of the expense of using a personal vehicle in the performance of assigned duties.

Printing & Duplicating

389 2,400 1,600

This appropriation provides for production of Division correspondence and forms.

Telephone & Fax

2,135 2,000 2,600

This appropriation provides for the cost of telephones and fax machine.

Postage

755 1,490 1,550

This appropriation provides for mailing Division correspondence, including certified mail.

Advertising

154 500 500

This appropriation provides for notice of nuisance abatement hearings and tax liens.

Materials & Supplies

999 1,100 1,150

This account provides for the purchase of office supplies, reference books, safety equipment, and other supplies.

Wearing Apparel

- 200 200

This appropriation provides for safety-related clothing including rain boots, and high-visibility vests and jackets.



CODE COMPLIANCE BUDGET DETAILS

PLANNING & BUILDING – CODE COMPLIANCE 1001.04.2401

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

OPERATIONS & MAINTENANCE (CONTINUED)

Electricity & Gas

| | | | | | |
|----|-------|----|-------|----|-------|
| \$ | 3,839 | \$ | 4,600 | \$ | 4,520 |
|----|-------|----|-------|----|-------|

This appropriation provides for the cost of electricity and gas allocated to the Code Enforcement Division.

Repair/Maintenance - Equipment

| | | | | | |
|--|-----|--|-----|--|-------|
| | 120 | | 650 | | 1,140 |
|--|-----|--|-----|--|-------|

This appropriation provides for service contracts and as-needed repairs for miscellaneous office equipment, including the Code Compliance Division's share of the copier pooled maintenance agreement.

TOTAL OPERATIONS & MAINTENANCE

| | | | | | |
|----|--------|----|--------|----|--------|
| \$ | 57,030 | \$ | 14,840 | \$ | 15,010 |
|----|--------|----|--------|----|--------|

CAPITAL OUTLAY

Office Equipment

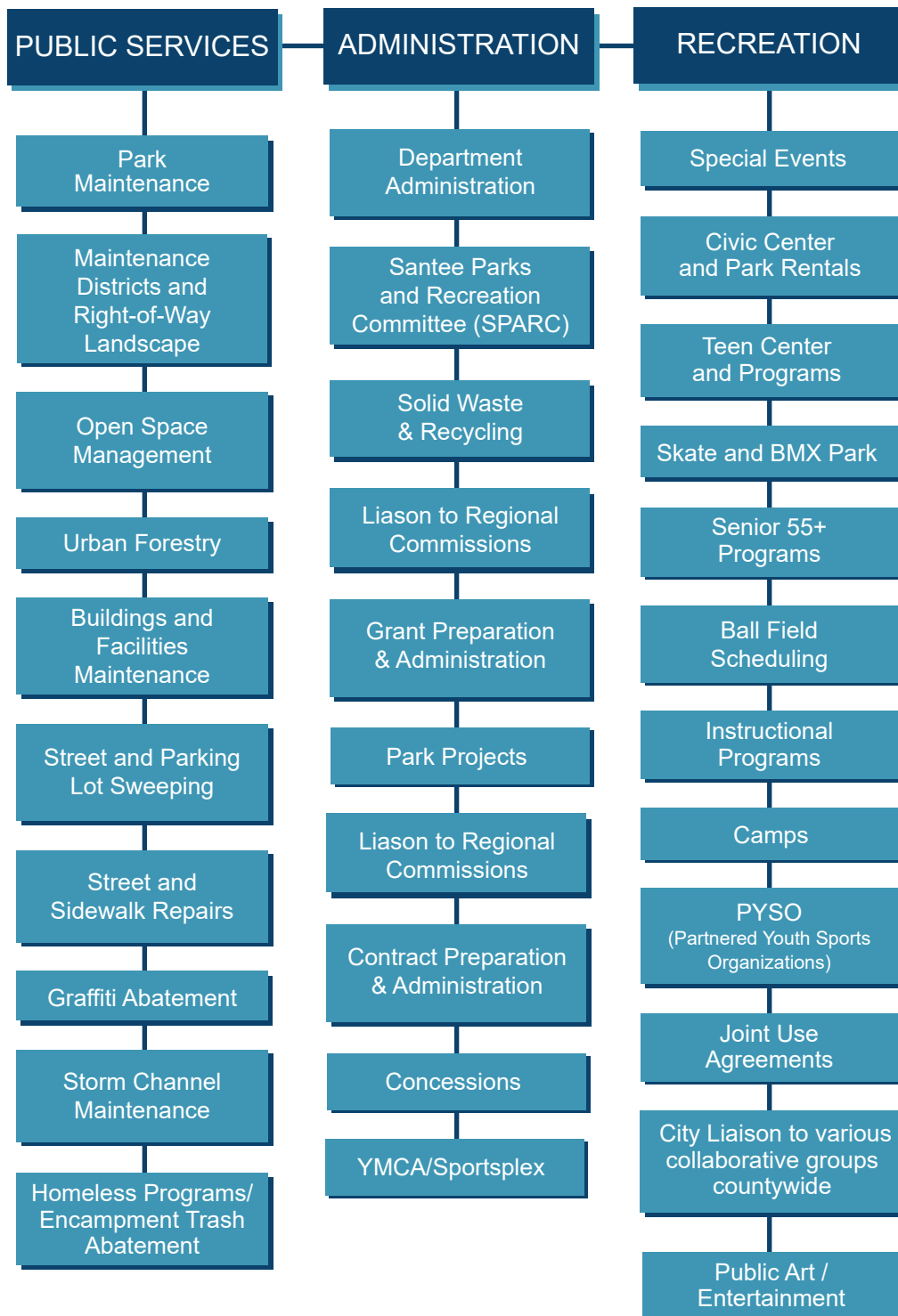
| | | | | | |
|----|------|----|---|----|---|
| \$ | (27) | \$ | - | \$ | - |
|----|------|----|---|----|---|

This appropriation provides for the Code Compliance Division's purchase of office furniture.

TOTAL CAPITAL OUTLAY

| | | | | | |
|----|------|----|---|----|---|
| \$ | (27) | \$ | - | \$ | - |
|----|------|----|---|----|---|

COMMUNITY SERVICES



City Hall | 10601 Magnolia Avenue | Building 6
Public Services | 9534 Via Zapador

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COMMUNITY SERVICES BUDGET SUMMARY

| COMMUNITY SERVICES | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--------------------|----------------------|-----------------------|-----------------------|
|--------------------|----------------------|-----------------------|-----------------------|

SUMMARY OF EXPENDITURES

| | | | |
|-------------------------------|------------|------------|------------|
| Administration | \$ 427,657 | \$ 482,640 | \$ 568,530 |
| Public Services | 4,201,599 | 5,012,700 | 4,132,750 |
| Public Services - Storm Water | 135,310 | 183,040 | 208,260 |
| Park Maintenance | - | 203,500 | 764,660 |
| Solid Waste & Recycling | 26,525 | 31,460 | 34,000 |
| Facility Operations | 136,131 | 163,120 | 166,520 |
| Recreation Services | 635,986 | 702,910 | 725,560 |
| Special Events | 330,589 | 437,100 | 415,060 |

TOTAL EXPENDITURES

| | | |
|--------------|--------------|--------------|
| \$ 5,893,797 | \$ 7,216,470 | \$ 7,015,340 |
|--------------|--------------|--------------|

SUMMARY OF FUNDED POSITIONS

| | | | |
|-------------------------|-------|-------|-------|
| Administration | 2.25 | 2.25 | 2.25 |
| Public Services | 15.10 | 15.10 | 15.10 |
| Park Maintenance | - | - | 5.00 |
| Solid Waste & Recycling | 0.15 | 0.15 | 0.15 |
| Facility Operations | 0.95 | 0.95 | 0.95 |
| Recreation Services | 4.00 | 4.00 | 4.00 |
| Special Events | 0.75 | 0.75 | 0.75 |

TOTAL POSITIONS

| | | |
|-------|-------|-------|
| 23.20 | 23.20 | 28.20 |
|-------|-------|-------|

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COMMUNITY SERVICES ADMINISTRATION

MISSION STATEMENT

We create community by providing exceptional programs, caring for and enriching public spaces, and facilitating rewarding life experiences.

PROGRAM DESCRIPTION

The Community Services Department provides a wide array of services to the community via the following divisions: Public Services, Parks & Recreation, Solid Waste and Recycling, Special Events and Facility Operations. The Department initiates and collaborates on park Capital Improvement Projects. The Community Services Administration serves as the City's liaison with the community, serving as staff liaison to the Mission Trails Regional Task Force, Santee Park and Recreation Committee and the Goodan Ranch Policy Committee.

FY 2024-25 ACCOMPLISHMENTS

- Contributed to a significant reduction in homelessness along the San Diego Riverbed, with the January 2025 census reporting 45 individuals – down from 78 in 2024 and 112 during the 2024 Point-in-Time Count. This represents a 58.9% decrease over the past year
- Strengthened partnerships with community members, local organizations, and several governmental agencies to address homelessness and develop sustainable solutions and expand support services. In partnership with the County of San Diego, the City hosted four (4) homelessness-focused resource fairs throughout the community, connecting individuals with essential services and support opportunities
- Made significant progress through the Abatement Program, with over 121 encampments posted and cleared in the San Diego Riverbed since April 2024. A new encampment clean-up contract was awarded in January 2025, and the City's Human Services and Open Space Coordinator was recognized at the annual District 12 California Park & Recreation Society (CPRS) Awards Ceremony for his commitment to abatement practices and promoting better water quality in the San Diego River
- Received City Council approval in January 2025 to transition contracted landscaping and custodial services in parks, and landscaping in City facilities, to services supported by City employees beginning FY 25/26. This shift is expected to reduce costs and improve service quality of park maintenance through greater oversight and consistency
- Established a new arts-oriented community group focused on enhancing the visibility and awareness of the arts, and fostering creative collaboration throughout the community
- Developed a 10-year City Maintenance Plan for parks and facilities, designed to ensure preventive maintenance measures are taken, improve public safety, enhance aesthetic appeal, prolong the lifespan of capital assets, and improve community satisfaction — all while being cost-efficient

FY 2024-25 ACCOMPLISHMENTS (CONTINUED)

- Completed Big Rock Pickleball collaborative court improvements including upgraded entrance gate access, new entry stairs, sidewalks, decomposed granite walkways adjacent to the court, and an enhanced viewing/waiting area
- Received a \$200,000 grant in funding from District 2 County Supervisor Joel Anderson for the renovation of Shadow Hill Park Playground
- Launched structured coordination meetings with Grossmont Union High School District following the renewal of the Grossmont Joint Use Agreement, focused on joint-use facilities for the City's Partnered Youth Sports Organizations (PYSO) programs
- Submitted a request for the first partial disbursement to the California Department of Parks and Recreation for Community Center-related expenses in the amount of \$635,251.00; the first portion of the overall State of California appropriation of \$4,500,000
- Re-negotiated the renewal of Concessionaire Services contracts for Dog Haus for Mast Park benefit and River Walk Grill for Town Center Community Park East benefit
- Re-negotiated the renewal of the West Coast Arborist contract for Tree Care Services
- Established new Landscape Maintenance Contracts for: Area 2 — Medians and Rights-of-Way (ROW) and Area 3 — Landscape Maintenance Districts (LMD) and Community Facilities Districts (CFD)
- Collaborated with the Finance Department to review, revise, bid and award various maintenance contracts
- Completed the synthetic turf replacement project at Town Center Community Park East, which was made possible by several community donations, District 2 County Supervisor Joel Anderson's grant, inner-fund transfers, and a mid-year appropriation
- Proposed new service rates for the Waste Management (WM) franchise agreement for solid waste services with assistance from the City Manager's Office
- Hosted 32 river clean-up events in partnership with the River Park Foundation
- Maintained participation in the Age Friendly Regional Roundtable collaborative to cultivate resources to the City's aging demographic
- Partnered with Santee Kiwanis to deliver several community events and offerings
- Collaborated with neighboring municipalities to reduce waste and debris entering Forrester creek and other waterways in the City of Santee through increased drain inspections, enhanced street, sidewalk, channel and drain box cleanings, installation of new trash capture devices, and collectively preparing for storm events by planning the deployment of a new sea curtain to protect Forrester Creek

FY 2025-26 GOALS AND OBJECTIVES

- Develop and implement community programming and a strategic marketing plan for the Santee Community Center to maximize its impact now that the funding metrics have been met

FY 2025-26 GOALS AND OBJECTIVES (CONTINUED)

- Implement the newly created 10-year Parks and Facilities Maintenance Plan to guide improvements, enhance sustainability, and ensure cost-efficiency to maintain the quality of our community's recreational areas
- Collaborate with the Finance Department to review, revise, renew, bid and award various maintenance contracts in preparation for FY 26/27
- Continue working with Planning, Building & Engineering (PB&E) to finalize a consensus-based design for the next phase of the San Diego River Trail at Carlton Oaks Golf Course
- Oversee developer conditioned construction of new segments of the San Diego River Trail in Town Center
- Continue the citywide transition to Cal Sense 3000 irrigation controllers to improve water conservation, reduce wastewater and ensure healthier landscapes across the community and for all parks and facilities
- Seek grant funding for the trailhead project near Big Rock Park and continue collaborating with Mission Trails Regional Task force and the County of San Diego
- Expand and introduce new family-oriented programs and services for families as directed by the City Council, incorporating input from public surveys, community outreach, and Santee Park and Recreation Committee (SPARC) recommendations
- Renew the City's Joint Use Agreement with the Santee School District
- Participate in the San Diego River Conservancy grant process to identify park projects and methods to keep the City of Santee's portion of the San Diego River clean and accessible, and apply for the 2024 Climate Bond Proposition 4 — The Safe Drinking Water, Wildfire Prevention, Drought Preparedness, and Clean Air Bond Act of 2024 grant which could offer \$11 million biennially over the next 10 years
- Continue regional collaboration with neighboring municipalities to limit the amount of waste and debris that runs off into Forrester creek and other river systems in the City of Santee
- Promote safety in and around public spaces and trails, creating opportunities for social engagement, instilling the value of the Arts and the benefits of technology in the programs and services offered by the Community Services Department
- Collaborate with the Fire Department and Sheriff's Department to monitor and enforce the San Diego River Corridor Ordinance, and work towards a plan for implementing the Video/Cameras Location for City Trails and Parks project to promote safety measures
- Continue to collaborate with the Santee Fire Department in developing the new temporary fire infrastructure at the Public Services Yard
- Expand grant administration efforts for aging parks and facilities, specifically park playground/restroom redevelopment while also focusing on ADA upgrades
- Continue working with the Santee Community Foundation to promote and strengthen branding efforts and establishing a marketing strategy to boost community engagement

FY 2025-26 GOALS AND OBJECTIVES (CONTINUED)

- Collaborate further with IMPACT Melanoma to install more sunscreen dispensers in high-use City Parks, promoting public health and safety
- Continue the annual defensible space program in the San Diego River to reduce wildfire risk
- Build upon the success of the FY 24/25 homelessness initiatives and refine outreach and service coordination for continued impact in future fiscal years



ADMINISTRATION BUDGET SUMMARY

COMMUNITY SERVICES – ADMINISTRATION 1001.02.5101

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|-------------------|-------------------|-------------------|
| Personnel | \$ 416,427 | \$ 448,560 | \$ 482,490 |
| Operations & Maintenance | 11,230 | 34,080 | 86,040 |
| TOTAL EXPENDITURES | \$ 427,657 | \$ 482,640 | \$ 568,530 |

SUMMARY OF FUNDED POSITIONS

| | | | |
|--------------------------------|-------------|-------------|-------------|
| Director of Community Services | 1.00 | 1.00 | 1.00 |
| Senior Management Analyst | 0.25 | 0.25 | 0.25 |
| Administrative Secretary | 1.00 | 1.00 | 1.00 |
| TOTAL POSITIONS | 2.25 | 2.25 | 2.25 |



ADMINISTRATION BUDGET SUMMARY

| COMMUNITY SERVICES – ADMINISTRATION 1001.02.5101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|--------------------------|--------------------------|--------------------------|
| PERSONNEL | | | |
| 50010 Salaries & Wages - Regular | \$ 278,502 | \$ 291,930 | \$ 318,220 |
| 50025 Overtime | 52 | 500 | 520 |
| 50035 Vacation Cash Out | 1,020 | 4,140 | 4,980 |
| 50040 Auto Allowance | 4,200 | 4,200 | 4,200 |
| 50050 Retirement - PERS | 23,292 | 24,950 | 27,410 |
| 50052 Retirement - Unfunded Liability | 55,439 | 57,810 | 63,950 |
| 50060 Medicare | 4,117 | 4,360 | 4,760 |
| 50070 Health Insurance | 46,725 | 50,920 | 55,180 |
| 50071 Dental Insurance | 2,225 | 2,430 | 2,350 |
| 50075 Life Insurance | 221 | 230 | 230 |
| 50076 Long Term Disability Insurance | 634 | 650 | 690 |
| 50080 Workers' Compensation Insurance | - | 6,440 | - |
| Total Personnel | <u>\$ 416,427</u> | <u>\$ 448,560</u> | <u>\$ 482,490</u> |
| OPERATIONS & MAINTENANCE | | | |
| 51040 Expert/Consulting Services | \$ - | \$ 17,000 | \$ 65,000 |
| 51101 Other Governmental Purposes | 127 | 500 | 500 |
| 51104 Subscriptions/Memberships | 1,180 | 1,500 | 1,600 |
| 51110 Professional Development | 3,115 | 6,000 | 9,700 |
| 51120 Printing & Duplicating | - | 250 | 250 |
| 51121 Telephone & Fax | 1,549 | 1,800 | 2,000 |
| 51122 Postage | 11 | 80 | 50 |
| 51130 Santee Park and Recreation Committee | 737 | 1,500 | 1,500 |
| 51160 Materials & Supplies | 1,632 | 2,050 | 2,050 |
| 51180 Electricity & Gas | 2,879 | 3,400 | 3,390 |
| Total Operations & Maintenance | <u>\$ 11,230</u> | <u>\$ 34,080</u> | <u>\$ 86,040</u> |
| GRAND TOTAL | <u><u>\$ 427,657</u></u> | <u><u>\$ 482,640</u></u> | <u><u>\$ 568,530</u></u> |



ADMINISTRATION BUDGET DETAILS

COMMUNITY SERVICES – ADMINISTRATION 1001.02.5101

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

OPERATIONS & MAINTENANCE

Expert/Consulting Services

\$ - \$ 17,000 \$ 65,000

This appropriation will fund the cost of contracted services for items such as: biological studies for required permits for work within the San Diego River area for defensible space clearing, conducting study(ies)/design for future park enhancements.

Other Governmental Purposes

127 500 500

This appropriation will provide for misc. costs for special projects and activities.

Subscriptions/Memberships

1,180 1,500 1,600

This appropriation provides for memberships such as: California Parks and Recreation Society, National Recreation and Park Association, Municipal Management Association of Southern California, California Organics Recycling Council, Solid Waste Association of North America, and ICMA.

Professional Development

3,115 6,000 9,700

This appropriation provides for attendance and travel to professional association meetings, conferences, seminars, workshops and trainings that enable staff to effectively incorporate new strategies and remain current in the areas of department responsibility, and provide professional growth opportunities.

Printing & Duplicating

- 250 250

This appropriation will provide for routine printing costs and supplies.

Telephone & Fax

1,549 1,800 2,000

This appropriation will fund the cost of telephone and related expenses for this department/division.

Postage

11 80 50

This appropriation will fund the cost of mailing of correspondence, certified letters, or packages.

Santee Park and Recreation Committee

737 1,500 1,500

This appropriation will provide for Santee Park & Recreation Committee's preparation costs including printing and copying expenses, postage, office & meeting supplies, training, and meetings with members.



ADMINISTRATION BUDGET DETAILS

| COMMUNITY SERVICES – ADMINISTRATION 1001.02.5101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--|-------------------------|-------------------------|-------------------------|
| OPERATIONS & MAINTENANCE (CONTINUED) | | | |
| Materials & Supplies | \$ 1,632 | \$ 2,050 | \$ 2,050 |
| This appropriation will cover office supplies including paper, graphic supplies, and other essentials. In addition, it provides funds for the purchase of resource materials that address relevant municipal issues. | | | |
| Electricity & Gas | 2,879 | 3,400 | 3,390 |
| This appropriation funds the Division's share of electricity and gas charges. | | | |
| TOTAL OPERATIONS & MAINTENANCE | <u>\$ 11,230</u> | <u>\$ 34,080</u> | <u>\$ 86,040</u> |

COMMUNITY SERVICES

PUBLIC SERVICES (MAINTENANCE)

PROGRAM DESCRIPTION

The Public Services Division is responsible for maintaining and repairing City-owned buildings and property, parks, rights-of-way, the municipal storm drain system, the urban forest, City trails, and landscape maintenance districts.

FY 2024-25 ACCOMPLISHMENTS

- Continued efforts to improve service delivery methods through sidewalk inspections to eliminate tripping hazards, annual drain inlet inspections and cleanings, and implementation of new safety training programs
- Installed new engineered wood fiber mulch to all our playgrounds
- Proactively addressed vandalism and the abatement of graffiti throughout City facilities and parks
- Conducted an asset inventory of all backflows, water meters and water shut offs and entered the data into our GIS system
- Received the Tree City USA designation for the 23rd consecutive year
- Continued brush clearing and fuel reduction efforts to maintain defensible space throughout the San Diego River corridor
- Oversaw the installation of the new synthetic turf fields at Town Center Community Park East

FY 2025-26 GOALS AND OBJECTIVES

- Continue evaluating and improving service delivery methods to establish the City as a model for municipal maintenance operations
- Perform ongoing street maintenance, including pothole patching, skin patching, and small asphalt repairs
- Plant additional street trees and implement landscape improvements in parks and medians
- Maintain the City's Tree City USA designation and host an annual Arbor Day event
- Schedule two (2) deep cleaning, groomings, and disinfections to the synthetic fields at Town Center Community Park East, along with one (1) annual GMAX test in addition to regular grooming and maintenance
- Provide ongoing support for the Recreation Division special events throughout the year
- Obtain Monarch Weigh Station certification from MonarchWatch.org for the wagon-wheel garden at Woodglen Vista Park
- Continue partnership with the San Diego River Park Foundation and encourage volunteer participation in river corridor cleanups
- Ensure high-quality service delivery under new contracts for Areas 2 and 3 – including Community Facilities Districts (CFD), Landscape Maintenance Districts (LMD), rights-of-way (ROW), and medians, through close collaboration with contractors and active quality oversight

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PUBLIC SERVICES (MAINTENANCE) BUDGET SUMMARY

COMMUNITY SERVICES – PUBLIC SERVICES (MAINTENANCE) 1001.02.3101

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

SUMMARY OF EXPENDITURES

| | | | |
|--------------------------|--------------|--------------|--------------|
| Personnel | \$ 1,744,027 | \$ 1,983,190 | \$ 2,123,100 |
| Operations & Maintenance | 2,456,586 | 3,029,510 | 2,009,650 |
| Capital Outlay | 986 | - | - |

TOTAL EXPENDITURES

| | | |
|--------------|--------------|--------------|
| \$ 4,201,599 | \$ 5,012,700 | \$ 4,132,750 |
|--------------|--------------|--------------|

SUMMARY OF FUNDED POSITIONS

| | | | |
|---|------|------|------|
| Public Services Manager | 1.00 | 1.00 | 1.00 |
| Senior Management Analyst | 0.60 | 0.60 | 0.60 |
| Park & Landscape Supervisor | 1.00 | 1.00 | 1.00 |
| Public Works Supervisor | 1.00 | 1.00 | 1.00 |
| Facilities Maintenance Supervisor | 1.00 | 1.00 | 1.00 |
| Equipment Operator | 4.00 | 4.00 | 4.00 |
| Irrigation Specialist | 1.00 | 1.00 | 1.00 |
| Landscape/Irrigation Maintenance Worker | 2.00 | 2.00 | 2.00 |
| Maintenance Worker | 1.00 | 1.00 | 1.00 |
| Facilities Maintenance Technician | 1.00 | 1.00 | - |
| Facilities Maintenance Worker | - | - | 1.00 |
| Human Services & Open Space Coordinator | 0.50 | 0.50 | 0.50 |
| Administrative Secretary | 1.00 | 1.00 | 1.00 |

TOTAL POSITIONS

| | | |
|-------|-------|-------|
| 15.10 | 15.10 | 15.10 |
|-------|-------|-------|



PUBLIC SERVICES (MAINTENANCE) BUDGET SUMMARY

| COMMUNITY SERVICES – PUBLIC SERVICES (MAINTENANCE) 1001.02.3101 | | | | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|-----------|------------------|-----------|----------------------|-----------------------|-----------------------|
| PERSONNEL | | | | | | |
| 50010 Salaries & Wages - Regular | \$ | 1,025,584 | \$ | 1,191,700 | \$ | 1,249,010 |
| 50020 Salaries & Wages - Part Time | | 15,509 | | 19,040 | | 19,040 |
| 50025 Overtime | | 34,843 | | 36,000 | | 39,140 |
| 50026 Overtime - Stand-By | | 43,584 | | 42,000 | | 57,680 |
| 50031 Stand-By Pay | | 12,015 | | 11,700 | | 15,600 |
| 50035 Vacation Cash Out | | 26,013 | | - | | 38,520 |
| 50050 Retirement - PERS | | 110,633 | | 125,940 | | 131,340 |
| 50052 Retirement - Unfunded Liability | | 214,296 | | 225,450 | | 249,750 |
| 50055 Retirement - Part Time | | 537 | | 710 | | 710 |
| 50060 Medicare | | 16,890 | | 18,860 | | 20,590 |
| 50070 Health Insurance | | 194,918 | | 249,200 | | 280,160 |
| 50071 Dental Insurance | | 9,860 | | 11,910 | | 13,990 |
| 50075 Life Insurance | | 1,323 | | 1,570 | | 1,570 |
| 50076 Long Term Disability Insurance | | 3,039 | | 3,580 | | 4,000 |
| 50080 Workers' Compensation Insurance | | 34,983 | | 45,530 | | 2,000 |
| Total Personnel | \$ | 1,744,027 | \$ | 1,983,190 | \$ | 2,123,100 |
| OPERATIONS & MAINTENANCE | | | | | | |
| 51012 Medical Services | \$ | - | \$ | 500 | \$ | 500 |
| 51104 Subscriptions/Memberships | | 2,045 | | 3,930 | | 3,110 |
| 51110 Professional Development | | 9,287 | | 8,760 | | 8,130 |
| 51120 Printing & Duplicating | | 103 | | 200 | | 200 |
| 51121 Telephone & Fax | | 12,477 | | 12,900 | | 14,600 |
| 51122 Postage | | 58 | | 50 | | 50 |
| 51123 Advertising | | 1,827 | | 2,000 | | 2,000 |
| 51149 Service Fees | | 657 | | 630 | | 1,160 |
| 51160 Materials & Supplies | | 24,519 | | 31,130 | | 25,000 |
| 51165 Wearing Apparel | | 4,891 | | 5,030 | | 5,220 |
| 51166 Small Tools | | 2,255 | | 2,500 | | 2,500 |
| 51180 Electricity & Gas | | 27,484 | | 31,200 | | 28,670 |
| 51181 Electricity & Gas - Grounds | | 55,288 | | 66,400 | | 70,480 |
| 51182 Electricity & Gas - Ball Fields | | 114,393 | | 136,300 | | 123,830 |
| 51183 Ball Field Lighting Maintenance | | 9,891 | | 10,000 | | 10,000 |
| 51185 Water & Sewer | | 43,109 | | 49,060 | | 50,000 |
| 51186 Water & Sewer - Grounds | | 477,868 | | 557,920 | | 590,000 |
| 51190 Signage | | 1,391 | | 3,000 | | 3,000 |
| 51191 Equipment Rental | | 5,503 | | 5,000 | | 5,000 |
| 51210 Custodial Services | | 38,313 | | 44,830 | | 46,540 |



PUBLIC SERVICES (MAINTENANCE) BUDGET SUMMARY

| COMMUNITY SERVICES – PUBLIC SERVICES (MAINTENANCE) 1001.02.3101 | | | | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|-----------|------------------|-----------|----------------------|-----------------------|-----------------------|
| OPERATIONS & MAINTENANCE (CONTINUED) | | | | | | |
| 51211 Repair/Maintenance - Equipment | \$ | 575 | \$ | 780 | \$ | 1,100 |
| 51220 City Hall Maintenance | | 81,440 | | 171,580 | | 190,410 |
| 51221 Repair/Maintenance - Fire Station #4 | | 46,899 | | 90,280 | | 63,710 |
| 51222 Repair/Maintenance - Fire Station #5 | | 44,732 | | 55,850 | | 115,490 |
| 51223 Repair/Maintenance - Fire Station #20 | | - | | - | | 23,530 |
| 51230 Repair/Maintenance - Other | | 17,497 | | 6,000 | | 10,000 |
| 51231 Repair/Maintenance - Grounds | | 1,354,258 | | 1,619,330 | | 434,010 |
| 51232 Trail Maintenance & Security | | - | | 18,000 | | 90,000 |
| 51233 Graffiti Removal | | 2,049 | | 5,500 | | 5,500 |
| 51234 Vandalism Repairs | | 5,684 | | 8,000 | | 8,000 |
| 51235 Supplemental Maintenance | | - | | 5,000 | | 5,000 |
| 51236 Synthetic Fields | | 4,002 | | 16,060 | | 16,060 |
| 51239 Pickleball Improvements | | 19,379 | | 5,550 | | - |
| 51242 Contract Svc Dead Animal Disposal | | 6,305 | | 7,730 | | 8,030 |
| 51244 Contract Svc Street Sweeping | | 6,426 | | 8,010 | | 8,320 |
| 51251 Parking Lot Materials | | - | | 500 | | 500 |
| 51252 Irrigation Materials | | 35,981 | | 40,000 | | 40,000 |
| Total Operations and Maintenance | \$ | 2,456,586 | \$ | 3,029,510 | \$ | 2,009,650 |
| CAPITAL OUTLAY | | | | | | |
| 60010 Office Equipment | \$ | 986 | \$ | - | \$ | - |
| Total Capital Outlay | \$ | 986 | \$ | - | \$ | - |
| GRAND TOTAL | \$ | 4,201,599 | \$ | 5,012,700 | \$ | 4,132,750 |



PUBLIC SERVICES (MAINTENANCE) BUDGET DETAILS

COMMUNITY SERVICES – PUBLIC SERVICES (MAINTENANCE) 1001.02.3101

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

OPERATIONS & MAINTENANCE

Medical Services

\$ - \$ 500 \$ 500

This appropriation will provide for medical exams including random alcohol and drug tests, DMV medical exams, and respirator clearance exams.

Subscriptions/Memberships

2,045 3,930 3,110

This appropriation provides for memberships such as: Maintenance Superintendent Association, International Society of Arboriculture, Western Chapter of ISA, Pesticide Applicator Professional Association, Pacific Training Center, National Association of Landscape Professionals, and backflow related memberships and licenses.

Professional Development

9,287 8,760 8,130

This appropriation provides for attendance and travel to professional association meetings, conferences and seminars, and allows for continuing educational needs of the maintenance staff. Included costs are related to the Maintenance Superintendents Association annual conference, ISA Urban Forestry annual conference, Pesticide Applicators training/certificate renewal, OSHA mandated fork lift certification, and other misc. professional development opportunities.

Printing & Duplicating

103 200 200

This appropriation will provide for routine printing costs and supplies.

Telephone & Fax

12,477 12,900 14,600

This appropriation will fund the cost of telephone and related expenses for this department/division.

Postage

58 50 50

This appropriation will fund the cost of mailing correspondence, certified letters, or packages.

Advertising

1,827 2,000 2,000

This appropriation will fund the cost of advertising bids and proposals for new contracts.



PUBLIC SERVICES (MAINTENANCE) BUDGET DETAILS

COMMUNITY SERVICES – PUBLIC SERVICES (MAINTENANCE) 1001.02.3101

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

OPERATIONS & MAINTENANCE (CONTINUED)

| | | | |
|---------------------|---------------|---------------|-----------------|
| Service Fees | \$ 657 | \$ 630 | \$ 1,160 |
|---------------------|---------------|---------------|-----------------|

This appropriation will fund the cost of service fees incurred for City owned electric vehicle charging stations.

| | | | |
|--------------------------------|---------------|---------------|---------------|
| Material & Supplies | 24,519 | 31,130 | 25,000 |
|--------------------------------|---------------|---------------|---------------|

This appropriation will provide for office supplies, janitorial supplies for City facilities (not covered by contract), dog bags for City parks, drinking water, and other miscellaneous repair materials for City parks and facilities.

| | | | |
|------------------------|--------------|--------------|--------------|
| Wearing Apparel | 4,891 | 5,030 | 5,220 |
|------------------------|--------------|--------------|--------------|

This appropriation will provide uniforms for the public services staff, 30% of the cost.

| | | | |
|--------------------|--------------|--------------|--------------|
| Small Tools | 2,255 | 2,500 | 2,500 |
|--------------------|--------------|--------------|--------------|

This appropriation will fund the cost of purchase and replacement of small tools and supplies.

| | | | |
|------------------------------|---------------|---------------|---------------|
| Electricity & Gas | 27,484 | 31,200 | 28,670 |
|------------------------------|---------------|---------------|---------------|

This appropriation will fund the cost of electricity and gas charges allocated to this department/division.

| | | | |
|--|---------------|---------------|---------------|
| Electricity & Gas - Grounds | 55,288 | 66,400 | 70,480 |
|--|---------------|---------------|---------------|

This appropriation will fund the cost of electricity for parks: Big Rock, Mast, Shadow Hill, Town Center Community Park, West Hills, Weston, Woodglen Vista, Sky Ranch and TCCP, and Santana Tennis Courts. □

| | | | |
|----------------------------------|----------------|----------------|----------------|
| Electricity - Ball Fields | 114,393 | 136,300 | 123,830 |
|----------------------------------|----------------|----------------|----------------|

This appropriation will fund the cost of electricity for Ball Field Lighting at Town Center Park West, Town Center Park East, West Hills Park Field & Security Lights and Chet F. Harritt fields.

| | | | |
|--|--------------|---------------|---------------|
| Ball Field Lighting Maintenance | 9,891 | 10,000 | 10,000 |
|--|--------------|---------------|---------------|

This appropriation provides for Musco Sports Lighting Safety Audit, inspection, and repairs of ball field lights as required.

| | | | |
|--------------------------|---------------|---------------|---------------|
| Water & Sewer | 43,109 | 49,060 | 50,000 |
|--------------------------|---------------|---------------|---------------|

This appropriation will fund the water and sewer costs for all City administrative facilities, including the Public Services Operations Center.



PUBLIC SERVICES (MAINTENANCE) BUDGET DETAILS

COMMUNITY SERVICES – PUBLIC SERVICES (MAINTENANCE) 1001.02.3101

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

OPERATIONS & MAINTENANCE (CONTINUED)

Water & Sewer - Grounds

| | | |
|------------|------------|------------|
| \$ 477,868 | \$ 557,920 | \$ 590,000 |
|------------|------------|------------|

This appropriation will fund the water and sewer for parks: Big Rock, Mast, Shadow Hill, Town Center Community Park East & West Ball fields, West Hills, Weston, Woodglen Vista, Sky Ranch & Black Horse Estates Trail, as well as Santee School District shared water and City Hall irrigation.

Signage

| | | |
|-------|-------|-------|
| 1,391 | 3,000 | 3,000 |
|-------|-------|-------|

This appropriation provides for miscellaneous park and facility signage including barricades and safety cones.

Equipment Rental

| | | |
|-------|-------|-------|
| 5,503 | 5,000 | 5,000 |
|-------|-------|-------|

This appropriation provides for equipment rentals for facility cleanup and maintenance programs. Examples include cement mixers, mowers, tractors, trenchers, excavator, augers, rollers, and miscellaneous construction equipment.

Custodial Services

| | | |
|--------|--------|--------|
| 38,313 | 44,830 | 46,540 |
|--------|--------|--------|

This appropriation will fund the cost of contracted services for city-wide custodial services including extra work, for facilities.

Repair/Maintenance - Equipment

| | | |
|-----|-----|-------|
| 575 | 780 | 1,100 |
|-----|-----|-------|

This appropriation provides for the Division's share of the copier pooled maintenance agreement.

City Hall Maintenance

| | | |
|--------|---------|---------|
| 81,440 | 202,920 | 190,410 |
|--------|---------|---------|

This appropriation provides for the following maintenance costs:

- HVAC maintenance and repair
- Alarm system monitoring, maintenance, and repair
- Fire extinguisher maintenance
- Pest control services
- City Hall painting
- City Hall duct cleaning
- Plumbing maintenance and repairs
- Electrical services
- Door and window maintenance and repair
- Fixtures repair and maintenance
- Stationary Generator Permit (County of SD)
- Signs and name plaques
- Bldg 2 AV room AC installation
- City Hall backflow upgrades
- Electrical upgrades - Bldg #3



PUBLIC SERVICES (MAINTENANCE) BUDGET DETAILS

COMMUNITY SERVICES – PUBLIC SERVICES (MAINTENANCE) 1001.02.3101

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

OPERATIONS & MAINTENANCE (CONTINUED)

| | | | |
|---|------------------|------------------|------------------|
| Repair/Maintenance - Fire Station #4 | \$ 46,899 | \$ 90,280 | \$ 63,710 |
|---|------------------|------------------|------------------|

This appropriation provides for minor repairs at Fire Station No. 4 such as HVAC maintenance and repair, pest control services, plumbing maintenance and repairs, and electrical services (including LED light retrofit), stationary generator maintenance, repairs and permits, and repair of rollup doors & gates.

| | | | |
|---|---------------|---------------|----------------|
| Repair/Maintenance - Fire Station #5 | 44,732 | 55,850 | 115,490 |
|---|---------------|---------------|----------------|

This appropriation provides for minor repairs at Fire Station No. 5 such as HVAC maintenance and repair, pest control services, plumbing maintenance and repairs, and electrical services, stationary generator maintenance, repairs and permits, and repair of rollup doors & gates.

| | | | |
|--|----------|----------|---------------|
| Repair/Maintenance - Fire Station #20 | - | - | 23,530 |
|--|----------|----------|---------------|

This appropriation provides for minor repairs at Fire Station No. 20 such as HVAC maintenance and repair, pest control services, plumbing maintenance and repairs, and electrical services, stationary generator maintenance, repairs and permits, and repair of rollup doors & gates.

| | | | |
|-----------------------------------|---------------|--------------|---------------|
| Repair/Maintenance - Other | 17,497 | 6,000 | 10,000 |
|-----------------------------------|---------------|--------------|---------------|

This appropriation provides for minor repairs at the Operations Center such as HVAC maintenance and repair, pest control services, plumbing maintenance and repairs, and electrical services, stationary generator maintenance, repairs and permits, and repair of rollup doors & gates.

| | | | |
|-------------------------------------|------------------|------------------|----------------|
| Repair/Maintenance - Grounds | 1,354,258 | 1,619,330 | 434,010 |
|-------------------------------------|------------------|------------------|----------------|

This appropriation will fund the cost of the following maintenance items:

- Playground repair and resurfacing
- Ballfield maintenance and repairs
- Riverwalk Grill maintenance and repairs
- Painting
- School Fields Joint Use
- Annual pest control
- Plumbing maintenance and repairs
- Electrical services
- Urban Forestry maintenance
- Playground equipment maintenance/repair
- YMCA/Aquatics Center maintenance
- Mast Park Vault Toilet maintenance
- Soccer goal and net replacements at Town Center Community Park East
- Firebreak Maintenance - ongoing maintenance within the San Diego River areas of Santee
- Miscellaneous park repairs
- Santana Tennis Court Lights LED Retrofit
- Sports Court upgrades
- Woodglen Vista Swing Replacement



PUBLIC SERVICES (MAINTENANCE) BUDGET DETAILS

| COMMUNITY SERVICES – PUBLIC SERVICES (MAINTENANCE) 1001.02.3101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--|----------------------|-----------------------|-----------------------|
| OPERATIONS & MAINTENANCE (CONTINUED) | | | |
| Trail Maintenance & Security | \$ - | \$ 18,000 | \$ 90,000 |
| This appropriation will fund the maintenance of City trails, contractual services for abandoned encampment cleanups, and continued implementation of security cameras in parks and along trails. | | | |
| Graffiti Removal | 2,049 | 5,500 | 5,500 |
| This appropriation will fund the removal of graffiti. | | | |
| Vandalism Repairs | 5,684 | 8,000 | 8,000 |
| This appropriation will fund the cost of repairs related to vandalism. | | | |
| Supplemental Maintenance | - | 5,000 | 5,000 |
| This appropriation will provide for unanticipated maintenance issues. | | | |
| Synthetic Fields | 4,002 | 16,060 | 16,060 |
| This appropriation will provide for annual synthetic turf maintenance. | | | |
| Pickleball Improvements | 19,379 | 5,000 | - |
| This was a pass through account to pay for pickleball court improvements via community donation. | | | |
| Contract Services Dead Animal Disposal | 6,305 | 7,730 | 8,030 |
| This appropriation will fund the cost of contracted services for disposal of dead animals found within City rights-of-ways, parks, and facilities. | | | |
| Contract Services Street Sweeping | 6,426 | 8,010 | 8,320 |
| This appropriation will fund the cost of contracted services for monthly parking lot sweeping. | | | |
| Parking Lot Materials | - | 500 | 500 |
| This appropriation will provide for materials (asphalt, rock, sand, sealcoat, crack filler) required for the repairs and maintenance of the City's parking lots. | | | |
| Irrigation Materials | 35,981 | 40,000 | 40,000 |
| This appropriation will provide for irrigation repair supplies. | | | |
| TOTAL OPERATIONS & MAINTENANCE | \$ 2,456,586 | \$ 3,060,300 | \$ 2,009,650 |

COMMUNITY SERVICES PUBLIC SERVICES (STORMWATER)

PROGRAM DESCRIPTION

The Public Services Division performs maintenance and repairs to City-owned municipal storm drain systems.

FY 2024-25 ACCOMPLISHMENTS

- Contracted and scheduled the cleaning of the hydrodynamic separator at Mast Park
- Cleaned all the concrete lined storm drain channels and underneath the Olive Lane Bridge
- Inspected and identified storm drain inlets and cleaned the ones that needed cleaning
- Inspected and cleaned Morning View, Black Horse and Shoredale detention basins; as needed
- Cleaned up several encampments in the river bottom
- Partnered with the San Diego Riverpark Foundation to remove trash and debris from Forester Creek and the San Diego River
- Awarded a Request for Bid (RFB) to hire a contractor to clean over 131 storm drain inlets that have trash capture devices

FY 2025-26 GOALS AND OBJECTIVES

- Continue to schedule the cleaning of the hydrodynamic separator
- Continue to clean all the concrete lined channels and bridge aprons
- Continue to inspect all the City-maintained storm drains, and clean as needed
- Continue to inspect and clean all the detention basins
- Continue to partner with the San Diego River Park Foundation and volunteers to assist with their cleanups
- Update the Storm Drain Inlet Cleaning contract to show new installations throughout the year

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PUBLIC SERVICES (STORM WATER) BUDGET SUMMARY

| COMMUNITY SERVICES – PUBLIC SVCS. (STORM WATER) 1001.02.3102 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
|---|----------------------|-----------------------|-----------------------|

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|-------------------|-------------------|-------------------|
| Operations & Maintenance | \$ 135,310 | \$ 183,040 | \$ 208,260 |
| TOTAL EXPENDITURES | \$ 135,310 | \$ 183,040 | \$ 208,260 |

OPERATIONS & MAINTENANCE

| | | | |
|--|-------------------|-------------------|-------------------|
| 51110 Professional Development | \$ 1,276 | \$ 5,000 | \$ 6,440 |
| 51121 Telephone & Fax | 2,548 | 2,600 | 3,300 |
| 51160 Materials & Supplies | 13,444 | 14,000 | 14,000 |
| 51165 Wearing Apparel | 3,890 | 5,030 | 5,030 |
| 51166 Small Tools | 1,083 | 2,000 | 2,000 |
| 51168 Rock, Asphalt, Concrete & Sand | 1,719 | 2,000 | 2,000 |
| 51186 Water & Sewer - Grounds | 8,518 | 9,680 | 10,000 |
| 51190 Signage | - | 500 | 500 |
| 51191 Equipment Rental | 30,083 | 11,500 | 11,500 |
| 51231 Repair/Maintenance - Grounds | 47,599 | 66,740 | 77,310 |
| 51237 Interceptor Cleaning | 11,048 | 24,410 | 25,330 |
| 51238 Trash Basket Cleaning | - | 24,000 | 35,170 |
| 51242 Contract Service Dead Animal Removal | 2,102 | 2,580 | 2,680 |
| 51254 Planting Materials | - | 1,000 | 1,000 |
| 55045 San Diego River Park Foundation | 12,000 | 12,000 | 12,000 |
| Total Operations & Maintenance | \$ 135,310 | \$ 183,040 | \$ 208,260 |
| GRAND TOTAL | \$ 135,310 | \$ 183,040 | \$ 208,260 |



PUBLIC SERVICES (STORM WATER) BUDGET DETAILS

| COMMUNITY SERVICES – PUBLIC SVCS. (STORM WATER) 1001.02.3102 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
| OPERATIONS & MAINTENANCE | | | |
| Professional Development | \$ 1,276 | \$ 5,000 | \$ 6,440 |
| This appropriation will fund the cost of storm drain maintenance training as well as legally required safety and pest control training. Other misc. professional development opportunities. | | | |
| Telephone & Fax | 2,548 | 2,600 | 3,300 |
| This appropriation will fund the cost of telephone and related expenses for this department/division. | | | |
| Material & Supplies | 13,444 | 14,000 | 14,000 |
| This appropriation will provide for miscellaneous materials and supplies required for the Storm Water Program that are not identified elsewhere in this budget. Items include sandbags, odor controlling chemicals, locks, and fencing items. | | | |
| Wearing Apparel | 3,890 | 5,030 | 5,030 |
| This appropriation will provide uniforms for the public services staff, 30% of the cost. As well as rain gear for the City's Storm Water crew, and disposable coveralls that meet State requirements for the Weed Abatement Program. | | | |
| Small Tools | 1,083 | 2,000 | 2,000 |
| This appropriation will fund the cost of purchase and replacement of small tools and supplies on an as-needed basis to perform tasks directly related to the Storm Water Program. | | | |
| Rock, Asphalt, Concrete & Sand | 1,719 | 2,000 | 2,000 |
| This appropriation provides for materials required for the repair and maintenance of the City's flood control channels. | | | |
| Water & Sewer - Grounds | 8,518 | 9,680 | 10,000 |
| This appropriation will fund the cost of water expenses for maintained landscaped areas along paths at Forester Creek and Woodglen Vista Creek. | | | |
| Signage | - | 500 | 500 |
| This appropriation will fund the cost of miscellaneous signage for flood control channels. | | | |
| Equipment Rental | 30,083 | 11,500 | 11,500 |
| This appropriation will fund the rental cost of specialized equipment required for storm drain maintenance and flood control. | | | |



PUBLIC SERVICES (STORM WATER) BUDGET DETAILS

| COMMUNITY SERVICES – PUBLIC SVCS. (STORM WATER) 1001.02.3102 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--|----------------------|-----------------------|-----------------------|
| OPERATIONS & MAINTENANCE (CONTINUED) | | | |
| Repair/Maintenance - Grounds | \$ 47,599 | \$ 66,740 | \$ 77,310 |
| This appropriation will fund the cost of an on-going maintenance program for all major drainage channels: Area 2 Storm Water landscape maintenance Parks & Facilities Storm Water landscape maintenance Urban Forestry maintenance Irrigation repairs Materials and supplies related to maintenance | | | |
| Interceptor Cleaning | 11,048 | 24,410 | 25,330 |
| This appropriation will fund the cost of contracted services for cleaning and maintenance of the stormwater hydrodynamic separator located at Mast Park as required by the City's Jurisdictional Runoff Urban Management Program (JRUMP). | | | |
| Trash Basket Cleaning | - | 24,000 | 35,170 |
| This appropriation will fund the cost of contracted services for storm drain trash basket cleaning and maintenance as required by the JRUMP. | | | |
| Contract Service Dead Animal Removal | 2,102 | 2,580 | 2,680 |
| This appropriation will fund the cost of contracted services for disposal of dead animals found within City flood channel areas. | | | |
| Planting Materials | - | 1,000 | 1,000 |
| This appropriation provides for the purchase of native plants and hydroseed mix for flood channels. | | | |
| San Diego River Park Foundation | 12,000 | 12,000 | 12,000 |
| This appropriation provides for an annual grant for San Diego River clean-up and mitigation efforts. | | | |
| TOTAL OPERATIONS & MAINTENANCE | \$ 135,310 | \$ 183,040 | \$ 208,260 |

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COMMUNITY SERVICES PARK MAINTENANCE

PROGRAM DESCRIPTION

Established in January 2025, the Park Maintenance Division is a new addition to the Community Services Department, following City Council's approval to transition landscaping and custodial services from contracted providers to in-house operations. This new division is now responsible for maintaining the safety, cleanliness, and visual appeal of the City's parks and public facilities. Key responsibilities include restroom cleaning, trash collection, landscaping, irrigation, trail upkeep, and general maintenance and repairs throughout their assigned park areas. By bringing these services in-house, the City aims to enhance service responsiveness, build stronger community connections, and ensure high-quality, consistent care of public spaces.

FY 2024-25 ACCOMPLISHMENTS

In preparation for the new division to be fully functional by July 1, 2025:

- Leased five (5) Ford F-150's through the Enterprise Fleet Management Vehicle Leasing Program for the five (5) new full-time Landscape/Irrigation Maintenance Workers
- Purchased three (3) Toro Zero-turn Mowers
- Purchased three (3) enclosed trailers
- Purchased one (1) Toro stand-on aerator
- Purchased and equipped two (2) sea containers
- Purchased one (1) Utility Task Vehicle (UTV)
- Completed necessary improvements to the staff area at the Public Services Operations Yard to support the integration of the larger maintenance crew
- Made improvements to the shed and storage area at the operations yard to accommodate the additional vehicles, supplies and equipment

FY 2025-26 GOALS AND OBJECTIVES

- Ensure in-house landscaping and custodial maintenance meets the community's expectations and reflects the City's commitment to safe, quality cleanliness
- Recruit and on-board five (5) full-time and two (2) part-time Landscape/Irrigation Maintenance Workers by July 1, 2025
- Reduce overall costs compared to contracted services by improving oversight and control of expenditures, and reallocating savings to other projects or capital improvements
- Foster stronger connections between residents and City staff by increasing the visibility and approachability of park maintenance personnel and providing reliable customer service
- Utilize the in-house maintenance team's presence to respond more quickly and efficiently to unexpected park issues, service interruptions, and patron requests
- Maintain all park facilities, amenities, and landscapes in a clean, safe, and functional condition to ensure a high-quality experience for all park users
- Cultivate a culture of ownership, pride and accountability within the maintenance team to promote morale, increase job satisfaction and support long-term employee retention

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PARK MAINTENANCE BUDGET SUMMARY

COMMUNITY SERVICES –
PARK MAINTENANCE
1001.02.3103

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

SUMMARY OF EXPENDITURES

| | | | |
|--------------------------|------|---------|------------|
| Personnel | \$ - | \$ - | \$ 599,500 |
| Operations & Maintenance | - | 84,000 | 165,160 |
| Capital Outlay | - | 119,500 | - |

TOTAL EXPENDITURES

| | | |
|------|------------|------------|
| \$ - | \$ 203,500 | \$ 764,660 |
|------|------------|------------|

SUMMARY OF FUNDED POSITIONS

| | | | |
|---|---|---|------|
| Landscape/Irrigation Maintenance Worker | - | - | 5.00 |
|---|---|---|------|

TOTAL POSITIONS

| | | |
|---|---|------|
| - | - | 5.00 |
|---|---|------|



PARK MAINTENANCE BUDGET DETAILS

| COMMUNITY SERVICES – PARK MAINTENANCE 1001.02.3103 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--|----------------------|--------------------------|--------------------------|
| PERSONNEL | | | |
| 50010 Salaries & Wages - Regular | \$ - | \$ - | \$ 300,220 |
| 50020 Salaries & Wages - Part Time | - | - | 41,680 |
| 50025 Overtime | - | - | 38,110 |
| 50050 Retirement - PERS | - | - | 32,840 |
| 50052 Retirement - Unfunded Liability | - | - | 60,320 |
| 50055 Retirement - Part Time | - | - | 1,560 |
| 50060 Medicare | - | - | 5,500 |
| 50070 Health Insurance | - | - | 112,110 |
| 50071 Dental Insurance | - | - | 5,180 |
| 50075 Life Insurance | - | - | 510 |
| 50076 Long Term Disability Insurance | - | - | 1,470 |
| Total Personnel | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 599,500</u> |
| OPERATIONS & MAINTENANCE | | | |
| 51104 Subscriptions/Memberships | \$ - | \$ - | \$ - |
| 51110 Professional Development | - | - | 4,300 |
| 51121 Telephone & Fax | - | - | 10,860 |
| 51160 Materials & Supplies | - | 52,310 | 7,500 |
| 51165 Wearing Apparel | - | 6,690 | - |
| 51166 Small Tools | - | 25,000 | - |
| 51211 Repair/Maintenance - Equipment | - | - | 10,000 |
| 51230 Repair/Maintenance - Other | - | - | 5,000 |
| 51231 Repair/Maintenance - Grounds | - | - | 127,500 |
| Total Operations and Maintenance | <u>\$ -</u> | <u>\$ 84,000</u> | <u>\$ 165,160</u> |
| CAPITAL OUTLAY | | | |
| 60099 Other Capital Outlay | \$ - | \$ 119,500 | \$ - |
| Total Capital Outlay | <u>\$ -</u> | <u>\$ 119,500</u> | <u>\$ -</u> |
| GRAND TOTAL | <u><u>\$ -</u></u> | <u><u>\$ 203,500</u></u> | <u><u>\$ 764,660</u></u> |



PARK MAINTENANCE BUDGET DETAILS

**COMMUNITY SERVICES –
PARK MAINTENANCE
1001.02.3103**

**ACTUAL
FY 2023-24**

**AMENDED
FY 2024-25**

**ADOPTED
FY 2025-26**

OPERATIONS & MAINTENANCE

Professional Development

| | | | | | |
|----|---|----|---|----|-------|
| \$ | - | \$ | - | \$ | 4,300 |
|----|---|----|---|----|-------|

This appropriation provides for attendance and travel to professional association meetings, conferences and seminars, and allows for continuing educational needs of the maintenance staff. Included costs are related to Recycled Water Site Supervisor Certification, Certified Playground Inspections, Pesticide Applicators training/certificate renewal, and other misc. professional development opportunities.

Telephone & Fax

| | | |
|---|---|--------|
| - | - | 10,860 |
|---|---|--------|

This appropriation will fund the cost of telephone and related expenses for this department/division.

Materials and Supplies

| | | |
|---|--------|-------|
| - | 52,310 | 7,500 |
|---|--------|-------|

This appropriation will fund the cost of park custodial supplies.

Wearing Apparel

| | | |
|---|-------|---|
| - | 6,690 | - |
|---|-------|---|

This appropriation will provide uniforms for the park maintenance staff.

Small Tools

| | | |
|---|--------|---|
| - | 25,000 | - |
|---|--------|---|

This appropriation will fund the cost of purchase and replacement of small tools and supplies.

Repair/Maintenance - Equipment

| | | |
|---|---|--------|
| - | - | 10,000 |
|---|---|--------|

This appropriation will fund the cost of fuel, general maintenance, service, repairs on park maintenance equipment, and misc. parts: UTV and lawnmower maintenance.

Repair/Maintenance - Other

| | | |
|---|---|-------|
| - | - | 5,000 |
|---|---|-------|

This appropriation will fund the cost of general maintenance, service, repairs on park maintenance equipment, and misc. parts for small power equipment.



PARK MAINTENANCE BUDGET DETAILS

**COMMUNITY SERVICES –
PARK MAINTENANCE
1001.02.3103**

**ACTUAL
FY 2023-24**

**AMENDED
FY 2024-25**

**ADOPTED
FY 2025-26**

OPERATIONS & MAINTENANCE (CONTINUED)

Repair/Maintenance - Grounds

| | | | | | |
|----|---|----|---|----|---------|
| \$ | - | \$ | - | \$ | 127,500 |
|----|---|----|---|----|---------|

This appropriation provides for landscaping, grounds maintenance supplies and certified playground mulch.

TOTAL OPERATIONS & MAINTENANCE

| | | | | | |
|----|---|----|--------|----|---------|
| \$ | - | \$ | 84,000 | \$ | 165,160 |
|----|---|----|--------|----|---------|

CAPITAL OUTLAY

Other Capital Outlay

| | | | | | |
|----|---|----|---------|----|---|
| \$ | - | \$ | 119,500 | \$ | - |
|----|---|----|---------|----|---|

The FY 24/25 appropriation covered the startup costs of the Park Maintenance Division equipment needs: zero-turn mowers, enclosed trailers, storage containers, and UTV.

TOTAL CAPITAL OUTLAY

| | | | | | |
|----|---|----|---------|----|---|
| \$ | - | \$ | 119,500 | \$ | - |
|----|---|----|---------|----|---|

COMMUNITY SERVICES SOLID WASTE & RECYCLING

PROGRAM DESCRIPTION

Ensure compliance with State solid waste management regulations, administer the contract with franchise hauler, secure and administer State grants, provide public awareness and education on proper waste management techniques, handle resident complaints; and develop new waste diversion/recycling programs where possible.

FY 2024-25 ACCOMPLISHMENTS

- Hosted two (2) Community Clean-Up & Shred events with Waste Management where residents could dispose of large unwanted household items and documents for shredding, with the addition of a new partnership with Goodwill Industries at Spring 2025 event
- Continued implementation of all aspects of Senate Bill 1383 (SB 1383) in partnership with Waste Management, Zero Foodprint and similar consultants that specialize in assisting local jurisdictions with meeting the State regulations of SB 1383
- Conducted site visits and inspections of Tier 1 and 2 food generators and Food Recovery Organizations in Santee, for compliance with SB 1383 regulations
- Maintained annual solid waste disposal rate below the State's pounds-per-person-per day (l/p/d) target goal set for Santee at 6.5 l/p/d. Santee's 2023 reporting year disposal rate was at 4.7 l/p/d
- Continued to work with the City's franchise hauler to implement recycling plans for multi-family and commercial waste generators
- Secured grant funds for beverage container recycling and public education, which were used towards the purchase and installation of water bottle filler stations in parks and along trails to encourage use of refillable beverage containers
- Secured additional SB 1383 Local Assistance Grant funds from CalRecycle, to be used towards meeting the state mandated requirements of SB 1383

FY 2025-26 GOALS AND OBJECTIVES

- Maintain compliance with all requirements of SB 1383 and pursue additional grant funding
- Continue assisting businesses and commercial generators in Santee to right-size services in collaboration with Waste Management
- Host two (2) Community Clean-Up & Shred events with haulers to assist all residents in disposal of large unwanted household items and provide document shredding services, with continued diversion of items from the landfill whenever possible
- Maintain compliance with State regulations pertaining to solid waste disposal
- Increase residential & commercial education and participation in the proper disposal of organics, including food waste, used oil and other household hazardous waste materials using City's marketing team, franchise hauler educational opportunities, and direct outreach
- Continue solid waste disposal education, to maintain a disposal rate below the State's pounds per-person-per day (l/p/d) target goal set for Santee

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SOLID WASTE & RECYCLING BUDGET SUMMARY

COMMUNITY SERVICES –
SOLID WASTE & RECYCLING
1001.02.3201

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|------------------|------------------|------------------|
| Personnel | \$ 25,917 | \$ 26,340 | \$ 28,650 |
| Operations & Maintenance | 608 | 5,120 | 5,350 |
| TOTAL EXPENDITURES | <u>\$ 26,525</u> | <u>\$ 31,460</u> | <u>\$ 34,000</u> |

SUMMARY OF FUNDED POSITIONS

| | | | |
|---------------------------|-------------|-------------|-------------|
| Senior Management Analyst | <u>0.15</u> | <u>0.15</u> | <u>0.15</u> |
| TOTAL POSITIONS | <u>0.15</u> | <u>0.15</u> | <u>0.15</u> |



SOLID WASTE & RECYCLING BUDGET SUMMARY

| COMMUNITY SERVICES – SOLID WASTE & RECYCLING 1001.02.3201 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|-------------------------|-------------------------|-------------------------|
| PERSONNEL | | | |
| 50010 Salaries & Wages - Regular | \$ 15,595 | \$ 16,560 | \$ 17,480 |
| 50035 Vacation Cash Out | 612 | - | 650 |
| 50050 Retirement - PERS | 2,332 | 2,490 | 2,640 |
| 50052 Retirement - Unfunded Liability | 3,710 | 3,280 | 3,510 |
| 50060 Medicare | 235 | 240 | 260 |
| 50070 Health Insurance | 3,199 | 3,520 | 3,840 |
| 50071 Dental Insurance | 173 | 180 | 200 |
| 50075 Life Insurance | 15 | 20 | 20 |
| 50076 Long Term Disability Insurance | 46 | 50 | 50 |
| Total Personnel | <u>\$ 25,917</u> | <u>\$ 26,340</u> | <u>\$ 28,650</u> |
| OPERATIONS & MAINTENANCE | | | |
| 51121 Telephone & Fax | \$ 70 | \$ 100 | \$ 350 |
| 51122 Postage | 78 | 150 | 100 |
| 51151 Household Hazardous Waste Disposal | - | 4,400 | 4,400 |
| 51160 Materials & Supplies | 268 | 270 | 270 |
| 51180 Electricity & Gas | 192 | 200 | 230 |
| Total Operations & Maintenance | <u>\$ 608</u> | <u>\$ 5,120</u> | <u>\$ 5,350</u> |
| GRAND TOTAL | <u><u>\$ 26,525</u></u> | <u><u>\$ 31,460</u></u> | <u><u>\$ 34,000</u></u> |



SOLID WASTE & RECYCLING BUDGET DETAILS

**COMMUNITY SERVICES –
SOLID WASTE & RECYCLING
1001.02.3201**

**ACTUAL
FY 2023-24**

**AMENDED
FY 2024-25**

**ADOPTED
FY 2025-26**

OPERATIONS & MAINTENANCE

Telephone & Fax

| | | | | | |
|----|----|----|-----|----|-----|
| \$ | 70 | \$ | 100 | \$ | 350 |
|----|----|----|-----|----|-----|

This appropriation will fund the cost of telephone and related expenses for this department/division.

Postage

| | | |
|----|-----|-----|
| 78 | 150 | 100 |
|----|-----|-----|

This appropriation funds mailing costs of annual Self Haul Exemption Letters, SB1383 information, and other Solid Waste, Recycling & Organics related correspondence.

Household Hazardous Waste Disposal

| | | |
|---|-------|-------|
| - | 4,400 | 4,400 |
|---|-------|-------|

This appropriation provides funding for disposal of hazardous waste items from Public Services Operations Center.

Materials & Supplies

| | | |
|-----|-----|-----|
| 268 | 270 | 270 |
|-----|-----|-----|

This appropriation provides funds for office & misc. supplies.

Electricity & Gas

| | | |
|-----|-----|-----|
| 192 | 200 | 230 |
|-----|-----|-----|

This appropriation funds the cost of electricity and gas charges allocated to this department/division.

TOTAL OPERATIONS & MAINTENANCE

| | | | | | |
|----|-----|----|-------|----|-------|
| \$ | 608 | \$ | 5,120 | \$ | 5,350 |
|----|-----|----|-------|----|-------|

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COMMUNITY SERVICES FACILITIES OPERATIONS

PROGRAM DESCRIPTION

The Facilities Operations Division within the Community Services Department oversees the scheduling and use of Civic Center Buildings 7 and 8, picnic shelters and park use, sports fields, courts, dog parks, disc golf courses, and other park amenities. A Recreation Coordinator monitors park operations during evenings and weekends to support customer service, park safety and beautification efforts. Staff engage with community members to answer questions, ensure compliance with permits and park rules, and promote the proper use of all parks, fields, facilities, and amenities.

FY 2024-25 ACCOMPLISHMENTS

- Continued the park banner advertising program at Big Rock Park's pickleball courts and youth sports fields, to generate additional revenue
- Supported quarterly Disc Golf Tournaments at Mast Park, hosted by concessionaire, Dog Haus
- Implemented strategic field scheduling to maximize facility use and increase rental revenue
- Boosted park revenue at Town Center Community Park East and West through expanded use for tournaments, private rentals, and travel team permits
- Developed a marketing brochure to promote park and facility rentals, and established a dedicated revenue account to support future renovations of Fields 3 and 4 at Town Center Community Park East
- Improved the customer experience at picnic shelters through enhanced cleanliness, community signage and better communication between permit holders, office staff and weekend park patrol
- Conducted a Community Playground Survey, with results showing community satisfaction ratings of "satisfactory" or higher for existing playgrounds
- Installed Automated External Defibrillators (AEDs) in parks and public buildings to improve emergency preparedness

FY 2025-26 GOALS AND OBJECTIVES

- Continue to improve standard operating procedures for the use of Civic Center and City Hall meeting spaces
- Continue replacing indoor facility rental equipment and addressing maintenance needs on a rotational schedule to maintain high-quality facility and functionality
- Optimize City Hall office space to enhance privacy and increase operational efficiency
- Identify and support staff professional development opportunities in facility management and maintenance
- Generate strategies to increase revenue across all indoor and outdoor rental facilities
- Research and evaluate best practices for expanding access to AEDs in park settings
- Expand marketing efforts for Town Center Community Park East to attract more special events and sports tournaments

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FACILITY OPERATIONS BUDGET SUMMARY

COMMUNITY SERVICES – FACILITY OPERATIONS 1001.02.5204

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

SUMMARY OF EXPENDITURES

| | | | |
|--------------------------|--------------------------|--------------------------|--------------------------|
| Personnel | \$ 79,285 | \$ 93,470 | \$ 99,330 |
| Operations & Maintenance | <u>56,846</u> | <u>69,650</u> | <u>67,190</u> |
| TOTAL PERSONNEL | <u><u>\$ 136,131</u></u> | <u><u>\$ 163,120</u></u> | <u><u>\$ 166,520</u></u> |

SUMMARY OF FUNDED POSITIONS

| | | | |
|------------------------|--------------------|--------------------|--------------------|
| Recreation Coordinator | <u>0.95</u> | <u>0.95</u> | <u>0.95</u> |
| TOTAL POSITIONS | <u><u>0.95</u></u> | <u><u>0.95</u></u> | <u><u>0.95</u></u> |



FACILITY OPERATIONS BUDGET SUMMARY

| COMMUNITY SERVICES – FACILITY OPERATIONS 1001.02.5204 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--|----------------------|-----------------------|-----------------------|
| PERSONNEL | | | |
| 50010 Salaries & Wages - Regular | \$ 52,169 | \$ 57,580 | \$ 61,340 |
| 50020 Salaries & Wages - Part Time | 8,622 | 15,710 | 15,460 |
| 50025 Overtime | 506 | - | - |
| 50050 Retirement - PERS | 4,010 | 4,670 | 4,950 |
| 50052 Retirement - Unfunded Liability | 9,778 | 10,660 | 12,330 |
| 50055 Retirement - Part Time | 323 | 520 | 540 |
| 50060 Medicare | 889 | 1,070 | 1,110 |
| 50070 Health Insurance | 1,996 | 2,200 | 2,400 |
| 50071 Dental Insurance | 751 | 810 | 910 |
| 50075 Life Insurance | 88 | 90 | 100 |
| 50076 Long Term Disability Insurance | 153 | 160 | 190 |
| Total Personnel | \$ 79,285 | \$ 93,470 | \$ 99,330 |
| OPERATIONS & MAINTENANCE | | | |
| 51120 Printing & Duplicating | \$ 221 | \$ 250 | \$ 250 |
| 51121 Telephone & Fax | 452 | 800 | 600 |
| 51150 Bank Fees | 14,914 | 16,000 | 16,610 |
| 51155 Other Contract Services | 1,200 | 2,500 | 2,600 |
| 51160 Materials & Supplies | (17) | 2,500 | 2,500 |
| 51180 Electricity & Gas | 16,489 | 21,200 | 17,660 |
| 51210 Custodial Services | 13,305 | 14,800 | 15,370 |
| 51211 Repair/Maintenance - Equipment | 1,391 | 1,700 | 1,700 |
| 51215 Repair/Maintenance - Bldg. & Structures | 905 | 1,100 | 1,100 |
| 51306 Public Events Liability Insurance | 7,986 | 8,800 | 8,800 |
| Total Operations & Maintenance | \$ 56,846 | \$ 69,650 | \$ 67,190 |
| GRAND TOTAL | \$ 136,131 | \$ 163,120 | \$ 166,520 |



FACILITY OPERATIONS BUDGET DETAILS

| COMMUNITY SERVICES – FACILITY OPERATIONS 1001.02.5204 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
| OPERATIONS & MAINTENANCE | | | |
| Printing & Duplicating | \$ 221 | \$ 250 | \$ 250 |
| This appropriation will provide for routine printing costs and supplies. | | | |
| Telephone & Fax | 452 | 800 | 600 |
| This appropriation will fund the cost of telephone and related expenses. | | | |
| Bank Fees | 14,914 | 16,000 | 16,610 |
| This appropriation will fund the cost of ACTIVENet fees and bank charges. | | | |
| Other Contract Services | 1,200 | 2,500 | 2,600 |
| This appropriation provides funds for additional security and janitorial services for private rentals. | | | |
| Materials & Supplies | (17) | 2,500 | 2,500 |
| This appropriation provides for office, custodial, maintenance & miscellaneous supplies. | | | |
| Electricity & Gas | 16,489 | 21,200 | 17,660 |
| This appropriation funds the cost of electricity and gas charges - Buildings 7 and 8. | | | |
| Custodial Services | 13,305 | 14,800 | 15,370 |
| This appropriation provides for contracted custodial services - Buildings 7 and 8. | | | |
| Repair & Maintenance - Equipment | 1,391 | 1,700 | 1,700 |
| This appropriation will provide funds for Building 7 and 8 equipment, appliance repairs, maintenance and replacement. | | | |
| Repair & Maintenance - Buildings & Structures | 905 | 1,100 | 1,100 |
| This appropriation will provide funds for Building 7 and 8 facility repairs and maintenance. | | | |
| Public Events Liability Insurance | 7,986 | 8,800 | 8,800 |
| This appropriation provides funding for user required insurance - user fees collected to offset charges. | | | |
| TOTAL OPERATIONS & MAINTENANCE | <u>\$ 56,846</u> | <u>\$ 69,650</u> | <u>\$ 67,190</u> |

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COMMUNITY SERVICES RECREATION SERVICES

PROGRAM DESCRIPTION

Recreation Services provide professional supervision and management of a variety of leisure, recreational and entertainment experiences. Programs and services offered to the community include Instructional Programs and Camps, Special Events, Senior 55+ Program, Teen Center, Santee Skate Park, and permitting the use and coordination of parks, fields and facilities.

The *Santee Seniors 55+ Program* hosts programs for ages 55 and over. Activities include social activities, workshops, fitness and exercise opportunities, and local outings.

The *Teen Center* located at Big Rock Park is a weekday after school and summer facility and program for grades 5-12. Programs include daily indoor and outdoor activities, various games, educational presentations, and homework assistance. Transportation is provided to the center by the Santee School District through a partnership agreement. Summer programs at the center also include camps and the junior leader program.

The *Santee Skate Park* allows skateboard, scooter, roller blade, bicycle moto-cross (BMX), and non-motorized all-wheel activities. The Skate Park is open to the public daily and the park hosts classes, clinics and camps designed to serve all skill levels and age groups.

This division serves as City liaison to community organizations and other public and non-profit organizations and supports city and community committees including the Santee Collaborative, San Diego County Live Well, AARP Age friendly meetings, Arts & Culture, SPARC and Santee Community Foundation.

The Parks & Recreation Division coordinates the design, publication and marketing of the Recreation Activity Guide, brochures, other promotional materials, and park and trail signage.

FY 2024-25 ACCOMPLISHMENTS

- Successfully implemented “Trail Mixers”, an all-ages community outreach program promoting the City’s parks and trails through guided walks and hikes
- Attended AARP-sponsored Age Friendly meetings and formed a partnership to offer free outreach and educational opportunities for seniors
- Continued the “San Diego County Feeling Fit” free older adult exercise twice-weekly program at Santee City Hall with strong participation, nearing full capacity
- Coordinated outreach events at various senior mobile home parks, offering bingo activities and promotion of senior program offerings
- Conducted a youth sports survey, generating valuable community feedback
- Held biannual Santee Partnered Youth Sports Organization (PYSO) and youth field user meetings to assure continuity of field use priorities, policies, and procedures within the City of Santee including joint use at Santee School District and local Grossmont Union High School District (GUHSD) High Schools

FY 2024-25 ACCOMPLISHMENTS (Continued)

- Coordinated and relocated partnered youth sports organizations to Santee School District fields during the Town Center Park East's synthetic field renovation
- Full-time recreation staff attended professional development at the California Parks and Recreation Society (CPRS) Annual Conference in Sacramento
- Maintained established partnerships with the Santee Library to deliver specialty activities for seniors, teens and summer day camp participants, while also providing collaborative outreach at community special events
- Maintained the "San Diego County SD Nights" teen outreach program, offering free activities at special events, the Teen Center, and summer day camps
- Offered an off-site Teen Center activity at the YMCA, which included an open swim and SD Nights-sponsored activities
- Established an Impact Melanoma partnership to install free sunscreen dispensers in City parks, as well as educational outreach to community, recreation program participants, and staff
- Coordinated the Total Altruistic Program (TAP) pilot program at Big Rock Park, a program for park patrons to participate in litter removal

FY 2025-26 GOALS AND OBJECTIVES

- Continue providing professional development opportunities for full-time staff to support career growth, and prepare for possible succession planning
- Expand and strengthen our partnership with AARP to increase utilization of their free community outreach programs and activities
- Increase focused marketing and engagement efforts within our senior mobile home parks to expand our senior outreach program participation
- Expand off-site Teen Center activities to a minimum of once per quarter
- Evaluate and either re-negotiate with the current recreational software contract or pursue new software providers
- Enhance the "Trail Mixer" community outreach program, expanding to different trails and parks throughout the year
- Established a formal orientation meeting for new PYSO board presidents
- Expand public arts programming citywide and actively pursue additional funding opportunities



RECREATION SERVICES BUDGET SUMMARY

COMMUNITY SERVICES – RECREATION SERVICES 1001.02.5201

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|-------------------|-------------------|-------------------|
| Personnel | \$ 571,418 | \$ 612,880 | \$ 653,090 |
| Operations & Maintenance | 64,568 | 90,030 | 72,470 |
| TOTAL EXPENDITURES | \$ 635,986 | \$ 702,910 | \$ 725,560 |

SUMMARY OF FUNDED POSITIONS

| | | | |
|-----------------------------|-------------|-------------|-------------|
| Recreation Services Manager | 1.00 | 1.00 | 1.00 |
| Special Events Supervisor | 1.00 | 1.00 | 1.00 |
| Recreation Supervisor | 1.00 | 1.00 | 1.00 |
| Recreation Coordinator | 1.00 | 1.00 | 1.00 |
| TOTAL POSITIONS | 4.00 | 4.00 | 4.00 |



RECREATION SERVICES BUDGET SUMMARY

| COMMUNITY SERVICES – RECREATION SERVICES 1001.02.5201 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--|--------------------------|--------------------------|--------------------------|
| PERSONNEL | | | |
| 50010 Salaries & Wages - Regular | \$ 350,927 | \$ 372,740 | \$ 394,810 |
| 50020 Salaries & Wages - Part Time | 63,694 | 77,110 | 80,210 |
| 50025 Overtime | 344 | - | - |
| 50035 Vacation Cash Out | - | 2,680 | 2,760 |
| 50050 Retirement - PERS | 36,879 | 39,400 | 41,720 |
| 50052 Retirement - Unfunded Liability | 74,532 | 71,000 | 79,350 |
| 50055 Retirement - Part Time | 2,306 | 2,890 | 3,010 |
| 50060 Medicare | 6,020 | 6,560 | 6,930 |
| 50070 Health Insurance | 32,727 | 36,000 | 39,330 |
| 50071 Dental Insurance | 2,611 | 3,090 | 3,470 |
| 50075 Life Insurance | 392 | 400 | 400 |
| 50076 Long Term Disability Insurance | 986 | 1,010 | 1,100 |
| Total Personnel | <u>\$ 571,418</u> | <u>\$ 612,880</u> | <u>\$ 653,090</u> |
| OPERATIONS & MAINTENANCE | | | |
| 51040 Expert/Consulting Services | \$ 21,750 | \$ 34,500 | \$ 13,000 |
| 51104 Subscriptions/Memberships | 720 | 880 | 880 |
| 51110 Professional Development | 3,562 | 4,400 | 6,000 |
| 51120 Printing & Duplicating | 93 | 350 | 350 |
| 51121 Telephone & Fax | 8,347 | 8,300 | 9,800 |
| 51122 Postage | 124 | 200 | 200 |
| 51131 Promotional Activities | 1,438 | 1,600 | 2,000 |
| 51133 Banners | 640 | 1,000 | 1,000 |
| 51150 Bank Fees | 3,595 | 4,000 | 4,000 |
| 51160 Materials & Supplies | 3,438 | 6,100 | 6,350 |
| 51172 Transportation | 1,912 | 2,000 | 2,000 |
| 51180 Electricity & Gas | 14,512 | 17,600 | 18,590 |
| 51185 Water & Sewer | 1,392 | 1,650 | 1,700 |
| 51201 Software Maintenance & Licensing | 1,260 | 1,500 | 1,600 |
| 51211 Repair/Maintenance - Equipment | 1,785 | 5,850 | 4,900 |
| 51215 Repair/Maintenance - Bldg. & Structures | - | 100 | 100 |
| Total Operations & Maintenance | <u>\$ 64,568</u> | <u>\$ 90,030</u> | <u>\$ 72,470</u> |
| GRAND TOTAL | <u><u>\$ 635,986</u></u> | <u><u>\$ 702,910</u></u> | <u><u>\$ 725,560</u></u> |



RECREATION SERVICES BUDGET DETAILS

COMMUNITY SERVICES – RECREATION SERVICES 1001.02.5201

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

OPERATIONS & MAINTENANCE

Expert/Consulting Services

\$ 21,750

\$ 34,500

\$ 13,000

This appropriation will fund the cost of contracted services for graphic design services for recreation needs.

Subscriptions/Memberships

720

880

880

This appropriation provides for memberships such as: California Parks and Recreation Society, National Recreation and Park Association and other professional organizations. Publications and resource materials which address relevant issues in the industry.

Professional Development

3,562

4,400

6,000

This appropriation provides funds for staff training, conferences - including travel, required CPR and First Aid, and recreation programming seminars.

Printing & Duplicating

93

350

350

This appropriation will provide for routine printing costs and supplies.

Telephone & Fax

8,347

8,300

9,800

This appropriation will fund the cost of telephone and related expenses.

Postage

124

200

200

This appropriation will fund the cost of mailing correspondence, certified letters, or packages.

Promotional Activities

1,438

1,600

2,000

This appropriation will fund the cost of program promotions and marketing.

Banners

640

1,000

1,000

This appropriation provides funds for purchasing, installing, removing, storing, cleaning and repairing banners.

Bank Fees

3,595

4,000

4,000

This appropriation provides funds for ACTIVENet transactions and processing fees.

Materials & Supplies

3,438

6,100

6,350

This appropriation provides funds for office & miscellaneous supplies.

Transportation

1,912

2,000

2,000

This appropriation provides funds for transportation services provided by the Santee School District to students in grades 6-8. Expenses offset by revenue.



RECREATION SERVICES BUDGET DETAILS

COMMUNITY SERVICES – RECREATION SERVICES 1001.02.5201

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

OPERATIONS & MAINTENANCE (CONTINUED)

Electricity & Gas

| | | | | | |
|----|--------|----|--------|----|--------|
| \$ | 14,512 | \$ | 17,600 | \$ | 18,590 |
|----|--------|----|--------|----|--------|

This appropriation funds the cost of electricity and gas charges allocated to this department/division.

Water and Sewer

| | | |
|-------|-------|-------|
| 1,392 | 1,650 | 1,700 |
|-------|-------|-------|

This appropriation will fund the cost of allocated water and sewer charges.

Software Maintenance & Licensing

| | | |
|-------|-------|-------|
| 1,260 | 1,500 | 1,600 |
|-------|-------|-------|

This appropriation will provide funds for annual licensing and subscription fees for disc golf payment machine, and software used to create city wide publicity materials, signs, banners, etc.

Repair/Maintenance - Equipment

| | | |
|-------|-------|-------|
| 1,785 | 5,850 | 4,900 |
|-------|-------|-------|

This appropriation provides funds for purchase, repair and maintenance for computers, printers, and other office equipment not covered under warranty. This appropriation also provides for the Division's share of the copier pooled maintenance agreement.

Repair/Maintenance - Bldgs. & Structures

| | | |
|---|-----|-----|
| - | 100 | 100 |
|---|-----|-----|

This appropriation provides funds for fire and security alarm services and inspections, pest control, and necessary repairs.

TOTAL OPERATIONS & MAINTENANCE

| | | | | | |
|----|--------|----|--------|----|--------|
| \$ | 64,568 | \$ | 90,030 | \$ | 72,470 |
|----|--------|----|--------|----|--------|

COMMUNITY SERVICES SPECIAL EVENTS

PROGRAM DESCRIPTION

The Recreation Services Division – Special Events provides events throughout the year for the Santee community. Events vary in theme and size, from small community-based events to large-scale regional events that attract attendees from around the county. In-house events include City functions, such as grand openings, dedications, ribbon cuttings, ground breakings, employee recognition and social events.

FY 2024-25 ACCOMPLISHMENTS

- Provided carnival rides at Santee Salutes for minimal cost to patrons and reconfigured the event layout and logistics due to the synthetic field renovation at Town Center Community Park East
- Hosted three Community Blood Drives in partnership with the American Red Cross
- Welcomed a record number of attendees at the Holiday Lighting Celebration and introduced an additional “Selfies with Santa” event to accommodate more families, including those with sensory disabilities
- Supported the annual USA Track & Field (USATF) Race Walk National Championships
- Hosted the inaugural Discover Your Community event to highlight local businesses, artists, residents, creativity and cultural community groups that live, work, and play in Santee
- Increased vendor and public participation at the Fido Fest event by 20%
- Hosted the Bunny Trail event in participation with Santee Trolley Square, setting a new record for attendance and participation, while also promoting Santee’s Arts and Entertainment Neighborhood
- Partnered with Santee Trolley Square to advertise City programs and events using their Directory Boards and the Mission Gorge and Cuyamaca corner banner
- Expanded online applications for event vendors, resulting in increased business participation across all community events
- Built new partnerships with local businesses, securing additional sponsors and vendors for City-hosted events
- Relocated the Movie in the Park in September 2024 to West Hills Park during the renovation at Town Center Community Park East and added an additional movie night in June 2025
- Hosted Friday Nights Live, a four-week series of family friendly entertainment and activities at Santee Trolley Square to promote the Santee Arts and Entertainment Neighborhood
- Coordinated a ribbon cutting event for Town Center Community Park East to celebrate the completion of the artificial turf renovation
- Expanded musical variety and featured new musical performers at Santee summer concert series, enhancing the event experience for all

FY 2025-26 GOALS AND OBJECTIVES

- Increase sponsorship revenue by proactively pursuing sponsorship opportunities through targeted outreach and engagement at events hosted by the Santee Chamber and East County Chamber of Commerce
- Deliver high-quality, community-focused events that are safe and secure family-friendly events that foster long lasting memories and community traditions
- Promote arts and culture by integrating artistic, cultural, and community values into existing special events to enrich the overall experience
- Establish Santee Trolley Square as a hub for entertainment and continue to activate the space with engaging community events
- Enhance emergency preparedness by strengthening emergency protocols for city events in collaboration with the Fire Department and Sheriff's Department
- Optimize event technology by expanding the use of systems such as Square Point-of-Sale, Eventbrite, Event Hub, and JotForm to streamline operations for participants, sponsors, and vendors
- Maximize cost efficiency by identifying cost-saving strategies using in-kind donations, volunteers, and sponsorships
- Diversify event programming by expanding the variety of entertainment, performances, and vendor types



SPECIAL EVENTS BUDGET SUMMARY

COMMUNITY SERVICES – SPECIAL EVENTS 1001.02.5309

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|-------------------|-------------------|-------------------|
| Personnel | \$ 119,595 | \$ 142,440 | \$ 165,010 |
| Operations & Maintenance | 210,994 | 294,660 | 250,050 |
| TOTAL EXPENDITURES | \$ 330,589 | \$ 437,100 | \$ 415,060 |

SUMMARY OF FUNDED POSITIONS

| | | | |
|------------------------|-------------|-------------|-------------|
| Recreation Coordinator | 0.75 | 0.75 | 0.75 |
| TOTAL POSITIONS | 0.75 | 0.75 | 0.75 |



SPECIAL EVENTS BUDGET SUMMARY

| COMMUNITY SERVICES – SPECIAL EVENTS 1001.02.5309 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
| PERSONNEL | | | |
| 50010 Salaries & Wages - Regular | \$ 41,855 | \$ 45,450 | \$ 48,420 |
| 50020 Salaries & Wages - Part Time | 54,836 | 64,950 | 87,860 |
| 50050 Retirement - PERS | 3,223 | 3,720 | 4,020 |
| 50052 Retirement - Unfunded Liability | 8,148 | 8,420 | 9,730 |
| 50055 Retirement - Part Time | 2,053 | 9,440 | 3,290 |
| 50060 Medicare | 1,403 | 1,600 | 1,980 |
| 50070 Health Insurance | 7,483 | 8,230 | 8,990 |
| 50071 Dental Insurance | 404 | 440 | 490 |
| 50075 Life Insurance | 69 | 70 | 80 |
| 50076 Long Term Disability Insurance | 121 | 120 | 150 |
| Total Personnel | \$ 119,595 | \$ 142,440 | \$ 165,010 |
| OPERATIONS & MAINTENANCE | | | |
| 51040 Expert/Consulting Services | \$ - | \$ 200 | \$ 200 |
| 51041 Permits/Insurance | 21,078 | 25,460 | 19,000 |
| 51104 Subscriptions/Memberships | 4,001 | 5,470 | 5,680 |
| 51110 Professional Development | 3,185 | 3,730 | 6,880 |
| 51121 Telephone & Fax | 360 | 400 | 500 |
| 51122 Postage | 12 | 80 | 80 |
| 51131 Promotional Activities | 12,938 | 10,080 | 7,500 |
| 51133 Banners | 1,931 | 5,100 | 2,550 |
| 51150 Bank Fees | 440 | 600 | 1,000 |
| 51155 Contract Services | 114,816 | 171,000 | 130,070 |
| 51156 Other Services - SD County Sheriff | 21,458 | 38,000 | 39,450 |
| 51160 Materials & Supplies | 12,781 | 13,000 | 13,000 |
| 51164 Recreational Supplies | 12,648 | 4,000 | 6,000 |
| 51180 Electricity & Gas | 992 | 1,200 | 1,170 |
| 51191 Equipment Rental | 4,354 | 16,340 | 16,970 |
| Total Operations & Maintenance | \$ 210,994 | \$ 294,660 | \$ 250,050 |
| GRAND TOTAL | \$ 330,589 | \$ 437,100 | \$ 415,060 |



SPECIAL EVENTS BUDGET DETAILS

COMMUNITY SERVICES – SPECIAL EVENTS 1001.02.5309

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

OPERATIONS & MAINTENANCE

Expert/Consulting Services

| | | | | | |
|----|---|----|-----|----|-----|
| \$ | - | \$ | 200 | \$ | 200 |
|----|---|----|-----|----|-----|

This appropriation provides for staff CPR and First Aid Training.

Permits/Insurance

| | | |
|--------|--------|--------|
| 21,078 | 25,460 | 19,000 |
|--------|--------|--------|

This appropriation provides funds for health fees/permits, ABC fees/permits, Right of Entry fees/permits and additional event insurance.

Subscription/Memberships

| | | |
|-------|-------|-------|
| 4,001 | 5,470 | 5,680 |
|-------|-------|-------|

This appropriation will provide funds for ASCAP, BMI, SESAC, and other music licensing fees.

Professional Development

| | | |
|-------|-------|-------|
| 3,185 | 3,730 | 6,880 |
|-------|-------|-------|

This appropriation provides for conference expenses for special event staff.

Telephone & Fax

| | | |
|-----|-----|-----|
| 360 | 400 | 500 |
|-----|-----|-----|

This appropriation will fund the cost of telephone and related expenses for this department/division.

Postage

| | | |
|----|----|----|
| 12 | 80 | 80 |
|----|----|----|

This appropriation will fund the cost of mailing correspondence, sponsorship packages and division mail.

Promotional Activities

| | | |
|--------|--------|-------|
| 12,938 | 10,080 | 7,500 |
|--------|--------|-------|

This appropriation provides funds for advertising, domain hosting services, promotional flyers, branded promotional items.

Banners

| | | |
|-------|-------|-------|
| 1,931 | 5,100 | 2,550 |
|-------|-------|-------|

This appropriation provides funds for purchasing, installing, removing, storing, cleaning and repairing banners.

Bank Fees

| | | |
|-----|-----|-------|
| 440 | 600 | 1,000 |
|-----|-----|-------|

This appropriation will fund the cost of processing fees incurred by Square and ACTIVENet transactions.

Other Contract Services

| | | |
|---------|---------|---------|
| 114,816 | 171,000 | 130,070 |
|---------|---------|---------|

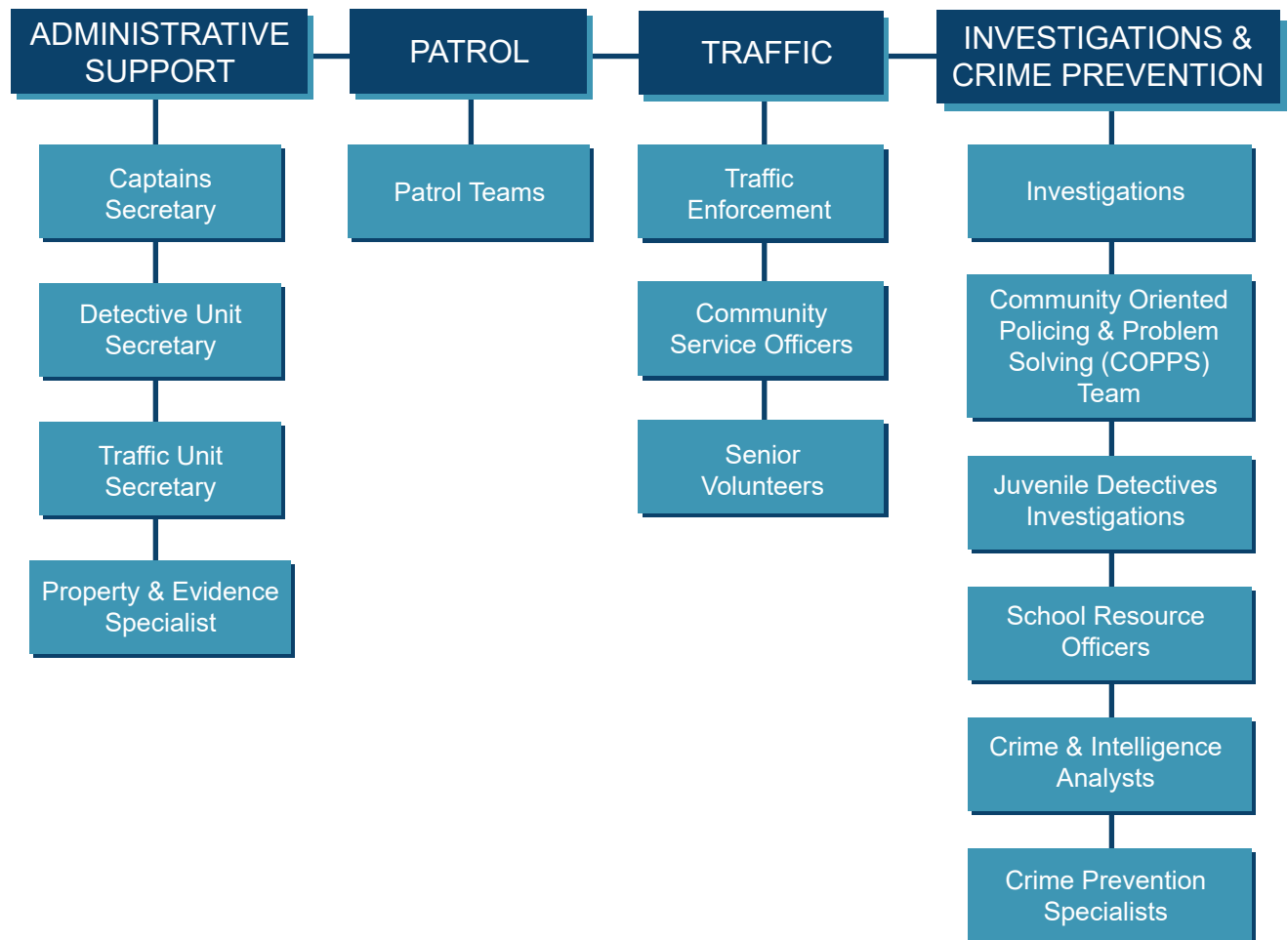
This appropriation provides funding for contracts such as: sound & lighting, bands, other entertainment, event security, pest control services and 4th of July fireworks.



SPECIAL EVENTS BUDGET DETAILS

| COMMUNITY SERVICES – SPECIAL EVENTS 1001.02.5309 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
| OPERATIONS & MAINTENANCE (CONTINUED) | | | |
| Other Services - SD County Sheriff | \$ 21,458 | \$ 38,000 | \$ 39,450 |
| This appropriation provides funds for Sheriff services during special events. | | | |
| Materials & Supplies | 12,781 | 13,000 | 13,000 |
| This appropriation provides funds for general consumable supplies for special events, and office supplies. | | | |
| Recreational Supplies | 12,648 | 4,000 | 6,000 |
| This appropriation provides funds for purchase and replacement of items such as canopies, tables and event fences. | | | |
| Electricity & Gas | 992 | 1,200 | 1,170 |
| This appropriation funds the cost of electricity and gas charges allocated to this department/division. | | | |
| Equipment Rental | 4,354 | 16,340 | 16,970 |
| This appropriation provides funding for the rental of equipment such as walkie talkies & iPads, entertainment/attraction rentals, portable sinks & toilets, generators, canopies, tables, and chairs. | | | |
| TOTAL OPERATIONS & MAINTENANCE | \$ 210,994 | \$ 294,660 | \$ 250,050 |

LAW ENFORCEMENT



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LAW ENFORCEMENT SERVICES

MISSION STATEMENT

In partnership with our communities, we provide the highest quality public safety services.

PROGRAM DESCRIPTION

Law enforcement services are provided through a contract with the San Diego County Sheriff's Department. These services include patrol, traffic, criminal investigations, narcotic/gang enforcement, crime prevention and crime analysis support. Services also include support from the Sheriff's Emergency Services Division to assist with search and rescue, emergency planning, helicopter support, and tactical and bomb/arson support for critical incidents.

FY 2024-25 ACCOMPLISHMENTS

- Through proactive and information-led policing strategies, continued to maintain one of the lowest crime rates of the nine Sheriff's contract cities; Santee is currently ranked 2nd safest in San Diego County and 11th safest overall in California
- Conducted routine traffic enforcement details in areas with higher levels of safety concerns
- Implemented enforcement of the City of Santee's San Diego River Corridor Ordinance to help reduce pollution and prevent fires along the San Diego River
- Continued collaboration through the Safe Santee project, which provides a unique opportunity to partner with residents and businesses to help combat crime and address community safety in real-time
- Facilitated Santee as the first city partner in the Blue Envelope Program, which aims to enhance communication and awareness with community members who might require additional accommodations or awareness during a law enforcement interaction
- Conducted Metropolitan Transit System (MTS) and Joint Trolley Task Force details to address and deter criminal activity on and around the trolley platform at Santee Trolley Square
- Continued use of social media platforms to enhance communication with the community
- Conducted joint active shooter training and evacuation and re-population training with the Santee Fire Department to be better prepared for critical incidents
- Conducted meetings with business owners and management to spread awareness and efforts with the "Trespass Arrest Authorization" forms
- Worked with the city to post No Jaywalking signs on the fencing of the median along North Magnolia as a visual indicator to deter high school students from unsafely crossing outside of the controlled intersections while traveling to and from school

FY 2025-26 GOALS AND OBJECTIVES

- Continue to focus on maintaining low crime rates with proactive policing strategies to make Santee the safest city in San Diego County

FY 2025-26 GOALS AND OBJECTIVES (Continued)

- Collaborate with the City's new Human Services and Open Space Coordinator on projects throughout the community to resolve homeless encampments
- Work with the City to implement the Blue Envelope Program in Santee
- Increase traffic services in and around schools to provide juveniles safe passage to and from school while increasing a presence to reduce crime at local businesses after school hours
- Through partnership with the community, raise fentanyl awareness and reduce fentanyl related crimes and overdoses, and continue to offer Harm Reduction Kits
- Work with the City to implement E-Bike safety education
- Continue having DUI checkpoints throughout the year to deter intoxicated driving
- Continue to provide qualified clinicians assigned to the Psychiatric Emergency Response Team (PERT) to help provide resources for those experiencing a mental health crisis
- Continue working with the Mobile Crisis Response Team (MCRT) to provide additional resources and response to mental health incidents within the city of Santee
- Increase community engagement through in-person events such as coffee with the community and city sponsored events



LAW ENFORCEMENT SERVICES BUDGET SUMMARY

| LAW ENFORCEMENT SERVICES 1001.00.2101-2102 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
| SUMMARY OF EXPENDITURES | | | |
| Operations & Maintenance | \$ 17,083,047 | \$ 17,843,490 | \$ 18,478,350 |
| TOTAL EXPENDITURES | \$ 17,083,047 | \$ 17,843,490 | \$ 18,478,350 |
| OPERATIONS & MAINTENANCE | | | |
| 51040 Expert/Consulting Services | \$ 62,596 | \$ 88,300 | \$ 107,160 |
| 51120 Printing & Duplicating | 3,009 | 3,000 | 4,800 |
| 51152 Contract Services - S.D. County Sheriff | 16,772,580 | 17,479,160 | 18,072,100 |
| 51155 Other Contract Services | 201,510 | 223,980 | 240,260 |
| 51160 Materials & Supplies | - | 250 | 250 |
| 51180 Electricity & Gas | 6,753 | 8,200 | 13,010 |
| 51210 Custodial Services | 5,135 | 5,600 | 5,770 |
| 51215 Repair/Maintenance - Bldg & Structures | - | 1,000 | 1,000 |
| 51332 Communication Charges | 31,464 | 34,000 | 34,000 |
| Total Operations & Maintenance | \$ 17,083,047 | \$ 17,843,490 | \$ 18,478,350 |
| GRAND TOTAL | \$ 17,083,047 | \$ 17,843,490 | \$ 18,478,350 |



LAW ENFORCEMENT SERVICES BUDGET DETAILS

LAW ENFORCEMENT SERVICES 1001.00.2101-2102

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

OPERATIONS & MAINTENANCE

Expert/Consulting Services

\$ 62,596 \$ 88,300 \$ 107,160

This account provides law enforcement support services for the Automated Regional Justice Information System (ARJIS), the California Identification (Cal-ID) Fingerprint program, and for the lease of six Flock automated license plate reading cameras to be located throughout the city.

Printing and Duplicating

3,009 3,000 4,800

This account provides funding for the printing of courtesy notices, parking citations and towing notices for illegally parked vehicles.

Contract Services - S.D. County Sheriff

16,772,580 17,479,160 18,072,100

This appropriation provides funding for general and specialized law enforcement, traffic and patrol services under contract with the San Diego County Sheriff's Department. The current contract amount is partially funded with \$175,000 of State Supplemental Law Enforcement Services Funds in addition to the amounts reflected here. Staffing in FY 2024-25 is:

- Twenty-eight (28) general law enforcement patrol deputies
- Four (4) patrol sergeants
- Five (5) traffic investigation and enforcement deputies
- One (1) traffic sergeant
- One (1) motorcycle deputy
- Four (4) crime suppression COPPS deputies
- Seven (7) detectives
- One (1) detective sergeant
- Two (2) community service officers (CSOs)

Other Contract Services

201,510 223,980 240,260

This appropriation provides funds to support School Resource Officers with the Grossmont Union High School District, assigned to Santana and West Hills High Schools.

Materials & Supplies

- 250 250

This account provides funds to purchase materials and supplies for law enforcement related functions, including RSVP activities and Community Oriented Policing Committee (COMPOC) meetings.

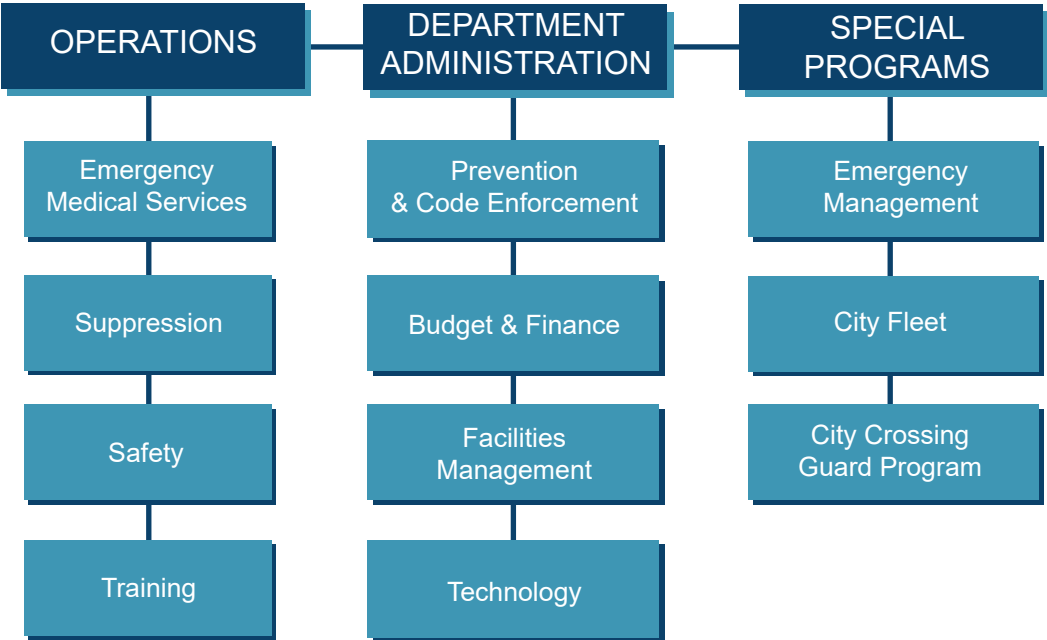


LAW ENFORCEMENT SERVICES BUDGET DETAILS

| LAW ENFORCEMENT SERVICES 1001.00.2101-2102 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|-----------------------------|-----------------------------|-----------------------------|
| OPERATIONS & MAINTENANCE (CONTINUED) | | | |
| Electricity & Gas | \$ 6,753 | \$ 8,200 | \$ 13,010 |
| This appropriation provides funding for the cost of gas and electricity at the Community Safety Center located in Santee Trolley Square. | | | |
| Custodial Services | 5,135 | 5,600 | 5,770 |
| This appropriation provides for janitorial services at the Community Safety Center located in Santee Trolley Square. | | | |
| Repair/Maintenance - Building & Structures | - | 1,000 | 1,000 |
| This account provides for monthly alarm monitoring and inspection fees at the Community Safety Center as well as any as-needed internal facility repairs or maintenance, including plumbing and electrical repairs. | | | |
| Communication Charges | 31,464 | 34,000 | 34,000 |
| This appropriation provides funding for Sheriff radios supported by the County of San Diego 800MHZ Regional Communication System. | | | |
| TOTAL OPERATIONS & MAINTENANCE | <u>\$ 17,083,047</u> | <u>\$ 17,843,490</u> | <u>\$ 18,478,350</u> |

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FIRE & LIFE SAFETY



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FIRE & LIFE SAFETY BUDGET SUMMARY

FIRE & LIFE SAFETY

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

SUMMARY OF EXPENDITURES

| | | | |
|----------------------------------|--------------|--------------|--------------|
| Administration | \$ 1,144,678 | \$ 1,511,950 | \$ 1,431,630 |
| Emergency Operations | 11,801,835 | 12,954,580 | 13,942,060 |
| Emergency Medical | 4,897,378 | 6,238,440 | 6,557,050 |
| Emergency Preparedness | 25,579 | 53,610 | 46,870 |
| Fleet Operations and Maintenance | 484,010 | 657,090 | 685,110 |

TOTAL EXPENDITURES

| | | |
|---------------|---------------|---------------|
| \$ 18,353,480 | \$ 21,415,670 | \$ 22,662,720 |
|---------------|---------------|---------------|

SUMMARY OF FUNDED POSITIONS

| | | | |
|----------------------------------|-------|-------|-------|
| Administration | 5.05 | 4.95 | 4.95 |
| Emergency Operations | 41.55 | 41.55 | 41.65 |
| Emergency Medical | 18.90 | 25.20 | 25.00 |
| Fleet Operations and Maintenance | 1.50 | 1.50 | 1.50 |

TOTAL POSITIONS

| | | |
|-------|-------|-------|
| 67.00 | 73.20 | 73.10 |
|-------|-------|-------|

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FIRE & LIFE SAFETY ADMINISTRATION

MISSION STATEMENT

Positively impacting our community through empowerment and sacrifice.

PROGRAM DESCRIPTION

Fire Administration is responsible for the management and administration of fire and life safety planning, emergency operations, disaster preparedness, emergency medical services, loss prevention, code enforcement, fire investigation, and hazardous materials mitigation. This department is also responsible for administering City fleet maintenance, citywide communications, and the City's Safety Program.

FY 2024-25 ACCOMPLISHMENTS

- Continued implementation of system-wide improvements under the Santee-Lakeside Emergency Medical Services Authority (SLEMSA)
- Sustained wildfire mitigation efforts within the San Diego River corridor to reduce fire risk
- Completed construction of the temporary fire station located at the City Operations Yard
- Implemented a pilot EMT/Paramedic ambulance system trial
- Received the 2023 State Homeland Security Program (SHSP) grant award letter
- Finalized the design of the permanent Fire Station 20
- Accepted the Multi-Jurisdictional Hazardous Mitigation Program Grant (HMPG)
- Submitted grant applications for the SHSP, Assistance to Firefighters Grant (AFG), and Urban Areas Security Initiative (UASI) programs
- Assisted with the recruitment of a Project Manager for the implementation of the HMPG Grant

FY 2025-26 GOALS AND OBJECTIVES

- Continue proactive wildfire mitigation within the San Diego River corridor
- Support the successful execution and completion of Phase 1 of HMPG Grant
- Complete a feasibility study for the establishment of a temporary fire station in the northeast region of the City (District 1)
- Complete planned Capital Improvement Program (CIP) projects at Fire Station 4 to maintain and improve operational functionality

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ADMINISTRATION BUDGET SUMMARY

| FIRE & LIFE SAFETY – ADMINISTRATION 1001.03.2201 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
| SUMMARY OF EXPENDITURES | | | |
| Personnel | \$ 1,084,630 | \$ 1,419,570 | \$ 1,350,120 |
| Operations & Maintenance | 60,048 | 92,380 | 81,510 |
| TOTAL EXPENDITURES | \$ 1,144,678 | \$ 1,511,950 | \$ 1,431,630 |

SUMMARY OF FUNDED POSITIONS

| | | | |
|--------------------------------------|-------------|-------------|-------------|
| Director Fire & Life Safety Services | 0.80 | 0.80 | 0.80 |
| Deputy Fire Chief | 0.75 | 0.75 | 0.75 |
| Fire Marshal | 1.00 | 1.00 | 1.00 |
| Fire Inspector | 1.00 | 1.00 | 1.00 |
| Senior Management Analyst | - | 0.60 | 0.60 |
| Management Analyst | 0.70 | - | - |
| Administrative Secretary | 0.80 | 0.80 | 0.80 |
| TOTAL POSITIONS | 5.05 | 4.95 | 4.95 |



ADMINISTRATION BUDGET SUMMARY

| FIRE & LIFE SAFETY – ADMINISTRATION 1001.03.2201 | | | |
|---|----------------------|-----------------------|-----------------------|
| | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
| PERSONNEL | | | |
| 50010 Salaries & Wages - Regular | \$ 620,631 | \$ 708,820 | \$ 728,000 |
| 50020 Salaries & Wages - Part Time | 35,941 | 138,400 | 115,980 |
| 50025 Overtime | 7,712 | 1,000 | 1,030 |
| 50035 Vacation Cash Out | 5,638 | 39,830 | 18,430 |
| 50050 Retirement - PERS | 120,737 | 135,750 | 139,180 |
| 50052 Retirement - Unfunded Liability | 205,210 | 204,820 | 218,030 |
| 50055 Retirement - Part Time | 1,363 | 5,190 | 1,500 |
| 50060 Medicare | 9,714 | 12,870 | 12,520 |
| 50070 Health Insurance | 68,685 | 93,940 | 104,020 |
| 50071 Dental Insurance | 3,705 | 4,620 | 5,330 |
| 50075 Life Insurance | 464 | 500 | 500 |
| 50076 Long Term Disability Insurance | 1,381 | 1,500 | 1,600 |
| 50080 Workers' Compensation | 3,449 | 72,330 | 4,000 |
| Total Personnel | \$ 1,084,630 | \$ 1,419,570 | \$ 1,350,120 |
| OPERATIONS & MAINTENANCE | | | |
| 51012 Medical Services | \$ 1,217 | \$ 1,330 | \$ 1,340 |
| 51040 Expert/Consulting Services | 12,884 | 20,370 | 13,010 |
| 51104 Subscriptions/Memberships | 1,507 | 5,370 | 3,330 |
| 51110 Professional Development | 12,297 | 21,510 | 21,250 |
| 51120 Printing & Duplicating | 652 | 840 | 840 |
| 51121 Telephone & Fax | 6,833 | 7,200 | 9,100 |
| 51122 Postage | 1,017 | 1,200 | 1,200 |
| 51160 Materials & Supplies | 7,059 | 12,560 | 9,960 |
| 51161 Materials & Supplies - Crossing Guards | 150 | 600 | 600 |
| 51165 Wearing Apparel | 3,877 | 7,130 | 5,700 |
| 51180 Electricity & Gas | 7,743 | 9,300 | 9,100 |
| 51201 Software Maintenance & Licensing | 3,466 | 3,470 | 2,860 |
| 51211 Repair/Maintenance - Equipment | 1,346 | 1,500 | 3,220 |
| Total Operations & Maintenance | \$ 60,048 | \$ 92,380 | \$ 81,510 |
| GRAND TOTAL | \$ 1,144,678 | \$ 1,511,950 | \$ 1,431,630 |



ADMINISTRATION BUDGET DETAILS

FIRE & LIFE SAFETY – ADMINISTRATION 1001.03.2201

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

OPERATIONS & MAINTENANCE

Medical Services

| | | | | | |
|----|-------|----|-------|----|-------|
| \$ | 1,217 | \$ | 1,330 | \$ | 1,340 |
|----|-------|----|-------|----|-------|

This account provides funds for required annual respirator physicals for the Fire Chief and Deputy Fire Chief.

Expert/Consulting Services

| | | |
|--------|--------|--------|
| 12,884 | 20,370 | 13,010 |
|--------|--------|--------|

This account provides funds for the fire benefit fee consultant, contracted fire inspection services, fire inspection billing service, and other miscellaneous services.

Subscriptions/Memberships

| | | |
|-------|-------|-------|
| 1,507 | 5,370 | 3,330 |
|-------|-------|-------|

This appropriation will provide for professional memberships for Chief Officers, Fire Marshal, Fire Inspector, and Fire Administration staff.

Professional Development

| | | |
|--------|--------|--------|
| 12,297 | 21,510 | 21,250 |
|--------|--------|--------|

This appropriation will allow for attendance at professional conferences, classes and various training seminars by Chief Officers, Fire Marshal, Fire Inspector and Fire Administration staff. This account also includes the leadership training program for Fire personnel.

Printing & Duplicating

| | | |
|-----|-----|-----|
| 652 | 840 | 840 |
|-----|-----|-----|

This account provides funds for the printing of various forms, business cards and other miscellaneous printing needs for Fire Administration.

Telephone & Fax

| | | |
|-------|-------|-------|
| 6,833 | 7,200 | 9,100 |
|-------|-------|-------|

This account provides funds for the cost of telephones for Fire Administration staff.

Postage

| | | |
|-------|-------|-------|
| 1,017 | 1,200 | 1,200 |
|-------|-------|-------|

This account provides funds for postage and shipping charges utilized by Fire Administration.

Materials & Supplies

| | | |
|-------|--------|-------|
| 7,059 | 12,560 | 9,960 |
|-------|--------|-------|

This account provides funds for the purchase of miscellaneous materials and supplies utilized by Fire Administration and Fire Prevention.

Materials & Supplies - Crossing Guards

| | | |
|-----|-----|-----|
| 150 | 600 | 600 |
|-----|-----|-----|

This account provides funds for the School Crossing Guard Program for safety apparel, stop signs, and other related items.

Wearing Apparel

| | | |
|-------|-------|-------|
| 3,877 | 7,130 | 5,700 |
|-------|-------|-------|

This account provides for uniforms for the Fire Chief, Deputy Fire Chief, Fire Marshal, and Fire Inspector.



ADMINISTRATION BUDGET DETAILS

FIRE & LIFE SAFETY – ADMINISTRATION 1001.03.2201

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

OPERATIONS & MAINTENANCE (CONTINUED)

Electricity & Gas

| | | | | | |
|----|-------|----|-------|----|-------|
| \$ | 7,743 | \$ | 9,300 | \$ | 9,100 |
|----|-------|----|-------|----|-------|

This appropriation provides for Fire Administration's share of gas and electricity at City Hall.

Software Maintenance & Licensing

| | | |
|-------|-------|-------|
| 3,466 | 3,470 | 2,860 |
|-------|-------|-------|

This account provides funds for the fire inspection software program.

Repair/Maintenance - Equipment

| | | |
|-------|-------|-------|
| 1,346 | 1,500 | 3,220 |
|-------|-------|-------|

This account provides funds for AED service agreement on defibrillators in City facilities, Fire Administration's share of the pooled copier maintenance agreement, and as-needed repair of small office equipment.

TOTAL OPERATIONS & MAINTENANCE

| | | | | | |
|----|--------|----|--------|----|--------|
| \$ | 60,048 | \$ | 92,380 | \$ | 81,510 |
|----|--------|----|--------|----|--------|

FIRE & LIFE SAFETY EMERGENCY OPERATIONS

PROGRAM DESCRIPTION

Emergency Operations is responsible for day-to-day operations including response to and mitigation of emergency incidents and service calls. Supporting emergency response activities requires coordination of safety, training activities and the utilization of current information technology. Emergency response personnel also add value by providing public education and performing business and target hazard fire pre-plan inspections.

FY 2024-25 ACCOMPLISHMENTS

- Deployed a two-person Squad unit as part of a trial study
- Deployed the Type VI apparatus (Patrol 4) into service
- Deployed the Polaris off-road vehicle (REMS) for enhanced remote area medical support
- Completed all operational and logistical requirements necessary to open and staff a temporary fire station at the City Operations Yard
- Conducted two joint fire academies with Central Zone partner agencies
- Administered the 2024 Fire Captain Promotional Exam
- Purchased a new Decision-Making Thermal Imaging Camera (TIC)
- Acquired a new Type 3 Wildland Engine (Brush 5)
- Replaced the existing Squad 4 vehicle with a new F-350

FY 2025-26 GOALS AND OBJECTIVES

- Continue the trial study of the two-person Squad unit
- Fully outfit and deploy Brush 5 for operational service
- Outfit and deploy newly acquired Squad 4 vehicle
- Conduct a Fire Engineer Promotional Exam
- Conduct a Fire Battalion Chief Promotional Exam
- Participate in two joint fire academies with Central Zone agencies

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EMERGENCY OPERATIONS BUDGET SUMMARY

FIRE & LIFE SAFETY – EMERGENCY OPERATIONS 1001.03.2202

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|----------------------|----------------------|----------------------|
| Personnel | \$ 10,977,429 | \$ 11,969,000 | \$ 12,863,230 |
| Operations & Maintenance | 757,150 | 962,620 | 1,017,140 |
| Capital Outlay | 67,256 | 22,960 | 61,690 |
| TOTAL EXPENDITURES | \$ 11,801,835 | \$ 12,954,580 | \$ 13,942,060 |

SUMMARY OF FUNDED POSITIONS

| | | | |
|-------------------------|--------------|--------------|--------------|
| Battalion Chief | 2.65 | 2.65 | 3.00 |
| Battalion Chief - Admin | - | - | 0.25 |
| Fire Captain | 11.90 | 11.90 | 11.40 |
| Fire Engineer | 12.00 | 12.00 | 12.00 |
| Firefighter Paramedic | 15.00 | 15.00 | 15.00 |
| TOTAL POSITIONS | 41.55 | 41.55 | 41.65 |



EMERGENCY OPERATIONS BUDGET SUMMARY

| FIRE & LIFE SAFETY – EMERGENCY OPERATIONS 1001.03.2202 | | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----|----------------------|-----------------------|-----------------------|
| PERSONNEL | | | | |
| 50010 Salaries & Wages - Regular | \$ | 4,548,973 | \$ 5,245,440 | \$ 5,589,810 |
| 50011 Acting Pay | | 8,757 | 20,000 | 20,000 |
| 50012 FLSA | | 115,066 | 140,420 | 148,500 |
| 50025 Overtime | | 1,490,723 | 1,160,540 | 1,558,240 |
| 50027 Overtime - Acting Pay | | 102,492 | 224,970 | 122,430 |
| 50028 Overtime - Reimbursable | | 190,838 | 405,570 | 197,810 |
| 50033 Preceptor/Mentor Pay | | 6,932 | 17,500 | 17,500 |
| 50034 Longevity Certification Pay | | 19,068 | - | - |
| 50035 Vacation Cash Out | | 10,815 | - | 39,840 |
| 50036 Sick Leave Buy Back | | - | 5,900 | - |
| 50041 Clothing Allowance | | 22,089 | 24,510 | 37,540 |
| 50045 2% RHSA | | 83,247 | 95,900 | 100,350 |
| 50050 Retirement - PERS | | 1,014,976 | 1,137,350 | 1,195,430 |
| 50052 Retirement - Unfunded Liability | | 1,940,107 | 1,934,630 | 2,208,040 |
| 50059 Deferred Compensation | | 11,253 | - | - |
| 50060 Medicare | | 93,600 | 101,700 | 112,140 |
| 50070 Health Insurance | | 754,807 | 867,220 | 953,020 |
| 50071 Dental Insurance | | 33,128 | 37,700 | 43,200 |
| 50075 Life Insurance | | 3,900 | 4,190 | 4,200 |
| 50076 Long Term Disability Insurance | | 13,756 | 14,950 | 14,980 |
| 50080 Workers' Compensation Insurance | | 512,902 | 530,510 | 500,200 |
| Total Personnel | \$ | <u>10,977,429</u> | <u>\$ 11,969,000</u> | <u>\$ 12,863,230</u> |



EMERGENCY OPERATIONS BUDGET SUMMARY

FIRE & LIFE SAFETY – EMERGENCY OPERATIONS 1001.03.2202

**ACTUAL
FY 2023-24**

**AMENDED
FY 2024-25**

**ADOPTED
FY 2025-26**

OPERATIONS & MAINTENANCE

| | | | |
|---|-----------|-----------|-----------|
| 51012 Medical Services | \$ 11,068 | \$ 45,000 | \$ 48,580 |
| 51040 Expert/Consulting Services | 25,670 | 27,680 | 29,220 |
| 51101 Other Governmental Purposes | 1,837 | 17,500 | 17,500 |
| 51110 Professional Development | 3,318 | 7,750 | 12,340 |
| 51114 Training & Developments - FTES | 11,815 | 17,940 | 19,310 |
| 51121 Telephone & Fax | 8,258 | 11,990 | 12,350 |
| 51160 Materials & Supplies | 71,148 | 113,680 | 172,200 |
| 51165 Wearing Apparel | 137,279 | 161,390 | 108,540 |
| 51180 Electricity & Gas | 61,406 | 101,280 | 101,730 |
| 51185 Water & Sewer | 12,676 | 19,910 | 24,110 |
| 51201 Software Maintenance & Licensing | 11,892 | 22,210 | 19,810 |
| 51211 Repair/Maintenance - Equipment | 19,157 | 30,210 | 31,880 |
| 51330 Heartland Communications Facility Authority | 235,001 | 247,330 | 266,800 |
| 51331 Heartland Training Authority | 49,555 | 52,140 | 53,700 |
| 51332 Communication Charges | 24,958 | 28,360 | 32,710 |
| 51335 Agency Reimbursements | 50,527 | 54,500 | 58,860 |
| 51360 Fitness Equipment/Education | 21,585 | 3,750 | 7,500 |

Total Operations & Maintenance

\$ 757,150 \$ 962,620 \$ 1,017,140

CAPITAL OUTLAY

| | | | |
|-------------------------------|-----------|-----------|-----------|
| 60050 Communication Equipment | \$ 36,354 | \$ 22,960 | \$ 61,690 |
| 60099 Other Capital Outlay | 30,902 | - | - |

Total Capital Outlay

\$ 67,256 \$ 22,960 \$ 61,690

GRAND TOTAL

\$ 11,801,835 \$ 12,954,580 \$ 13,942,060



EMERGENCY OPERATIONS BUDGET DETAILS

FIRE & LIFE SAFETY – EMERGENCY OPERATIONS 1001.03.2202

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

OPERATIONS & MAINTENANCE

Medical Services

\$ 11,068 \$ 45,000 \$ 48,580

This account provides for required annual respirator physicals, DMV physicals, vaccinations, first aid claims, and pre-placement physicals for new firefighter/paramedics.

Expert/Consulting Services

25,670 27,680 29,220

This account provides funds for various contracts and services including TIP (Trauma Intervention Program), OSHA-required ladder testing, fire hose testing, peer support program, annual County hazardous materials permits, and miscellaneous contracts associated with testing and service on highly technical equipment.

Other Governmental Purposes

1,837 17,500 17,500

This account provides funds for expenses associated with emergencies, including meals, fluid replacement and unforeseen materials and supplies required to mitigate emergencies.

Professional Development

3,318 7,750 12,340

This account will fund department-wide training activities, registration fees, travel and lodging associated with attendance of professional conferences and various training seminars.

Training & Development - FTEs

11,815 17,940 19,310

This account provides funding for ongoing Fire Department related training activities and is associated with an Interagency Instruction Agreement between the City of Santee and Miramar College.

Telephone & Fax

8,258 11,990 12,350

This account provides funds for various phone charges, including emergency lines, cellular phones and T-1 lines at Fire Stations 4, 5 and 20.

Materials & Supplies

71,148 113,680 172,200

This account provides funds for the purchase of miscellaneous materials and supplies including but not limited to SCBA (self-contained breathing apparatus) replacement parts, fire station materials and supplies, fire equipment, and fire hose.



EMERGENCY OPERATIONS BUDGET DETAILS

| FIRE & LIFE SAFETY – EMERGENCY OPERATIONS 1001.03.2202 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|------------------------------|-------------------------------|-------------------------------|
| OPERATIONS & MAINTENANCE (CONTINUED) | | | |
| Wearing Apparel | \$ 137,279 | \$ 161,390 | \$ 108,540 |
| This account provides funds for the purchase and maintenance of protective clothing, safety equipment and firefighter uniforms. | | | |
| Electricity & Gas | 61,406 | 101,280 | 101,730 |
| This account provides funds for the cost of electricity and gas allocated for Fire Stations 4, 5 and 20. | | | |
| Water & Sewer | 12,676 | 19,910 | 24,110 |
| This account provides funds for the cost of water and sewer allocated for Fire Stations 4, 5 and 20. | | | |
| Software Maintenance & Licensing | 11,892 | 22,210 | 19,810 |
| This account provides funds for software maintenance agreements and support services. | | | |
| Repair/Maintenance - Equipment | 19,157 | 30,210 | 31,880 |
| This account provides funds for repair and maintenance of equipment at Fire Stations 4, 5 and 20, as well as radio maintenance and repair services. | | | |
| Heartland Communications Facility Authority | 235,001 | 247,330 | 266,800 |
| This account provides funds for the Heartland Communication Facility Authority operational costs and required CIP contribution. 45% of this amount is budgeted in the Emergency Medical budget. | | | |
| Heartland Training Authority | 49,555 | 52,140 | 53,700 |
| This account provides funds for Heartland Training Facility operational and lease costs. | | | |
| Communication Charges | 24,958 | 28,360 | 32,710 |
| This account provides funds for the Regional Communication System radio user charges, pager service, and data service for Tablet Command equipment. | | | |
| Agency Reimbursements | 50,527 | 54,500 | 58,860 |
| This account provides funds for the City's participation in the County JPA for the Joint Hazardous Material Incident Response Team Program. 25% of this amount is budgeted in the Emergency Medical budget. | | | |
| Fitness Equipment/Education | 21,585 | 3,750 | 7,500 |
| This account provides funds for fitness equipment and education as dictated by the Santee Firefighters Association MOU. | | | |
| TOTAL OPERATIONS & MAINTENANCE | \$ 757,150 | \$ 962,620 | \$ 1,017,140 |



EMERGENCY OPERATIONS BUDGET DETAILS

| FIRE & LIFE SAFETY – EMERGENCY OPERATIONS 1001.03.2202 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
| CAPITAL OUTLAY | | | |
| Communication Equipment | \$ 36,354 | \$ 22,960 | \$ 61,690 |
| This account provides funds for the purchase of four (4) APX 8000 portable radios for Brush 5 and (3) APX 8000 portable radios to replace existing broken and unrepairable APX 7000 radios. | | | |
| Other Capital Outlay | 30,902 | - | - |
| This appropriation funded the FY 23/24 purchase of one (1) set Holmatro High Pressure Lifting Bags, one (1) SCBA Backpack Assembly with Cylinder, and Equipment for the Type 6 Fire Engine. | | | |
| TOTAL CAPITAL OUTLAY | \$ 67,256 | \$ 22,960 | \$ 61,690 |

FIRE & LIFE SAFETY EMERGENCY MEDICAL

PROGRAM DESCRIPTION

Under the direction of the Emergency Medical Services (EMS) Battalion Chief, the Emergency Medical Services Division is responsible for responding to 911 emergency calls and providing both Advanced Life Support (ALS) and Basic Life Support (BLS) patient care in the treatment and transport of individuals suffering medical illness or traumatic injury. This budget provides funding for all EMS services including, but not limited to: ALS and BLS training consistent with State and local laws, as well as County of San Diego policies; ambulance maintenance and repair, medical supplies, employee health, safety and wellness programs; ALS and BLS equipment maintenance and repair, community education and public relations programs; and personnel costs associated with the delivery of EMS provided by the Santee Fire Department. Ambulance procurement is budgeted through the separate Vehicle Acquisition & Replacement Fund. The program is funded through the Santee Lakeside Emergency Medical Services Authority (SLEMSA) Joint Powers Authority (JPA).

FY 2024-25 ACCOMPLISHMENTS

- Continued assessment of the need for additional SLEMSA transport units
- Conducted a trial program staffing Medic 4 and Medic 5 with one (1) EMT and one (1) Firefighter/Paramedic
- Deployed a two-person Squad unit for trial study
- Implemented the approved alternate dispatch plan
- Participated in the Central Zone Nurse Navigator trial program
- Replaced one aging AutoPulse with a LUCAS mechanical compression system
- Remounted one reserve ambulance
- Acquired an EMS simulation manikin through Paramedic Fund donations

FY 2025-26 GOALS AND OBJECTIVES

- Continue evaluating ambulance Unit Hour Utilization (UHU) and Mutual Aid received
- Provide high-quality EMS training utilizing the SLEMSA Nurse Coordinator
- Replace one aging AutoPulse with a LUCAS mechanical compression device
- Continue to evaluate the effectiveness of the Central Zone Nurse Navigator trial
- Continue to evaluate the effectiveness of Squad 4 and impact on fire apparatus UHU

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EMERGENCY MEDICAL BUDGET SUMMARY

FIRE & LIFE SAFETY – EMERGENCY MEDICAL 1001.03.2203

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|---------------------|---------------------|---------------------|
| Personnel | \$ 3,820,593 | \$ 4,832,660 | \$ 5,082,350 |
| Operations & Maintenance | 959,937 | 1,289,430 | 1,372,910 |
| Capital Outlay | 116,848 | 116,350 | 101,790 |
| TOTAL EXPENDITURES | \$ 4,897,378 | \$ 6,238,440 | \$ 6,557,050 |

SUMMARY OF FUNDED POSITIONS

| | | | |
|------------------------------------|--------------|--------------|--------------|
| Director of Fire & Life Safety | 0.20 | 0.20 | 0.20 |
| Deputy Fire Chief | 0.25 | 0.25 | 0.25 |
| Battalion Chief | 1.35 | 1.35 | - |
| Battalion Chief - Admin. | - | - | 0.75 |
| Fire Captain | 0.10 | 0.10 | 0.60 |
| Firefighter Paramedic | 12.00 | 12.00 | 12.00 |
| Senior Management Analyst | - | 0.40 | 0.40 |
| Management Analyst | 0.30 | - | - |
| Lead Equipment Mechanic | 0.25 | 0.25 | 0.25 |
| Equipment Mechanic | 0.25 | 0.25 | 0.25 |
| Emergency Medical Technicians | 4.00 | 10.00 | 10.00 |
| Information Technology/GIS Analyst | - | 0.20 | 0.10 |
| Administrative Secretary | 0.20 | 0.20 | 0.20 |
| TOTAL POSITIONS | 18.90 | 25.20 | 25.00 |



EMERGENCY MEDICAL BUDGET SUMMARY

FIRE & LIFE SAFETY – EMERGENCY MEDICAL 1001.03.2203

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

PERSONNEL

| | | | |
|---------------------------------------|--------------|--------------|--------------|
| 50010 Salaries & Wages - Regular | \$ 1,759,697 | \$ 2,260,320 | \$ 2,324,660 |
| 50012 FLSA | 34,668 | 40,330 | 41,800 |
| 50020 Salaries & Wages - Part Time | 110,725 | 215,810 | 175,910 |
| 50025 Overtime | 435,115 | 472,730 | 612,160 |
| 50033 Preceptor/Mentor Pay | 12,795 | 17,500 | 17,500 |
| 50034 Longevity Certification Pay | 243 | - | - |
| 50035 Vacation Cash Out | 4,353 | 13,280 | 12,280 |
| 50036 Sick Leave Buy Back | - | 1,870 | - |
| 50041 Clothing Allowance | 8,636 | 8,740 | 13,260 |
| 50045 2% RHSA | 24,718 | 27,860 | 31,250 |
| 50050 Retirement - PERS | 318,783 | 393,230 | 402,820 |
| 50052 Retirement - Unfunded Liability | 601,214 | 687,070 | 824,150 |
| 50055 Retirement - Part Time | 3,979 | 6,070 | 4,860 |
| 50059 Deferred Compensation | 17,205 | - | - |
| 50060 Medicare | 34,793 | 43,980 | 46,390 |
| 50070 Health Insurance | 251,193 | 406,930 | 366,630 |
| 50071 Dental Insurance | 12,410 | 19,830 | 19,060 |
| 50075 Life Insurance | 1,766 | 2,470 | 2,380 |
| 50076 Long Term Disability Insurance | 5,206 | 7,640 | 7,040 |
| 50080 Workers' Compensation Insurance | 183,094 | 207,000 | 180,200 |

Total Personnel

| | | |
|--------------|--------------|--------------|
| \$ 3,820,593 | \$ 4,832,660 | \$ 5,082,350 |
|--------------|--------------|--------------|



EMERGENCY MEDICAL BUDGET SUMMARY

FIRE & LIFE SAFETY – EMERGENCY MEDICAL 1001.03.2203

**ACTUAL
FY 2023-24**

**AMENDED
FY 2024-25**

**ADOPTED
FY 2025-26**

OPERATIONS & MAINTENANCE

| | | | |
|---|----------|-----------|-----------|
| 51012 Medical Services | \$ 8,274 | \$ 29,070 | \$ 28,810 |
| 51040 Expert/Consulting Services | 137,992 | 145,580 | 152,200 |
| 51046 Outreach & Education | 5,000 | 6,000 | 6,500 |
| 51102 Laundry/Cleaning Services | 199 | 330 | 540 |
| 51104 Subscriptions & Memberships | 497 | 970 | 730 |
| 51110 Professional Development | 13,223 | 14,960 | 16,020 |
| 51114 Training & Development - FTES | 2,668 | 2,850 | 1,480 |
| 51121 Telephone & Fax | 5,966 | 8,300 | 8,880 |
| 51122 Postage | 724 | 580 | 700 |
| 51160 Materials & Supplies | 243,700 | 371,650 | 399,470 |
| 51165 Wearing Apparel | 54,374 | 65,910 | 57,910 |
| 51171 Fuel & Oil | 92,983 | 113,360 | 113,220 |
| 51180 Electricity & Gas | 21,599 | 37,880 | 35,820 |
| 51185 Water & Sewer | 4,225 | 7,320 | 9,000 |
| 51201 Software Maintenance & Licensing | 7,531 | 16,090 | 16,050 |
| 51211 Repair/Maintenance - Equipment | 2,776 | 9,610 | 10,860 |
| 51212 Repair/Maintenance - Automotive Equipment | 36,242 | 50,070 | 52,570 |
| 51230 Repair/Maintenance - Other | 9,991 | 26,430 | 26,430 |
| 51301 Property Insurance | 17,704 | 22,130 | 25,880 |
| 51305 Public Liability Insurance | 66,445 | 95,130 | 129,380 |
| 51330 Heartland Communications Facility Authority | 192,273 | 213,620 | 229,550 |
| 51332 Communication Charges | 8,536 | 18,350 | 12,760 |
| 51335 Agency Reimbursements | 16,842 | 18,170 | 18,860 |
| 51360 Fitness Equipment/Education | 7,195 | 1,250 | 2,500 |
| 51361 Minor Equipment | 2,978 | 13,820 | 16,790 |

Total Operations & Maintenance

\$ 959,937 \$ 1,289,430 \$ 1,372,910

CAPITAL OUTLAY

| | | | |
|-------------------------------|--------|--------|--------|
| 60030 Medical Equipment | 80,991 | 88,270 | 84,160 |
| 60050 Communication Equipment | 18,940 | 21,120 | 17,630 |
| 60099 Other Capital Outlay | 16,917 | 6,960 | - |

Total Capital Outlay

\$ 116,848 \$ 116,350 \$ 101,790

GRAND TOTAL

\$ 4,897,378 \$ 6,238,440 \$ 6,557,050



EMERGENCY MEDICAL BUDGET DETAILS

FIRE & LIFE SAFETY – EMERGENCY MEDICAL 1001.03.2203

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

OPERATIONS & MAINTENANCE

Medical Services

\$ 8,274 \$ 29,070 \$ 28,810

This account provides funds for required annual respirator physicals, DMV physicals, vaccinations, first aid claims, and pre-placement physicals for new firefighter/paramedics & emergency medical technicians.

Expert/Consulting Services

137,992 145,580 152,200

This account provides funds for various fees and costs associated with ALS and BLS certification and licensing. Costs include, but are not limited to the following: 1) Fees for state associations & licensure; 2) ACLS training; 3) Biohazardous waste disposal; 4) Reverse distribution of controlled substances; 5) Trauma Intervention Program (TIP); and 6) Peer support services. This account also provides funds for the City of Santee's share of the expenses associated with the SLEMSA JPA's Nurse Coordinator, and the HCFA's Medical Director.

Outreach and Education

5,000 6,000 6,500

This account provides funds for EMS-related supplies for community risk reduction through education, and supplies for first aid booths at large community events.

Laundry/Cleaning Services

199 330 540

This account provides funds for a portion of the rental cost associated with uniforms, floor mats, shop towels and dust mops for the fleet maintenance shop and mechanics.

Subscriptions/Memberships

497 970 730

This appropriation provides for professional memberships for EMS personnel.

Professional Development

13,223 14,960 16,020

This account provides funds for purchase of EMS-related training materials and supplies, as well as registration fees, travel expenses and meals for attendance at professional development seminars, classes and conferences related to emergency medical care.

Training & Development - FTES

2,668 2,850 1,480

This account provides funding for ongoing Fire and EMS related training activities, and is associated with an Interagency Instruction Agreement between the City of Santee and Miramar College.

Telephone & Fax

5,966 8,300 8,880

This account provides funds for various phone charges, including emergency lines, cellular phones and T-1 lines at Fire Stations 4, 5 and 20.



EMERGENCY MEDICAL BUDGET DETAILS

FIRE & LIFE SAFETY – EMERGENCY MEDICAL 1001.03.2203

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

OPERATIONS & MAINTENANCE (CONTINUED)

Postage

| | | | | | |
|----|-----|----|-----|----|-----|
| \$ | 724 | \$ | 580 | \$ | 700 |
|----|-----|----|-----|----|-----|

This account is for EMS-associated postage and shipping charges.

Materials & Supplies

| | | |
|---------|---------|---------|
| 243,700 | 371,650 | 399,470 |
|---------|---------|---------|

This account provides funds to purchase miscellaneous medical supplies, pharmaceuticals, office supplies and other supplies related to the EMS program.

Wearing Apparel

| | | |
|--------|--------|--------|
| 54,374 | 65,910 | 57,910 |
|--------|--------|--------|

This account provides funds to purchase safety gear for firefighter/paramedics, including turnouts, boots and protective eye wear. This account also provides funds for EMT uniforms.

Fuel & Oil

| | | |
|--------|---------|---------|
| 92,983 | 113,360 | 113,220 |
|--------|---------|---------|

This account provides funds for fuel, oil, transmission fluid and lubricants for ambulance units.

Electricity & Gas

| | | |
|--------|--------|--------|
| 21,599 | 37,880 | 35,820 |
|--------|--------|--------|

This appropriation will fund the cost of electricity and gas allocated for Fire Stations 4, 5 and 20 as associated with the EMS program.

Water & Sewer

| | | |
|-------|-------|-------|
| 4,225 | 7,320 | 9,000 |
|-------|-------|-------|

This account provides funds for water and sewer allocated for Fire Stations 4, 5 and 20 as associated with the EMS program.

Software Maintenance & Licensing

| | | |
|-------|--------|--------|
| 7,531 | 16,090 | 16,050 |
|-------|--------|--------|

This account provides funds for EMS-related software maintenance agreements and support services.

Repair/Maintenance - Equipment

| | | |
|-------|-------|--------|
| 2,776 | 9,610 | 10,860 |
|-------|-------|--------|

This account provides funds for repair and maintenance of equipment, as well as radio maintenance and repair services associated with the EMS program.

Repair/Maintenance - Automotive Equipment

| | | |
|--------|--------|--------|
| 36,242 | 50,070 | 52,570 |
|--------|--------|--------|

This account provides funds for normal repair and maintenance of all ambulance units.



EMERGENCY MEDICAL BUDGET DETAILS

FIRE & LIFE SAFETY – EMERGENCY MEDICAL 1001.03.2203

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

OPERATIONS & MAINTENANCE (CONTINUED)

Repair/Maintenance - Other

| | | | | | |
|----|-------|----|--------|----|--------|
| \$ | 9,991 | \$ | 26,430 | \$ | 26,430 |
|----|-------|----|--------|----|--------|

This account provides funds for miscellaneous repairs of medical equipment, including but not limited to gurneys, auto vents, automatic blood pressure cuffs, EKG monitor maintenance and mechanical CPR boards.

Property Insurance

| | | |
|--------|--------|--------|
| 17,704 | 22,130 | 25,880 |
|--------|--------|--------|

This account provides funds for the estimated cost to insure the ambulance units.

Public Liability Insurance

| | | |
|--------|--------|---------|
| 66,445 | 95,130 | 129,380 |
|--------|--------|---------|

This account provides funds for the EMS portion of public liability/paramedic malpractice insurance.

Heartland Communications Facility Authority

| | | |
|---------|---------|---------|
| 192,273 | 213,620 | 229,550 |
|---------|---------|---------|

This account provides funds for the Heartland Communication Facility Authority (HCFA) operational cost and required CIP contribution. 55% of this amount is budgeted in the Emergency Operations budget, and 45% is charged to Emergency Medical.

Communication Charges

| | | |
|-------|--------|--------|
| 8,536 | 18,350 | 12,760 |
|-------|--------|--------|

This account provides funds for the Regional Communication System radio user charges, pager service, and data service for Tablet Command equipment.

Agency Reimbursements

| | | |
|--------|--------|--------|
| 16,842 | 18,170 | 18,860 |
|--------|--------|--------|

This account provides funds for the City's participation in the County JPA for the Joint Hazardous Material Incident Response Team Program. 75% of this amount is budgeted in the Emergency Operations budget.

Fitness Equipment/Education

| | | |
|-------|-------|-------|
| 7,195 | 1,250 | 2,500 |
|-------|-------|-------|

This account provides funds for fitness equipment and education as dictated by the Santee Firefighters Association MOU.

Minor Equipment

| | | |
|-------|--------|--------|
| 2,978 | 13,820 | 16,790 |
|-------|--------|--------|

This account provides for equipment purchased that does not meet the fixed asset criteria, but does have a life expectancy greater than one (1) year.

TOTAL OPERATIONS & MAINTENANCE

| | | | | | |
|----|---------|----|-----------|----|-----------|
| \$ | 959,937 | \$ | 1,289,430 | \$ | 1,372,910 |
|----|---------|----|-----------|----|-----------|



EMERGENCY MEDICAL BUDGET DETAILS

**FIRE & LIFE SAFETY –
EMERGENCY MEDICAL 1001.03.2203**

**ACTUAL
FY 2023-24**

**AMENDED
FY 2024-25**

**ADOPTED
FY 2025-26**

CAPITAL OUTLAY

Medical Equipment

| | | | | | |
|----|--------|----|--------|----|--------|
| \$ | 80,991 | \$ | 88,270 | \$ | 84,160 |
|----|--------|----|--------|----|--------|

This account will fund the purchase of one (1) monitor/defibrillator and one (1) mechanical CPR board.

Communication Equipment

| | | |
|--------|--------|--------|
| 18,940 | 21,120 | 17,630 |
|--------|--------|--------|

This account will fund the purchase of two (2) APX 8000 portable radios to replace existing broken and unrepairable APX 7000 portable radios.

Other Capital Outlay

| | | |
|--------|-------|---|
| 16,917 | 6,960 | - |
|--------|-------|---|

This appropriation funded the FY 23/24 fund the purchase of equipment to outfit the Squad 4 Vehicle and the Polaris Off-Road Vehicle.

TOTAL CAPITAL OUTLAY

| | | | | | |
|----|---------|----|---------|----|---------|
| \$ | 116,848 | \$ | 116,350 | \$ | 101,790 |
|----|---------|----|---------|----|---------|

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FIRE & LIFE SAFETY EMERGENCY PREPAREDNESS

PROGRAM DESCRIPTION

The Emergency Preparedness Program is responsible for planning, preparing, and responding to natural disasters, man-made emergencies and war-related emergencies utilizing the National Incident Management System (NIMS). The goals of the program include prevention and mitigation training directed towards saving lives, limiting civilian and responder casualties, minimizing property damage and restoration of the City to normal operations in an efficient and expeditious manner following a large-scale emergency event. The Emergency Preparedness Program achieves community risk reduction through innovative and comprehensive public education and preparedness training. Additionally, this program includes training in the areas of documentation, damage assessment, disaster relief, cost recovery, the City's Emergency Operations Plan (EOP), the Cities Readiness Initiative (CRI) Plan, the Continuity of Operations Plan (COOP), Community Emergency Response Team (CERT) training and readiness of the City's Emergency Operations Center (EOC).

FY 2024-25 ACCOMPLISHMENTS

- Developed a Fire Department Familiarization Program to provide hands-on training for those interested in a fire service career
- Provided public education and first aid staffing for multiple City events including, Santee Salutes, Fido Fest, Open House, and the Chamber of Commerce Street Fair
- Enhanced emergency preparedness messaging on City website
- Purchased Automated Emergency Defibrillators (AED) for all City facilities to meet compliance requirements
- Hosted biannual Emergency Operations Center (EOC) drill for City staff
- Continued mitigation efforts for fire and flood hazards within the San Diego River Corridor
- Conducted Fire Department Updates to provide public education and gather community feedback
- Conducted Emergency Operations Plan (EOP) stakeholder meetings to obtain input from various community organizations

FY 2025-26 GOALS AND OBJECTIVES

- Continue providing public education and first aid staffing at City events
- Provide Emergency Management Specialist Training for EOC personnel, funded through Urban Area Security Initiative (USAI) grant support
- Collaborate with San Diego County agencies to update the City's Emergency Operations Plan (EOP)
- Provide Disaster preparedness and emergency evacuation education for local business and residents, utilizing Alert San Diego tools and resources

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EMERGENCY PREPAREDNESS BUDGET SUMMARY

**FIRE & LIFE SAFETY –
EMERGENCY PREPAREDNESS
1001.03.2204**

**ACTUAL
FY 2023-24**

**AMENDED
FY 2024-25**

**ADOPTED
FY 2025-26**

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|------------------|------------------|------------------|
| Operations & Maintenance | \$ 25,579 | \$ 53,610 | \$ 46,870 |
| TOTAL EXPENDITURES | \$ 25,579 | \$ 53,610 | \$ 46,870 |

OPERATIONS & MAINTENANCE

| | | | |
|---|------------------|------------------|------------------|
| 51046 Outreach & Education | \$ 5,897 | \$ 6,220 | \$ 6,230 |
| 51104 Subscriptions/Memberships | 55 | 1,480 | 940 |
| 51110 Professional Development | 2,770 | 7,130 | 10,590 |
| 51113 Training & Development | 521 | 3,110 | 3,230 |
| 51121 Telephone & Fax | 5,760 | 5,900 | 6,500 |
| 51160 Materials & Supplies | 7,734 | 23,310 | 13,300 |
| 51332 Communication Charges | 1,026 | 3,570 | 3,080 |
| 51335 Agency Reimbursements | 1,816 | 2,890 | 3,000 |
| Total Operations & Maintenance | \$ 25,579 | \$ 53,610 | \$ 46,870 |
| GRAND TOTAL | \$ 25,579 | \$ 53,610 | \$ 46,870 |



EMERGENCY PREPAREDNESS BUDGET DETAILS

**FIRE & LIFE SAFETY –
EMERGENCY PREPAREDNESS
1001.03.2204**

**ACTUAL
FY 2023-24**

**AMENDED
FY 2024-25**

**ADOPTED
FY 2025-26**

OPERATIONS & MAINTENANCE

Outreach & Education

| | | | | | |
|----|-------|----|-------|----|-------|
| \$ | 5,897 | \$ | 6,220 | \$ | 6,230 |
|----|-------|----|-------|----|-------|

This account provides funding to promote community risk reduction through fire and life safety programs. Programs include, but are not limited to, burn prevention, fall prevention, drowning prevention, CPR training, senior smoke detector program, and disaster preparedness. Additionally this account supports school assembly presentations, station tours and community events promoting fire and life safety.

Subscription/ Memberships

| | | |
|----|-------|-----|
| 55 | 1,480 | 940 |
|----|-------|-----|

This appropriation provides for professional memberships associated with disaster preparedness.

Professional Development

| | | |
|-------|-------|--------|
| 2,770 | 7,130 | 10,590 |
|-------|-------|--------|

Funds to be used for disaster preparedness training seminars and conferences, CPR instructor certification, and Emergency Operation Center (EOC) training exercises.

Training & Development

| | | |
|-----|-------|-------|
| 521 | 3,110 | 3,230 |
|-----|-------|-------|

This account provides funds in support of the Department's CPR/AED public education efforts. Funds will be used for program supplies, equipment and maintenance of equipment.

Telephone & Fax

| | | |
|-------|-------|-------|
| 5,760 | 5,900 | 6,500 |
|-------|-------|-------|

This account provides funds for (21) EOC cell phones, (2) EOC tablets, one (1) satellite phone, and telephone service for the City's Emergency Operations Center.

Materials & Supplies

| | | |
|-------|--------|--------|
| 7,734 | 23,310 | 13,300 |
|-------|--------|--------|

This account provides funds to purchase AED Units for City facilities, miscellaneous materials and supplies used in the City's Emergency Operations Center during training exercises and EOC activation.

Communication Charges

| | | |
|-------|-------|-------|
| 1,026 | 3,570 | 3,080 |
|-------|-------|-------|

This account provides funds for the Regional Communication System radio user charges.

Agency Reimbursements

| | | |
|-------|-------|-------|
| 1,816 | 2,890 | 3,000 |
|-------|-------|-------|

This account provides funds for the City's participation in the San Diego County Unified Disaster Council.

TOTAL OPERATIONS & MAINTENANCE

| | | | | | |
|----|--------|----|--------|----|--------|
| \$ | 25,579 | \$ | 53,610 | \$ | 46,870 |
|----|--------|----|--------|----|--------|

FIRE & LIFE SAFETY FLEET OPERATIONS & MAINTENANCE

PROGRAM DESCRIPTION

Fire Administration is responsible for the management and administration of the City fleet. This includes the maintenance of the City fleet, purchase of fuels and oils, as well as the professional development of all fleet personnel.

FY 2024-25 ACCOMPLISHMENTS

- Supported Equipment Mechanics in achieving the State of California Emergency Vehicle Technician certification
- Continued phased replacement of the City's light-duty fleet through Enterprise Fleet Management Vehicle Leasing Program
- Completed emergency service repairs on Engine 4
- Purchased the following new vehicles and equipment:
 - One (1) Type 3 Wildland Engine (Brush Truck 5)– V-228
 - Ambulance Remount – Replacement for V-187
- Leased the following vehicles from Enterprise Fleet Management to support Fire and Public Services operations:
 - One (1) Fire Department F-350 (new Squad 4 vehicle) – V-227
 - One (1) Ford Transit Van for Public Services – V-225
 - One (1) Ford F-250 for Public Services – V-226
 - Five (5) F-150's for Public Services (Landscape & Irrigation Maintenance Workers), which are expected to be delivered mid-June 2025

FY 2025-26 GOALS AND OBJECTIVES

- Support Equipment Mechanics in obtaining new State of California Emergency Vehicle Technician certification
- Continue the phased replacement of the City's light-duty fleet through the Enterprise Fleet Management Vehicle Leasing Program
- Complete major service repairs for Engine 5 and Truck 4
- The vehicle acquisitions for FY 2025-26 will include the following new vehicles:
 - One (1) Ambulance Remount – V-190
 - One (1) Skid Steer Tractor for Public Services – Replacement for V-132
- Acquire the following vehicles through the Enterprise Fleet Management Vehicle Leasing Program:
 - One (1) Ford Ranger for the Engineering Department
 - One (1) Ford Ranger for the Public Services

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FLEET OPERATIONS & MAINTENANCE BUDGET SUMMARY

**FIRE & LIFE SAFETY –
FLEET OPERATIONS & MAINTENANCE
1001.03.2206**

**ACTUAL
FY 2023-24**

**AMENDED
FY 2024-25**

**ADOPTED
FY 2025-26**

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|-------------------|-------------------|-------------------|
| Personnel | \$ 208,096 | \$ 218,950 | \$ 229,060 |
| Operations & Maintenance | 275,914 | 438,140 | 456,050 |
| TOTAL EXPENDITURES | \$ 484,010 | \$ 657,090 | \$ 685,110 |

SUMMARY OF FUNDED POSITIONS

| | | | |
|-------------------------|-------------|-------------|-------------|
| Lead Equipment Mechanic | 0.75 | 0.75 | 0.75 |
| Equipment Mechanic | 0.75 | 0.75 | 0.75 |
| TOTAL POSITIONS | 1.50 | 1.50 | 1.50 |



FLEET OPERATIONS & MAINTENANCE BUDGET SUMMARY

| FIRE & LIFE SAFETY – FLEET OPERATIONS & MAINTENANCE 1001.03.2206 | | | | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--|--|--|--|--------------------------|--------------------------|--------------------------|
| PERSONNEL | | | | | | |
| 50010 Salaries & Wages - Regular | | | | \$ 132,665 | \$ 138,690 | \$ 142,890 |
| 50025 Overtime | | | | 540 | - | - |
| 50050 Retirement - PERS | | | | 15,590 | 16,420 | 17,030 |
| 50052 Retirement - Unfunded Liability | | | | 25,408 | 26,750 | 28,720 |
| 50060 Medicare | | | | 1,931 | 2,010 | 2,070 |
| 50070 Health Insurance | | | | 29,989 | 32,990 | 36,040 |
| 50071 Dental Insurance | | | | 1,421 | 1,530 | 1,720 |
| 50075 Life Insurance | | | | 148 | 150 | 150 |
| 50076 Long Term Disability Insurance | | | | 404 | 410 | 440 |
| Total Personnel | | | | <u>\$ 208,096</u> | <u>\$ 218,950</u> | <u>\$ 229,060</u> |
| OPERATIONS & MAINTENANCE | | | | | | |
| 51012 Medical Services | | | | \$ - | \$ 310 | \$ 350 |
| 51102 Laundry/Cleaning Services | | | | 1,031 | 1,220 | 1,290 |
| 51110 Professional Development | | | | 3,325 | 5,230 | 5,140 |
| 51160 Materials & Supplies | | | | 5,369 | 6,240 | 8,340 |
| 51165 Wearing Apparel | | | | 258 | 450 | 410 |
| 51171 Fuel & Oil | | | | 151,948 | 196,810 | 206,810 |
| 51201 Software Maintenance & Licensing | | | | 5,882 | 7,980 | 12,720 |
| 51212 Repair/Maint. - Automotive Equipment | | | | 108,101 | 219,900 | 220,990 |
| Total Operations & Maintenance | | | | <u>\$ 275,914</u> | <u>\$ 438,140</u> | <u>\$ 456,050</u> |
| GRAND TOTAL | | | | <u><u>\$ 484,010</u></u> | <u><u>\$ 657,090</u></u> | <u><u>\$ 685,110</u></u> |



FLEET OPERATIONS & MAINTENANCE BUDGET DETAILS

**FIRE & LIFE SAFETY –
FLEET OPERATIONS & MAINTENANCE
1001.03.2206**

**ACTUAL
FY 2023-24**

**AMENDED
FY 2024-25**

**ADOPTED
FY 2025-26**

OPERATIONS & MAINTENANCE

Medical Services

| | | | | | |
|----|---|----|-----|----|-----|
| \$ | - | \$ | 310 | \$ | 350 |
|----|---|----|-----|----|-----|

This account provides funds for DMV physicals and first aid for the mechanics.

Laundry/Cleaning Services

| | | |
|-------|-------|-------|
| 1,031 | 1,220 | 1,290 |
|-------|-------|-------|

This account provides a portion of the rental cost associated with uniforms for the mechanics, as well as floor mats, shop towels and dust mops for the fleet maintenance shop.

Professional Development

| | | |
|-------|-------|-------|
| 3,325 | 5,230 | 5,140 |
|-------|-------|-------|

This account funds training activities and related-costs associated with mechanics' attendance at professional conferences and various training seminars.

Materials & Supplies

| | | |
|-------|-------|-------|
| 5,369 | 6,240 | 8,340 |
|-------|-------|-------|

This account provides funds for the purchase of miscellaneous materials and supplies such as small tools, safety equipment and hardware for stock.

Wearing Apparel

| | | |
|-----|-----|-----|
| 258 | 450 | 410 |
|-----|-----|-----|

This account provides funds for the purchase of fleet maintenance t-shirts and boot allowance reimbursement for the mechanics.

Fuel & Oil

| | | |
|---------|---------|---------|
| 151,948 | 196,810 | 206,810 |
|---------|---------|---------|

This account provides funds for all fuel, oil and lubrication used by the City fleet, with the exception of the ambulance units. This account also funds the fuel pump and fuel tank maintenance, inspections, repairs and certifications.

Software Maintenance & Licensing

| | | |
|-------|-------|--------|
| 5,882 | 7,980 | 12,720 |
|-------|-------|--------|

This account provides funds for fleet software maintenance agreements and support services.



FLEET OPERATIONS & MAINTENANCE BUDGET DETAILS

**FIRE & LIFE SAFETY –
FLEET OPERATIONS & MAINTENANCE
1001.03.2206**

**ACTUAL
FY 2023-24**

**AMENDED
FY 2024-25**

**ADOPTED
FY 2025-26**

OPERATIONS & MAINTENANCE (CONTINUED)

| | | | |
|--|-------------------|-------------------|-------------------|
| Repair/Maintenance - Automotive Equipment | \$ 108,101 | \$ 219,900 | \$ 220,990 |
|--|-------------------|-------------------|-------------------|

This account provides funds for contract services, outside repair services, and parts that are required to maintain vehicles and specialized equipment assigned to the City fleet.

| | | | |
|---|--------------------------|--------------------------|--------------------------|
| TOTAL OPERATIONS & MAINTENANCE | <u>\$ 275,914</u> | <u>\$ 438,140</u> | <u>\$ 456,050</u> |
|---|--------------------------|--------------------------|--------------------------|



OTHER USES BUDGET SUMMARY

| OTHER USES 1001. * .1901. | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---------------------------|----------------------|-----------------------|-----------------------|
|---------------------------|----------------------|-----------------------|-----------------------|

SUMMARY OF EXPENDITURES

| | | | |
|-----------------------------|----------------------|---------------------|---------------------|
| Operating Transfers Out | \$ 10,257,467 | \$ 1,222,141 | \$ 1,651,310 |
| Other Governmental Purposes | 600,000 | 600,000 | 600,000 |
| TOTAL EXPENDITURES | \$ 10,857,467 | \$ 1,822,141 | \$ 2,251,310 |

OPERATING TRANSFERS OUT

| | | | |
|--------------------------------------|----------------------|---------------------|---------------------|
| 90001 Operating Transfers Out | \$ 10,257,467 | \$ 1,222,141 | \$ 1,651,310 |
| To Vehicle Replacement Fund | 429,680 | 345,770 | 592,970 |
| To Highway 52 Coalition Fund | 36,097 | 44,250 | 43,240 |
| To Capital Projects Fund | 9,603,190 | 762,121 | 945,100 |
| To Technology Replacement | 188,500 | 70,000 | 70,000 |
| TOTAL OPERATING TRANSFERS OUT | \$ 10,257,467 | \$ 1,222,141 | \$ 1,651,310 |

OTHER GOVERNMENTAL PURPOSES

| | | | |
|--|-------------------|-------------------|-------------------|
| 51101 Other Governmental Purposes | \$ 600,000 | \$ 600,000 | \$ 600,000 |
| CalPERS Additional Discretionary Payment | | | |
| TOTAL OTHER GOVERNMENTAL PURPOSES | \$ 600,000 | \$ 600,000 | \$ 600,000 |

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OTHER FUNDS



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SUMMARY OF OTHER FUNDS FY 2025-26 ADOPTED BUDGET

| Fund | Estimated Balances 07/01/25 | Estimated Revenues | Operating Budget | Operating Transfers In (Out) | Capital Improvement Program | Estimated Balances 06/30/26 |
|------------------------------------|-----------------------------------|-----------------------|-----------------------|------------------------------------|-----------------------------------|-----------------------------------|
| OTHER FUNDS | | | | | | |
| Risk Management Reserve | \$ 288,060 | \$ 2,000 | \$ - | \$ - | \$ - | 290,060 |
| Workers' Comp. Reserve | 1,290,940 | 8,700 | - | - | - | 1,299,640 |
| Vehicle Acq. & Replacement | 1,001,230 | 65,000 | (883,810) | 818,810 | - | 1,001,230 |
| Recreation Revolving | 128,010 | 322,000 | (318,980) | - | - | 131,030 |
| Technology Replacement | 147,010 | - | (146,000) | 70,000 | - | 71,010 |
| Supplemental Law Enforcement | 114,580 | 101,000 | (200,000) | - | - | 15,580 |
| Highway 52 Coalition | 10 | 18,000 | (61,250) | 43,240 | - | - |
| PEG Fees | 29,410 | 115,000 | - | - | (80,250) | 64,160 |
| CASp Certification and Training | 73,070 | 9,000 | (28,950) | - | - | 53,120 |
| Gas Tax | 477,310 | 1,653,300 | (1,855,010) | (25,820) | (222,000) | 27,780 |
| SAFE Program | 18,730 | 400 | (10,000) | - | - | 9,130 |
| Gas Tax-RMRA (SB1) | 900,920 | 1,496,870 | - | - | (1,490,800) | 906,990 |
| Zone 2 Flood Control District | 75,170 | 547,810 | (620,890) | - | - | 2,090 |
| Emergency Medical Services | 3,689,620 | 5,954,410 | - | (6,782,890) | - | 2,861,140 |
| Community Dev. Block Grant | 5,000 | 376,750 | (131,850) | - | (244,900) | 5,000 |
| Community Facilities Districts: | | | | | | |
| CFD No. 2015-1 | 7,210 | 2,290 | (3,130) | - | - | 6,370 |
| CFD No. 2017-2 | 129,380 | 160,560 | (205,020) | - | - | 84,920 |
| Town Center Landscape Maint. Dist: | | | | | | |
| Zone A - Town Center | 281,490 | 148,770 | (159,950) | 25,820 | - | 296,130 |
| Zone B - The Lakes | 34,690 | 8,510 | (17,960) | - | - | 25,240 |
| Zone C - San Remo | 29,920 | 8,830 | (15,060) | - | - | 23,690 |
| Zone D - Mission Creek | 175,370 | 169,680 | (163,220) | - | - | 181,830 |
| Santee Landscape Maint. Dist: | | | | | | |
| Zones 1&2 - El Nopal | 7,930 | 12,170 | (10,450) | - | - | 9,650 |
| Zone 3 - Country Scenes | 5,600 | 2,440 | (1,990) | - | - | 6,050 |
| Zone 4 - Camelot Heights | 1,300 | 1,420 | (1,370) | - | - | 1,350 |
| Zone 8 - Silver Country | 88,460 | 78,940 | (76,510) | - | - | 90,890 |
| Zone 9 - Mattazaro/Timberlane | 590 | 1,570 | (2,120) | - | - | 40 |
| Zone 12 - The Heights | 24,670 | 9,520 | (13,840) | - | - | 20,350 |
| Zone 13 - Prospect Hills | 490 | 3,400 | (3,800) | - | - | 90 |
| Zone 14 - Mitchell Ranch | 7,660 | 2,950 | (3,890) | - | - | 6,720 |
| Zone 17 - Dakota Ranch | 21,770 | 5,810 | (9,660) | - | - | 17,920 |
| Zone 18 - Allos | 10,870 | 4,270 | (5,020) | - | - | 10,120 |
| Roadway Lighting District (Zone A) | 1,438,700 | 514,500 | (258,000) | - | - | 1,695,200 |
| Roadway Lighting District (Zone B) | 618,130 | 437,010 | (486,880) | - | - | 568,260 |
| Mobile Home Park Admin. | 175,400 | 71,300 | (43,790) | - | - | 202,910 |
| TOTAL OTHER FUNDS | \$ 11,298,700 | \$ 12,314,180 | \$ (5,738,400) | \$ (5,850,840) | \$ (2,037,950) | \$ 9,985,690 |

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CITY OF SANTEE
OTHER FUNDS REVENUE DETAIL
FY 2025-26 ADOPTED BUDGET

| ACCT NO | 1003 Risk Management Reserve | FY 2023-24 Actual | 2024-25 Adopted | 2024-25 Revised | FY 2025-26 Estimate |
|------------------------------------|---------------------------------|----------------------|--------------------|--------------------|------------------------|
| 4701 | Interest Income | 8,655 | 2,000 | 2,000 | 2,000 |
| 4702 | Unrealized Gain (Loss) | 3,806 | - | - | - |
| Total Risk Management Reserve Fund | | 12,461 | 2,000 | 2,000 | 2,000 |

| ACCT NO | 1004 Workers Comp Reserve | FY 2023-24 Actual | 2024-25 Adopted | 2024-25 Revised | FY 2025-26 Estimate |
|------------------------------------|------------------------------|----------------------|--------------------|--------------------|------------------------|
| 4701 | Interest Income | 38,863 | 8,700 | 8,700 | 8,700 |
| 4702 | Unrealized Gain (Loss) | 17,089 | - | - | - |
| Total Risk Management Reserve Fund | | 55,952 | 8,700 | 8,700 | 8,700 |

| ACCT NO | 1005 Vehicle Replacement | FY 2023-24 Actual | 2024-25 Adopted | 2024-25 Revised | FY 2025-26 Estimate |
|--------------------------------|-----------------------------|----------------------|--------------------|--------------------|------------------------|
| 4230 | Grants-State | 246,765 | - | - | - |
| 4693 | Paramedic Program JPA | 420,646 | 198,840 | 198,840 | - |
| 4701 | Interest Income | 49,722 | 15,000 | 15,000 | 35,000 |
| 4702 | Unrealized Gain (Loss) | 15,918 | - | - | - |
| 4821 | Sale of Property | 10,895 | 51,000 | 51,000 | 30,000 |
| 8001 | Operating Transfers In | 578,160 | 345,770 | 356,560 | 818,810 |
| Total Vehicle Replacement Fund | | 1,322,106 | 610,610 | 621,400 | 883,810 |

| ACCT NO | 1006 Recreation Revolving | FY 2023-24 Actual | 2024-25 Adopted | 2024-25 Revised | FY 2025-26 Estimate |
|---------------------------------|------------------------------|----------------------|--------------------|--------------------|------------------------|
| 4671 | Instructional Classes | 97,894 | 102,000 | 102,000 | 97,000 |
| 4672 | Senior Trips | 15,558 | 15,000 | 15,000 | 15,000 |
| 4674 | Day Camps | 93,095 | 87,000 | 87,000 | 87,000 |
| 4675 | Contractual Camps | 26,839 | 25,000 | 25,000 | 25,000 |
| 4677 | Skate Park | 884 | 1,000 | 1,000 | 1,000 |
| 4678 | Rec Activity Donations | 102 | - | - | - |
| 4679 | Non-resident Fees | 4,901 | 5,000 | 5,000 | 5,000 |
| 4680 | Special Events | 65,330 | 90,000 | 90,000 | 92,000 |
| Total Recreation Revolving Fund | | 304,603 | 325,000 | 325,000 | 322,000 |

CITY OF SANTEE
OTHER FUNDS REVENUE DETAIL
FY 2025-26 ADOPTED BUDGET

| ACCT NO | 1009 Technology Replacement | FY 2023-24 Actual | 2024-25 Adopted | 2024-25 Revised | FY 2025-26 Estimate |
|--------------------------------|--------------------------------|----------------------|--------------------|--------------------|------------------------|
| 8001 | Operating Transfers In | 188,500 | 70,000 | 70,000 | 70,000 |
| Total Vehicle Replacement Fund | | 188,500 | 70,000 | 70,000 | 70,000 |

| ACCT NO | 2101 Supplemental Law Enforcement | FY 2023-24 Actual | 2024-25 Adopted | 2024-25 Revised | FY 2025-26 Estimate |
|--------------------------------------|--------------------------------------|----------------------|--------------------|--------------------|------------------------|
| 4201 | Allocations | 186,159 | 100,000 | 100,000 | 100,000 |
| 4701 | Interest Income | 2,309 | 400 | 400 | 1,000 |
| 4702 | Unrealized Gain (Loss) | 1,158 | - | - | - |
| Total Supplemental Law Enforce. Fund | | 189,626 | 100,400 | 100,400 | 101,000 |

| ACCT NO | 2104 Highway 52 Coalition | FY 2023-24 Actual | 2024-25 Adopted | 2024-25 Revised | FY 2025-26 Estimate |
|---------------------------------|------------------------------|----------------------|--------------------|--------------------|------------------------|
| 4802 | Donations | 18,000 | 18,000 | 18,000 | 18,000 |
| 8001 | Operating Transfers In | 36,097 | 44,250 | 44,250 | 43,240 |
| Total Highway 52 Coalition Fund | | 54,097 | 62,250 | 62,250 | 61,240 |

| ACCT NO | 2105 PEG Fees | FY 2023-24 Actual | 2024-25 Adopted | 2024-25 Revised | FY 2025-26 Estimate |
|---------------------|------------------|----------------------|--------------------|--------------------|------------------------|
| 4032 | PEG Fees | 120,921 | 145,000 | 145,000 | 115,000 |
| Total PEG Fees Fund | | 120,921 | 145,000 | 145,000 | 115,000 |

| ACCT NO | 2106 CASp Certification and Training | FY 2023-24 Actual | 2024-25 Adopted | 2024-25 Revised | FY 2025-26 Estimate |
|--|---|----------------------|--------------------|--------------------|------------------------|
| 4308 | AB 1379 Surcharge | 8,903 | 10,000 | 10,000 | 9,000 |
| Total CASp Certification and Training Fund | | 8,903 | 10,000 | 10,000 | 9,000 |

CITY OF SANTEE
OTHER FUNDS REVENUE DETAIL
FY 2025-26 ADOPTED BUDGET

| ACCT NO | 2201 Gas Tax | FY 2023-24 Actual | 2024-25 Adopted | 2024-25 Revised | FY 2025-26 Estimate |
|--------------------|-----------------------------|----------------------|--------------------|--------------------|------------------------|
| 4040 | Section 2103 | 596,252 | 500,600 | 500,600 | 530,700 |
| 4041 | Section 2105 | 391,247 | 350,000 | 350,000 | 366,300 |
| 4042 | Section 2106 | 262,643 | 234,500 | 234,500 | 239,900 |
| 4043 | Section 2107 | 529,412 | 478,300 | 478,300 | 499,400 |
| 4044 | Section 2107.5 | 15,000 | 7,500 | 7,500 | 7,500 |
| 4701 | Interest Income | 9,245 | 700 | 700 | 9,500 |
| 4702 | Unrealized Gain (Loss) | 142 | - | - | - |
| 4645 | Cost Recovery - Subrogation | 475 | - | - | - |
| Total Gas Tax Fund | | 1,804,416 | 1,571,600 | 1,571,600 | 1,653,300 |

| ACCT NO | 2202 SAFE Program | FY 2023-24 Actual | 2024-25 Adopted | 2024-25 Revised | FY 2025-26 Estimate |
|-------------------------|------------------------|----------------------|--------------------|--------------------|------------------------|
| 4701 | Interest Income | 854 | 200 | 200 | 400 |
| 4702 | Unrealized Gain (Loss) | 444 | - | - | - |
| Total SAFE Program Fund | | 1,298 | 200 | 200 | 400 |

| ACCT NO | 2203 Road Maint. Rehab Acct. Fund | FY 2023-24 Actual | 2024-25 Adopted | 2024-25 Revised | FY 2025-26 Estimate |
|-------------------------------------|--------------------------------------|----------------------|--------------------|--------------------|------------------------|
| 4046 | Gas Tax - Road Maint. and Rehab | 1,531,331 | 1,442,720 | 1,442,720 | 1,486,870 |
| 4701 | Interest Income | 23,416 | 10,000 | 10,000 | 10,000 |
| 4702 | Unrealized Gain (Loss) | 2,266 | - | - | - |
| Total Road Maint. Rehab. Acct. Fund | | 1,557,013 | 1,452,720 | 1,452,720 | 1,496,870 |

| ACCT NO | 2302 Zone 2 Flood Control District | FY 2023-24 Actual | 2024-25 Adopted | 2024-25 Revised | FY 2025-26 Estimate |
|---------------------------------------|---------------------------------------|----------------------|--------------------|--------------------|------------------------|
| 4001 | Property Taxes | 501,071 | 545,440 | 545,440 | 539,810 |
| 4701 | Interest Income | 10,911 | 2,000 | 2,000 | 8,000 |
| 4702 | Unrealized Gain (Loss) | 3,665 | - | - | - |
| Total Zone 2 Flood Control Dist. Fund | | 515,647 | 547,440 | 547,440 | 547,810 |

CITY OF SANTEE
OTHER FUNDS REVENUE DETAIL
FY 2025-26 ADOPTED BUDGET

| ACCT NO | 2303 Emergency Medical Services | FY 2023-24 Actual | 2024-25 Adopted | 2024-25 Revised | FY 2025-26 Estimate |
|---------------------------------------|------------------------------------|----------------------|--------------------|--------------------|------------------------|
| 4050 | Special Tax | 1,443,851 | 1,471,540 | 1,471,540 | 1,581,750 |
| 4833 | CSA 69 Reserve Balance Dist | 756,075 | - | - | - |
| 4693 | Paramedic Program JPA | 3,116,792 | 3,999,940 | 3,999,940 | 4,187,660 |
| 4690 | Reimbursement Agreement | 45,643 | | | 60,000 |
| 4701 | Interest Income | 196,706 | 100,000 | 100,000 | 125,000 |
| 4702 | Unrealized Gain (Loss) | 75,226 | - | - | - |
| Total Emergency Medical Services Fund | | 5,634,293 | 5,571,480 | 5,571,480 | 5,954,410 |

| ACCT NO | 2401 CDBG | FY 2023-24 Actual | 2024-25 Adopted | 2024-25 Revised | FY 2025-26 Estimate |
|-----------------|-------------------------|----------------------|--------------------|--------------------|------------------------|
| 4220 | Grants - Federal | 67,440 | 350,920 | 350,920 | 376,750 |
| 4701 | Interest Income | 8,011 | - | - | - |
| 4841 | Housing Loan Repayments | 3,912 | - | - | - |
| Total CDBG Fund | | 79,363 | 350,920 | 350,920 | 376,750 |

| ACCT NO | 2510 thru 2572 CFDs | FY 2023-24 Actual | 2024-25 Adopted | 2024-25 Revised | FY 2025-26 Estimate |
|-----------------|------------------------------|----------------------|--------------------|--------------------|------------------------|
| 2510.4050 | Special Tax - CFD No. 2015-1 | 1,925 | 1,990 | 1,990 | 2,050 |
| 2510.4701 | Interest Income | 234 | 40 | 40 | 240 |
| 2510.4702 | Unrealized Gain (Loss) | 106 | - | - | - |
| 2572.4050 | Special Tax - CFD No. 2017-2 | 149,068 | 155,110 | 155,110 | 159,760 |
| 2572.4701 | Interest Income | 4,718 | 800 | 800 | 800 |
| 2572.4702 | Unrealized Gain (Loss) | 889 | - | - | - |
| Total CFD Funds | | 156,940 | 157,940 | 157,940 | 162,850 |

CITY OF SANTEE
OTHER FUNDS REVENUE DETAIL
FY 2025-26 ADOPTED BUDGET

| ACCT NO | 2601 thru 2604 Town Center LMD | FY 2023-24 Actual | 2024-25 Adopted | 2024-25 Revised | FY 2025-26 Estimate |
|-----------------------------|-----------------------------------|----------------------|--------------------|--------------------|------------------------|
| 2601.4101 | Assessments - Zone A | 140,216 | 141,820 | 141,820 | 141,820 |
| 2601.4701 | Interest Income - Zone A | 6,942 | 1,870 | 1,870 | 6,950 |
| 2601.4702 | Unrealized Gain (Loss) | 3,215 | - | - | - |
| 2601.4801 | Miscellaneous Income | 1,386 | - | - | - |
| 2601.8001 | Operating Transfer In | 22,496 | 25,820 | 25,820 | 25,820 |
| 2602.4101 | Assessments - Zone B | 7,529 | 7,520 | 7,520 | 7,520 |
| 2602.4701 | Interest Income - Zone B | 991 | 200 | 200 | 990 |
| 2602.4702 | Unrealized Gain (Loss) | 375 | - | - | - |
| 2603.4101 | Assessments - Zone C | 7,869 | 7,860 | 7,860 | 7,860 |
| 2603.4701 | Interest Income - Zone C | 971 | 250 | 250 | 970 |
| 2603.4702 | Unrealized Gain (Loss) | 469 | - | - | - |
| 2604.4101 | Assessments - Zone D | 165,053 | 164,580 | 164,580 | 164,580 |
| 2604.4701 | Interest Income - Zone D | 5,096 | 960 | 960 | 5,100 |
| 2604.4702 | Unrealized Gain (Loss) | 2,351 | - | - | - |
| Total Town Center LMD Funds | | 364,959 | 350,880 | 350,880 | 361,610 |

CITY OF SANTEE
OTHER FUNDS REVENUE DETAIL
FY 2025-26 ADOPTED BUDGET

| ACCT NO | 2701 thru 2710 Santee LMD | FY 2023-24 Actual | 2024-25 Adopted | 2024-25 Revised | FY 2025-26 Estimate |
|------------------------|-------------------------------|----------------------|--------------------|--------------------|------------------------|
| 2701.4101 | Assessments - Zones 1 & 2 | 11,236 | 11,610 | 11,610 | 11,930 |
| 2701.4701 | Interest Income - Zones 1 & 2 | 237 | 50 | 50 | 240 |
| 2701.4702 | Unrealized Gain (Loss) | 83 | - | - | - |
| 2702.4101 | Assessments - Zone 3 | 1,849 | 2,070 | 2,070 | 2,070 |
| 2702.4701 | Interest Income - Zone 3 | 370 | 30 | 30 | 370 |
| 2702.4702 | Unrealized Gain (Loss) | 64 | - | - | - |
| 2703.4101 | Assessments - Zone 4 | 1,387 | 1,390 | 1,390 | 1,390 |
| 2703.4701 | Interest Income - Zone 4 | 29 | 10 | 10 | 30 |
| 2703.4702 | Unrealized Gain (Loss) | 12 | - | - | - |
| 2704.4101 | Assessments - Zone 8 | 75,882 | 75,740 | 75,740 | 75,740 |
| 2704.4701 | Interest Income - Zone 8 | 3,197 | 740 | 740 | 3,200 |
| 2704.4702 | Unrealized Gain (Loss) | 1,511 | - | - | - |
| 2705.4101 | Assessments - Zone 9 | 1,529 | 1,530 | 1,530 | 1,530 |
| 2705.4701 | Interest Income - Zone 9 | 33 | 10 | 10 | 40 |
| 2705.4702 | Unrealized Gain (Loss) | 26 | - | - | - |
| 2706.4101 | Assessments - Zone 12 | 8,769 | 8,760 | 8,760 | 8,760 |
| 2706.4701 | Interest Income - Zone 12 | 764 | 180 | 180 | 760 |
| 2706.4702 | Unrealized Gain (Loss) | 332 | - | - | - |
| 2707.4101 | Assessments - Zone 13 | 3,228 | 3,230 | 3,230 | 3,230 |
| 2707.4701 | Interest Income - Zone 13 | 171 | 60 | 60 | 170 |
| 2707.4702 | Unrealized Gain (Loss) | 100 | - | - | - |
| 2708.4101 | Assessments - Zone 14 | 2,610 | 2,690 | 2,690 | 2,690 |
| 2708.4701 | Interest Income - Zone 14 | 254 | 50 | 50 | 260 |
| 2708.4702 | Unrealized Gain (Loss) | 128 | - | - | - |
| 2709.4101 | Assessments - Zone 17 | 4,595 | 4,830 | 4,830 | 4,830 |
| 2709.4701 | Interest Income - Zone 17 | 976 | 150 | 150 | 980 |
| 2709.4702 | Unrealized Gain (Loss) | 319 | - | - | - |
| 2710.4101 | Assessments - Zone 18 | 3,928 | 3,920 | 3,920 | 3,930 |
| 2710.4701 | Interest Income - Zone 18 | 337 | 60 | 60 | 340 |
| 2710.4702 | Unrealized Gain (Loss) | 140 | - | - | - |
| Total Santee LMD Funds | | 124,096 | 117,110 | 117,110 | 122,490 |

| ACCT NO | 2801 Roadway Lighting Dist Zone A | FY 2023-24 Actual | 2024-25 Adopted | 2024-25 Revised | FY 2025-26 Estimate |
|---------------------------------------|--------------------------------------|----------------------|--------------------|--------------------|------------------------|
| 4001 | Property Tax | 435,234 | 467,300 | 467,300 | 470,800 |
| 4645 | Cost Recovery/Subrogation | 6,628 | 10,000 | 10,000 | - |
| 4701 | Interest Income | 43,695 | 20,000 | 20,000 | 43,700 |
| 4702 | Unrealized Gain (Loss) | 36,687 | - | - | - |
| Total Street Lighting Tax Zone A Fund | | 522,244 | 497,300 | 497,300 | 514,500 |

CITY OF SANTEE
OTHER FUNDS REVENUE DETAIL
FY 2025-26 ADOPTED BUDGET

| ACCT NO | 2802 Roadway Lighting Dist Zone B | FY 2023-24 Actual | 2024-25 Adopted | 2024-25 Revised | FY 2025-26 Estimate |
|--------------------------------------|--------------------------------------|----------------------|--------------------|--------------------|------------------------|
| 4101 | Assessments | 412,167 | 413,600 | 413,600 | 416,710 |
| 4645 | Cost Recovery/Subrogation | 1,784 | 1,000 | 1,000 | - |
| 4701 | Interest Income | 20,290 | 4,430 | 4,430 | 20,300 |
| 4702 | Unrealized Gain (Loss) | 12,617 | - | - | - |
| 4801 | Miscellaneous | 64 | - | - | - |
| Total Road Lighting Dist Zone B Fund | | 446,922 | 419,030 | 419,030 | 437,010 |

| ACCT NO | 2901 Mobile Home Park Admin | FY 2023-24 Actual | 2024-25 Adopted | 2024-25 Revised | FY 2025-26 Estimate |
|-----------------------------------|--------------------------------|----------------------|--------------------|--------------------|------------------------|
| 4101 | Assessments | 43,245 | 41,000 | 41,000 | 70,200 |
| 4701 | Interest Income | 5,058 | 1,100 | 1,100 | 1,100 |
| 4702 | Unrealized Gain (Loss) | 2,382 | - | - | - |
| Total Mobile Home Park Admin Fund | | 50,685 | 42,100 | 42,100 | 71,300 |

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VEHICLE ACQUISITION & REPLACEMENT

PROGRAM DESCRIPTION

Analyzes the vehicle needs of the City's various departments and purchases new vehicles and equipment as approved by the City Council. Maintains replacement vehicle schedules to ensure future years' funding for the replacement of vehicles and mobile equipment.

FY 2024-25 ACCOMPLISHMENTS

- Continued managing the City's pool vehicle program to maximize utilization of existing fleet assets
- Reviewed fleet resources to identify opportunities for interdepartmental vehicle sharing
- Continued to manage and evaluate the Enterprise Fleet Management Vehicle Leasing Program for the phased replacement of the City's light-duty fleet, thereby reducing maintenance time and costs while maintaining a modern, safe, and fuel-efficient fleet
- Took delivery of the following vehicles:
 - One (1) Type 3 Fire Engine (BR5/New addition to Fleet) – V-228
 - One (1) Fire Department F350 – Replacement for Squad 4 – V-227
 - One (1) Ambulance Remount – Replacement for V-187
 - One (1) New Ambulance (New addition to Fleet) – V-235
 - One (1) Ford Transit Van for Public Services – Replacement for V-148
 - One (1) Ford F250 Public Services (New addition to Fleet) – V-226
 - Five (5) Ford F-150's for Public Services – New additions to Fleet for Landscape & Irrigation Maintenance Workers (Park Maintenance), expected mid-June 2025

FY 2025-26 GOALS AND OBJECTIVES

- Continue to manage the City's pool vehicle program to maximize the utilization of current City vehicles
- Continue to manage and evaluate the Enterprise Fleet Management Vehicle Leasing Program for the phased replacement of the City's light-duty fleet, thereby reducing maintenance time and costs while maintaining a modern, safe, and fuel-efficient fleet
- The vehicle acquisitions for FY 2025-26 will include the following new vehicles and equipment:
 - One (1) Ambulance Remount for V-190
 - Replacement of one (1) Skid Steer Tractor for Public Services – V-132
 - Replacement of one (1) Ford Ranger for Public Services

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VEHICLE ACQUISITION & REPLACEMENT BUDGET SUMMARY

| VEHICLE ACQUISITION & REPLACEMENT 1005 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
|---|----------------------|-----------------------|-----------------------|

SUMMARY OF EXPENDITURES

| | | | |
|--------------------------|-----------|------------|------------|
| Operations & Maintenance | \$ 92,436 | \$ 145,040 | \$ 223,750 |
| Capital Outlay | 222,655 | 210,130 | 385,180 |
| Debt Service | 291,186 | 274,880 | 274,880 |

| | | | |
|---------------------------|-------------------|-------------------|-------------------|
| TOTAL EXPENDITURES | \$ 606,277 | \$ 630,050 | \$ 883,810 |
|---------------------------|-------------------|-------------------|-------------------|

OPERATIONS & MAINTENANCE

Community Services - Public Services

| | | | |
|---------------------------------|-----------|-----------|-----------|
| 51142 Rentals/Leases - Vehicles | \$ 40,945 | \$ 70,760 | \$ 89,490 |
|---------------------------------|-----------|-----------|-----------|

Community Services - Park Maintenance

| | | | |
|---------------------------------|---|-------|--------|
| 51142 Rentals/Leases - Vehicles | - | 8,150 | 51,900 |
|---------------------------------|---|-------|--------|

Community Services - Recreation

| | | | |
|---------------------------------|-------|-------|-------|
| 51142 Rentals/Leases - Vehicles | 7,027 | 7,800 | 9,710 |
|---------------------------------|-------|-------|-------|

Fire & Life Safety

| | | | |
|---------------------------------|--------|--------|--------|
| 51142 Rentals/Leases - Vehicles | 19,054 | 26,630 | 40,950 |
|---------------------------------|--------|--------|--------|

Engineering - Engineering

| | | | |
|---------------------------------|--------|--------|--------|
| 51142 Rentals/Leases - Vehicles | 18,553 | 24,700 | 24,700 |
|---------------------------------|--------|--------|--------|

Planning & Building - Building

| | | | |
|---------------------------------|-------|-------|-------|
| 51142 Rentals/Leases - Vehicles | 6,857 | 7,000 | 7,000 |
|---------------------------------|-------|-------|-------|

| | | | |
|---|------------------|-------------------|-------------------|
| Total Operations and Maintenance | \$ 92,436 | \$ 145,040 | \$ 223,750 |
|---|------------------|-------------------|-------------------|

CAPITAL OUTLAY

Community Services - Public Services

| | | | |
|----------------------------|------------|------|------------|
| 60040 Automotive Equipment | \$ 220,637 | \$ - | \$ 151,090 |
|----------------------------|------------|------|------------|

Community Services - Park Maintenance

| | | | |
|----------------------------|---|-----|-------|
| 60040 Automotive Equipment | - | 500 | 8,250 |
|----------------------------|---|-----|-------|



VEHICLE ACQUISITION & REPLACEMENT BUDGET SUMMARY

| VEHICLE ACQUISITION & REPLACEMENT 1005 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|--------------------------|--------------------------|--------------------------|
| CAPITAL OUTLAY (CONTINUED) | | | |
| Fire & Life Safety | | | |
| 60040 Automotive Equipment | \$ - | \$ 209,630 | \$ 225,840 |
| Engineering - Engineering | | | |
| 60040 Automotive Equipment | 2,018 | - | - |
| Total Capital Outlay | <u>\$ 222,655</u> | <u>\$ 210,130</u> | <u>\$ 385,180</u> |
| DEBT SERVICE | | | |
| Community Services - Public Services | | | |
| 80020 Long Term Debt - Principal | \$ 16,061 | \$ - | \$ - |
| 80030 Interest Expense | 245 | - | - |
| Fire & Life Safety | | | |
| 80020 Long Term Debt - Principal | 230,127 | 236,050 | 244,720 |
| 80030 Interest Expense | 44,753 | 38,830 | 30,160 |
| Total Debt Service | <u>\$ 291,186</u> | <u>\$ 274,880</u> | <u>\$ 274,880</u> |
| GRAND TOTAL | <u><u>\$ 606,277</u></u> | <u><u>\$ 630,050</u></u> | <u><u>\$ 883,810</u></u> |

RECREATION REVOLVING

PROGRAM DESCRIPTION

The Recreation Revolving Fund represents fees collected from participants and augments the City of Santee's General Fund support for municipal recreation programs, enabling the City to provide affordable, diverse and enriching recreation opportunities.

Programs offered through the Recreation Revolving Fund include instructional classes for all ages, youth camps, senior trips and programs, special activities, BMX/skateboard and scooter classes and camps, and the Santee Parks and Recreation Committee (SPARC) special event fundraiser, Brews & Bites Festival, to assist with park improvements, recreation financial assistance (VIP) program and enhanced programming for seniors and youth.

The Parks & Recreation Division produces a quarterly Recreation Activity Guide and brochure which is distributed to Santee-area schools, various community locations, City parks, outreach events, and is also made available electronically.

FY 2024-25 ACCOMPLISHMENTS

- Received the \$12,000 recommended allocation from the SPARC special event fundraiser to provide enhanced senior programming and reduce participant costs
- Received the \$5,000 recommended allocation from the SPARC special event fundraiser to provide enhanced programming and facility needs for the Santee Teen Center at Big Rock Park
- Funded \$16,300 for irrigation improvements at Town Center Community Park East and \$25,000 for court resurfacing improvements at Woodglen Vista Park using special event fundraising proceeds
- Offered new adult Pickleball instructional clinics
- Established a new inclusion intake form and procedures to help children with special needs in all aspects of youth programs
- Expanded senior trips by offering new travel destinations in Southern California
- Updated our instructional class offerings by providing multiple-week sessions within each season
- Offered more family friendly programs including weekend classes and child/parent classes
- Provided a variety of new field trips locations and new educational presentations for Summer Day Camp programs
- Increased promotion of recreation programs, camps and fundraisers using social media including Tik-Tok videos and banners

FY 2025-26 GOALS AND OBJECTIVES

- Implement character development and kindness programs and increase health and fitness educational presentations within Day Camps
- Continue providing professional development opportunities for both full-time and part-time staff

FY 2025-26 GOALS AND OBJECTIVES (Continued)

- Rebrand Santee Brews & Bites Fundraiser to a Halloween theme to increase revenue and focus on reduction of expenses to improve profitability
- Adjust program participant fees to ensure direct cost recovery and maintain program affordability
- Continue research in improving online registration upgrades and evaluate options for new software
- Develop new outdoor programs for active older adults, providing weeknight and weekend opportunities for working adults to participate
- Implement additional arts focused programs for all ages



RECREATION REVOLVING BUDGET SUMMARY

RECREATION REVOLVING
1006.02.3101 - 5311

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|--------------------------|--------------------------|--------------------------|
| Personnel | \$ 76,256 | \$ 94,880 | \$ 100,250 |
| Operations & Maintenance | <u>254,540</u> | <u>267,650</u> | <u>218,730</u> |
| TOTAL EXPENDITURES | <u><u>\$ 330,796</u></u> | <u><u>\$ 362,530</u></u> | <u><u>\$ 318,980</u></u> |

SUMMARY OF FUNDED POSITIONS

| | | | |
|------------------------|--------------------|--------------------|--------------------|
| Recreation Coordinator | <u>0.30</u> | <u>0.30</u> | <u>0.30</u> |
| TOTAL POSITIONS | <u><u>0.30</u></u> | <u><u>0.30</u></u> | <u><u>0.30</u></u> |



RECREATION REVOLVING BUDGET SUMMARY

| RECREATION REVOLVING 1006.02.3101 - 5311 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
| PERSONNEL | | | |
| 50010 Salaries & Wages - Regular | \$ 16,585 | \$ 18,270 | \$ 19,370 |
| 50020 Salaries & Wages - Part Time | 48,164 | 64,450 | 67,540 |
| 50025 Overtime | 445 | - | - |
| 50050 Retirement - PERS | 1,221 | 1,790 | 1,920 |
| 50052 Retirement - Unfunded Liability | 3,642 | 3,380 | 3,900 |
| 50055 Retirement - Part Time | 1,913 | 2,250 | 2,360 |
| 50060 Medicare | 952 | 1,180 | 1,270 |
| 50070 Health Insurance | 2,993 | 3,290 | 3,600 |
| 50071 Dental Insurance | 162 | 180 | 190 |
| 50075 Life Insurance | 29 | 40 | 40 |
| 50076 Long Term Disability Insurance | 50 | 50 | 60 |
| 50080 Workers Compensation Insurance | 100 | - | - |
| Total Personnel | \$ 76,256 | \$ 94,880 | \$ 100,250 |
| OPERATIONS & MAINTENANCE | | | |
| 51040 Expert/Consulting Services | \$ 84,379 | \$ 77,400 | \$ 77,400 |
| 51041 Permits/Insurance | 2,838 | 3,650 | 3,800 |
| 51104 Subscriptions/Memberships | 300 | 400 | 400 |
| 51110 Professional Development | 184 | 1,360 | 1,410 |
| 51120 Printing & Duplicating | 2,769 | 3,600 | 3,600 |
| 51122 Postage | 201 | 300 | 300 |
| 51131 Promotional Activities | 1,060 | 2,050 | 2,070 |
| 51132 Voucher Incentive Program | 4,942 | 4,800 | 5,100 |
| 51133 Banners | 874 | 1,900 | 1,900 |
| 51150 Bank Fees | 5,988 | 6,000 | 5,000 |
| 51155 Other Contract Services | 17,425 | 25,000 | 21,500 |
| 51156 Other Services - SD County Sheriff | 1,636 | 4,250 | 3,000 |
| 51160 Materials & Supplies | 34,191 | 37,350 | 37,650 |
| 51164 Recreational Supplies | - | 50 | 50 |
| 51172 Transportation | 4,200 | 5,450 | 5,850 |
| 51191 Equipment Rental | 13,648 | 19,000 | 15,500 |
| 51210 Custodial | 3,057 | 4,040 | 4,200 |
| 51239 Pickleball Improvements | 14,649 | - | - |
| 51370 Community Enhancement | 58,849 | 71,050 | 30,000 |
| 90001 Operating Transfer Out | 3,350 | - | - |
| Total Operations & Maintenance | \$ 254,540 | \$ 267,650 | \$ 218,730 |
| GRAND TOTAL | \$ 330,796 | \$ 362,530 | \$ 318,980 |



RECREATION REVOLVING BUDGET DETAILS

RECREATION REVOLVING 1006.02.3101 - 5311

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

OPERATIONS & MAINTENANCE

Expert/Consulting Services

\$ 84,379 \$ 77,400 \$ 77,400

This appropriation will fund the cost of contractor and consultant fingerprinting, staff CPR and First Aid training; as well as, contract payments for programs.

| | | | |
|-------------------------------------|--------|--------|--------|
| Instructional Classes [5302] | 62,008 | 55,000 | 55,000 |
| Day Camps [5305] | 100 | 200 | 200 |
| Contract Camps [5306] | 22,271 | 22,000 | 22,000 |
| Recreation Revolving Support [5311] | - | 200 | 200 |

Permits/Insurance

2,838 3,650 3,800

This appropriation will fund the cost of required permits and insurance for Special Events [5309].

Subscriptions/Memberships

300 400 400

This appropriation will provide for subscriptions and professional memberships for staff Recreation Revolving Support [5311].

Professional Development

184 1,360 1,410

This appropriation provides for conferences, workshops, and team building activities.

| | | | |
|-------------------------------------|-----|-----|-----|
| Day Camp [5305] | 184 | 430 | 480 |
| Special Events [5309] | - | 430 | 430 |
| Recreation Revolving Support [5311] | - | 500 | 500 |

Printing & Duplicating

2,769 3,600 3,600

This appropriation will provide for routine printing costs and supplies.

| | | | |
|-------------------------------------|-------|-------|-------|
| Senior Trips [5303] | - | 100 | 100 |
| Special Events [5309] | 521 | 500 | 500 |
| Recreation Revolving Support [5311] | 2,247 | 3,000 | 3,000 |

Postage

201 300 300

This appropriation provides for mailing of marketing materials or other correspondence.

| | | | |
|-------------------------------------|-----|-----|-----|
| Senior Trips [5303] | - | 100 | 100 |
| Special Events [5309] | 201 | 100 | 100 |
| Recreation Revolving Support [5311] | - | 100 | 100 |



RECREATION REVOLVING BUDGET DETAILS

| RECREATION REVOLVING 1006.02.3101 - 5311 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--|----------------------|-----------------------|-----------------------|
| OPERATIONS & MAINTENANCE (CONTINUED) | | | |
| Promotional Activities | \$ 1,060 | \$ 2,050 | \$ 2,070 |
| This appropriation provides for event and program marketing and promotions. | | | |
| Special Events [5309] | 250 | 550 | 570 |
| Recreation Revolving Support [5311] | 810 | 1,500 | 1,500 |
| Voucher Incentive Program | 4,942 | 4,800 | 5,100 |
| This appropriation provides for financial assistance for qualifying senior and youth participants for recreation programs and classes. Provided by recreation activity donations and Fall Festival proceeds. | | | |
| Special Events [5309] | 4,942 | 4,800 | 5,100 |
| Banners | 874 | 1,900 | 1,900 |
| This appropriation provides for purchasing, installing, removing, storing, cleaning and repairing banners. | | | |
| Special Events [5309] | 874 | 1,000 | 1,000 |
| Recreation Revolving Support [5311] | - | 900 | 900 |
| Bank Fees | 5,988 | 6,000 | 5,000 |
| This appropriation provides for ACTIVENet transactions and processing fees. | | | |
| Special Events [5309] | 1,525 | 1,500 | 500 |
| Recreation Revolving Support [5311] | 4,463 | 4,500 | 4,500 |
| Other Contract Services | 17,425 | 25,000 | 21,500 |
| This appropriation provides for entertainment, light, sound and other vendor contracts for Special Events [5309]. | | | |
| Other Services - SD County Sheriff | 1,636 | 4,250 | 3,000 |
| This appropriation will fund the cost of Sheriff services during Special Events [5309]. | | | |
| Materials & Supplies | 34,191 | 37,350 | 37,650 |
| This appropriation provides for supplies, equipment, computer upgrades and incidental furnishings for Recreation Programs. | | | |
| Instructional Classes [5302] | 218 | 250 | 250 |
| Senior Trips [5303] | 12,499 | 11,500 | 12,500 |
| Day Camps [5305] | 13,808 | 15,000 | 16,000 |
| Skate Park [5308] | - | 100 | 100 |
| Special Events [5309] | 7,415 | 9,700 | 8,000 |
| Recreation Revolving Support [5311] | 251 | 800 | 800 |



RECREATION REVOLVING BUDGET DETAILS

| RECREATION REVOLVING 1006.02.3101 - 5311 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
| OPERATIONS & MAINTENANCE (CONTINUED) | | | |
| Recreational Supplies | \$ - | \$ 50 | \$ 50 |
| This appropriation provides for miscellaneous supplies for Day Camps. | | | |
| Day Camps [5305] | - | 50 | 50 |
| Transportation | 4,200 | 5,450 | 5,850 |
| This appropriation provides for bus and transportation fees. | | | |
| Senior Trips [5303] | - | 1,000 | 1,000 |
| Day Camps [5305] | 4,200 | 4,450 | 4,850 |
| Equipment Rental | 13,648 | 19,000 | 15,500 |
| This appropriation provides for rental equipment - portable sanitation units, 2-way radios, and event specific equipment for Special Events. [5309] | | | |
| Custodial Services | 3,057 | 4,040 | 4,200 |
| This appropriation will fund the cost of contracted services for custodial services for the Teen Center at Big Rock Park. [5311] | | | |
| Pickleball Improvements | 14,649 | - | - |
| The FY 23/24 appropriation funded pickleball improvements with donated funds. [3101] | | | |
| Community Enhancement | 58,849 | 71,050 | 30,000 |
| This appropriation will fund the cost of special projects funded with proceeds from City events. | | | |
| Special Events [5309] | 58,849 | 30,000 | 30,000 |
| The FY 24/25 funds provided Sports court resurfacing and Town Center Community Park East irrigation controller replacement. | | | |
| Public Services [3101] | - | 41,050 | - |
| Operating Transfers Out | 3,350 | - | - |
| Contribution to General Fund from proceeds of the annual Bluegrass Festival Fundraiser [5309]. | | | |
| Total Operations & Maintenance | \$ 254,540 | \$ 267,650 | \$ 218,730 |

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TECHNOLOGY REPLACEMENT

PROGRAM DESCRIPTION

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.

FY 2024-25 ACCOMPLISHMENTS

- Upgraded the City's network firewalls and switches to improve cybersecurity protection and enhance network speed and performance
- Replaced and upgraded all City employee workstations, including computers and software

FY 2025-26 GOALS AND OBJECTIVES

- Replace and upgrade all Servers, including virtual servers
- Replace three wireless access points at City Hall to maintain and enhance Wi-Fi coverage

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TECHNOLOGY REPLACEMENT BUDGET SUMMARY

| TECHNOLOGY REPLACEMENT 1009 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--|----------------------|-----------------------|-----------------------|
| SUMMARY OF EXPENDITURES | | | |
| Operations & Maintenance | \$ 11,683 | \$ 40,000 | \$ 146,000 |
| TOTAL EXPENDITURES | \$ 11,683 | \$ 40,000 | \$ 146,000 |
| OPERATIONS & MAINTENANCE | | | |
| 60012 Tech Replacement Program | \$ 11,683 | \$ 40,000 | \$ 116,000 |
| This program sets aside funds each year to ensure maintenance of the City's information technology infrastructure with a planned replacement schedule. The current appropriation will provide for the replacement and upgrade of servers. The budget also includes a small contingency for unanticipated failures. | | | |
| TOTAL OPERATIONS & MAINTENANCE | \$ 11,683 | \$ 40,000 | \$ 116,000 |
| CAPITAL OUTLAY | | | |
| Other Capital Outlay | \$ - | \$ - | \$ 30,000 |
| This appropriation will fund a new phone system. | | | |
| TOTAL CAPITAL OUTLAY | \$ - | \$ - | \$ 30,000 |
| GRAND TOTAL | \$ 11,683 | \$ 40,000 | \$ 146,000 |

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SUPPLEMENTAL LAW ENFORCEMENT

PROGRAM DESCRIPTION

The Supplemental Law Enforcement Services Fund provides for the expenditure of State Citizen's Option for Public Safety ("COPS") program funding. This funding is used to offset a portion of the cost of one Special Purpose Officer in the Community Oriented Policing Unit.

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SUPPLEMENTAL LAW ENFORCEMENT BUDGET SUMMARY

| SUPPLEMENTAL LAW ENFORCEMENT COUNTY OF SAN DIEGO 2101.00.2101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--|----------------------|-----------------------|-----------------------|
|--|----------------------|-----------------------|-----------------------|

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|-------------------|-------------------|-------------------|
| Operations & Maintenance | \$ 161,300 | \$ 175,000 | \$ 200,000 |
| TOTAL EXPENDITURES | \$ 161,300 | \$ 175,000 | \$ 200,000 |

OPERATIONS & MAINTENANCE

| | | | |
|--|-------------------|-------------------|-------------------|
| 51152 Contract Services - SD County Sheriff | \$ 161,300 | \$ 175,000 | \$ 200,000 |
|--|-------------------|-------------------|-------------------|

This appropriation provides funding for a portion of the cost of one special purpose deputy under contract with the San Diego County Sheriff's Department.

| | | | |
|---|-------------------|-------------------|-------------------|
| Total Operations & Maintenance | \$ 161,300 | \$ 175,000 | \$ 200,000 |
|---|-------------------|-------------------|-------------------|

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HIGHWAY 52 COALITION

PROGRAM DESCRIPTION

The Highway 52 Coalition is a multi-interest, economic and community minded effort focused on educating local, state, and federal lawmakers and officials about funding needed to improve State Route 52 and the surrounding corridors. These improvements will reduce congestion, promote multi-modal and shared transportation opportunities, and make State Route 52 into an economic goods movement and mobility corridor that enhances the vitality of the region.

FY 2024-25 ACCOMPLISHMENTS

- Continued communication with federal lobbyists and state legislators to support the Coalition's efforts and to educate officials on funding needed to improve the State Route 52 corridor for the benefit of the entire region

FY 2025-26 GOALS AND OBJECTIVES

- Continue to work with federal, state and local agencies, and regional stakeholders to fund projects to improve traffic flow on State Route 52 and local streets
- Continue to meet with legislators in Sacramento and Washington D.C. to educate officials on funding needed to improve the State Route 52 corridor for the benefit of the entire region
- Apply for additional federal earmark and grant opportunities as appropriate

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HIGHWAY 52 COALITION BUDGET SUMMARY

HIGHWAY 52 COALITION
2104.00.1901

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

SUMMARY OF EXPENDITURES

| | | | |
|--------------------------|-----------|-----------|-----------|
| Operations & Maintenance | \$ 60,046 | \$ 62,250 | \$ 61,250 |
|--------------------------|-----------|-----------|-----------|

| | | | |
|---------------------------|------------------|------------------|------------------|
| TOTAL EXPENDITURES | \$ 60,046 | \$ 62,250 | \$ 61,250 |
|---------------------------|------------------|------------------|------------------|

OPERATIONS & MAINTENANCE

| | | | |
|--|--------|----------|--------|
| 51020 Legal Services - City Attorney | \$ - | \$ 1,000 | \$ - |
| 51040 Expert/Consulting Services | 60,000 | 60,000 | 60,000 |
| 51118 Meetings and Outreach | - | 1,000 | 1,000 |
| 51210 Software Maintenance and Licensing | 46 | 250 | 250 |

| | | | |
|---|------------------|------------------|------------------|
| Total Operations & Maintenance | \$ 60,046 | \$ 62,250 | \$ 61,250 |
|---|------------------|------------------|------------------|



HIGHWAY 52 COALITION BUDGET DETAILS

HIGHWAY 52 COALITION
2104.00.1901

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

OPERATIONS & MAINTENANCE

Legal Services

| | | | | | |
|----|---|----|-------|----|---|
| \$ | - | \$ | 1,000 | \$ | - |
|----|---|----|-------|----|---|

This appropriation covered the costs incurred by the City Attorney's Office in support of the Highway 52 Coalition.

Expert/Consulting Services

| | | |
|--------|--------|--------|
| 60,000 | 60,000 | 60,000 |
|--------|--------|--------|

This appropriation provides funding for the federal lobbyist hired in support of the Highway 52 Coalition and for efforts related to obtaining federal funding for improvements to State Route 52.

Meetings and Outreach

| | | |
|---|-------|-------|
| - | 1,000 | 1,000 |
|---|-------|-------|

This appropriation provides funding for meeting expenses with local, regional, state and federal representatives and their staff in support of the Highway 52 Coalition's efforts.

Software Maintenance & Licensing

| | | |
|----|-----|-----|
| 46 | 250 | 250 |
|----|-----|-----|

This appropriation covers the cost of the website domain licensing for the Highway 52 Coalition.

Total Operations & Maintenance

| | | | | | |
|----|--------|----|--------|----|--------|
| \$ | 60,046 | \$ | 62,250 | \$ | 61,250 |
|----|--------|----|--------|----|--------|

PROGRAM DESCRIPTION

Public, Educational and Governmental (PEG) fees are received from cable television providers, in addition to their franchise fee, in an amount equal to 1% of their gross revenues to be used by the City for capital costs related to public, educational and governmental access facilities consistent with state and federal law. These PEG fees are added to a cable subscriber's bill by the cable television providers. Section 4.08.020 of the Santee Municipal Code authorizes the City to collect the PEG fees. Funds can be used for equipment and improvements directly related to PEG programming, including livestreaming and public access broadcasting services. PEG fees may also be used to make upgrades to the City's website, public Wi-Fi, or other technology related improvements to provide residents with access to local government.

FY 2024-25 ACCOMPLISHMENTS

- Continued to use PEG Fees collected to repay the advance from the General Fund, which was required to complete the City Council Chamber Upgrade Project, as well as the City Hall Fiber Optic Replacement Project and the Clock Tower Video Display Upgrade Project

FY 2025-26 GOALS AND OBJECTIVES

- Utilize PEG Fees collected to repay the advance from the General Fund, which was required to complete the City Council Chamber Upgrade Project, as well as the City Hall Fiber Optic Replacement Project and the Clock Tower Video Display Upgrade Project
- Identify other uses of PEG fees for communicating public, educational and governmental information to residents, visitors and businesses

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PEG FEES BUDGET SUMMARY

| PEG FEES 2105.50.4101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--------------------------|----------------------|-----------------------|-----------------------|
|--------------------------|----------------------|-----------------------|-----------------------|

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|-------------------|-------------------|------------------|
| Operations & Maintenance | \$ 122,993 | \$ 145,000 | \$ 80,250 |
| TOTAL EXPENDITURES | \$ 122,993 | \$ 145,000 | \$ 80,250 |

OPERATIONS & MAINTENANCE

| | | | |
|---|-------------------|-------------------|------------------|
| 90001 Operating Transfer Out | \$ 122,993 | \$ 145,000 | \$ 80,250 |
| This account provides for the transfer of funding for the City Hall Fiber Optic Cable Replacement project, and the Clock Tower video display upgrade project. | | | |
| Total Operations & Maintenance | \$ 122,993 | \$ 145,000 | \$ 80,250 |

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CERTIFIED ACCESS SPECIALIST PROGRAM DESCRIPTION CERTIFICATION & TRAINING

In 2008, Senate Bill (SB) 1608 (Corbett) required that local jurisdictions have a sufficient number of local Building Inspectors with at least one of those Inspectors be a Certified Access Specialist (CASp). A CASp is tested and certified by the State of California's Division of State Architect as an expert in disability access laws. SB 1608 established a process whereby business owners can voluntarily hire a CASp specialist to inspect their buildings to ensure compliance with disability access standards and obtain an inspection report. CASp Building Inspectors play a crucial role in preventing accessibility violations as they provide permitting and plan check services for new and existing construction, where permits are required. Their reviews ensure people with disabilities are provided with equal access to places of public accommodation and can fully participate in society.

Assembly Bill (AB) 1379 allows local jurisdictions to retain 90% of a \$4 fee (originally intended to sunset to \$1 on January 1, 2024) collected for a business license. Local jurisdictions are required to use this fund to increase access to (CASp) professional services and ensure compliance with construction-related accessibility requirements within the business community. The bill has also prioritized the use of these funds for:

- 1. Training and Retention of CASp**

The first priority is to allocate funds to training and retention of CASp Inspectors and other services required to meet the needs of the public in the jurisdiction.

- 2. Activities or Programs that Facilitate Accessibility Compliance**

Remaining funds are to be spent on activities or programs that facilitate accessibility compliance within the business community.

FY 2024-25 ACCOMPLISHMENTS

- Maintained training and certification requirements for the Building division staff
- Initiated the "Accessible Santee Small Business Grant Program" to provide financial assistance to eligible businesses in obtaining a CASp Inspection Report and completing the required improvements identified in the Report
- Developed outreach materials and strategies to encourage business owners to participate in the grant program
- Administered the first phase of grants to supplement the cost of securing a CASp Inspection Report

FY 2025-26 GOALS AND OBJECTIVES

- Maintain and certify new staff and continue to provide outreach to the community
- Continue implementation of the "Accessible Santee Small Business Grant Program"
- Engage with the Business Community to encourage participation in the grant program. City staff will continue outreach to business owners regarding the importance of accessibility, state and federal regulations and how hiring a CASp can help their business

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CASp CERTIFICATION & TRAINING BUDGET SUMMARY

| CASp CERTIFICATION & TRAINING 2106.04.4108 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
|---|----------------------|-----------------------|-----------------------|

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|-------------|------------------|------------------|
| Operations & Maintenance | \$ - | \$ 29,500 | \$ 28,950 |
| TOTAL EXPENDITURES | \$ - | \$ 29,500 | \$ 28,950 |

OPERATIONS & MAINTENANCE

| | | | |
|--|-------------|-----------------|---------------|
| 51104 Subscriptions/Memberships | \$ - | \$ 1,000 | \$ 750 |
|--|-------------|-----------------|---------------|

This appropriation is for maintaining a Certified Access Specialist (CASp) including renewal certifications and memberships. Pursuant to California Law, building departments must have one staff member certified as a CASp dedicated to performing accessible plan reviews and inspections.

| | | | |
|---------------------------------------|----------|--------------|--------------|
| 51110 Professional Development | - | 3,000 | 3,000 |
|---------------------------------------|----------|--------------|--------------|

This funding will be used for the training of new building staff members and to maintain training and certifications for existing staff pursuant to California Law.

| | | | |
|--------------------------|----------|------------|------------|
| 51123 Advertising | - | 500 | 200 |
|--------------------------|----------|------------|------------|

Advertising expenses associated with the Business Assistance (Grant) Program as described below.

| | | | |
|--|----------|---------------|---------------|
| 52012 Business Assistance Program | - | 25,000 | 25,000 |
|--|----------|---------------|---------------|

This appropriation utilizes the existing balance of the "Accessibility Compliance Funds" to support a grant program for Santee small business applicants. The program aims to assist with the removal of architectural barriers that restrict or prevent individuals with disabilities from accessing goods and services.

| | | | |
|---|-------------|------------------|------------------|
| Total Operations & Maintenance | \$ - | \$ 29,500 | \$ 28,950 |
|---|-------------|------------------|------------------|

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PROGRAM DESCRIPTION

Funding for maintaining the City's streets and other facilities within public rights-of-way is derived from the Highway User's (Gas) Tax. The Engineering Department Traffic Division oversees street striping and painting, as well as the routine maintenance and emergency repairs to the City's traffic signals and intersection safety lighting. The Engineering Department CIP Division oversees the concrete repair and replacement contract. The Community Services Department Public Services Division (PSD) oversees all right-of-way landscaping maintenance, urban forestry maintenance, street sweeping, traffic sign maintenance, replacement and repair, and minor asphalt pavement maintenance and repair.

FY 2024-25 ACCOMPLISHMENTS

- Re-striped approximately 8,000 feet of crosswalks and stop bars, approximately 78,000 feet of lane lines on arterials, major and collector streets, and 130 roadway legends
- Maintained and repaired the 62 City-owned traffic signals and related communication system, as needed
- Replaced and installed traffic signs as necessary
- Installed a flashing crosswalk sign system for traffic calming
- Repaired and replaced damaged and lifted sidewalks, performed curb and gutter repairs and performed horizontal sidewalk cutting to eliminate tripping hazards citywide
- Provided monthly street sweeping services for all public streets and intersections
- Maintained right-of-way landscaping, planted trees and replaced landscaping on medians and parkways
- Performed pothole repairs and asphalt patching citywide

FY 2025-26 GOALS AND OBJECTIVES

- Continue to re-stripe City streets to provide clear delineation of street markings
- Continue to maintain City-owned traffic signals and related communication system
- Continue to maintain traffic signs
- Continue to implement traffic calming roadway features
- Perform pothole repairs, asphalt patching and crack filling citywide
- Continue to remove and replace damaged and lifted sidewalks, perform curb and gutter repairs and perform horizontal sidewalk cutting to eliminate tripping hazards citywide
- Continue to provide monthly street sweeping services for all public streets and intersections
- Continue weed abatement program along City rights-of-way
- Continue attending and participating in safety meetings and training for Public Services Staff

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GAS TAX BUDGET SUMMARY

| GAS TAX | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--------------------------------|----------------------|-----------------------|-----------------------|
| SUMMARY OF EXPENDITURES | | | |
| Community Services | \$ 1,124,736 | \$ 1,264,810 | \$ 1,460,090 |
| Engineering | 308,560 | 407,600 | 420,740 |
| Capital Projects | - | - | 222,000 |
| TOTAL EXPENDITURES | \$ 1,433,296 | \$ 1,672,410 | \$ 2,102,830 |



GAS TAX BUDGET DETAILS

| GAS TAX COMMUNITY SERVICES 2201.02.3101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
|---|----------------------|-----------------------|-----------------------|

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|---------------------|---------------------|---------------------|
| Operations & Maintenance | \$ 1,124,736 | \$ 1,264,810 | \$ 1,460,090 |
| TOTAL EXPENDITURES | \$ 1,124,736 | \$ 1,264,810 | \$ 1,460,090 |

OPERATIONS & MAINTENANCE

| | | | |
|---|---------------------|---------------------|---------------------|
| 51010 Accounting/Auditing | \$ 2,724 | \$ 3,200 | \$ 3,200 |
| 51110 Professional Development | 1,465 | 8,440 | 8,100 |
| 51121 Telephone & Fax | 4,174 | 4,400 | 4,710 |
| 51160 Materials & Supplies | 21,405 | 10,000 | 10,000 |
| 51165 Wearing Apparel | 3,989 | 6,700 | 6,960 |
| 51166 Small Tools | 903 | 1,500 | 1,500 |
| 51181 Electricity & Gas - Grounds | 1,871 | 2,800 | 2,800 |
| 51186 Water and Sewer - Grounds | 182,369 | 199,980 | 300,390 |
| 51190 Signage | 5,960 | 12,500 | 12,500 |
| 51191 Equipment Rental | 1,926 | 5,470 | 5,470 |
| 51231 Repair/Maintenance - Grounds | 388,037 | 483,680 | 515,120 |
| 51240 Contract Svc Road Maintenance | 3,130 | 10,000 | 10,000 |
| 51241 Contract Svc Concrete Replacement | 43,304 | 45,000 | 46,710 |
| 51242 Contract Svc Dead Animal Removal | 12,609 | 15,450 | 12,500 |
| 51244 Contract Svc Street Sweeping | 353,590 | 368,870 | 383,310 |
| 51252 Irrigation Materials | 17,249 | 20,000 | 20,000 |
| 51253 Asphalt Materials | 11,715 | 16,000 | 16,000 |
| 51399 Internal Service Charges | 45,820 | 25,000 | 75,000 |
| 90001 Operating Transfer Out | 22,496 | 25,820 | 25,820 |
| Total Operations & Maintenance | \$ 1,124,736 | \$ 1,264,810 | \$ 1,460,090 |
| GRAND TOTAL | \$ 1,124,736 | \$ 1,264,810 | \$ 1,460,090 |



GAS TAX BUDGET DETAILS

| GAS TAX COMMUNITY SERVICES 2201.02.3101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
|---|----------------------|-----------------------|-----------------------|

OPERATIONS & MAINTENANCE

| | | | |
|---------------------|----------|----------|----------|
| Accounting/Auditing | \$ 2,724 | \$ 3,200 | \$ 3,200 |
|---------------------|----------|----------|----------|

This appropriation will fund the cost of the preparation of the annual Street Report and review of Gas Tax Fund expenditures by the State Controller's Office.

| | | | |
|--------------------------|-------|-------|-------|
| Professional Development | 1,465 | 8,440 | 8,100 |
|--------------------------|-------|-------|-------|

This appropriation will fund the cost of specific street and road maintenance training as well as weed abatement, pest control, pesticide licensing, traffic control, and roadside safety training; and other misc. professional development opportunities.

| | | | |
|-----------------|-------|-------|-------|
| Telephone & Fax | 4,174 | 4,400 | 4,710 |
|-----------------|-------|-------|-------|

This appropriation will fund the cost of telephone and related expenses for this department/division.

| | | | |
|----------------------|--------|--------|--------|
| Materials & Supplies | 21,405 | 10,000 | 10,000 |
|----------------------|--------|--------|--------|

This appropriation will provide for miscellaneous traffic and street materials, and supplies not identified elsewhere in this budget. Items include lumber, hardware, tools, disposable coveralls, welding supplies, mark-out paints and other related supplies.

| | | | |
|-----------------|-------|-------|-------|
| Wearing Apparel | 3,989 | 6,700 | 6,960 |
|-----------------|-------|-------|-------|

This appropriation will provide uniforms for the public services staff, 40% of the cost.

| | | | |
|-------------|-----|-------|-------|
| Small Tools | 903 | 1,500 | 1,500 |
|-------------|-----|-------|-------|

This appropriation will fund the cost of purchase and replacement of small tools and supplies.

| | | | |
|-----------------------------|-------|-------|-------|
| Electricity & Gas - Grounds | 1,871 | 2,800 | 2,800 |
|-----------------------------|-------|-------|-------|

This appropriation funds the cost of electricity and gas charges for irrigation controllers in rights-of-way and medians.

| | | | |
|-------------------------|---------|---------|---------|
| Water & Sewer - Grounds | 182,369 | 199,980 | 300,390 |
|-------------------------|---------|---------|---------|

This appropriation will fund the cost of water within the City's rights-of-way and medians.

| | | | |
|---------|-------|--------|--------|
| Signage | 5,960 | 12,500 | 12,500 |
|---------|-------|--------|--------|

This appropriation will fund the cost of miscellaneous traffic and street name signage replacements.



GAS TAX BUDGET DETAILS

| GAS TAX COMMUNITY SERVICES 2201.02.3101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
|---|----------------------|-----------------------|-----------------------|

OPERATIONS & MAINTENANCE (CONTINUED)

| | | | |
|-------------------------|-----------------|-----------------|-----------------|
| Equipment Rental | \$ 1,926 | \$ 5,470 | \$ 5,470 |
|-------------------------|-----------------|-----------------|-----------------|

This appropriation provides for rental of specialized equipment required for street repairs and maintenance such as graders, gradalls, skip loaders, rollers grinders and other street related equipment.

| | | | |
|-------------------------------------|----------------|----------------|----------------|
| Repair/Maintenance - Grounds | 388,037 | 483,680 | 515,120 |
|-------------------------------------|----------------|----------------|----------------|

This appropriation will fund the cost of right-of-ways landscape maintenance including maintenance of medians, parkways, bike paths and street trees. This program also includes the street tree planting and replacement program:

- Area 2 Landscape Maintenance
- Urban Forestry Maintenance
- Annual Pest Control
- Plumbing Maintenance & Repairs
- Electrical Services
- Curb inlet repair
- Electrical pedestal replacement
- Backflow cage purchase & installation

| | | | |
|--|--------------|---------------|---------------|
| Contract Service Road Maintenance | 3,130 | 10,000 | 10,000 |
|--|--------------|---------------|---------------|

This appropriation will provide for roadway repairs such as minor asphalt patching and hot mix asphalt supplies.

| | | | |
|--|---------------|---------------|---------------|
| Contract Service Concrete Replacement | 43,304 | 45,000 | 46,710 |
|--|---------------|---------------|---------------|

This appropriation will provide for concrete curb, gutter and sidewalk replacement program. This includes the sidewalk cutting and grinding program.

| | | | |
|---|---------------|---------------|---------------|
| Contract Service Dead Animal Removal | 12,609 | 15,450 | 12,500 |
|---|---------------|---------------|---------------|

This appropriation will fund the cost of contracted services for disposal of dead animals found within City rights-of-way.

| | | | |
|---|----------------|----------------|----------------|
| Contract Service Street Sweeping | 353,590 | 368,870 | 383,310 |
|---|----------------|----------------|----------------|

This appropriation will fund the cost of the street sweeping contract for commercial and residential streets, medians and intersections. This appropriation also provides funds for additional emergency sweeping as required.



GAS TAX BUDGET DETAILS

| GAS TAX COMMUNITY SERVICES 2201.02.3101 | | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--|--------------|----------------------|-----------------------|-----------------------|
| OPERATIONS & MAINTENANCE (CONTINUED) | | | | |
| Irrigation Materials | \$ 17,249 | \$ 20,000 | \$ 20,000 | |
| This appropriation provides for irrigation repair supplies. | | | | |
| Asphalt Materials | 11,715 | 16,000 | 16,000 | |
| This appropriation provides for cold patch asphalt repair supplies. | | | | |
| Internal Service Charges | 45,820 | 25,000 | 75,000 | |
| This appropriation provides for reimbursements to the General Fund; for the cost of personnel and vehicle expenses used for right-of-way program work. | | | | |
| Operating Transfer Out | 22,496 | 25,820 | 25,820 | |
| This appropriation provides for transfer to Town Center Landscape Maintenance District for median landscape maintenance costs. | | | | |
| Total Operations & Maintenance | \$ 1,124,736 | \$ 1,264,810 | \$ 1,460,090 | |



GAS TAX BUDGET SUMMARY

| GAS TAX ENGINEERING 2201.04.4101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--|----------------------|-----------------------|-----------------------|
| SUMMARY OF EXPENDITURES | | | |
| Operations & Maintenance | \$ 296,195 | \$ 387,600 | \$ 400,740 |
| Capital Outlay | 12,365 | 20,000 | 20,000 |
| TOTAL EXPENDITURES | \$ 308,560 | \$ 407,600 | \$ 420,740 |
| OPERATIONS & MAINTENANCE | | | |
| 51040 Expert/Consulting Services | \$ 1,095 | \$ 2,600 | \$ 2,000 |
| 51180 Electricity & Gas | 82,435 | 99,000 | 95,000 |
| 51214 Repair/Maintenance - Traffic Signals | 86,818 | 150,000 | 155,100 |
| 51243 Contract Services Street Striping/Painting | 102,644 | 114,000 | 118,340 |
| 51256 Traffic Signal Materials | - | 2,000 | 2,000 |
| 51399 Internal Service Charges | 23,203 | 20,000 | 20,000 |
| Total Operations & Maintenance | \$ 296,195 | \$ 387,600 | \$ 400,740 |
| CAPITAL OUTLAY | | | |
| 60080 Traffic Calming Safety Equipment | \$ 12,365 | \$ 20,000 | \$ 20,000 |
| Total Capital Outlay | \$ 12,365 | \$ 20,000 | \$ 20,000 |
| GRAND TOTAL | \$ 308,560 | \$ 407,600 | \$ 420,740 |



GAS TAX BUDGET DETAILS

| GAS TAX ENGINEERING 2201.04.4101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--|----------------------|-----------------------|-----------------------|
| OPERATIONS & MAINTENANCE | | | |
| Expert/Consulting Services | \$ 1,095 | \$ 2,600 | \$ 2,000 |
| This appropriation provides funds for the execution of special traffic studies requested by Council or not funded elsewhere. Also included in this appropriation is funding for services provided by Underground Service Alert for notices of potential conflicts with City-owned underground electrical facilities. | | | |
| Electricity & Gas | 82,435 | 99,000 | 95,000 |
| This appropriation funds the cost of energy for traffic signals, flashing beacons, sign lighting and the cost of State-owned freeway off-ramp/on-ramp facilities per agreement with Caltrans. | | | |
| Software Maintenance & Licensing | - | - | 8,300 |
| This appropriation funds the cost of software licensing for the City's Traffic Signal Optimization Program which has an annual maintenance cost and for purchase of traffic engineering materials. | | | |
| Repair/Maintenance - Traffic Signals | 86,818 | 150,000 | 155,100 |
| This appropriation funds contract services to provide routine and emergency maintenance and repairs to the City's traffic signals and intersection safety lighting. | | | |
| Contract Services Street Striping/Painting | 102,644 | 114,000 | 118,340 |
| This appropriation provides funds for the annual Street Striping Program. Funds are used to change, remove and repaint new or existing streets and legends. | | | |
| Traffic Signal Materials | - | 2,000 | 2,000 |
| This appropriation funds the purchase of traffic signal materials such as count-down timers, push buttons, detector cards, etc. | | | |
| Internal Service Charges | 23,203 | 20,000 | 20,000 |
| This appropriation will reimburse the General Fund for the cost of personnel expenses used for right-of-way program work. | | | |
| Total Operations & Maintenance | <u>\$ 296,195</u> | <u>\$ 387,600</u> | <u>\$ 400,740</u> |



GAS TAX BUDGET DETAILS

| GAS TAX ENGINEERING 2201.04.4101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--|----------------------|-----------------------|-----------------------|
|--|----------------------|-----------------------|-----------------------|

CAPTIAL OUTLAY

| | | | |
|----------------------------------|-----------|-----------|-----------|
| Traffic Calming Safety Equipment | \$ 12,365 | \$ 20,000 | \$ 20,000 |
|----------------------------------|-----------|-----------|-----------|

This appropriation funds the installation of traffic calming devices such as speed feedback signs, sign enhancing flashers, etc.

| | | | |
|----------------------|------------------|------------------|------------------|
| Total Capital Outlay | <u>\$ 12,365</u> | <u>\$ 20,000</u> | <u>\$ 20,000</u> |
|----------------------|------------------|------------------|------------------|



GAS TAX BUDGET DETAILS

| GAS TAX CAPITAL OUTLAY 2201.10.4101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
|---|----------------------|-----------------------|-----------------------|

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|-------------|-------------|-------------------|
| Capital Outlay | \$ - | \$ - | \$ 222,000 |
| TOTAL EXPENDITURES | \$ - | \$ - | \$ 222,000 |

CAPTIAL OUTLAY

| | | | |
|--|-------------|-------------|-------------------|
| Operating Transfer Out | \$ - | \$ - | \$ 222,000 |
| This appropriation provides for the transfer to the Capital Improvement Fund for the Traffic Signal LED Replacement Project. | | | |
| Total Capital Outlay | \$ - | \$ - | \$ 222,000 |

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SAFE PROGRAM

PROGRAM DESCRIPTION

The Service Authority for Freeway Emergencies (SAFE) Program Fund provides for the expenditure of Santee's share of excess program reserve funds that were distributed to all cities and the County of San Diego in accordance with Assembly Bill (AB) 1572. This funding is used to support the City's traffic management and traffic operations center activities.

On January 1, 2013, the San Diego Association of Governments (SANDAG) assumed responsibilities for SAFE. AB 1572 requires that SANDAG distribute; to the 18 cities and the County, all SAFE Program reserves in the amount of \$9.85 million that existed on September 13, 2012, in proportion to the vehicle registration fees paid in Fiscal Year 2011 by the residents of each city and the unincorporated areas. In accordance with AB 1572, the distributed funds shall be used by the recipient jurisdictions in compliance with the provisions of Section 2557 of the California Streets and Highway Code.

FY 2024-25 ACCOMPLISHMENTS

- Utilized a portion of available resources to continue to operate and maintain the City's traffic operations center

FY 2025-26 GOALS AND OBJECTIVES

- Utilize a portion of available resources to continue to operate and maintain the City's traffic operations center

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SAFE PROGRAM BUDGET SUMMARY

| SAFE PROGRAM 2202.04.4101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|------------------------------|----------------------|-----------------------|-----------------------|
|------------------------------|----------------------|-----------------------|-----------------------|

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|-----------------|------------------|------------------|
| Operations & Maintenance | \$ 3,946 | \$ 10,000 | \$ 10,000 |
| TOTAL EXPENDITURES | \$ 3,946 | \$ 10,000 | \$ 10,000 |

OPERATIONS & MAINTENANCE

| | | | |
|---|-----------------|------------------|------------------|
| 51399 Internal Service Charges | \$ 3,946 | \$ 10,000 | \$ 10,000 |
| This appropriation will reimburse the General Fund for personnel costs associated with traffic management/traffic operations center activities. | | | |
| Total Operations & Maintenance | \$ 3,946 | \$ 10,000 | \$ 10,000 |

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GAS TAX – RMRA (SB 1)

PROGRAM DESCRIPTION

The Road Repair and Accountability Act of 2017 (SB 1) represents a significantly enhanced investment in California's transportation systems of over \$5 billion per year. The Act increases: per gallon fuel excise taxes, diesel fuel sales taxes and vehicle registration taxes, stabilizes the problematic price-based fuel tax rates, and provides for inflationary adjustments to rates in future years. The Act more than doubles local street and road funds allocated through the State Highway Users Tax Account (HUTA), allocating funds from new taxes through a new "Road Maintenance and Rehabilitation Account (RMRA).

The use of RMRA local streets and road funds is similar, but not identical to, existing HUTA use rules. The Road Repair and Accountability Act contains a local agency maintenance of effort requirement that applies to funds allocated through the RMRA to ensure that these new road funds do not supplant existing levels of local general revenue spending on streets and roads. The Act requires the submission of a project list prior to receiving RMRA funds in a fiscal year and requires the submission of an annual report of project completion to continue to receive RMRA funds.

FY 2024-25 ACCOMPLISHMENTS

- Completed the Citywide Pavement Repair & Rehabilitation Program 2024 Project utilizing RMRA funding combined with Transnet funding and the General fund
- Completed the Citywide Pavement Roadway Maintenance 2024 Project utilizing RMRA funding combined with Transnet funding and the General fund

FY 2025-26 GOALS AND OBJECTIVES

- Effectively utilize RMRA funds to address important street and road capital projects including the following:
 - Pavement Repair and Rehabilitation program
 - Pavement Roadway Maintenance program
 - Concrete Repair and Replacement program
 - Bridge Retrofits and Repairs program

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GAS TAX - RMRA (SB1) BUDGET SUMMARY

| GAS TAX - RMRA (SB1) 2203.10.4101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--------------------------------------|----------------------|-----------------------|-----------------------|
|--------------------------------------|----------------------|-----------------------|-----------------------|

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|---------------------|---------------------|---------------------|
| Operations & Maintenance | \$ 1,047,316 | \$ 1,896,780 | \$ 1,490,800 |
| TOTAL EXPENDITURES | \$ 1,047,316 | \$ 1,896,780 | \$ 1,490,800 |

Note: Gas Tax-RMRA funds are now being used exclusively to fund certain Capital Improvement Project costs. Please see the separately issued Capital Improvement Program document for more information regarding the use of these funds.

OPERATIONS & MAINTENANCE

| | | | |
|--|---------------------|---------------------|---------------------|
| 90001 Operating Transfer Out | \$ 1,047,316 | \$ 1,896,780 | \$ 1,490,800 |
| This appropriation provides funding for certain projects in the Capital Improvement Program. | | | |
| Total Operations & Maintenance | \$ 1,047,316 | \$ 1,896,780 | \$ 1,490,800 |

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ZONE 2 FLOOD CONTROL DISTRICT

MISSION STATEMENT

To implement programs that protect and enhance surface water quality within the City of Santee to keep the City in compliance with the Regional Storm Water Permit and coordinate on regional program implementation toward overall water quality in Santee and the San Diego River.

PROGRAM DESCRIPTION

The San Diego River flows through the center of our city, making it one of the City's most prominent features and a major part of our water quality system. The river and associated trails and open space are a draw for residents, businesses and outdoor enthusiasts alike. Program components include; documentation of the routine maintenance of the City's storm water conveyance systems, complaint/hotline response, water quality monitoring (sampling), water quality improvement projects and residential area program implementation.

FY 2024-25 ACCOMPLISHMENTS

- Developed a regional strategy, implementation plan, correspondence, and report addressing requirements under the Bacteria Investigative Order and adopted Time Sensitive Order (TSO)
- Implemented program components of the City's Jurisdictional Plans and the San Diego River Water Quality Improvement Plan
- Continued the implementation of the City's Trash Order Compliance Plan
- Utilized multiple contracts to manage storm water related tasks and duties
- Provided for a special monitoring study to narrow down locations where human contributions of bacteria to the storm drain system are identified within the City

FY 2025-26 GOALS AND OBJECTIVES

- Continue to review, develop and implement programs which protect Santee's water ways
- Strive to ensure that the City of Santee remains in compliance with applicable water quality laws and regulations
- Engage in process improvements for existing efforts and infrastructure maintenance programs
- Seek to decrease human sourced bacteria in our storm drain system by performing additional microbial source tracking, and identifying a suite of structural controls which may be utilized to address "hot spots"
- Continue to monitor and ensure the timely implementation of the Trash Order compliance plan
- Continue to collaborate with other named parties to implement the monitoring plan in accordance with the Bacteria Investigative Order

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ZONE 2 FLOOD CONTROL DISTRICT BUDGET SUMMARY

| ZONE 2 FLOOD CONTROL DISTRICT | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--------------------------------|--------------------------|--------------------------|--------------------------|
| SUMMARY OF EXPENDITURES | | | |
| Community Services | \$ 100,000 | \$ 150,000 | \$ 50,000 |
| Engineering | <u>382,120</u> | <u>619,090</u> | <u>570,890</u> |
| TOTAL EXPENDITURES | <u><u>\$ 482,120</u></u> | <u><u>\$ 769,090</u></u> | <u><u>\$ 620,890</u></u> |



ZONE 2 FLOOD CONTROL DISTRICT BUDGET SUMMARY

**ZONE 2 FLOOD CONTROL DISTRICT
COMMUNITY SERVICES
2302.02.3102**

**ACTUAL
FY 2023-24**

**AMENDED
FY 2024-25**

**ADOPTED
FY 2025-26**

SUMMARY OF EXPENDITURES

| | | | |
|--------------------------|------------|------------|-----------|
| Operations & Maintenance | \$ 100,000 | \$ 150,000 | \$ 50,000 |
|--------------------------|------------|------------|-----------|

| | | | |
|---------------------------|-------------------|-------------------|------------------|
| TOTAL EXPENDITURES | \$ 100,000 | \$ 150,000 | \$ 50,000 |
|---------------------------|-------------------|-------------------|------------------|

OPERATIONS & MAINTENANCE

| | | | |
|---------------------------------------|-------------------|-------------------|------------------|
| 51399 Internal Service Charges | \$ 100,000 | \$ 150,000 | \$ 50,000 |
|---------------------------------------|-------------------|-------------------|------------------|

This account is used to reimburse the General Fund for costs incurred by the Public Services Division in Storm Water activities.

| | | | |
|---|-------------------|-------------------|------------------|
| Total Operations & Maintenance | \$ 100,000 | \$ 150,000 | \$ 50,000 |
|---|-------------------|-------------------|------------------|



ZONE 2 FLOOD CONTROL DISTRICT BUDGET SUMMARY

| ZONE 2 FLOOD CONTROL DISTRICT ENGINEERING 2302.04.4102 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--|----------------------|-----------------------|-----------------------|
|--|----------------------|-----------------------|-----------------------|

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|-------------------|-------------------|-------------------|
| Operations & Maintenance | \$ 382,120 | \$ 619,090 | \$ 570,890 |
| TOTAL EXPENDITURES | \$ 382,120 | \$ 619,090 | \$ 570,890 |

Note: Engineering Storm Water Program personnel costs are reflected in the General Fund.

OPERATIONS & MAINTENANCE

| | | | |
|---|-------------------|-------------------|-------------------|
| 51040 Expert/Consulting Services | \$ 109,289 | \$ 276,700 | \$ 200,000 |
| 51042 State Permit Renewal Fee | 26,498 | 27,000 | 28,500 |
| 51044 Regional Coordination | 51,354 | 158,100 | 180,000 |
| 51045 Water Quality Monitoring | 50,349 | - | - |
| 51046 Outreach & Education | - | 200 | 200 |
| 51104 Subscriptions/Memberships | 35 | 400 | 400 |
| 51110 Professional Development | - | 1,200 | 1,200 |
| 51112 Mileage Reimbursement | - | 100 | 100 |
| 51120 Printing & Duplicating | 301 | 400 | 1,000 |
| 51121 Telephone & Fax | 851 | 700 | 1,200 |
| 51122 Postage | 168 | 500 | 1,000 |
| 51160 Materials & Supplies | 497 | 1,000 | 750 |
| 51165 Wearing Apparel | - | 300 | 300 |
| 51180 Electricity & Gas | 1,280 | 1,500 | 1,650 |
| 51211 Repair/Maintenance - Equipment | 90 | 250 | 260 |
| 51399 Internal Service Charges | 141,408 | 150,740 | 154,330 |
| Total Operations & Maintenance | \$ 382,120 | \$ 619,090 | \$ 570,890 |



ZONE 2 FLOOD CONTROL DISTRICT BUDGET DETAILS

**ZONE 2 FLOOD CONTROL DISTRICT
ENGINEERING
2302.04.4102**

**ACTUAL
FY 2023-24**

**AMENDED
FY 2024-25**

**ADOPTED
FY 2025-26**

OPERATIONS & MAINTENANCE

Expert/Consulting Services

\$ 109,289

\$ 276,700

\$ 200,000

This appropriation provides for as-needed engineering consultant services to fulfill state and federal requirements for compliance with the City's National Pollutant Discharge Elimination System (NPDES) permit including general Storm Water assistance and treatment control best management practices (TCBMP) inspections.

State Permit Renewal Fee

26,498

27,000

28,500

This appropriation provides for the annual renewal of the City's National Pollutant Discharge Elimination System (NPDES) permit administered by the State of California.

Regional Coordination

51,354

158,100

180,000

This appropriation provides for regionally shared costs for the development and implementation of water quality programs, including: Program Development and Reporting, Water Quality Improvement Planning, Water Quality Monitoring, Data Clearinghouse Services and Education and Outreach.

Water Quality Monitoring

50,349

-

-

This appropriation provides for wet and dry weather waterway monitoring including: sampling, analysis and reporting on discharges from Santee's storm water conveyance system. Also included is the monitoring of compliance with the San Diego River Water Quality Improvement Plan.

Outreach & Education

-

200

200

This appropriation provides for booth displays, demonstration models and incentive items.

Subscriptions/Memberships

35

400

400

This appropriation provides for membership in the California Storm Water Quality Association. Also included are subscriptions to industry BMP (best management practice) handbooks.

Professional Development

-

1,200

1,200

This appropriation provides for continuing education, technical storm water management training and certification classes. Also included is funding for staff to attend the annual Storm Water Conference and travel and miscellaneous expenses associated with attending training seminars and professional association meetings.



ZONE 2 FLOOD CONTROL DISTRICT BUDGET DETAILS

**ZONE 2 FLOOD CONTROL DISTRICT
ENGINEERING
2302.04.4102**

**ACTUAL
FY 2023-24**

**AMENDED
FY 2024-25**

**ADOPTED
FY 2025-26**

OPERATIONS & MAINTENANCE (CONTINUED)

Mileage Reimbursement

| | | | | | |
|----|---|----|-----|----|-----|
| \$ | - | \$ | 100 | \$ | 100 |
|----|---|----|-----|----|-----|

This appropriation provides for reimbursement of the expense of using a personal vehicle in the performance of assigned duties.

Printing & Duplicating

| | | |
|-----|-----|-------|
| 301 | 400 | 1,000 |
|-----|-----|-------|

This appropriation provides for the production of day to day work (letters, reports, etc.), mail outs, and outreach materials. Also included is production of maps, plans and exhibits, and photo documentation of development projects.

Telephone & Fax

| | | |
|-----|-----|-------|
| 851 | 700 | 1,200 |
|-----|-----|-------|

This appropriation provides for the cost of telephone, fax machine, monthly hot spot and modem line charges.

Postage

| | | |
|-----|-----|-------|
| 168 | 500 | 1,000 |
|-----|-----|-------|

This appropriation provides for the cost of mailing correspondence, compliance notices and other documents.

Materials & Supplies

| | | |
|-----|-------|-----|
| 497 | 1,000 | 750 |
|-----|-------|-----|

This appropriation provides for office and field supplies.

Wearing Apparel

| | | |
|---|-----|-----|
| - | 300 | 300 |
|---|-----|-----|

This appropriation provides for the purchase of apparel, including safety vests/jackets, work boots, hard hats and rain gear.

Electricity & Gas

| | | |
|-------|-------|-------|
| 1,280 | 1,500 | 1,650 |
|-------|-------|-------|

This appropriation provides for cost of electricity and gas allocated to the Flood Control/Storm Water Division.

Repair/Maintenance - Equipment

| | | |
|----|-----|-----|
| 90 | 250 | 260 |
|----|-----|-----|

This appropriation provides for service contracts and as-needed repairs for miscellaneous office equipment, including the Flood Control\Storm Water Division's share of photocopiers and the large format plan copier.



ZONE 2 FLOOD CONTROL DISTRICT BUDGET DETAILS

**ZONE 2 FLOOD CONTROL DISTRICT
ENGINEERING
2302.04.4102**

**ACTUAL
FY 2023-24**

**AMENDED
FY 2024-25**

**ADOPTED
FY 2025-26**

OPERATIONS & MAINTENANCE (CONTINUED)

Internal Service Charges

\$ 141,408

\$ 150,740

\$ 154,330

This account is used to reimburse the General Fund for personnel costs incurred in Storm Water activities.

Total Operations & Maintenance

\$ 382,120

\$ 619,090

\$ 570,890

EMERGENCY MEDICAL SERVICES

PROGRAM DESCRIPTION

The Santee-Lakeside Emergency Medical Services Authority (SLEMSA) was formed following the dissolution of the former CSA-69 on January 1, 2023, to provide emergency ambulance services and transportation for Santee, Lakeside, and the unincorporated area of El Cajon referred to as Bostonia. 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. These expenses include but are not limited to: Advanced Life Support (ALS) and Basic Life Support (BLS) training consistent with State and County of San Diego protocols and policies; ambulance maintenance and repair; medical supplies and equipment; community education and public relations programs; and personnel costs associated with the delivery of EMS provided by the Santee Fire Department. Ambulance procurement is budgeted through the separate Vehicle Acquisition and Replacement Fund. This program is funded through the SLEMSA Joint Powers Authority (JPA).

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EMERGENCY MEDICAL SERVICES BUDGET SUMMARY

EMERGENCY MEDICAL SERVICES
2303.03.2203

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|---------------------|---------------------|---------------------|
| Operations & Maintenance | \$ 6,181,507 | \$ 6,341,080 | \$ 6,782,890 |
| TOTAL EXPENDITURES | \$ 6,181,507 | \$ 6,341,080 | \$ 6,782,890 |

OPERATIONS & MAINTENANCE

| | | | |
|---------------------------------------|---------------------|---------------------|-------------|
| 51399 Internal Service Charges | \$ 5,318,027 | \$ 6,330,290 | \$ - |
|---------------------------------------|---------------------|---------------------|-------------|

This account was previously used to reimburse the General Fund. Reimbursements were for the cost of personnel, operational, and vehicle expenses within the Emergency Medical Services program.

| | | | |
|--------------------------------------|----------------|---------------|------------------|
| 90001 Operating Transfers Out | 863,480 | 10,790 | 6,782,890 |
|--------------------------------------|----------------|---------------|------------------|

This account is used to reimburse the General Fund. Reimbursements are for the cost of personnel, operational, and vehicle expenses within the Emergency Medical Services program.

| | | | |
|---|---------------------|---------------------|---------------------|
| Total Operations & Maintenance | \$ 6,181,507 | \$ 6,341,080 | \$ 6,782,890 |
|---|---------------------|---------------------|---------------------|

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COMMUNITY DEVELOPMENT BLOCK GRANT

PROGRAM DESCRIPTION

The Planning & Building Department serves as the liaison to the federal Department of Housing and Urban Development (HUD) managing the City's Community Development Block Grant (CDBG) program. Staff ensures that social service agencies and community projects that receive CDBG funds are managed in compliance with HUD's regulations.

FY 2024-25 ACCOMPLISHMENTS

- Administered the allocation of CDBG monies for eligible programs and projects, and provided contract administration in support of seven program activities
- Completed an update to the City's Citizen and Community Participation Plan to incorporate policies and procedures for engaging citizens to participate in the implementation of programs funded under HUD
- Completed and submitted the five-year Consolidated Plan as required by HUD in order for the City to qualify for federal funding under the CDBG and Home Investment Partnership (HOME) programs.
- Completed the Annual Action/Funding Plan and the Consolidated Annual Performance and Evaluation Report (CAPER) for submittal to HUD

FY 2025-26 GOALS AND OBJECTIVES

- Administer the allocation of CDBG monies for eligible programs and projects, and provided contract administration in support of seven program activities
- Complete Annual Action/Funding Plan and the Consolidated Annual Performance and Evaluation Report (CAPER)
- Continue efforts of completing phases of the Citywide ADA Pedestrian Ramp Improvements project to install new ADA compliant pedestrian ramps in several neighborhoods throughout Santee



COMMUNITY DEVELOPMENT BLOCK GRANT BUDGET SUMMARY

| CDBG 2401.04.4201-4202 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---------------------------|----------------------|-----------------------|-----------------------|
|---------------------------|----------------------|-----------------------|-----------------------|

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|-------------------|-------------------|-------------------|
| Operations & Maintenance | \$ 54,305 | \$ 70,220 | \$ 75,350 |
| Public Services | 72,501 | 52,660 | 56,500 |
| Public Facility Projects | - | 293,070 | 244,900 |
| TOTAL EXPENDITURES | \$ 126,806 | \$ 415,950 | \$ 376,750 |

OPERATIONS & MAINTENANCE

| | | | |
|---|------------------|------------------|------------------|
| 51010 Accounting/Auditing | \$ - | \$ 2,000 | \$ 2,000 |
| 51040 Expert/Consulting Services | 5,033 | 40,250 | 3,000 |
| 51110 Professional Development | - | - | 200 |
| 51112 Mile Reimbursement | - | 150 | 100 |
| 51120 Printing & Duplicating | - | 100 | 100 |
| 51122 Postage | 2 | 100 | 100 |
| 51123 Advertising | 585 | 1,020 | 1,020 |
| 51160 Materials & Supplies | 14 | 100 | 300 |
| 51399 Internal Service Charge | 28,171 | - | 47,530 |
| 51401 CSA San Diego County | 20,500 | 26,500 | 21,000 |
| Total Operations & Maintenance | \$ 54,305 | \$ 70,220 | \$ 75,350 |

PUBLIC SERVICES

| | | | |
|------------------------------|------------------|------------------|------------------|
| 52002 Crisis House | \$ 5,533 | \$ - | \$ 5,810 |
| 52004 Elderhelp | 5,533 | 5,730 | 5,810 |
| 52005 Meals on Wheels | 5,533 | 5,730 | 5,810 |
| 52006 Santee Food Bank | 20,630 | 29,740 | 27,450 |
| 52007 Santee Santos | 5,533 | 5,730 | 5,810 |
| 52013 Voices for Children | 5,533 | 5,730 | 5,810 |
| 52017 PATH San Diego | 24,206 | - | - |
| Total Public Services | \$ 72,501 | \$ 52,660 | \$ 56,500 |



COMMUNITY DEVELOPMENT BLOCK GRANT BUDGET SUMMARY

| CDBG 2401.04.4201-4202 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---------------------------------------|----------------------|-----------------------|-----------------------|
| PUBLIC FACILITY PROJECTS | | | |
| 53002 Home of Guiding Hands | \$ - | \$ 17,180 | \$ - |
| 90001 Operating Transfers Out | - | 275,890 | 244,900 |
| Total Public Facility Projects | <u>\$ -</u> | <u>\$ 293,070</u> | <u>\$ 244,900</u> |
| GRAND TOTAL | <u>\$ 126,806</u> | <u>\$ 415,950</u> | <u>\$ 376,750</u> |



COMMUNITY DEVELOPMENT BLOCK GRANT BUDGET SUMMARY

| CDBG 2401.04.4201-4202 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---------------------------|----------------------|-----------------------|-----------------------|
|---------------------------|----------------------|-----------------------|-----------------------|

OPERATIONS & MAINTENANCE

| | | | |
|----------------------------------|------------------|------------------|------------------|
| Administrative Activities | \$ 33,805 | \$ 43,720 | \$ 54,350 |
|----------------------------------|------------------|------------------|------------------|

Identified below are the estimated program administration costs:

| | | | |
|----------------------------|--------|--------|--------|
| Accounting/Auditing | - | 2,000 | 2,000 |
| Expert/Consulting Services | 5,033 | 40,250 | 3,000 |
| Professional Development | - | - | 200 |
| Mileage Reimbursement | - | 150 | 100 |
| Printing & Duplicating | - | 100 | 100 |
| Postage | 2 | 100 | 100 |
| Advertising | 585 | 1,020 | 1,020 |
| Materials & Supplies | 14 | 100 | 300 |
| Internal Service Charges | 28,171 | - | 47,530 |

| | | | |
|-----------------------------|---------------|---------------|---------------|
| CSA San Diego County | 20,500 | 26,500 | 21,000 |
|-----------------------------|---------------|---------------|---------------|

Provides Fair Housing Services and landlord/tenant counseling services.

| | | | |
|---|------------------|------------------|------------------|
| Total Operations & Maintenance | \$ 54,305 | \$ 70,220 | \$ 75,350 |
|---|------------------|------------------|------------------|

PUBLIC SERVICES

| | | | |
|---------------------|-----------------|-------------|-----------------|
| Crisis House | \$ 5,533 | \$ - | \$ 5,810 |
|---------------------|-----------------|-------------|-----------------|

Provides emergency assistance, housing and supportive services to promote self-sufficiency and prevent homelessness.

| | | | |
|------------------|--------------|--------------|--------------|
| Elderhelp | 5,533 | 5,730 | 5,810 |
|------------------|--------------|--------------|--------------|

Provides assistance, case management and transportation services to homebound seniors who need assistance to live independently in their own homes.

| | | | |
|------------------------|--------------|--------------|--------------|
| Meals on Wheels | 5,533 | 5,730 | 5,810 |
|------------------------|--------------|--------------|--------------|

Provides nutrition for the City's elderly and handicapped who cannot provide for their own meals. The seniors can remain independent. Contact with the person delivering meals provides a security base for home-bound citizens.

| | | | |
|-------------------------|---------------|---------------|---------------|
| Santee Food Bank | 20,630 | 29,740 | 27,450 |
|-------------------------|---------------|---------------|---------------|

Provides food staples to low income residents on an emergency basis. This service provides a basic necessity for those in the community unable to meet these needs.



COMMUNITY DEVELOPMENT BLOCK GRANT BUDGET SUMMARY

| CDBG 2401.04.4201-4202 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---------------------------|----------------------|-----------------------|-----------------------|
|---------------------------|----------------------|-----------------------|-----------------------|

PUBLIC SERVICES (CONTINUED)

| | | | |
|----------------------|-----------------|-----------------|-----------------|
| Santee Santas | \$ 5,533 | \$ 5,730 | \$ 5,810 |
|----------------------|-----------------|-----------------|-----------------|

Provides funding support to assist with non-persishable food and meals for low and moderate income Santee residents during the holiday season.

| | | | |
|----------------------------|--------------|--------------|--------------|
| Voices for Children | 5,533 | 5,730 | 5,810 |
|----------------------------|--------------|--------------|--------------|

Provides volunteer Court Appointed Special Advocates (CASAs) for Santee based foster children.

| | | | |
|-----------------------|---------------|----------|----------|
| PATH San Diego | 24,206 | - | - |
|-----------------------|---------------|----------|----------|

Provided volunteers to help end homelessness for individuals, families, and communities. PATH (People Assisting the Homeless) [4202]

| | | | |
|------------------------------|------------------|------------------|------------------|
| Total Public Services | \$ 72,501 | \$ 52,660 | \$ 56,500 |
|------------------------------|------------------|------------------|------------------|

PUBLIC FACILITY PROJECTS

| | | | |
|------------------------------|-------------|------------------|-------------|
| Home of Guiding Hands | \$ - | \$ 17,180 | \$ - |
|------------------------------|-------------|------------------|-------------|

Funding for rehabilitation and accessibility improvements at a Home of Guiding Hands group home in Santee.

| | | | |
|--------------------------------|----------|----------------|----------------|
| Operating Transfers Out | - | 275,890 | 244,900 |
|--------------------------------|----------|----------------|----------------|

To fund the pending Citywide ADA Pedestrian Ramp Installation project phases.

| | | | |
|---------------------------------------|-------------|-------------------|-------------------|
| Total Public Facility Projects | \$ - | \$ 293,070 | \$ 244,900 |
|---------------------------------------|-------------|-------------------|-------------------|

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COMMUNITY FACILITIES DISTRICTS

PROGRAM DESCRIPTION

Community Facilities District No. 2015-1 (Municipal Maintenance Services) currently provides a funding mechanism to meet storm water facility maintenance requirements for the 10 single family residential unit El Nopal Estates II subdivision in accordance with the City's Storm Water Ordinance and Standard Urban Storm Water Mitigation Plan. CFD No. 2015-1 is established as a "services" CFD and does not involve the issuance of any debt.

Community Facilities District No. 2017-2 (Weston Municipal Services) provides a funding mechanism for various public services in the Weston development, a 415-unit residential development; such as the following: public safety, community development, maintenance, lighting and repair of parks, parkways, streets, open space, irrigation facilities, buildings; and storm water and drainage facilities in the public right of way. Contingent services that may be funded under certain circumstances include costs attributable to maintaining, servicing, cleaning, repairing and/or replacing storm water and drainage facilities.

FY 2024-25 ACCOMPLISHMENTS

- Administered all CFDs efficiently and in accordance with applicable regulations/laws

FY 2025-26 GOALS AND OBJECTIVES

- Administer all CFDs efficiently and in accordance with applicable regulations/laws

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CFD NO. 2015-1 BUDGET SUMMARY

CFD NO. 2015-1
2510.02.3101

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

SUMMARY OF EXPENDITURES

| | | | |
|--------------------------|--------|----------|----------|
| Operations & Maintenance | \$ 735 | \$ 3,430 | \$ 3,130 |
|--------------------------|--------|----------|----------|

| | | | |
|---------------------------|---------------|-----------------|-----------------|
| TOTAL EXPENDITURES | \$ 735 | \$ 3,430 | \$ 3,130 |
|---------------------------|---------------|-----------------|-----------------|

OPERATIONS & MAINTENANCE

| | | | |
|--------------------------------------|------|--------|--------|
| 51020 Legal Services - City Attorney | \$ - | \$ 100 | \$ 100 |
| 51231 Repair/Maintenance - Grounds | 735 | 3,230 | 2,930 |
| 51399 Internal Service Charges | - | 100 | 100 |

| | | | |
|---|---------------|-----------------|-----------------|
| Total Operations & Maintenance | \$ 735 | \$ 3,430 | \$ 3,130 |
|---|---------------|-----------------|-----------------|



CFD NO. 2015-1 BUDGET DETAILS

| CFD NO. 2015-1 2510.02.3101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--|----------------------|-----------------------|-----------------------|
| OPERATIONS & MAINTENANCE | | | |
| Legal Services - City Attorney | \$ - | \$ 100 | \$ 100 |
| This appropriation is to cover as-needed legal services. | | | |
| Repair/Maintenance - Grounds | 735 | 3,230 | 2,930 |
| This appropriation is to cover the cost of storm water facilities maintenance. | | | |
| Internal Services Charges | - | 100 | 100 |
| This appropriation is to cover the cost of staff time related to storm water facilities maintenance. | | | |
| Total Operations & Maintenance | <u>\$ 735</u> | <u>\$ 3,430</u> | <u>\$ 3,130</u> |



CFD NO. 2017-2 BUDGET SUMMARY

CFD NO. 2017-2
2572.00.1901

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

SUMMARY OF EXPENDITURES

| | | | |
|--------------------------|------------|------------|------------|
| Operations & Maintenance | \$ 124,560 | \$ 132,460 | \$ 205,020 |
|--------------------------|------------|------------|------------|

| | | | |
|---------------------------|-------------------|-------------------|-------------------|
| TOTAL EXPENDITURES | \$ 124,560 | \$ 132,460 | \$ 205,020 |
|---------------------------|-------------------|-------------------|-------------------|

OPERATIONS & MAINTENANCE

| | | | |
|----------------------------------|----------|----------|----------|
| 51040 Expert/Consulting Services | \$ 2,880 | \$ 5,660 | \$ 5,020 |
| 51399 Internal Service Charges | 121,680 | 126,800 | 200,000 |

| | | | |
|---|-------------------|-------------------|-------------------|
| Total Operations & Maintenance | \$ 124,560 | \$ 132,460 | \$ 205,020 |
|---|-------------------|-------------------|-------------------|



CFD NO. 2017-2 BUDGET DETAILS

| CFD NO. 2017-2 2572.00.1901 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--------------------------------|----------------------|-----------------------|-----------------------|
|--------------------------------|----------------------|-----------------------|-----------------------|

OPERATIONS & MAINTENANCE

| | | | |
|----------------------------|----------|----------|----------|
| Expert/Consulting Services | \$ 2,880 | \$ 5,660 | \$ 5,020 |
|----------------------------|----------|----------|----------|

This appropriation is to cover the cost of contract special district administration services.

| | | | |
|---------------------------|---------|---------|---------|
| Internal Services Charges | 121,680 | 126,800 | 200,000 |
|---------------------------|---------|---------|---------|

This appropriation is to reimburse the City for costs incurred in providing public safety, maintenance and other public services within the District and staff costs related to the administration of the District.

| | | | |
|--------------------------------|-------------------|-------------------|-------------------|
| Total Operations & Maintenance | <u>\$ 124,560</u> | <u>\$ 132,460</u> | <u>\$ 205,020</u> |
|--------------------------------|-------------------|-------------------|-------------------|

TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT

PROGRAM DESCRIPTION

Property owner assessments enable the Community Services Department Public Services Division to provide landscape maintenance services, primarily utilizing contract forces, within the Town Center Landscape Maintenance District (LMD) that is comprised of four separate zones that are assessed: Town Center, The Lakes, San Remo and Mission Creek.

FY 2024-25 ACCOMPLISHMENTS

- Maintained the landscaping of the commercial zones within the district at a Level A service (highest maintenance level)
- Installed annual color, which is changed out three times a year, fronting all four of the monument signs in the Town Center Zone A
- Repaired and maintained three fountains within the District

FY 2025-26 GOALS AND OBJECTIVES

- Ensure maintenance contractor compliance in order to enhance the maintenance of the landscaping in the entire District
- Install additional Cal Sense “smart” irrigation controllers that can be integrated into the City’s centralized irrigation system
- Continue to replace shrubs, trees, groundcover and irrigation that are damaged in order to sustain the beauty of the landscaping within the District
- Create a plan to convert the fountains in the Mission Creek LMD into planters to save water and lower electrical costs due to low reserve balance
- Install new plant material, remove grass and upgrade irrigation system in The Lakes LMD not to exceed \$10,000
- Install new plant material and upgrade irrigation system in the San Remo LMD not to exceed \$5,000
- Convert high water use landscape materials to drought tolerant / low water use materials, where feasible
- Modify the level of landscape maintenance where necessary in order to maintain the fiscal sustainability of all zones in the District

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TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT BUDGET SUMMARY

| TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT (TCLMD) | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
| SUMMARY OF EXPENDITURES | | | |
| Zone A - Town Center | \$ 150,097 | \$ 157,750 | \$ 159,950 |
| Zone B - The Lakes | 3,300 | 5,140 | 17,960 |
| Zone C - San Remo | 8,193 | 8,730 | 15,060 |
| Zone D - Mission Creek | 143,503 | 166,380 | 163,220 |
| TOTAL EXPENDITURES | \$ 305,093 | \$ 338,000 | \$ 356,190 |



TCLMD ZONE A – TOWN CENTER BUDGET SUMMARY

**TCLMD ZONE A – TOWN CENTER
2601.02.3101**

**ACTUAL
FY 2023-24**

**AMENDED
FY 2024-25**

**ADOPTED
FY 2025-26**

SUMMARY OF EXPENDITURES

| | | | |
|--------------------------|------------|------------|------------|
| Operations & Maintenance | \$ 150,097 | \$ 157,750 | \$ 159,950 |
|--------------------------|------------|------------|------------|

| | | | |
|---------------------------|-------------------|-------------------|-------------------|
| TOTAL EXPENDITURES | \$ 150,097 | \$ 157,750 | \$ 159,950 |
|---------------------------|-------------------|-------------------|-------------------|

OPERATIONS & MAINTENANCE

| | | | |
|------------------------------------|----------|----------|----------|
| 51040 Expert/Consulting Services | \$ 2,765 | \$ 2,820 | \$ 2,820 |
| 51123 Advertising | 205 | 210 | 210 |
| 51181 Electricity & Gas - Grounds | 11,976 | 13,390 | 13,390 |
| 51186 Water & Sewer - Grounds | 44,271 | 50,930 | 50,930 |
| 51231 Repair/Maintenance - Grounds | 87,875 | 86,000 | 88,200 |
| 51399 Internal Service Charge | 3,005 | 4,400 | 4,400 |

| | | | |
|---|-------------------|-------------------|-------------------|
| Total Operations & Maintenance | \$ 150,097 | \$ 157,750 | \$ 159,950 |
|---|-------------------|-------------------|-------------------|



TCLMD ZONE B – THE LAKES BUDGET SUMMARY

TCLMD ZONE B – THE LAKES
2602.02.3101

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

SUMMARY OF EXPENDITURES

| | | | |
|--------------------------|----------|----------|-----------|
| Operations & Maintenance | \$ 3,300 | \$ 5,140 | \$ 17,960 |
|--------------------------|----------|----------|-----------|

| | | | |
|---------------------------|-----------------|-----------------|------------------|
| TOTAL EXPENDITURES | \$ 3,300 | \$ 5,140 | \$ 17,960 |
|---------------------------|-----------------|-----------------|------------------|

OPERATIONS & MAINTENANCE

| | | | |
|------------------------------------|--------|--------|--------|
| 51040 Expert/Consulting Services | \$ 147 | \$ 150 | \$ 150 |
| 51123 Advertising | 11 | 20 | 20 |
| 51186 Water & Sewer - Grounds | 2,063 | 2,500 | 5,270 |
| 51231 Repair/Maintenance - Grounds | 1,079 | 2,200 | 12,250 |
| 51399 Internal Service Charge | - | 270 | 270 |

| | | | |
|---|-----------------|-----------------|------------------|
| Total Operations & Maintenance | \$ 3,300 | \$ 5,140 | \$ 17,960 |
|---|-----------------|-----------------|------------------|



TCLMD ZONE C – SAN REMO BUDGET SUMMARY

**TCLMD ZONE C – SAN REMO
2603.02.3101**

**ACTUAL
FY 2023-24**

**AMENDED
FY 2024-25**

**ADOPTED
FY 2025-26**

SUMMARY OF EXPENDITURES

| | | | |
|--------------------------|----------|----------|-----------|
| Operations & Maintenance | \$ 8,193 | \$ 8,730 | \$ 15,060 |
|--------------------------|----------|----------|-----------|

| | | | |
|---------------------------|-----------------|-----------------|------------------|
| TOTAL EXPENDITURES | \$ 8,193 | \$ 8,730 | \$ 15,060 |
|---------------------------|-----------------|-----------------|------------------|

OPERATIONS & MAINTENANCE

| | | | |
|------------------------------------|--------|--------|--------|
| 51040 Expert/Consulting Services | \$ 157 | \$ 160 | \$ 160 |
| 51123 Advertising | 11 | 20 | 20 |
| 51186 Water & Sewer - Grounds | 2,284 | 2,750 | 4,200 |
| 51231 Repair/Maintenance - Grounds | 5,567 | 5,570 | 10,450 |
| 51399 Internal Service Charge | 174 | 230 | 230 |

| | | | |
|---|-----------------|-----------------|------------------|
| Total Operations & Maintenance | \$ 8,193 | \$ 8,730 | \$ 15,060 |
|---|-----------------|-----------------|------------------|



TCLMD ZONE D – MISSION CREEK BUDGET SUMMARY

**TCLMD ZONE D – MISSION CREEK
2604.02.3101**

**ACTUAL
FY 2023-24**

**AMENDED
FY 2024-25**

**ADOPTED
FY 2025-26**

SUMMARY OF EXPENDITURES

| | | | |
|--------------------------|------------|------------|------------|
| Operations & Maintenance | \$ 143,503 | \$ 166,380 | \$ 163,220 |
|--------------------------|------------|------------|------------|

| | | | |
|---------------------------|-------------------|-------------------|-------------------|
| TOTAL EXPENDITURES | \$ 143,503 | \$ 166,380 | \$ 163,220 |
|---------------------------|-------------------|-------------------|-------------------|

OPERATIONS & MAINTENANCE

| | | | |
|------------------------------------|----------|----------|----------|
| 51040 Expert/Consulting Services | \$ 3,215 | \$ 3,280 | \$ 3,280 |
| 51123 Advertising | 238 | 250 | 250 |
| 51181 Electricity & Gas - Grounds | 16,123 | 19,760 | 12,000 |
| 51186 Water & Sewer - Grounds | 69,869 | 86,350 | 96,000 |
| 51231 Repair/Maintenance - Grounds | 52,252 | 51,640 | 46,590 |
| 51399 Internal Service Charge | 1,806 | 5,100 | 5,100 |

| | | | |
|---|-------------------|-------------------|-------------------|
| Total Operations & Maintenance | \$ 143,503 | \$ 166,380 | \$ 163,220 |
|---|-------------------|-------------------|-------------------|

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SANTEE LANDSCAPE MAINTENANCE DISTRICT

PROGRAM DESCRIPTION

Property owner assessments enable the Community Services Department Public Services Division to provide landscape maintenance services, primarily utilizing contract forces, within the Santee Landscape Maintenance District which is comprised of ten separate zones that are assessed: El Nopal, Country Scenes, Camelot Heights, Silver Country, Timberlane, The Heights, Prospect Hills, Allos, Mitchell Ranch and Dakota Ranch.

FY 2024-25 ACCOMPLISHMENTS

- Maintained the landscaping of the all the zones within the District at a responsible budgetary level
- Performed small landscaping projects within the District

FY 2025-26 GOALS AND OBJECTIVES

- Ensure maintenance contractor compliance in order to enhance the maintenance of the landscaping in the entire District
- Install additional Cal Sense “smart” irrigation controllers that can be integrated into the City’s centralized irrigation system
- Continue to replace shrubs, trees, groundcover and irrigation that are damaged in order to sustain the beauty of the landscaping within the District
- Convert high water use landscape materials to drought tolerant / low water use materials, where feasible
- Modify the level of landscape maintenance where necessary in order to maintain the fiscal sustainability of all zones in the District
- Reduction of service level for landscape maintenance due to low reserve balances in Silver Country and Prospect Hills LMD’s
- Install new plant material and upgrade irrigation system in the Dakota Ranch LMD not to exceed \$3,000
- Install new plant material and upgrade irrigation system in the The Heights LMD not to exceed \$3,500

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SANTEE LANDSCAPE MAINTENANCE DISTRICT BUDGET SUMMARY

SANTEE LANDSCAPE MAINTENANCE DISTRICT (SLMD)

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|-------------------|-------------------|-------------------|
| Zones 1 & 2 - El Nopal | \$ 6,896 | \$ 10,490 | \$ 10,450 |
| Zone 3 - Country Scenes | 1,681 | 2,220 | 1,990 |
| Zone 4 - Camelot Heights | 1,192 | 1,330 | 1,370 |
| Zone 8 - Silver Country | 79,651 | 84,900 | 76,510 |
| Zone 9 - Timberlane | 1,910 | 1,960 | 2,120 |
| Zone 12 - The Heights | 7,008 | 10,610 | 13,840 |
| Zone 13 - Prospect Hills | 3,973 | 4,360 | 3,800 |
| Zone 14 - Mitchell Ranch | 2,299 | 3,850 | 3,890 |
| Zone 17 - Dakota Ranch | 5,035 | 7,300 | 9,660 |
| Zone 18 - Allos | 2,557 | 4,970 | 5,020 |
| | <hr/> | <hr/> | <hr/> |
| TOTAL EXPENDITURES | \$ 112,202 | \$ 131,990 | \$ 128,650 |
| | <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> |



SLMD ZONES 1 & 2 – EL NOPAL BUDGET SUMMARY

SLMD ZONES 1 & 2 – EL NOPAL
2701.02.3101

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

SUMMARY OF EXPENDITURES

| | | | |
|--------------------------|----------|-----------|-----------|
| Operations & Maintenance | \$ 6,896 | \$ 10,490 | \$ 10,450 |
|--------------------------|----------|-----------|-----------|

| | | | |
|---------------------------|-----------------|------------------|------------------|
| TOTAL EXPENDITURES | \$ 6,896 | \$ 10,490 | \$ 10,450 |
|---------------------------|-----------------|------------------|------------------|

OPERATIONS & MAINTENANCE

| | | | |
|------------------------------------|--------|--------|--------|
| 51040 Expert/Consulting Services | \$ 712 | \$ 730 | \$ 730 |
| 51123 Advertising | 47 | 50 | 50 |
| 51181 Electricity & Gas - Grounds | 13 | 140 | 100 |
| 51186 Water & Sewer - Grounds | 1,245 | 1,710 | 1,620 |
| 51231 Repair/Maintenance - Grounds | 4,479 | 4,690 | 4,780 |
| 51399 Internal Service Charge | 400 | 400 | 400 |
| 80020 Long Terms Dept - Principal | - | 2,770 | 2,770 |

| | | | |
|---|-----------------|------------------|------------------|
| Total Operations & Maintenance | \$ 6,896 | \$ 10,490 | \$ 10,450 |
|---|-----------------|------------------|------------------|



SLMD ZONE 3 – COUNTRY SCENES BUDGET SUMMARY

| SLMD ZONE 3 – COUNTRY SCENES 2702.02.3101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--|----------------------|-----------------------|-----------------------|
|--|----------------------|-----------------------|-----------------------|

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|-----------------|-----------------|-----------------|
| Operations & Maintenance | \$ 1,681 | \$ 2,220 | \$ 1,990 |
| TOTAL EXPENDITURES | \$ 1,681 | \$ 2,220 | \$ 1,990 |

OPERATIONS & MAINTENANCE

| | | | |
|---|-----------------|-----------------|-----------------|
| 51040 Expert/Consulting Services | \$ 209 | \$ 210 | \$ 210 |
| 51123 Advertising | 8 | 10 | 10 |
| 51181 Electricity & Gas - Grounds | 73 | 190 | 160 |
| 51186 Water & Sewer - Grounds | 751 | 1,010 | 800 |
| 51231 Repair/Maintenance - Grounds | 640 | 740 | 750 |
| 51399 Internal Service Charge | - | 60 | 60 |
| Total Operations & Maintenance | \$ 1,681 | \$ 2,220 | \$ 1,990 |



SLMD ZONE 4 – CAMELOT HEIGHTS BUDGET SUMMARY

| SLMD ZONE 4 – CAMELOT HEIGHTS 2703.02.3101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
|---|----------------------|-----------------------|-----------------------|

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|-----------------|-----------------|-----------------|
| Operations & Maintenance | \$ 1,192 | \$ 1,330 | \$ 1,370 |
| TOTAL EXPENDITURES | \$ 1,192 | \$ 1,330 | \$ 1,370 |

OPERATIONS & MAINTENANCE

| | | | |
|---|-----------------|-----------------|-----------------|
| 51040 Expert/Consulting Services | \$ 168 | \$ 170 | \$ 170 |
| 51123 Advertising | 6 | 10 | 10 |
| 51181 Electricity & Gas - Grounds | 39 | 160 | 110 |
| 51186 Water & Sewer - Grounds | 527 | 700 | 630 |
| 51231 Repair/Maintenance - Grounds | 452 | 290 | 450 |
| Total Operations & Maintenance | \$ 1,192 | \$ 1,330 | \$ 1,370 |



SLMD ZONE 8 – SILVER COUNTRY BUDGET SUMMARY

**SLMD ZONE 8 – SILVER COUNTRY
2704.02.3101**

**ACTUAL
FY 2023-24**

**AMENDED
FY 2024-25**

**ADOPTED
FY 2025-26**

SUMMARY OF EXPENDITURES

| | | | |
|--------------------------|-----------|-----------|-----------|
| Operations & Maintenance | \$ 79,651 | \$ 84,900 | \$ 76,510 |
|--------------------------|-----------|-----------|-----------|

| | | | |
|---------------------------|------------------|------------------|------------------|
| TOTAL EXPENDITURES | \$ 79,651 | \$ 84,900 | \$ 76,510 |
|---------------------------|------------------|------------------|------------------|

OPERATIONS & MAINTENANCE

| | | | |
|------------------------------------|----------|----------|----------|
| 51040 Expert/Consulting Services | \$ 2,388 | \$ 2,440 | \$ 2,440 |
| 51123 Advertising | 305 | 320 | 320 |
| 51181 Electricity & Gas - Grounds | 1,439 | 1,540 | 2,000 |
| 51186 Water & Sewer - Grounds | 18,899 | 22,220 | 29,250 |
| 51231 Repair/Maintenance - Grounds | 55,120 | 56,880 | 41,000 |
| 51399 Internal Service Charge | 1,500 | 1,500 | 1,500 |

| | | | |
|---|------------------|------------------|------------------|
| Total Operations & Maintenance | \$ 79,651 | \$ 84,900 | \$ 76,510 |
|---|------------------|------------------|------------------|



SLMD ZONE 9 – TIMBERLANE BUDGET SUMMARY

| SLMD ZONE 9 – TIMBERLANE 2705.02.3101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
| SUMMARY OF EXPENDITURES | | | |
| Operations & Maintenance | \$ 1,910 | \$ 1,960 | \$ 2,120 |
| TOTAL EXPENDITURES | \$ 1,910 | \$ 1,960 | \$ 2,120 |
| OPERATIONS & MAINTENANCE | | | |
| 51040 Expert/Consulting Services | \$ 545 | \$ 560 | \$ 560 |
| 51123 Advertising | 6 | 10 | 10 |
| 51186 Water & Sewer - Grounds | 719 | 950 | 1,100 |
| 51231 Repair/Maintenance - Grounds | 640 | 440 | 450 |
| Total Operations & Maintenance | \$ 1,910 | \$ 1,960 | \$ 2,120 |



SLMD ZONE 12 – THE HEIGHTS BUDGET SUMMARY

| SLMD ZONE 12 – THE HEIGHTS 2706.02.3101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--|----------------------|-----------------------|-----------------------|
| SUMMARY OF EXPENDITURES | | | |
| Operations & Maintenance | \$ 7,008 | \$ 10,610 | \$ 13,840 |
| TOTAL EXPENDITURES | \$ 7,008 | \$ 10,610 | \$ 13,840 |
| OPERATIONS & MAINTENANCE | | | |
| 51040 Expert/Consulting Services | \$ 922 | \$ 940 | \$ 940 |
| 51123 Advertising | 35 | 40 | 40 |
| 51186 Water & Sewer - Grounds | 4,885 | 6,800 | 6,500 |
| 51231 Repair/Maintenance - Grounds | 1,166 | 2,220 | 5,750 |
| 51399 Internal Service Charge | - | 610 | 610 |
| Total Operations & Maintenance | \$ 7,008 | \$ 10,610 | \$ 13,840 |



SLMD ZONE 13 – PROSPECT HILLS BUDGET SUMMARY

| SLMD ZONE 13 – PROSPECT HILLS 2707.02.3101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
|---|----------------------|-----------------------|-----------------------|

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|-----------------|-----------------|-----------------|
| Operations & Maintenance | \$ 3,973 | \$ 4,360 | \$ 3,800 |
| TOTAL EXPENDITURES | \$ 3,973 | \$ 4,360 | \$ 3,800 |

OPERATIONS & MAINTENANCE

| | | | |
|---|-----------------|-----------------|-----------------|
| 51040 Expert/Consulting Services | \$ 670 | \$ 680 | \$ 680 |
| 51123 Advertising | 13 | 20 | 20 |
| 51186 Water & Sewer - Grounds | 2,199 | 2,400 | 2,650 |
| 51231 Repair/Maintenance - Grounds | 1,091 | 1,200 | 450 |
| 51399 Internal Service Charge | - | 60 | - |
| Total Operations & Maintenance | \$ 3,973 | \$ 4,360 | \$ 3,800 |



SLMD ZONE 14 – MITCHELL RANCH BUDGET SUMMARY

SLMD ZONE 14 – MITCHELL RANCH
2708.02.3101

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

SUMMARY OF EXPENDITURES

| | | | |
|--------------------------|----------|----------|----------|
| Operations & Maintenance | \$ 2,299 | \$ 3,850 | \$ 3,890 |
|--------------------------|----------|----------|----------|

| | | | |
|---------------------------|-----------------|-----------------|-----------------|
| TOTAL EXPENDITURES | \$ 2,299 | \$ 3,850 | \$ 3,890 |
|---------------------------|-----------------|-----------------|-----------------|

OPERATIONS & MAINTENANCE

| | | | |
|------------------------------------|--------|--------|--------|
| 51040 Expert/Consulting Services | \$ 251 | \$ 260 | \$ 260 |
| 51123 Advertising | 11 | 20 | 20 |
| 51186 Water & Sewer - Grounds | 735 | 830 | 800 |
| 51231 Repair/Maintenance - Grounds | 1,302 | 2,280 | 2,350 |
| 51399 Internal Service Charge | - | 460 | 460 |

| | | | |
|---|-----------------|-----------------|-----------------|
| Total Operations & Maintenance | \$ 2,299 | \$ 3,850 | \$ 3,890 |
|---|-----------------|-----------------|-----------------|



SLMD ZONE 17 – DAKOTA RANCH BUDGET SUMMARY

SLMD ZONE 17 – DAKOTA RANCH
2709.02.3101

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

SUMMARY OF EXPENDITURES

| | | | |
|--------------------------|----------|----------|----------|
| Operations & Maintenance | \$ 5,035 | \$ 7,300 | \$ 9,660 |
|--------------------------|----------|----------|----------|

| | | | |
|---------------------------|-----------------|-----------------|-----------------|
| TOTAL EXPENDITURES | \$ 5,035 | \$ 7,300 | \$ 9,660 |
|---------------------------|-----------------|-----------------|-----------------|

OPERATIONS & MAINTENANCE

| | | | |
|------------------------------------|--------|--------|--------|
| 51040 Expert/Consulting Services | \$ 335 | \$ 340 | \$ 340 |
| 51123 Advertising | 19 | 20 | 20 |
| 51181 Electricity & Gas - Grounds | 26 | 150 | 110 |
| 51186 Water & Sewer - Grounds | 2,108 | 2,990 | 2,340 |
| 51231 Repair/Maintenance - Grounds | 2,547 | 3,800 | 6,850 |

| | | | |
|---|-----------------|-----------------|-----------------|
| Total Operations & Maintenance | \$ 5,035 | \$ 7,300 | \$ 9,660 |
|---|-----------------|-----------------|-----------------|



SLMD ZONE 18 – ALLOS BUDGET SUMMARY

SLMD ZONE 18 – ALLOS
2710.02.3101

ACTUAL
FY 2023-24

AMENDED
FY 2024-25

ADOPTED
FY 2025-26

SUMMARY OF EXPENDITURES

| | | | |
|--------------------------|----------|----------|----------|
| Operations & Maintenance | \$ 2,557 | \$ 4,970 | \$ 5,020 |
|--------------------------|----------|----------|----------|

| | | | |
|---------------------------|-----------------|-----------------|-----------------|
| TOTAL EXPENDITURES | \$ 2,557 | \$ 4,970 | \$ 5,020 |
|---------------------------|-----------------|-----------------|-----------------|

OPERATIONS & MAINTENANCE

| | | | |
|------------------------------------|-------|-------|-------|
| 51040 Expert/Consulting Services | \$ 84 | \$ 90 | \$ 90 |
| 51123 Advertising | 16 | 20 | 20 |
| 51181 Electricity & Gas - Grounds | 8 | 100 | 100 |
| 51186 Water & Sewer - Grounds | 1,358 | 1,860 | 1,860 |
| 51231 Repair/Maintenance - Grounds | 1,091 | 2,700 | 2,750 |
| 51399 Internal Service Charge | - | 200 | 200 |

| | | | |
|---|-----------------|-----------------|-----------------|
| Total Operations & Maintenance | \$ 2,557 | \$ 4,970 | \$ 5,020 |
|---|-----------------|-----------------|-----------------|

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ROADWAY LIGHTING DISTRICT

ZONE A

PROGRAM DESCRIPTION

Utilizing property tax proceeds directed to the City as a result of the 1983 dissolution of a prior street light maintenance district - the City funds the electrical, maintenance and capital costs for streetlights of general benefit within the City limits. There are 3,458 streetlights within the City. The City owns 2,273 (2,140 LS2 and 133 metered) of the total number of streetlights and SDG&E owns 1,185 (LS1). Zone A funds a portion of each streetlight's energy and maintenance cost based on an updated Street Lighting Traffic Study completed in 2020.

FY 2024-25 ACCOMPLISHMENTS

- SDG&E owned and maintained streetlights – LS1 (1,185 total streetlights)
 - Managed payment for the energy and maintenance cost to SDG&E. Zone A funds 27.5% of the total LS1 energy cost, which includes both energy and maintenance for these streetlights
- City owned and maintained streetlights – LS2 (2,140) and metered (133)
 - Managed the City owned streetlight maintenance contract
 - Responded to 106 burnouts or other streetlight maintenance needs
 - Responded to 160 utility mark-out requests
 - Replaced six knocked-down street light poles
- Completed the streetlight LED upgrade project Phase I for all city-owned concrete poles that upgraded 1,600 streetlights
- Awarded the construction contract for the streetlight LED upgrade project phase 2 to upgrade an additional 162 brown metal pole streetlights
- Upgraded and retrofitted 252 streetlights at various locations to LED
 - 63 bell shaped streetlights on Prospect Avenue
 - 56 streetlights in Sky Ranch
 - 133 walkway lights at various locations
- Replaced 14 brown metal poles due to rust damage

FY 2025-26 GOALS AND OBJECTIVES

- Continue to maintain city-owned streetlights through warranty and repair damaged lights and wiring as needed
- Continue to monitor and replace damaged square metal streetlight poles as necessary
- Complete the streetlight LED upgrade project phase 2 for brown metal poles
- Install new streetlights in areas where there are currently none, as funding becomes available

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ROADWAY LIGHTING DISTRICT ZONE A BUDGET SUMMARY

| ROADWAY LIGHTING DISTRICT ZONE A 2801.04.4101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
|---|----------------------|-----------------------|-----------------------|

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|-------------------|-------------------|-------------------|
| Operations & Maintenance | \$ 228,730 | \$ 244,800 | \$ 258,000 |
| TOTAL EXPENDITURES | \$ 228,730 | \$ 244,800 | \$ 258,000 |

OPERATIONS & MAINTENANCE

| | | | |
|---|-------------------|-------------------|-------------------|
| 51040 Expert/Consulting Services | \$ 1,589 | \$ 3,000 | \$ 3,000 |
| 51180 Electricity & Gas | 159,593 | 156,800 | 167,000 |
| 51213 Repair/Maintenance - Street Lights | 51,553 | 65,000 | 68,000 |
| 51399 Internal Service Charges | 15,995 | 20,000 | 20,000 |
| Total Operations & Maintenance | \$ 228,730 | \$ 244,800 | \$ 258,000 |



ROADWAY LIGHTING DISTRICT

ZONE A

BUDGET DETAILS

| ROADWAY LIGHTING DISTRICT ZONE A 2801.04.4101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
| OPERATIONS & MAINTENANCE | | | |
| Expert/Consulting Services | \$ 1,589 | \$ 3,000 | \$ 3,000 |
| This appropriation provides funding for dig alert services related to the street light system as required by State law. | | | |
| Electricity & Gas | 159,593 | 156,800 | 167,000 |
| This appropriation funds Zone A's share of the estimated total cost of electricity for all street lights within the City. | | | |
| Repair/Maintenance - Street Lights | 51,553 | 65,000 | 68,000 |
| This appropriation funds maintenance and repair costs for street lights located in Zone A. | | | |
| Internal Service Charges | 15,995 | 20,000 | 20,000 |
| This appropriation reimburses the General Fund for staff time associated with administration of Zone A. | | | |
| Total Operations & Maintenance | <u>\$ 228,730</u> | <u>\$ 244,800</u> | <u>\$ 258,000</u> |

ROADWAY LIGHTING DISTRICT

ZONE B

PROGRAM DESCRIPTION

Utilizing assessment proceeds received from benefiting property owners, the City funds a portion of the electrical, maintenance and capital cost for streetlights of special benefit within the City. This assessment district was formed in a 1983 election. There are 3,458 streetlights within the City. The City owns 2,273 (2,140 LS2 and 133 metered) of the total number of streetlights and SDG&E owns 1,185 (LS1). Zone B funds a portion of each streetlight's energy and maintenance cost based on an updated Street Light Traffic Study completed in 2020.

FY 2024-25 ACCOMPLISHMENTS

- SDG&E owned and maintained streetlights – LS1 (1,185 total streetlights)
 - Managed payment for the energy and maintenance cost to SDG&E. Zone B funds 72.5% of the total LS1 energy cost, which includes both energy and maintenance for these streetlights
- City owned and maintained streetlights – LS2 (2,140) and metered (133)
 - Managed the City owned streetlight maintenance contract
 - Responded to 106 burnouts or other streetlight maintenance needs
 - Responded to 160 utility mark-out requests
 - Replaced six knocked-down street light poles
- Updated the streetlight inventory for new streetlights
- Assisted in the yearly preparation of the Santee Roadway Lighting District Engineer's Report that reviews the tax assessment for Zone B

FY 2025-26 GOALS AND OBJECTIVES

- Continue to maintain city-owned streetlights through warranty and repair damaged lights and wiring as needed
- Install new streetlights in areas where there are currently no lights as funding becomes available

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ROADWAY LIGHTING DISTRICT ZONE B BUDGET SUMMARY

| ROADWAY LIGHTING DISTRICT ZONE B 2802.04.4101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
|---|----------------------|-----------------------|-----------------------|

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|-------------------|-------------------|-------------------|
| Operations & Maintenance | \$ 458,257 | \$ 456,480 | \$ 486,880 |
| TOTAL EXPENDITURES | \$ 458,257 | \$ 456,480 | \$ 486,880 |

OPERATIONS & MAINTENANCE

| | | | |
|---|-------------------|-------------------|-------------------|
| 51040 Expert/Consulting Services | \$ 6,284 | \$ 6,410 | \$ 6,410 |
| 51123 Advertising | 473 | 470 | 470 |
| 51180 Electricity & Gas | 417,550 | 409,600 | 438,000 |
| 51213 Repair/Maintenance - Street Lights | 33,950 | 40,000 | 42,000 |
| Total Operations & Maintenance | \$ 458,257 | \$ 456,480 | \$ 486,880 |



ROADWAY LIGHTING DISTRICT

ZONE B

BUDGET SUMMARY

| ROADWAY LIGHTING DISTRICT ZONE B 2802.04.4101 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|---|----------------------|-----------------------|-----------------------|
|---|----------------------|-----------------------|-----------------------|

OPERATIONS & MAINTENANCE

| | | | |
|----------------------------|----------|----------|----------|
| Expert/Consulting Services | \$ 6,284 | \$ 6,410 | \$ 6,410 |
|----------------------------|----------|----------|----------|

This appropriation provides for the preparation of the annual Engineer's Report, as required by State law. The report determines the benefit which accrues to various land uses, thus enabling the equitable spread of assessments.

| | | | |
|-------------|-----|-----|-----|
| Advertising | 473 | 470 | 470 |
|-------------|-----|-----|-----|

This appropriation funds the cost of publishing public hearing notices for the annual levy of assessments.

| | | | |
|-------------------|---------|---------|---------|
| Electricity & Gas | 417,550 | 409,600 | 438,000 |
|-------------------|---------|---------|---------|

This appropriation funds Zone B's share of the estimated total cost of electricity for all street lights within the City.

| | | | |
|------------------------------------|--------|--------|--------|
| Repair/Maintenance - Street Lights | 33,950 | 40,000 | 42,000 |
|------------------------------------|--------|--------|--------|

This appropriation provides funds for maintenance and repair costs for street lights located in Zone B.

| | | | |
|--------------------------------|-------------------|-------------------|-------------------|
| Total Operations & Maintenance | <u>\$ 458,257</u> | <u>\$ 456,480</u> | <u>\$ 486,880</u> |
|--------------------------------|-------------------|-------------------|-------------------|

MOBILE HOME PARK ADMINISTRATIVE ASSESSMENT

PROGRAM DESCRIPTION

The Mobile Home Park Administrative Assessment Fund provides for the administration of the City's Manufactured Home Fair Practices (MHFP) Ordinance which protects the owners of manufactured homes from unreasonable space rental increases while recognizing and providing for manufactured home park owners to receive a just and reasonable return on their investment. The Engineering Department and Planning & Building Department provide support and technical assistance to the Santee Mobile Home Fair Practices Commission which is appointed by the City Council.

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MOBILE HOME PARK ADMINISTRATIVE ASSESSMENT BUDGET SUMMARY

| MOBILE HOME PARK ADMINISTRATIVE ASSESSMENT 2901.04.4104 & 4106 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--|----------------------|-----------------------|-----------------------|
|--|----------------------|-----------------------|-----------------------|

SUMMARY OF EXPENDITURES

| | | | |
|---------------------------|------------------|------------------|------------------|
| Personnel | \$ 29,847 | \$ 28,720 | \$ 27,330 |
| Operations & Maintenance | 15,221 | 24,790 | 16,460 |
| TOTAL EXPENDITURES | \$ 45,068 | \$ 53,510 | \$ 43,790 |

SUMMARY OF FUNDED POSITIONS

| | | | |
|--|-------------|-------------|-------------|
| Senior Management Analyst | - | 0.10 | 0.10 |
| Senior Management Analyst/Grant Writer | 0.10 | - | - |
| Administrative Secretary | 0.10 | 0.10 | 0.10 |
| TOTAL POSITIONS | 0.20 | 0.20 | 0.20 |



MOBILE HOME PARK ADMINISTRATIVE ASSESSMENT BUDGET SUMMARY

| MOBILE HOME PARK ADMINISTRATIVE ASSESSMENT 2901.04.4104 & 4106 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--|----------------------|-----------------------|-----------------------|
| PERSONNEL | | | |
| 50010 Salaries & Wages - Regular | \$ 19,846 | \$ 18,340 | \$ 17,450 |
| 50050 Retirement - PERS | 1,525 | 1,770 | 1,390 |
| 50052 Retirement - Unfunded Liability | 3,938 | 4,000 | 3,510 |
| 50060 Medicare | 288 | 270 | 250 |
| 50070 Health Insurance | 3,962 | 4,070 | 4,440 |
| 50071 Dental Insurance | 211 | 200 | 210 |
| 50075 Life Insurance | 20 | 20 | 20 |
| 50076 Long Term Disability Insurance | 57 | 50 | 60 |
| Total Personnel | \$ 29,847 | \$ 28,720 | \$ 27,330 |
| OPERATIONS & MAINTENANCE | | | |
| 51020 Legal Services | \$ 7,238 | \$ 12,000 | \$ 10,000 |
| 51040 Expert/Consultant Services | 350 | 3,500 | 3,500 |
| 51120 Printing & Duplicating | - | 100 | 100 |
| 51121 Telephone & Fax | 93 | 100 | 200 |
| 51122 Postage | 74 | 200 | 200 |
| 51123 Advertising | - | 100 | 100 |
| 51160 Materials & Supplies | - | 160 | 160 |
| 51180 Electricity & Gas | 256 | 300 | 280 |
| 51345 Rental Assistance | 7,210 | 8,330 | 1,920 |
| Total Operations & Maintenance | \$ 15,221 | \$ 24,790 | \$ 16,460 |
| GRAND TOTAL | \$ 45,068 | \$ 53,510 | \$ 43,790 |



MOBILE HOME PARK ADMINISTRATIVE ASSESSMENT BUDGET DETAILS

| MOBILE HOME PARK ADMINISTRATIVE ASSESSMENT 2901.04.4104 & 4106 | ACTUAL FY 2023-24 | AMENDED FY 2024-25 | ADOPTED FY 2025-26 |
|--|----------------------|-----------------------|-----------------------|
| OPERATIONS & MAINTENANCE | | | |
| Legal Services | \$ 7,238 | \$ 12,000 | \$ 10,000 |
| This appropriation provides for legal services in support of commission activities and mobile home rent control matters. | | | |
| Expert/Consulting Services | 350 | 3,500 | 3,500 |
| This appropriation provides for as-needed economic analysis and other consulting support related to mobile home rent control issues. It also provides commissioners with a \$50 stipend per meeting. | | | |
| Printing & Duplicating | - | 100 | 100 |
| This appropriation funds printing and copying of agendas and related materials. | | | |
| Telephone & Fax | 93 | 100 | 200 |
| This appropriation funds a proportionate cost of telephone and fax charges allocated to MHFP activities. | | | |
| Postage | 74 | 200 | 200 |
| This appropriation funds the cost of postage related to staff administration of the MHFP Ordinance and Commission activities. | | | |
| Advertising | - | 100 | 100 |
| This appropriation funds the costs for mandatory public noticing. | | | |
| Materials & Supplies | - | 160 | 160 |
| This appropriation provides for office supplies and for publications used by staff and the Commission. | | | |
| Electricity & Gas | 256 | 300 | 280 |
| This appropriation funds a proportionate cost of electricity and gas expenses allocated to MHFP activities. | | | |
| Rental Assistance | 7,210 | 8,330 | 1,920 |
| Monthly rental assistance payment to eligible low-income participants in the Meadowbrook (mobile home park) Hardship Program. This program was created as a result of the September 2013 Settlement and is funded by Meadowbrook. [4104] | | | |
| Total Operations & Maintenance | <u>\$ 15,221</u> | <u>\$ 24,790</u> | <u>\$ 16,460</u> |

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