Santee
CALIFORNIA

# Adopted Operating Budget Fiscal Year 2020-21

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*(Front Cover)*

# CITY OF SANTEE, CALIFORNIA
# ADOPTED
# OPERATING BUDGET
## Fiscal Year 2020-21

## MAYOR

JOHN W. MINTO, Mayor

## COUNCIL MEMBERS

LAURA KOVAL, Vice Mayor
RONN HALL, Council Member
STEPHEN HOULAHAN, Council Member
ROB MCNELIS, Council Member

## EXECUTIVE MANAGEMENT

City Manager, Marlene D. Best
City Attorney, Shawn Hagerty
City Clerk, Annette Ortiz
Director of Finance/Treasurer, Tim K. McDermott
Assistant to the City Manager, Kathy Valverde
Director of Community Services, Bill Maertz
Director of Development Services, Melanie Kush
Director of Fire & Life Safety, John Garlow
Director of Human Resources/Risk Management, Erica Hardy
Economic Development Manager, Pamela A. White
Sheriff Captain, Christina Bavencoff

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# CITY OF SANTEE, CALIFORNIA
# ADOPTED OPERATING BUDGET
# Fiscal Year 2020-21

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# ADOPTED OPERATING BUDGET
# Fiscal Year 2020-21

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# INTRODUCTION

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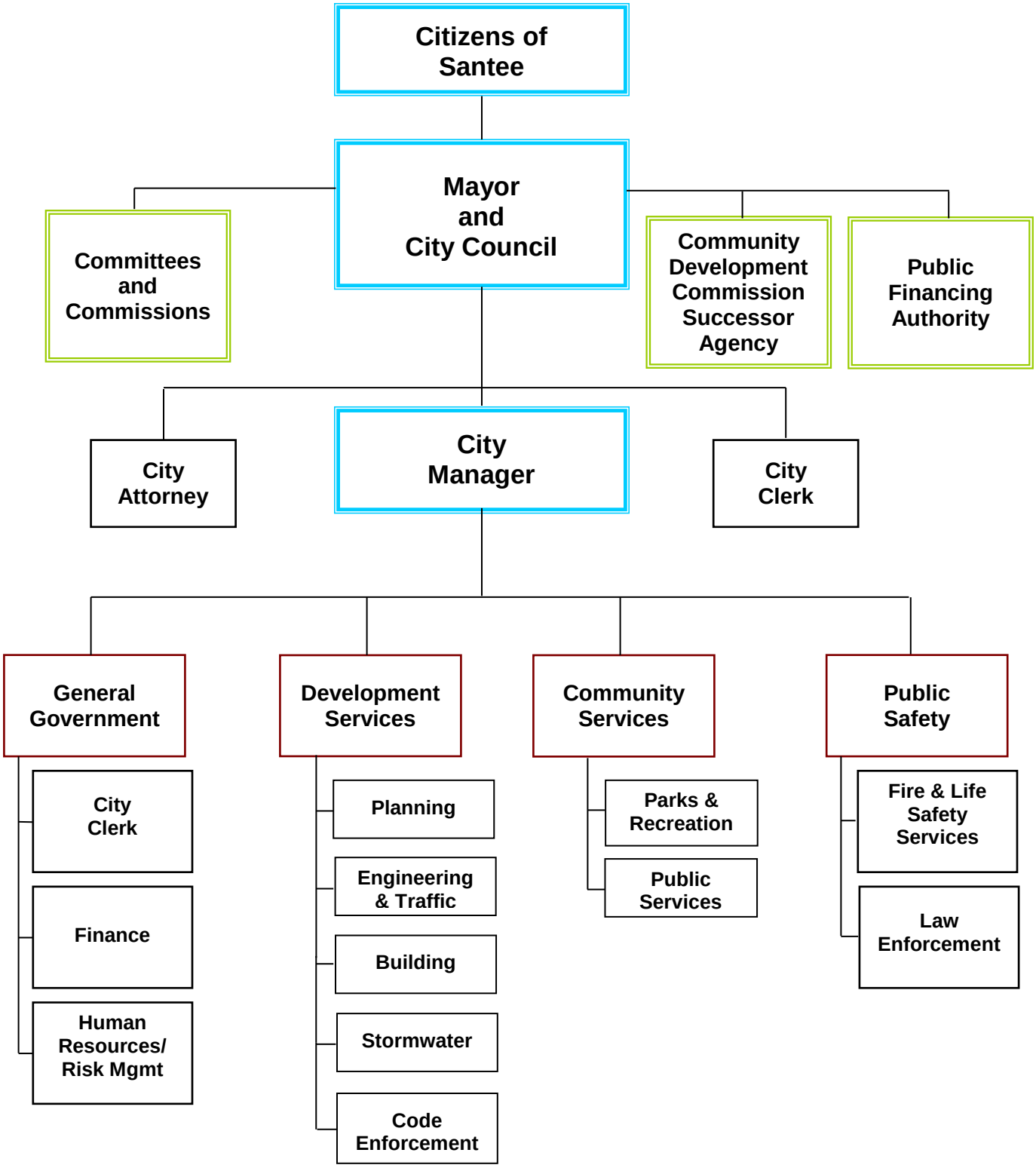
# CITY OF SANTEE
# ORGANIZATIONAL CHART



# CITY OF SANTEE
## COMMUNITY PROFILE

| | |
|---|---|
| Date Incorporated | December 1, 1980 |
| City Charter | Voter Approved November 4, 2008 |
| Form of Government | Council - Manager |
| City Employment (full-time equivalent funded positions) | 129.1 |
| Population (as of 01/01/20) | 57,999 |
| Median Age | 37.6 years |
| Number of Registered Voters (as of 02/17/20) | 35,640 |
| Median Household Income (2018) | $89,090 |
| Median Housing Price (2020 Q2 – single family residential) | $572,000 |
| Area | 16.7 square miles |
| Streets (miles) | 121.5 |
| Elevation | 350 ft. |

MISSION
VISION
VALUES

CITY OF SANTEE

# 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.

## Commitment

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

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# BUDGET OVERVIEW

The COVID-19 pandemic and related stay at home orders have had a substantial adverse impact on the City of Santee's revenues, and will continue to do so as the economy attempts to recover from these impacts. Fortunately, Santee entered this period of uncertainty having experienced several years of solid growth in its key property tax and sales tax revenues, which, coupled with prudent expenditure restraint will provide resources that are expected to carry the City through the upcoming fiscal year while continuing to meet the City Council reserve policy. However, given the degree of uncertainty as to the extent of the actual impacts and the period of time and pace of the subsequent recovery, revenues will be continually monitored as we move through the upcoming fiscal year.

Projected revenues for the fiscal year ending June 30, 2020 reflect an overall $678,800 decrease from the mid-year budget estimates, including a $1.0 million decrease in projected sales tax revenue. In response to this revenue loss, the City has taken actions such as furloughing or laying off most part-time employees, implementing a hiring freeze, suspending the vacation buyback program for management employees, implementing a cut-off of all non-essential purchases effective May 1, 2020 for the remainder of the fiscal year and deferring certain capital and other expenditures. General Fund expenditure savings of at least $870,300 are expected to be realized at June 30, 2020, with an additional $584,800 in General Fund savings in capital expenditure transfers.

The Adopted Operating Budget for Fiscal Year 2020-21 reflects the use of $486,070 in supplemental reserves in order to balance the budget, with a projected reserve balance of $10.0 million or 21.6% of annual General Fund operating expenditures at June 30, 2021, thereby meeting the City's 20% reserve policy. Supplemental reserves beyond the 20% policy amount will provide additional protection against ongoing economic uncertainty.

**General Fund**
**Adopted Budget Summary**
**FY 2020-21**

| | |
|---|---|
| Revenues | $ 46,263,040 |
| Expenditures | (46,379,890) |
| Revenues Over (Under) Expenditures | (116,850) |
| Other Financing Sources | 175,000 |
| Transfers to Other Funds | (394,220) |
| Unfunded Liabilities Payment (OPEB Trust) | (150,000) |
| Change in Fund Balance | (486,070) |
| Unassigned Fund Balance, 7/1/20 | 10,522,161 |
| Unassigned Fund Balance, 6/30/21 | $ 10,036,091 |

**General Fund Revenues:** General Fund revenues for FY 2020-21 are projected to total $46.3 million, a $588,940 or 1.3% increase from the FY 2019-20 revised estimate. Following is a discussion of key revenues.

# BUDGET OVERVIEW

Property Taxes: Property Taxes represent 44% of General Fund revenues and are received based on property assessed valuation. Citywide assessed valuation is projected to increase by 5.1% in FY 2020-21. Property tax revenues are projected to total $20.2 million in FY 2020-21, an increase of $897,500 from FY 2019-20. Property tax revenues are only moderately impacted by the current economic downturn, primarily from an expected increase in payment delinquencies.

Sales Tax: Sales Tax represents 29% of General Fund revenues and is projected to total $13.6 million in FY 2020-21, an increase of $157,000 or 1.2% from the FY 2019-20 revised estimate. This FY 2020-21 increase reflects the expected deferral of FY 2019-20 sales tax payments by small business taxpayers of up to $50,000 per business that can spread the payments out by up to twelve months through July 31, 2021, thus shifting a portion of the City's FY 2019-20 sales tax revenues into FY 2020-21. Virtually all major categories of retail sales are experiencing sharp declines, other than State and County Pool allocations (online sales).

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 $3.0 million in FY 2020-21, an increase of just $6,500 from FY 2019-20. Increases in revenues from SDG&E and Waste Management continue to be offset by reductions in revenues from Cox Communications and AT&T.

Transient Occupancy Tax: Transient Occupancy Tax (TOT) revenue for FY 2020-21 is protected to total $414,800, a decrease of $86,900 from the revised FY 2019-20 projection.

County Service Area 69 (CSA 69): Emergency medical service program reimbursements to be received from the County in FY 2020-21 will total $3.6 million for the General Fund with an additional $230,450 to be received in the Vehicle Replacement Fund. The General Fund amount reflects a $169,170 increase from the FY 2019-20 amount.

Building Fees: The FY 2020-21 adopted budget reflects an estimated total building permit and plan check revenue of $1.2 million, which reflects a $193,000 or 13.5% decrease from the FY 2019-20 projected amount.

CARES Act: On May 19, 2020 the San Diego County Board of Supervisors voted to allocate a total of $25 million of Coronavirus Aid, Relief, and Economic Security (CARES) Act Coronavirus Relief Fund monies to the cities in the county that did not receive a direct allocation from the federal government. Santee's allocation is $1,036,010. The FY 2019-20 revised revenue estimates include $640,000 of this allocation and the FY 2020-21 adopted budget includes an additional $240,000 of this allocation.

**General Fund Expenditures:** The adopted budget reflects General Fund operating expenditures totaling $46.4 million in FY 2020-21, a $960,700 or 2.1% increase from the FY 2019-20 budget.

Public safety continues to represent the largest portion of the General Fund operating budget. The Law Enforcement budget totals $16.1 million representing 35% of the total General Fund expenditures and the Fire and Life Safety budget totals $14.4 million representing 31% of the total General Fund expenditures. Development Services Department and Community Services Department expenditures each total nearly $5.0 million or 11% of the total General Fund expenditures.

# BUDGET OVERVIEW

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

Law Enforcement Services Contract: The law enforcement services contract with the San Diego County Sheriff Department will total $16.0 million in FY 2020-21, a $761,953 or 5.0% increase from FY 2019-20. The adopted budget continues to fund all current 51 sworn and two non-sworn contract positions. FY 2020-21 represents the fourth year of the current five-year contract for law enforcement services. The FY 2021-22 scheduled contract cost increase is 4.5% or $720,046.

Personnel Costs: The adopted budget includes no new positions, position reclassifications or special salary adjustments. Two currently vacant Recreation Coordinator positions have been frozen and are not funded. The adopted budget includes a 2.5% scheduled salary increase for all Santee Firefighters' Association (SFFA) employees pursuant to the terms of the existing Memorandum of Understanding with the SFFA. The adopted budget includes a similar 2.5% salary increase for all General and Management employees. The proposed budget also includes a new technology allowance for the mayor ($80 per month) and city council members ($50 per month) in accordance with prior City Council action.

CalPERS Retirement Costs: Over the past several years CalPERS has enacted various changes in actuarial methods and assumptions in an effort to strengthen the funding status of the retirement program. Most recently the CalPERS board approved a reduction in the discount rate (the assumed rate of return on retirement plan assets) from 7.5% to 7.0%. The impact of this change is being phased-in over a seven-year period starting in FY 2018-19, and continues to impact current and future CalPERS retirement costs. In FY 2020-21 CalPERS retirement costs are projected to total $4.9 million, a $539,160 increase from FY 2019-20.

Other Expenditures: Other expenditures of note affecting the adopted budget are as follows.

City Council: No additional funding is included in FY 2020-21 for activities in support of the City's 40th anniversary of incorporation. Funds appropriated in FY 2019-20 for this purpose will be carried forward to FY 2020-21.

City Manager (Economic Development): No additional funding is included in FY 2020-21 for the implementation of the City's new brand. Funds appropriated in FY 2019-20 for this purpose will be carried forward to FY 2020-21.

Human Resources & Risk Management: Reflects an anticipated increase in liability insurance costs.

Finance: Defers both the development impact fee study and cost allocation plan/user fee study budgeted in prior fiscal years.

Development Services: Includes funding for an inclusionary housing in-lieu fee study and for the implementation of web-based software to track and report on greenhouse gas emissions in accordance with the Sustainable Santee Plan.

Community Services: Includes increased operations and maintenance costs for a full year for the renovated Mast Park and the new 4.5-acre Weston Park.

Law Enforcement: Reduces by 50% the City's funding of the cost for a School Resource Officer at both West Hills and Santana High Schools.

Fire: Includes funds for the purchase of additional structural turnouts thereby meeting the goal of having two sets of turnouts for each firefighter. Includes funds for the purchase of firefighter brush clothing to complete the transition to single layer wildland gear.

Transfers and Other Uses: The adopted budget reflects reductions in the amount of transfers to the Vehicle Replacement Fund and Capital Improvement Program, both in FY 2019-20 and in FY 2020-21. Funding previously allocated or committed by the City Council at the FY 2019-20 mid-year budget update for street repairs ($492,013), community choice aggregation start-up costs ($300,000) and Highway 52 improvements ($492,013) are not impacted by these reductions. A contribution to the City's retiree health OPEB trust in the amount of $150,000 is included in the adopted FY 2020-21 budget, which is less than the contributions made in prior years but sufficient to ensure the City's actuarially determined contribution is met.

**Reserve Policy:** Section 5 of City Council Resolution No. 064-2020 affirmed the City Council reserve policy that a minimum reserve of 20% of annual General Fund operating expenditures be maintained. The reserve policy contributes to the fiscal security of the City by providing resources that could be used to mitigate future risks such as revenue shortfalls, economic downturns, natural disasters and other catastrophic events. 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 adopted budget conforms to the reserve policy for the upcoming fiscal year, though a structural deficit may require the continued use of reserves going forward.

**Other Funds:** Other Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes or have been designated for a specified purpose. Following is an overview of the adopted operating budgets for the Other Funds.

Risk Management and Workers' Compensation Reserve Funds: The Risk Management and Workers' Compensation Reserve Funds are used to account for funds held in reserve for general liability and workers' compensation claims for which the City is self-insured up to the applicable self-insured retention amounts ($150,000 and $350,000 per claim respectively). The reserve fund balances, when combined with claims-related expenditures budgeted in the General Fund 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, with the next such report to be done with a valuation date of June 30, 2020.

Vehicle Acquisition & Replacement Fund: The Vehicle Acquisition & Replacement Fund is used to account for funds that are accumulated for the replacement of City vehicles. Following are the vehicles approved for purchase in FY 2020-21.

- Paramedic ambulance box remount onto an F-450 chassis with an estimated cost of $190,570 to replace a 2015 chassis with more than 145,000 miles
- Ford Fusion Hybrid Sedan for use as a City pool vehicle to replace a 1998 Ford Taurus with 85,000 miles on it
- Ford F150 Crew Cab 4x4 truck to replace a 1998 Ford F250 truck used primarily by Development Services Department engineering staff

The budget for the second two vehicles listed above has been prepared based on the utilization of a lease program such as the one offered by Enterprise Fleet Management. This program is becoming more frequently utilized by many public agencies, and will likely provide cost savings, fleet improvements and cash flow advantages to the City. Staff is completing its due diligence of this

program which is expected to be brought forward for consideration by the City Council in the next several months.

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 Santee Parks and Recreation Committee (SPARC) special fund-raising events (Bluegrass Festival). The adopted budget has been prepared as a "status quo" budget reflecting all regular programs and activities, other than a reduction in staffing as a result of the unfilled Recreation Coordinator positions. Revenues are estimated to be $242,750 in FY 2020-21 with budgeted expenditures of $202,100.

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 in the estimated amount of $100,000. These revenues are used to partially offset the cost of one Special Purpose Officer in the Community Oriented Policing Unit.

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 2020-21 budget totals $73,600.

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.

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 $1,391,000 in FY 2020-21, 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 are projected to increase by 7% in FY 2020-21, though the current estimate is 7% lower than the prior FY 2020-21 estimate received from the State in January 2020. Gas Tax HUTA revenues are 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 adopted budget reflects $1,606,880 in operating expenditures and transfers.

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 $1,005,800 in FY 2020-21 which reflects a 3% increase in FY 2020-21 but is 9% lower than the prior FY 2020-21 estimate received from the State in January 2020. Gas Tax-RMRA funds will be used exclusively for certain street and road projects as identified in the adopted Capital Improvement Program for FY 2020 through FY 2024.

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 $414,300 in FY 2020-21, 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 estimated to be $278,750 in FY 2020-21 which will be expended on Program Year 2020 activities in accordance with prior City Council action. This amount does not include the additional CDBG-CV (coronavirus response) funds to be received as a result of the CARES Act.

Community Facilities Districts ("CFDs") Funds: Community Facilities Districts Funds are used to account for the proceeds of property owner special tax assessments received to pay for the cost of municipal services in the following CFDs:

- CFD No. 2015-1 (Municipal Maintenance Services) – provides for storm water facility maintenance for the 10-residential unit El Nopal Estates II subdivision.
- CFD No. 2017-2 (Weston Municipal Services) – provides a funding mechanism to offset the cost impact of providing various public services as a result of the 415-residential unit Weston development.

Town Center Landscape Maintenance District ("TCLMD") Funds: The TCLMD Funds are used to account for property owner assessments received to pay for landscape maintenance and related costs within the following four zones: Town Center, The Lakes, San Remo and Mission Creek. Assessment revenues have reached the maximum allowed in each of the four zones. Staff continues to evaluate alternatives for converting landscape materials to more drought-tolerant/low water use materials where feasible. Revenues and operating transfers in from the Gas Tax Fund are estimated to total $325,180 in FY 2020-21 with budgeted expenditures of $346,100.

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 reflected in FY 2020-21. Staff continues to evaluate alternatives for converting landscape materials to more drought-tolerant/low water use materials where feasible. Revenues are estimated to total $116,340 in FY 2020-21 with budgeted expenditures of $120,250.

Special Street Light Tax (Zone A): The Special Street Light Tax Fund is used to account for property tax allocations required to be utilized to operate, maintain and replace street lights of general benefit located throughout the City, primarily arterial streets (also referred to as "Zone A" of the Santee Roadway Lighting District). Revenues are estimated to be $361,700 in FY 2020-21 with budgeted expenditures of $177,000. Reserves are being accumulated for the future replacement of street lights.

Roadway Lighting District (Zone B) Fund: The Roadway Lighting District Fund is used to account for assessments received from benefiting property owners (currently $14.06 per year for a single family residence) in order to operate, maintain and replace street lights of special benefit throughout the City (also referred to as "Zone B" of the Santee Roadway Lighting District). Revenues are estimated to be $353,360 in FY 2020-21 with budgeted expenditures of $346,510.

Mobile Home Park Ordinance Administration Fund: The Mobile Home Park Ordinance Administration Fund is used to account for assessment revenues collected from mobile 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 $41,500 in FY 2020-21 with budgeted expenditures of $40,840.

PEG Fees Fund: The PEG Fees Fund is used to account for revenues received from cable television providers 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. PEG fees collected in FY 2020-21 will be used for the City Council Chamber Improvements project which will provide the equipment and facilities necessary to provide for the livestreaming and public access broadcasting services of City Council meetings. PEG fee revenues are projected to total $154,700 in FY 2020-21.

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.cityofsanteeca.gov.

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## RESOLUTION NO. 064-2020

## RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, APPROVING AND ADOPTING THE OPERATING BUDGET FOR FISCAL YEAR 2020-21 AND TAKING RELATED ACTIONS

**WHEREAS,** on June 16, 2020 and June 24, 2020 public meetings were held by the City Council to review the Proposed Operating Budget for Fiscal Year 2020-21; 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 2020-21 incorporating any and all changes made by the City Council during the public meeting held on June 24, 2020.

**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 2020-21, including all changes directed by the City Council, is approved and adopted.

Section 2

The monies necessary to offset the expenditures in the Operating Budget for Fiscal Year 2020-21 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 General, Management and Santee Firefighters' Association (SFFA) employee groups as approved and directed by the City Council.

B. In accordance with the terms of the Memorandum of Understanding with the SFFA approved by the City Council via Resolution No. 060-2019 on June 26, 2019, the following adjustment is made to the salary and benefit plan for SFFA employees for fiscal year 2020-21.
   1) 2.5% salary increase effective June 25, 2020

C. The following adjustments are made to the salary and benefit plan for General and Management employees including Executive Management for fiscal year 2020-21.
   1) 2.5% salary increase effective June 25, 2020
   2) Suspension of the vacation cash out program (Management employees)

D. The Salary Schedules effective June 25, 2020 as presented as Exhibit A are approved and adopted.

E. 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.

Section 4

A. The City Manager is authorized to adjust operating budget line items during fiscal year 2020-21 as may from time to time be deemed desirable, not to exceed the authorized departmental totals.

B. Unencumbered balances remaining at June 30, 2020 for operating accounts, excluding salaries and benefits, may be carried forward at the discretion of the City Manager to the subsequent fiscal year.

C. An unencumbered balance in the amount of $39,650 in the City Council budget at June 30, 2020 shall be carried forward to the Economic Development budget for fiscal year 2020-21.

D. For contract building inspection services which are funded by permit fees collected, the City Manager is hereby authorized to increase the expenditure appropriation proportionately as increased revenues are received.

E. For Recreation Revolving 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.

F. 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, 2020 will be as follows:

| | |
|---|---|
| 1) Monthly Retainer | $15,510 (no increase) |
| 2) Special Services | |
| i. Attorney | $239 per hour |
| ii. Non-Attorney | $196 per hour |
| 3) Third Party Reimbursable Services | |
| i. Partner/Of Counsel | $371 per hour |
| ii. Associate | $307 per hour |
| iii. Non-Attorney | $196 per hour |

G. The City Manager is authorized to execute the following professional service contract renewals provided for in the Operating Budget for Fiscal Year 2020-21 without further Council action:

1) David Turch and Associates (legislative advocacy-federal) $60,000

H. 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 2020-21 consistent with the City Council adopted budget.

I. 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.

J. 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.

K. The fiscal year 2019-20 supplemental appropriation from the General Fund reserve balance in the amount of $25,000 in response to the COVID-19 pandemic as approved by the City Council on March 11, 2020 is hereby increased to $100,000. This appropriation is expected to be recovered from federal CARES Act allocations or FEMA/Cal OES reimbursements.

Section 5

The General Fund Reserve Policy is hereby continued by this resolution that a minimum reserve of 20% of annual General Fund operating expenditures be maintained.

Section 6

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 24th day of June, 2020, by the following roll call vote to wit:

**AYES:** **HALL, HOULAHAN, KOVAL, MCNELIS, MINTO**

**NOES:** **NONE**

**ABSENT:** **NONE**

**APPROVED:**

**JOHN W. MINTO, MAYOR**

**ATTEST:**

**ANNETTE ORTIZ, CMC, CITY CLERK**

**EXHIBIT A**: Salary Schedules Effective June 25, 2020

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# CITY OF SANTEE
## SUMMARY OF FUNDED POSITIONS

| | FY 2018-19 Actual | FY 2019-20 Amended | FY 2020-21 Adopted |
|---|---|---|---|
| **GENERAL FUND** | | | |
| City Council | 5.50 | 5.50 | 5.50 |
| City Manager | 4.00 | 5.00 | 4.50 |
| Information Technology | 2.00 | 2.00 | 2.00 |
| City Clerk | 2.50 | 2.50 | 3.00 |
| Human Resources | 3.00 | 3.00 | 3.00 |
| Finance | 8.00 | 8.00 | 8.00 |
| Development Services | 21.30 | 21.30 | 21.30 |
| Community Services | 22.21 | 22.28 | 20.98 |
| Fire and Life Safety | 57.60 | 60.60 | 60.60 |
| **Total General Fund** | 126.11 | 130.18 | 128.88 |
| **Recreation Revolving Fund** | 0.79 | 0.72 | 0.02 |
| **Mobile Home Park Ord. Admin. Fund** | 0.20 | 0.20 | 0.20 |
| **Total Funded Positions** | 127.10 | 131.10 | 129.10 |

Note: does not include part-time temporary (non-benefitted) positions

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# GENERAL FUND

Santee
CALIFORNIA

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**CITY OF SANTEE**
**GENERAL FUND SUMMARY**
**FY 2020-21 ADOPTED BUDGET**

| | FY 2019-20 | | FY 2020-21 |
|---|---|---|---|
| | Current Budget | Projected at 6/30/20 | Adopted Budget |
| **Revenues** | **$ 46,352,900** | **$ 45,674,100** | **$ 46,263,040** |
| Expenditures by Dept: | | | |
| City Council | 484,850 | 466,050 | 445,200 |
| City Attorney | 755,120 | 745,120 | 728,120 |
| City Manager (total): | 994,340 | 979,840 | 996,430 |
| City Manager | 695,260 | 683,760 | 674,180 |
| Economic Development | 299,080 | 296,080 | 322,250 |
| Information Technology | 450,490 | 436,490 | 471,380 |
| Animal Control | 424,810 | 424,810 | 435,000 |
| City Clerk | 420,970 | 367,470 | 440,300 |
| Human Resources & Risk Mgmt (total): | 1,157,410 | 1,052,010 | 1,142,960 |
| Human Resources | 552,860 | 543,860 | 518,820 |
| Risk Management | 604,550 | 508,150 | 624,140 |
| Finance | 1,308,330 | 1,261,230 | 1,329,340 |
| Development Services (total): | 5,023,330 | 4,924,330 | 4,973,810 |
| Engineering | 2,311,390 | 2,276,390 | 2,387,130 |
| Stormwater | 197,170 | 185,170 | 202,320 |
| Planning | 1,297,780 | 1,269,780 | 1,319,660 |
| Building | 1,063,180 | 1,063,180 | 921,500 |
| Code Compliance | 153,810 | 129,810 | 143,200 |
| Community Services (total): | 5,029,144 | 4,573,144 | 4,976,980 |
| Administration | 471,900 | 410,700 | 458,370 |
| Public Svcs - Maintenance | 3,424,614 | 3,123,914 | 3,481,730 |
| Stormwater | 104,820 | 93,080 | 129,850 |
| Solid Waste | 44,850 | 44,990 | 37,870 |
| Facility Operations | 88,480 | 66,180 | 54,530 |
| Recreation | 629,920 | 604,520 | 597,580 |
| Special Events | 264,560 | 229,760 | 217,050 |
| Law Enforcement | 15,398,450 | 15,394,450 | 16,061,050 |
| Fire and Life Safety (total): | 13,946,990 | 13,898,990 | 14,354,320 |
| Administration | 882,590 | 872,590 | 902,540 |
| Emergency Operations | 9,305,270 | 9,285,270 | 9,554,370 |
| Emergency Medical | 3,334,200 | 3,334,200 | 3,496,350 |
| Emergency Preparedness | 26,330 | 18,330 | 28,490 |
| Grants | - | - | - |
| Fleet Operations and Maintenance | 398,600 | 388,600 | 372,570 |
| Emergency Declaration | 25,000 | 100,000 | 25,000 |
| **Total Operating Expenditures** | **45,419,234** | **44,623,934** | **46,379,890** |
| **Revenues Over (Under) Expenditures** | **933,666** | **1,050,166** | **(116,850)** |
| Other Financing Sources | 10,000 | 290,000 | 175,000 |
| Other Financing Uses | (3,091,126) | (2,506,326) | (544,220) |
| **Change in Unassigned Fund Balance** | **(2,147,460)** | **(1,166,160)** | **(486,070)** |
| Unassigned Fund Balance, Beg. of Year | 11,688,321 | 11,688,321 | 10,522,161 |
| **Unassigned Fund Balance, End of Year** | **$ 9,540,861** | **$ 10,522,161** | **$ 10,036,091** |

**CITY OF SANTEE**
**GENERAL FUND**
**REVENUE DETAIL**
**FY 2020-21 ADOPTED BUDGET**

| Account No. | | Account Name | FY 2019-20 Revised Estimates | FY 2020-21 Estimates | Increase (Decrease) |
|---|---|---|---|---|---|
| | **TAXES** | | | | |
| | | **Property Taxes** | **19,660,300** | **20,525,300** | **865,000** |
| 1001.00.4001 | | Property Tax Secured and Unsecured | 10,855,500 | 11,321,700 | 466,200 |
| 1001.00.4002 | | Property Tax - Redev Pass-through | 472,200 | 493,800 | 21,600 |
| 1001.00.4003 | | Property Tax - Redev Residual Distrib | 1,612,400 | 1,694,600 | 82,200 |
| 1001.00.4006 | | Property Tax In Lieu (of VLF) | 6,394,900 | 6,722,400 | 327,500 |
| 1001.00.4005 | | Real Property Transfer | 325,300 | 292,800 | (32,500) |
| | | **Sales and Use Taxes** | **11,861,100** | **12,068,300** | **207,200** |
| 1001.00.4011 | | Sales and Use Taxes | 13,401,000 | 13,558,000 | 157,000 |
| 1001.00.4015 | | Location Agreement Payment | (1,539,900) | (1,489,700) | 50,200 |
| | | **Transient Occupancy Tax** | **501,700** | **414,800** | **(86,900)** |
| 1001.00.4020 | | Transient Occupancy Tax | 501,700 | 414,800 | (86,900) |
| | | **Franchise Fees** | **3,003,600** | **3,010,100** | **6,500** |
| 1001.00.4030 | | Franchise Fees | 3,003,600 | 3,010,100 | 6,500 |
| | **SPECIAL ASSESSMENTS** | | **1,103,100** | **1,111,300** | **8,200** |
| 1001.03.4102 | | Assessments - Fire Benefit Fee | 1,103,100 | 1,111,300 | 8,200 |
| | **INTERGOVERNMENTAL** | | **875,400** | **502,300** | **(373,100)** |
| 1001.00.4202 | | Motor Vehicle License Fees | 46,200 | 27,600 | (18,600) |
| 1001.00.4206 | | SB90 Claims | 37,100 | 39,000 | 1,900 |
| 1001.00.4220 | | Grants - Federal | 640,000 | 240,000 | (400,000) |
| 1001.03.4250 | | Fire Reimbursements - Federal | 80,800 | 61,300 | (19,500) |
| 1001.03.4251 | | Fire Reimbursements - State | 60,000 | 127,500 | 67,500 |
| 1001.03.4252 | | Fire Reimbursements - Local/Other | 11,300 | 6,900 | (4,400) |
| | **LICENSES AND PERMITS** | | **1,573,300** | **1,399,700** | **(173,600)** |
| 1001.00.4301 | | Business Licenses - New | 35,700 | 38,600 | 2,900 |
| 1001.00.4302 | | Business Licenses - Renewals | 50,300 | 50,800 | 500 |
| 1001.00.4303 | | Regulatory Permits | 2,200 | 2,500 | 300 |
| 1001.00.4304 | | Business Licenses - Other | 700 | 800 | 100 |
| 1001.00.4306 | | Home Occupation Permit - New | 5,600 | 5,300 | (300) |
| 1001.00.4307 | | Home Occupation Permit - Renewal | 12,400 | 12,900 | 500 |
| 1001.00.4310 | | Alarm Permits | 1,200 | 1,300 | 100 |
| 1001.03.4330 | | Fire Department - Permits/Services | 36,700 | 52,000 | 15,300 |
| 1001.04.4340 | | Building Fees - Eng Direct City Costs | 14,200 | 14,000 | (200) |
| 1001.04.4341 | | Building Fees - Subject to Split | 1,407,400 | 1,213,000 | (194,400) |
| 1001.04.4343 | | Building Fees - Plng Direct City Costs | 6,900 | 8,500 | 1,600 |
| | **FINES AND FORFEITURES** | | **208,100** | **189,500** | **(18,600)** |
| 1001.00.4401 | | Vehicle Code Fines | 132,100 | 123,700 | (8,400) |
| 1001.00.4402 | | Other Fines and Forfeitures | 15,300 | 14,900 | (400) |
| 1001.04.4403 | | Code Compliance Administrative Citations | 7,300 | 2,000 | (5,300) |
| 1001.04.4404 | | Storm Water Administrative Citations | 12,000 | 10,000 | (2,000) |
| 1001.00.4410 | | Parking Citations | 41,400 | 38,900 | (2,500) |
| | **CHARGES FOR SERVICES** | | **5,917,900** | **6,212,610** | **294,710** |
| 1001.04.4601 | | Engineering - Fee Based | 58,200 | 51,000 | (7,200) |
| 1001.04.4603 | | Engineering - Full Cost Recovery | 569,000 | 470,000 | (99,000) |
| 1001.04.4611 | | Street Light Energizing Fee | 200 | 200 | - |
| 1001.04.4612 | | Storm Water Inspection | 8,000 | 5,000 | (3,000) |

**CITY OF SANTEE**
**GENERAL FUND**
**REVENUE DETAIL**
**FY 2020-21 ADOPTED BUDGET**

| Account No. | | Account Name | FY 2019-20 Revised Estimates | FY 2020-21 Estimates | Increase (Decrease) |
|---|---|---|---|---|---|
| | | | | | |
| 1001.04.4621 | | Planning - Fee Based | 12,100 | 12,800 | 700 |
| 1001.04.4623 | | Planning - Full Cost Recovery | 296,700 | 319,000 | 22,300 |
| 1001.02.4632 | | CSD - Full Cost Recovery | 700 | 700 | - |
| 1001.03.4633 | | Fire - Full Cost Recovery | 1,500 | 200 | (1,300) |
| 1001.00.4635 | | Finance - Full Cost Recovery | 2,000 | 2,000 | - |
| 1001.00.4640 | | Admin Tow Fees | 26,500 | 26,500 | - |
| 1001.00.4641 | | Cost Recovery - Restitution | 400 | 400 | - |
| 1001.02.4645 | | Cost Recovery - Subrogation | 3,300 | - | (3,300) |
| 1001.03.4646 | | Instructional Services - FTES | 8,500 | 20,620 | 12,120 |
| 1001.02.4650 | | Sports Field Lighting | 48,400 | 50,400 | 2,000 |
| 1001.02.4665 | | Disc Golf Fees | 2,600 | 15,000 | 12,400 |
| 1001.02.4668 | | Electric Vehicle Charging Stations | 100 | 1,000 | 900 |
| 1001.02.4676 | | Teen Programs | 6,300 | 10,300 | 4,000 |
| 1001.02.4680 | | Special Events | 126,700 | 117,100 | (9,600) |
| 1001.00.4691 | | Candidate Statements | - | 3,600 | 3,600 |
| 1001.03.4692 | | CSA 69 | 3,440,100 | 3,609,270 | 169,170 |
| 1001.00.4694 | | City Clerk - Misc Fees | 800 | 1,000 | 200 |
| 1001.00.4695 | | City Clerk - Passport Services | 23,500 | 26,400 | 2,900 |
| 1001.00.4699 | | Charges to Other Funds | 114,900 | 143,680 | 28,780 |
| 1001.02.4699 | | Charges to Other Funds | 399,400 | 552,020 | 152,620 |
| 1001.04.4699 | | Charges to Other Funds | 768,000 | 774,420 | 6,420 |
| | | | | | |
| | **USE OF MONEY AND PROPERTY** | | **545,200** | **430,900** | **(114,300)** |
| 1001.00.4701 | | Interest Income | 337,400 | 143,400 | (194,000) |
| 1001.04.4701 | | Interest Income | - | - | - |
| 1001.04.4705 | | Rent/Lease/Use Income | 14,600 | 14,600 | - |
| 1001.02.4711 | | City Facilities - Sportsplex | 51,100 | 114,300 | 63,200 |
| 1001.02.4716 | | Concessions | 4,000 | 18,600 | 14,600 |
| 1001.02.4722 | | Rental - Bldgs 7 & 8 | 17,500 | 20,000 | 2,500 |
| 1001.02.4723 | | Rental - Picnic Shelters | 42,100 | 45,000 | 2,900 |
| 1001.02.4724 | | Rental - Ball Fields | 78,500 | 75,000 | (3,500) |
| | | | | | |
| | **OTHER REVENUE** | | **424,400** | **398,230** | **(26,170)** |
| 1001.00.4031 | | Sycamore Landfill Fees | 351,300 | 358,300 | 7,000 |
| 1001.00.4801 | | Miscellaneous Income | 5,000 | 5,000 | - |
| 1001.01.4801 | | Miscellaneous Income | 46,100 | 30,000 | (16,100) |
| 1001.02.4801 | | Miscellaneous Income | 2,300 | - | (2,300) |
| 1001.03.4801 | | Miscellaneous Income | 2,400 | 1,430 | (970) |
| 1001.04.4801 | | Miscellaneous Income | 2,100 | 1,000 | (1,100) |
| 1001.02.4803 | | Donations - Memorial Program | 1,600 | 1,500 | (100) |
| 1001.04.4805 | | Abandoned Property Registration | 1,100 | 1,000 | (100) |
| 1001.04.4806 | | Code Compliance/Other | 2,000 | - | (2,000) |
| 1001.03.4821 | | Sale of Real & Personal Property | 10,500 | - | (10,500) |
| | | | | | |
| | | | | | |
| | | **TOTAL GENERAL FUND** | **45,674,100** | **46,263,040** | **588,940** |
| | | | | | |

**CITY OF SANTEE**
**GENERAL FUND**
**DETAIL OF OTHER FINANCING SOURCES AND USES**
**FY 2020-21 ADOPTED BUDGET**

| | FY 2019-20 | | FY 2020-21 |
|---|---|---|---|
| | Current Budget | Projected at 6/30/20 | Adopted Budget |
| **Other Financing Sources:** | | | |
| Operating Transfers In | $ 10,000 | $ 10,000 | $ - |
| Release of Prior Year Appropriations | - | 55,000 | - |
| Release of Assigned Fund Balance | - | 50,000 | - |
| Release of Reserved Fund Balance | - | 175,000 | 175,000 |
| **Total Other Financing Sources** | **$ 10,000** | **$ 290,000** | **$ 175,000** |
| **Other Financing Uses:** | | | |
| Transfers to Other Funds | $ (547,100) | $ (447,100) | $ (359,600) |
| Transfers to CIP | (760,000) | (275,200) | (34,620) |
| Transfers to CIP (street repairs) | (492,013) | (492,013) | - |
| Unfunded Liabilities (OPEB/retiree health) | (500,000) | (500,000) | (150,000) |
| Committed for CCA Start Up Costs | (300,000) | (300,000) | - |
| Committed for Highway 52 Improvements | (492,013) | (492,013) | - |
| **Total Other Financing Uses** | **$ (3,091,126)** | **$ (2,506,326)** | **$ (544,220)** |

# DEPARTMENT DETAIL

Santee
CALIFORNIA

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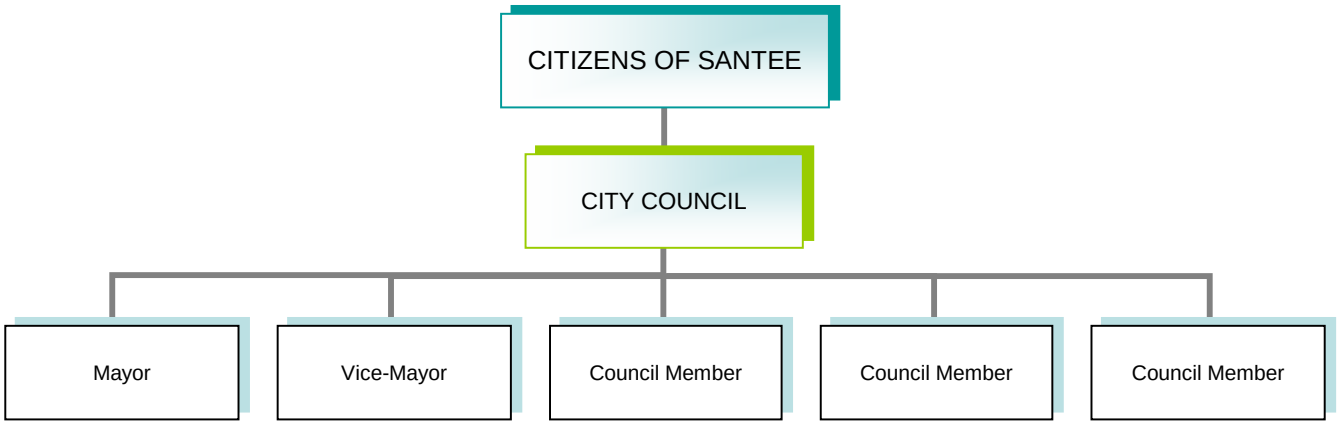
# CITY OF SANTEE
## CITY COUNCIL



# CITY OF SANTEE
## CITY COUNCIL

### ***Mission Statement***

The mission of the City of Santee 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***

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

### ***FY 2019-20 Accomplishments***

- Maintained fiscal stability and achieved steady progress in the retention and expansion of retail, commercial and industrial sectors, prior to the COVID-19 pandemic
- Adopted the "Support Our Santee" program to provide relief and assistance to residents and businesses experiencing hardships as a result of the economic impacts due to COVID-19. The program includes eviction moratoriums; enhanced funding for public service organizations; micro grants/loans; emergency rental assistance; waiver of business license late payments; TOT deferrals; and rent adjustments for City lessees and concessionaries
- Launched online/virtual City Council meetings to meet social distancing requirements in response to the COVID-19 pandemic
- Approved an Exclusive Negotiating Agreement for a future hotel in Santee
- Approved an Ordinance authorizing the City's participation in a future Joint Powers Authority (JPA) Community Choice Aggregation (CCA) program; considered three JPA opportunities; and set aside funds for the City's share of any future startup costs
- Completed a comprehensive branding effort and approved a new City brand, logo and tagline; and approved a Marketing Coordinator to implement the new brand initiative
- Continued support and education of the Highway 52 Coalition to enhance the opportunities to "fix the 52" and benefit the entire region

### ***FY 2020-21 Goals and Objectives***

- Support continued response efforts to mitigate the impacts related to COVID-19 and to ensure the City's short and long-term fiscal stability throughout the pandemic
- 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 including continuing to push for a Public Safety Center
- Support a high quality of life for Santee residents and visitors through construction of a Community Center and implementation of planned safety strategies, especially for parks and trails
- Encourage regional collaboration with other agencies on issues that may impact Santee and our surrounding community, including CSA 69
- Continue efforts in support of the Highway 52 Coalition
- Provide legislative support as required for the 2020 election

# CITY OF SANTEE
## CITY COUNCIL

| General Government<br>City Council 1001.00.1101 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Personnel | $ 307,564 | $ 289,960 | $ 299,700 |
| Operations & Maintenance | 121,355 | 194,890 | 145,500 |
| Capital Outlay | - | - | - |
| **Grand Total** | $ 428,919 | $ 484,850 | $ 445,200 |
| **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 OF SANTEE
## CITY COUNCIL

| General Government<br>City Council 1001.00.1101 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **PERSONNEL COSTS** | | | | |
| Salaries & Wages - Regular | 50010 | $ 41,007 | $ 42,020 | $ 43,080 |
| Salaries & Wages - Mayor & City Council | 50013 | 118,843 | 117,530 | 117,920 |
| Sick Leave Buy Back | 50036 | 473 | 470 | 500 |
| Auto Allowance | 50040 | 20,650 | 21,000 | 21,000 |
| Technology Allowance | 50042 | - | - | 3,360 |
| Retirement - PERS | 50050 | 16,066 | 14,770 | 16,240 |
| Retirement - Unfunded Liability | 50052 | 21,940 | 25,320 | 27,800 |
| Medicare | 50060 | 2,624 | 2,620 | 2,700 |
| Health Insurance | 50070 | 64,810 | 60,950 | 61,860 |
| Dental Insurance | 50071 | 4,567 | 5,080 | 5,040 |
| OPEB Health | 50072 | 16,390 | - | - |
| Life Insurance | 50075 | 51 | 50 | 50 |
| Long Term Disability | 50076 | 142 | 150 | 150 |
| **Total Personnel** | | $ 307,564 | $ 289,960 | $ 299,700 |
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Expert/Consulting Services | 51040 | $ 22,219 | $ 24,000 | $ 24,000 |
| Subscriptions/Memberships | 51104 | 50,439 | 61,590 | 63,100 |
| Professional Development | 51110 | 11,905 | 15,000 | 15,000 |
| Printing & Duplicating | 51120 | 231 | 500 | 500 |
| Telephone & Fax | 51121 | 4,771 | 5,000 | 5,000 |
| Postage | 51122 | 65 | 100 | 100 |
| Promotional Activities | 51131 | - | 50,000 | - |
| Rentals/Leases - Office Equipment | 51141 | 905 | - | - |
| Materials & Supplies | 51160 | 1,859 | 4,500 | 4,000 |
| Recognition Program | 51170 | 4,868 | 6,000 | 6,000 |
| Electricity & Gas | 51180 | 14,449 | 16,000 | 15,600 |
| Repair/Maint - Equipmint | 51211 | - | 200 | 200 |
| Contributions | 51350 | - | 2,000 | 2,000 |
| Contributions - Chamber of Commerce | 51351 | 9,645 | 10,000 | 10,000 |
| **Total Operations & Maintenance** | | $ 121,355 | $ 194,890 | $ 145,500 |
| **Grand Total** | | $ 428,919 | $ 484,850 | $ 445,200 |

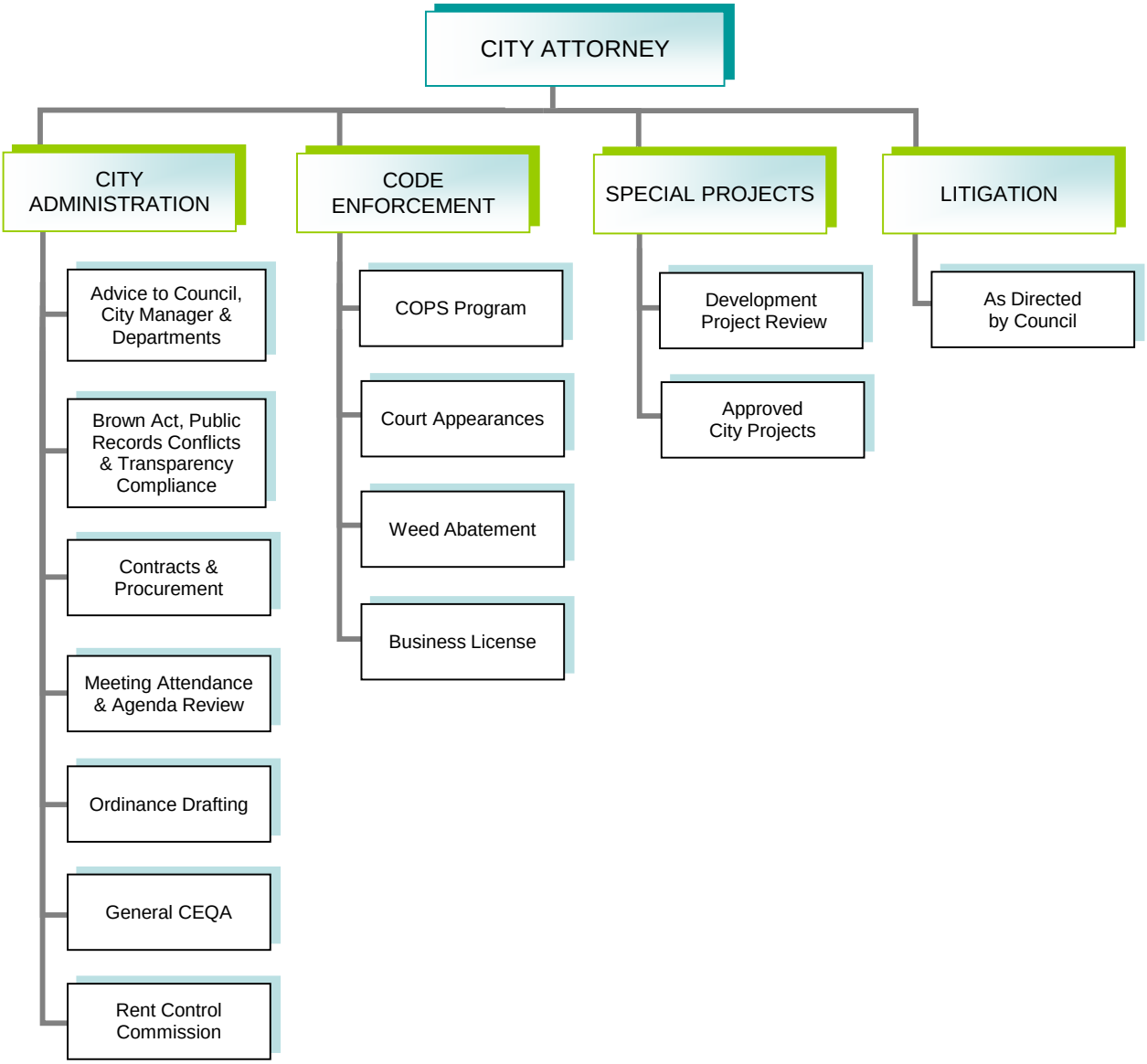
# CITY OF SANTEE
## CITY COUNCIL

| General Government<br>City Council 1001.00.1101 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Expert/Consulting Services**<br>This account provides funding for legislative advocacy services, and a biennial facilitated City Council Strategic Planning Workshop. | $ 22,219 | $ 24,000 | $ 24,000 |
| **Subscriptions & Memberships**<br>This appropriation provides for annual membership dues with the League of California Cities; San Diego Association of Governments (SANDAG) and Criminal Justice Clearinghouse; San Diego East County Economic Development Council (ECEDC); Local Agency Formation Commission (LAFCO); International Council of Shopping Centers (ICSC); and the Regional Task Force on the Homeless. | 50,439 | 61,590 | 63,100 |
| **Professional Development**<br>This appropriation provides funding for official City business related expenses for the Mayor and City Council, including travel expenses, to attend various meetings, trainings, seminars and workshops. | 11,905 | 15,000 | 15,000 |
| **Printing & Duplicating**<br>This account provides for copying and printing of specialized letterhead, envelopes and business cards. | 231 | 500 | 500 |
| **Telephone & Fax**<br>This account provides funding for telephone, cable, internet and cellular charges associated with the Mayor and City Council Offices. | 4,771 | 5,000 | 5,000 |
| **Postage**<br>This account provides funding for all mailings and official correspondence of the Mayor and City Council. | 65 | 100 | 100 |
| **Promotional Activities**<br>This appropriation will provide funding for events, services and materials in support of the City's 40th anniversary of incorporation in 2020. | - | 50,000 | - |
| **Rentals/Leases - Office Equipment**<br>This appropriation previously provided for the City Council's portion of the annual lease payment, copy charges and maintenance of the department copy machine. | 905 | - | - |

# CITY OF SANTEE
## CITY COUNCIL

| General Government<br>City Council 1001.00.1101 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS (Continued)** | | | |
| **Materials & Supplies**<br>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. | $ 1,859 | $ 4,500 | $ 4,000 |
| **Recognition Program**<br>This appropriation provides funding to support the City's Mission, Vision & Values (MV2) Employee Recognition Program, the annual City Employee's Holiday Social and an annual employee appreciation event. It also provides support for the Santee Sheriff's Department RSVP annual holiday event. | 4,868 | 6,000 | 6,000 |
| **Electricity & Gas**<br>This account provides for the cost of gas and electricity allocated to the City Council Offices and Council Chamber. | 14,449 | 16,000 | 15,600 |
| **Repair/Maint - Equipment**<br>This account provides for the City Council's portion of the annual citywide maintenance agreement for the department copy machine. | - | 200 | 200 |
| **Contributions**<br>This appropriation provides support for the Miss Santee program. | - | 2,000 | 2,000 |
| **Contributions - Chamber of Commerce**<br>This appropriation allocates funding to support services provided by the Santee Chamber of Commerce. | 9,645 | 10,000 | 10,000 |
| **Total Operations & Maintenance** | $ 121,355 | $ 194,890 | $ 145,500 |

# CITY OF SANTEE
## CITY ATTORNEY



# CITY OF SANTEE
## 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, civil and criminal, code enforcement matters, unless otherwise directed by the City Council.

***FY 2019-20 Accomplishments***

- Completed the update to the City Council governance and meeting policy.
- Supported the establishment of the Entertainment District.
- Supported the adoption of the Sustainable Santee Plan (CAP).
- Supported the adoption of an ordinance related to Community Choice Aggregation (CCA).
- Assisted in the continued efforts to develop the theater and to explore development of a hotel at Trolley Square.
- Continued the successful implementation of the City's Community Oriented Policing Program.
- Successfully pursued litigation related to storm water unfunded mandates.
- Assisted the City in its initial response to the COVID-19 pandemic, including the declaration of local emergency, transition to "virtual" City Council meetings, adoption of the eviction moratorium and compliance with state and local public health orders.

***FY 2020-21 Goals and Objectives***

- Continue to assist the City in its response to the COVID-19 pandemic, the future reopening of public and private operations in Santee and response to budget impacts resulting from pandemic.
- Support the City's effort to assess existing impediments to equality and tolerance and assist the City in efforts to remove them.
- Assist the City Clerk in the processing of two initiative measures and 2020 election.
- Defend the City in litigation over the CAP and Parcel 4.
- Continue to support the City's efforts to establish a CCA for Santee.
- Continue to support the City's processing of land development projects for City Council consideration.
- Continue to support the City's efforts regarding the Entertainment District, including the theater and possible hotel.
- Continue to support the City's efforts to comply with affordable housing requirements.
- Continue to implement the Community Oriented Policing Program.

# CITY OF SANTEE
## CITY ATTORNEY

| General Government<br>City Attorney 1001.00.1201 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Operations & Maintenance | $ 636,587 | $ 755,120 | $ 728,120 |
| **Total** | $ 636,587 | $ 755,120 | $ 728,120 |

| **EXPENDITURES** | | | |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Legal Services - City Attorney**<br>This appropriation will fund general retainer legal services at the retainer amount of $15,510 per month. Also included is additional funding for services related to labor and employment issues, litigation, special projects and reimbursable costs. | **$ 634,686** | **$ 743,120** | **$ 717,120** |
| **Legal Services - Outside Counsel**<br>This appropriation will fund certain legal matters, typically involving multiple jurisdictions, that are handled by counsel other than the City Attorney's office. | **1,901** | **12,000** | **11,000** |
| **Total Operations & Maintenance** | $ 636,587 | $ 755,120 | $ 728,120 |

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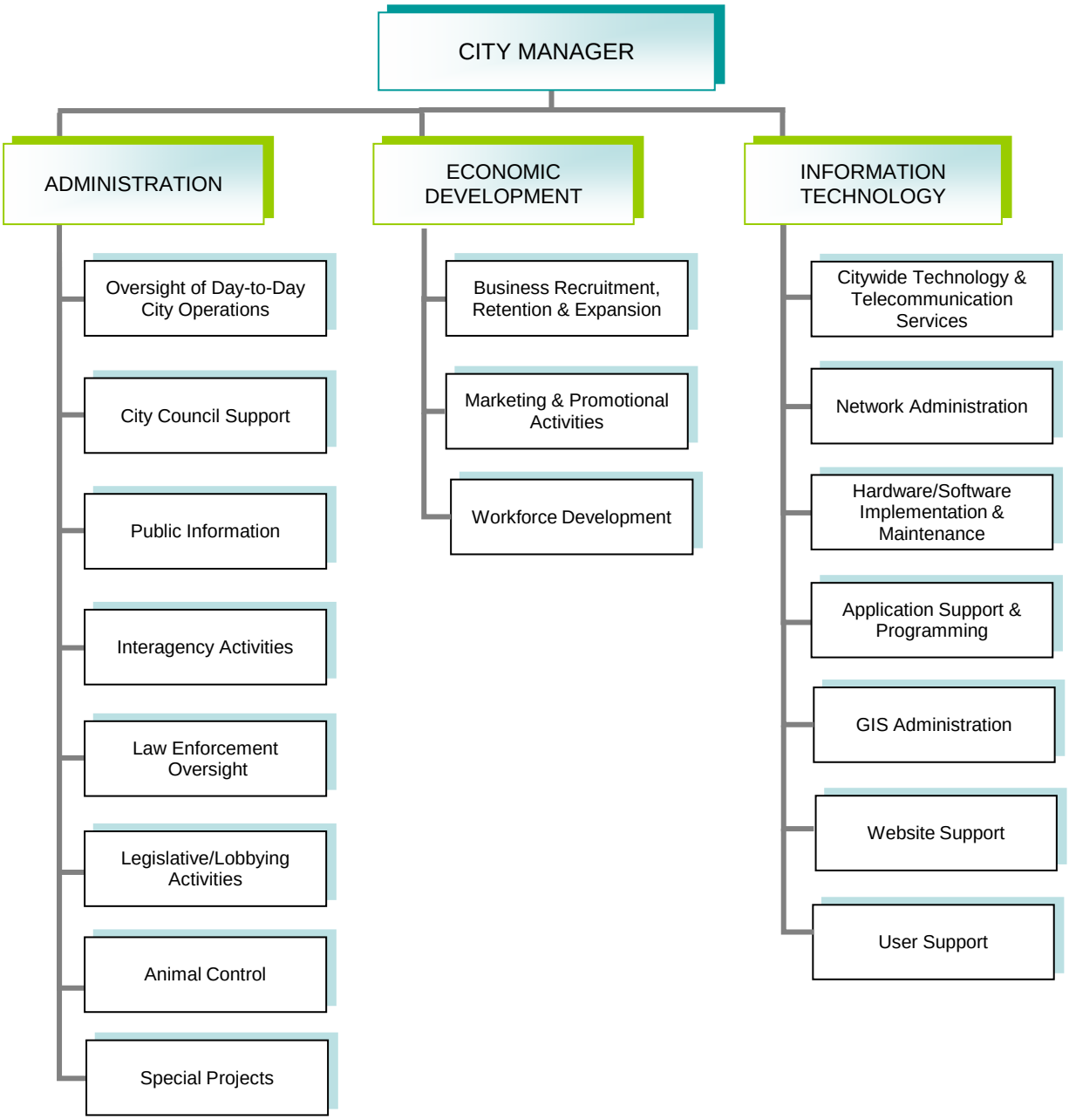
# CITY OF SANTEE
## CITY MANAGER



# CITY OF SANTEE
## CITY MANAGER SUMMARY

| | FY 2018-19 Actual | FY 2019-20 Amended | FY 2020-21 Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| City Manager | $ 704,711 | $ 695,260 | $ 674,180 |
| Economic Development | 196,035 | 299,080 | 322,250 |
| **Total** | $ 900,746 | $ 994,340 | $ 996,430 |
| **SUMMARY OF FUNDED POSITIONS** | | | |
| City Manager | 3.00 | 3.00 | 2.50 |
| Economic Development | 1.00 | 2.00 | 2.00 |
| **Total** | 4.00 | 5.00 | 4.50 |

# CITY OF SANTEE
## 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 the 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 initiatives, directs the City's information technology services, oversees law enforcement and animal control services, and provides internal programs to maintain a quality workforce.

***FY 2019-20 Accomplishments***

- In collaboration with the Finance Department, presented an operating budget designed to navigate the City's short and long-term fiscal stability through the COVID-19 pandemic
- In response to the COVID-19 pandemic, activated the City's Emergency Operations Center; established a team responsible for interpreting and accurately communicating the State and County health orders to keep the City Council, employees and public informed; and ensured accurate, timely and responsible implementation of all health orders for City operations
- Negotiated an Exclusive Negotiation Agreement for a hotel in the Entertainment District
- Studied the overall viability of establishing a Community Choice Aggregation (CCA) program in Santee and evaluated opportunities for partnerships with other cities
- Supported the efforts of the Highway 52 Coalition for the benefit of the entire region
- Collaborated with the Santee Sheriff's Station to best serve the community and transitioned to a new Sheriff's Captain

***FY 2020-21 Goals and Objectives***

- Continue to support City Council members in their role in representing the City's interests
- Continue to provide leadership, guidance and direction to City departments and staff in all matters of operation, and particularly through the COVID-19 pandemic
- Maintain short and long-term fiscal planning with emphasis on controlling costs and developing contingency plans in response to the COVID-19 pandemic
- Provide the City Council, public and media with accurate and timely information on matters related to City operations while adapting to new protocols and ways of doing business as a result of the COVID-19 pandemic
- Continue collaboration with the Santee Sheriff's and support a new Public Safety Center
- Work with staff and the private sector to construct a new theater in the Entertainment District, and pursue additional entertainment and hospitality venues
- Continue to pursue partnership opportunities for a Community Choice Aggregation (CCA) program that is mutually beneficial to all partners
- Continue to work with federal, state and local agencies to improve State Route 52
- Begin negotiations for a new law enforcement contract with the County Sheriff's Department
- Assist the City Council in determining future waste hauling options

# CITY OF SANTEE
## CITY MANAGER

| General Government<br>City Manager 1001.05.1401 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Personnel | $ 616,894 | $ 658,360 | $ 642,680 |
| Operations & Maintenance | 87,817 | 36,900 | 31,500 |
| Capital Outlay | - | - | - |
| **Grand Total** | $ 704,711 | $ 695,260 | $ 674,180 |
| **SUMMARY OF FUNDED POSITIONS** | | | |
| City Manager | 1.00 | 1.00 | 1.00 |
| Assistant to the City Manager | 1.00 | 1.00 | 1.00 |
| Confidential Secretary to City Manager/City Council | 0.50 | 0.50 | 0.50 |
| Administrative Secretary | 0.50 | 0.50 | - |
| **Total Positions** | 3.00 | 3.00 | 2.50 |

# CITY OF SANTEE
## CITY MANAGER

| General Government<br>City Manager 1001.05.1401 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **PERSONNEL COSTS** | | | | |
| Salaries & Wages - Regular | 50010 | $ 437,393 | $ 458,610 | $ 451,090 |
| Overtime | 50025 | 338 | 1,000 | - |
| Sick Leave Buy Back | 50036 | 473 | 470 | 500 |
| Auto Allowance | 50040 | 11,208 | 11,210 | 11,210 |
| Technology Allowance | 50042 | 1,200 | 1,200 | 1,200 |
| Retirement - PERS | 50050 | 44,733 | 46,580 | 50,610 |
| Retirement - Unfunded Liability | 50052 | 58,700 | 74,040 | 77,890 |
| Deferred Compensation | 50059 | - | 20,000 | 10,000 |
| Medicare | 50060 | 6,561 | 7,020 | 6,880 |
| Health Insurance | 50070 | 39,036 | 33,960 | 29,530 |
| Dental Insurance | 50071 | 2,722 | 2,600 | 2,240 |
| OPEB Health | 50072 | 12,910 | - | - |
| Life Insurance | 50075 | 649 | 670 | 620 |
| Long Term Disability Insurance | 50076 | 972 | 1,000 | 910 |
| **Total Personnel** | | $ 616,894 | $ 658,360 | $ 642,680 |
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Expert/Consulting Services | 51040 | $ 62,854 | $ 500 | $ - |
| Outreach and Education | 51046 | - | 5,000 | - |
| Subscriptions/Memberships | 51104 | 8,241 | 8,800 | 8,800 |
| Professional Development | 51110 | 6,684 | 11,600 | 12,100 |
| Printing & Duplicating | 51120 | - | 100 | 100 |
| Telephone & Fax | 51121 | 3,616 | 3,800 | 3,800 |
| Postage | 51122 | 67 | 100 | 100 |
| Rentals/Leases - Office Equipment | 51141 | 905 | - | - |
| Materials & Supplies | 51160 | 1,358 | 2,300 | 2,000 |
| Electricity & Gas | 51180 | 4,092 | 4,500 | 4,400 |
| Repair/Maint - Equipment | 51211 | - | 200 | 200 |
| **Total Operations & Maintenance** | | $ 87,817 | $ 36,900 | $ 31,500 |
| **Grand Total** | | $ 704,711 | $ 695,260 | $ 674,180 |

# CITY OF SANTEE
## CITY MANAGER

| General Government<br>City Manager 1001.05.1401 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Expert/Consulting Services**<br>This appropriation provides funding for an annual Executive Management Team planning workshop. | $ 62,854 | $ 500 | $ - |
| **Outreach and Education**<br>This account provides funding to improve communication to our residents, including public awareness and education regarding issues facing our City and topics of concern to our residents. | - | 5,000 | - |
| **Subscriptions/Memberships**<br>This appropriation provides for annual membership dues for the International City/County Management Association (ICMA), California Park & Recreation Society (CPRS), National Recreation & Park Association (NRPA), International Council of Shopping Centers (ICSC), and CleanTECH San Diego. It also provides funds for an annual subscription to the San Diego Union Tribune. | 8,241 | 8,800 | 8,800 |
| **Professional Development**<br>This appropriation provides funds for the City Manager and Assistant to the City Manager to attend annual conferences and monthly meetings with the International City/County Management Association (ICMA), League of California Cities, and the City/County Management Association (CCMA). It also provides funds for department staff to attend other meetings, seminars and workshops which are valuable to the department and the City. | 6,684 | 11,600 | 12,100 |
| **Printing & Duplicating**<br>This account provides for general department printing needs, including business cards, stationery and special reports. | - | 100 | 100 |
| **Telephone & Fax**<br>This account provides funding for telephone, fax, cable, internet and cellular charges associated with the City Manager's Office. | 3,616 | 3,800 | 3,800 |
| **Postage**<br>This account provides funding for all mailings and official correspondence of the City Manager's Office. | 67 | 100 | 100 |
| **Rentals/Leases - Office Equipment**<br>This appropriation provides for the City Manager's portion of the annual lease payment, copy charges and maintenance of the department copy machine. | 905 | - | - |
| **Materials & Supplies**<br>This account provides for the purchase of office supplies and miscellaneous materials. | 1,358 | 2,300 | 2,000 |

# CITY OF SANTEE
## CITY MANAGER

| General Government<br>City Manager 1001.05.1401 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS (Continued)** | | | |
| **Electricity & Gas**<br>This account provides for the cost of gas and electricity allocated to the City Manager's Office. | $ 4,092 | $ 4,500 | $ 4,400 |
| **Repair/Maint - Equipment**<br>This appropriation provides for the City Manager's portion of the annual citywide maintenance agreement for the department copy machine. | - | 200 | 200 |
| **Total Operations & Maintenance** | $ 87,817 | $ 36,900 | $ 31,500 |

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### ***Program Description***

The Economic Development Division is responsible for implementing programs and activities that promote business recruitment, expansion and retention to enhance the community's local economic and employment opportunities. The Division also develops promotional materials and strategies to attract commercial development activity and economic investment.

### ***FY 2019-20 Accomplishments***

- Provided outreach, support and informational resources to local businesses in response to the COVID-19 pandemic
- In collaboration with the Finance Department and Development Services, initiated the "Support Our Santee" program to provide relief and assistance to residents and businesses experiencing hardships as a result of the economic impacts due to COVID-19
- Conducted a comprehensive branding study with community and stakeholder input to develop a new City brand and logo, which was approved and adopted by City Council
- Created a new Marketing Coordinator position to assist with economic development activities and citywide marketing efforts in conjunction with the new City brand and logo
- Established and adopted citywide brand standards for use of the new City logo and brand
- Began planning for the City of Santee's 40th Birthday in December 2020
- Expanded the Business Visitation Program to solicit feedback from local businesses on business priorities, commercial space needs and economic conditions
- Assisted the Development Services Department in creating an Entertainment District for the City within the Town Center area
- Collaborated with the Envision Santee Committee to develop an initial economic development strategic plan to expand marketing and outreach efforts, promote retention of local businesses, and attract new businesses and targeted industries to Santee
- Marketed the City at the International Council of Shopping Centers (ICSC) conference in Los Angeles
- Continued to provide administrative support to the Community Development Commission Successor Agency Oversight Board

### ***FY 2020-21 Goals and Objectives***

- Continue implementation of the City's new logo and brand to improve and expand outreach efforts, marketing strategies and economic development opportunities
- Resume planning and preparation of the City of Santee's 40th Birthday in December 2020
- Continue to support the recovery and revitalization of local businesses impacted by the current pandemic
- Finalize and implement an economic development strategic plan
- Further pursue 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 Entertainment District the Prospect Avenue corridor
- Promote tourism for the City, highlighting the trail system, Entertainment District, Santee Lakes, Sportsplex USA, arts and shopping venues

# CITY OF SANTEE
## CITY MANAGER - ECONOMIC DEVELOPMENT

| CITY MANAGER<br>Economic Development 1001.05.1402 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Personnel | $ 163,141 | $ 241,330 | $ 306,200 |
| Operations & Maintenance | 32,894 | 57,750 | 16,050 |
| Capital Outlay | - | - | - |
| **Grand Total** | $ 196,035 | $ 299,080 | $ 322,250 |
| **SUMMARY OF FUNDED POSITIONS** | | | |
| Economic Development Manager | 1.00 | 1.00 | 1.00 |
| Marketing Coordinator | - | 1.00 | 1.00 |
| **Total Positions** | 1.00 | 2.00 | 2.00 |

# CITY OF SANTEE
## CITY MANAGER - ECONOMIC DEVELOPMENT

| CITY MANAGER<br>Economic Development 1001.05.1402 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **PERSONNEL COSTS** | | | | |
| Salaries & Wages - Regular | 50010 | $ 107,616 | $ 172,250 | $ 205,830 |
| Retirement - PERS | 50050 | 13,126 | 20,740 | 27,160 |
| Retirement - Unfunded Liability | 50052 | 14,720 | 17,460 | 35,540 |
| Medicare | 50060 | - | 870 | 1,350 |
| Health Insurance | 50070 | 16,616 | 27,630 | 33,520 |
| Dental Insurance | 50071 | 923 | 1,610 | 1,900 |
| OPEB Health | 50072 | 9,610 | - | - |
| Life Insurance | 50075 | 102 | 180 | 210 |
| Long Term Disability Insurance | 50076 | 372 | 590 | 690 |
| Workers' Compensation Insurance | 50080 | 56 | - | - |
| **Total Personnel** | | $ 163,141 | $ 241,330 | $ 306,200 |
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Expert/Consulting Services | 51040 | $ 27,521 | 14,760 | $ - |
| Outreach and Education | 51046 | - | - | 2,500.00 |
| Subscriptions/Memberships | 51104 | 2,058 | 2,300 | 1,000 |
| Professional Development | 51110 | 364 | 1,000 | 6,000 |
| Printing & Duplicating | 51120 | 136 | 200 | 200 |
| Telephone & Fax | 51121 | 617 | 700 | 1,400 |
| Postage | 51122 | - | 50 | 50 |
| Promotional Activities | 51131 | 228 | 2,000 | 2,000 |
| City Branding | 51135 | - | 35,240 | - |
| Rentals/Leases - Office Equipment | 51141 | 907 | - | - |
| Materials & Supplies | 51160 | 41 | 200 | 500 |
| Electricity & Gas | 51180 | 1,023 | 1,100 | 2,200 |
| Repair/Maint - Equipment | 51211 | - | 200 | 200 |
| **Total Operations & Maintenance** | | $ 32,894 | $ 57,750 | $ 16,050 |
| **Grand Total** | | $ 196,035 | $ 299,080 | $ 322,250 |

# CITY OF SANTEE
## CITY MANAGER - ECONOMIC DEVELOPMENT

| CITY MANAGER<br>Economic Development 1001.05.1402 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Expert/Consulting Services**<br>The FY 2018-19 expenditures were mostly attributable to work on the Citywide Branding Campaign through a professional services agreement, with ancillary costs for consultant services to finalize a theater agreement. The FY 2019-20 appropriation provides funding to continue and finalize the Branding Campaign. | $ 27,521 | $ 14,760 | $ - |
| **Outreach and Education**<br>This account provides funding to support the Business Visitation Program to solicit feedback from local businesses, and to promote public awareness and education regarding issues facing our City and topics of concern to residents and businesses. | - | - | 2,500 |
| **Subscriptions/Memberships**<br>This appropriation provides funding for annual agency and employee memberships with the International Council of Shopping Centers (ICSC); annual membership with the City-County Communications & Marketing Association (3CMA); and an annual survey monkey subscription for the City. | 2,058 | 2,300 | 1,000 |
| **Professional Development**<br>This account provides funds to attend trainings, conferences and meetings that support economic development activities, including the International Council of Shopping Centers (ICSC) conference; the City-County Communications & Marketing Association (3CMA) conference; and Santee Chamber meetings. | 364 | 1,000 | 6,000 |
| **Printing & Duplicating**<br>This account provides for copying and printing services for promotional brochures and fliers, business cards and special reports. | 136 | 200 | 200 |
| **Telephone & Fax**<br>This account provides funding for telephone, cable and internet charges associated with economic development. | 617 | 700 | 1,400 |
| **Postage**<br>This account provides funding for mailings and correspondence for economic development purposes. | - | 50 | 50 |
| **Promotional Activities**<br>This account provides funding to promote and market the City, including attendance at the International Council of Shopping Centers (ICSC) convention, and hosting a Government Day in Santee. | 228 | 2,000 | 2,000 |

# CITY OF SANTEE
## CITY MANAGER - ECONOMIC DEVELOPMENT

| CITY MANAGER<br>Economic Development 1001.05.1402 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS (Continued)** | | | |
| **City Branding**<br>This appropriation provides funding to support activities related to the implementation of the City's new brand and logo, and events, services and materials in support of the City's 40th anniversary of incorporation in 2020. | $ - | $ 35,240 | $ - |
| **Rentals/Leases - Office Equipment**<br>This appropriation provides for a share of the annual lease payment, copy charges and maintenance of the department copy machine. | 907 | - | - |
| **Materials & Supplies**<br>This account provides for the purchase of supplies and promotional materials for economic development activities and events. | 41 | 200 | 500 |
| **Electricity & Gas**<br>This account provides for the cost of gas and electricity allocated to the Economic Development division. | 1,023 | 1,100 | 2,200 |
| **Repair/Maint - Equipment**<br>This appropriation provides for a portion of the annual citywide maintenance agreement for the department copy machine related to Economic Development activities. | - | 200 | 200 |
| **Total Operations & Maintenance** | $ 32,894 | $ 57,750 | $ 16,050 |

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### ***Program Description***

The Information Technology (I.T.) Division oversees all of the City's technology and telecommunications needs, including administration 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 website, the financial system and the Emergency Operations Center (EOC). Support is provided to over 125 users located at four City facilities.

### ***FY 2019-20 Accomplishments***

- In response to the COVID-19 pandemic, initiated the following activities to allow the City to continue to provide essential services while meeting social distancing requirements:
  - Activated the City's Emergency Operations Center (EOC), and later activated a Virtual EOC, in coordination with the Fire Department
  - Launched virtual online City Council meetings, in coordination with the City Clerk's Office
  - Expanded video conferencing and teleconferencing capabilities for the City
  - Implemented secure remote computer access / telecommuting capabilities for all employees, in coordination with the Human Resources Department
- Assisted the Development Services Department in launching an upgraded Permitting and Land Management system to maximize use of the application
- Assisted the City Clerk's Office in launching the upgrade of the Council Chamber audio/visual system
- Implemented new Disaster Recovery backup software to improve network security
- Deployed a new Geographic Information System (GIS) portal to allow for direct public access to City data, including general plan and zoning information
- Expanded electronic data collection for GIS in the areas of stormwater and field inspections to more efficiently track and manage work
- Expanded the use of the City's SharePoint software to assist the Fire Department with tracking of Personal Protection Equipment, without having to purchase additional software

### ***FY 2020-21 Goals and Objectives***

- Build on lessons learned as a result of the COVID-19 pandemic to proactively improve network performance and resiliency
- Continue to update and implement advanced security measures, including network infrastructure vulnerability testing and expanded disaster recovery plans; finalize the implementation of Fire Station 5 as City's physical disaster recovery location
- Assist with final testing and implementation of the automated Permitting and Land Management system
- Assist with finalization of the City Council Chamber audio/visual system upgrade
- Provide support for upgrade of the City's web page
- Continue research on additional opportunities to utilize SharePoint to create automated workflows and improve productivity
- Build on recent conference room hardware upgrades to improve video conferencing capabilities
- Update and further develop the City's I.T. policies to ensure the City's technology requirements are accurately addressed and documented

# CITY OF SANTEE
## CITY MANAGER - INFORMATION TECHNOLOGY

| City Manager<br>Information Technology 1001.00.1801 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Personnel | $ 282,684 | $ 301,490 | $ 324,680 |
| Operations & Maintenance | 91,917 | 149,000 | 146,700 |
| Capital Outlay | - | - | - |
| **Grand Total** | $ 374,601 | $ 450,490 | $ 471,380 |
| **SUMMARY OF FUNDED POSITIONS** | | | |
| Information Technology Manager | 1.00 | 1.00 | 1.00 |
| Information Systems Analyst | 1.00 | 1.00 | 1.00 |
| **Total Positions** | 2.00 | 2.00 | 2.00 |

# CITY OF SANTEE
## CITY MANAGER - INFORMATION TECHNOLOGY

| City Manager<br>Information Technology 1001.00.1801 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **PERSONNEL COSTS** | | | | |
| Salaries & Wages - Regular | 50010 | $ 201,804 | $ 214,750 | $ 226,940 |
| Overtime | 50020 | - | - | 1,000 |
| Retirement - PERS | 50050 | 19,609 | 21,170 | 24,600 |
| Retirement - Unfunded Liability | 50052 | 25,670 | 33,650 | 39,180 |
| Medicare | 50060 | 2,926 | 3,110 | 3,300 |
| Health Insurance | 50070 | 27,874 | 27,270 | 28,120 |
| Dental Insurance | 50071 | 634 | 650 | 650 |
| OPEB Health | 50072 | 3,290 | - | - |
| Life Insurance | 50075 | 215 | 210 | 210 |
| Long Term Disability Insurance | 50076 | 662 | 680 | 680 |
| **Total Personnel** | | $ 282,684 | $ 301,490 | $ 324,680 |
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Expert/Consulting Services | 51040 | $ - | $ 2,000 | $ 2,000 |
| Subscriptions/Memberships | 51104 | 130 | 300 | 300 |
| Professional Development | 51110 | - | 4,200 | 2,700 |
| Telephone & Fax | 51121 | 2,283 | 2,400 | 2,400 |
| Postage | 51122 | - | - | - |
| Rentals/Leases - Buildings | 51140 | - | - | - |
| Materials & Supplies | 51160 | 227 | 2,000 | 2,000 |
| Electricity & Gas | 51180 | 2,046 | 2,300 | 2,200 |
| Software Maintenance & Licensing | 51201 | 83,618 | 122,500 | 128,600 |
| Repair/Maint - Equipment | 51211 | 3,613 | 10,000 | 5,000 |
| Minor Equipment | 51361 | - | 3,300 | 1,500 |
| **Total Operations & Maintenance** | | $ 91,917 | $ 149,000 | $ 146,700 |
| **Grand Total** | | $ 374,601 | $ 450,490 | $ 471,380 |

# CITY OF SANTEE
## CITY MANAGER - INFORMATION TECHNOLOGY

| City Manager<br>Information Technology 1001.00.1801 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Expert/Consulting Services**<br>This appropriation will provide for as-needed software/hardware consulting and troubleshooting services. | $ - | $ 2,000 | $ 2,000 |
| **Subscriptions/Memberships**<br>This account provides memberships for I.T. staff with the Municipal Information Systems Association of California (MISAC), Southern Chapter. | 130 | 300 | 300 |
| **Professional Development**<br>This appropriation provides funds to attend professional conferences, trainings and meetings to stay abreast of developments in the rapidly evolving I.T. field. | - | 4,200 | 2,700 |
| **Telephone & Fax**<br>This account provides funding for telephone, fax, cable and internet charges associated with the I.T. Division. | 2,283 | 2,400 | 2,400 |
| **Materials & Supplies**<br>This account provides funding to purchase various materials and supplies to support I.T. activities, the City's plotter, and Geographic Information System (GIS) equipment. | 227 | 2,000 | 2,000 |
| **Electricity & Gas**<br>This account provides for the cost of gas and electricity allocated to the I.T. Division. | 2,046 | 2,300 | 2,200 |
| **Software Maintenance & Licensing**<br>This account provides for the annual licensing, maintenance and support costs for all the City's software needs, including security and anti-virus software, ArcGIS software, AutoCAD software, third party website hosting and maintenance, a third party property information database, as well as the City's financial management and business licensing systems, and network risk assessment software. | 83,618 | 122,500 | 128,600 |

# CITY OF SANTEE
## CITY MANAGER - INFORMATION TECHNOLOGY

| City Manager<br>Information Technology 1001.00.1801 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS (Continued)** | | | |
| **Repair/Maintenance - Equipment**<br>This appropriation provides for the repair, maintenance and/or replacement of I.T. 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 peripherals or software. | $ 3,613 | $ 10,000 | $ 5,000 |
| **Minor Equipment**<br>Purchase of tablets for use by public services, engineers, inspectors, stormwater and code compliance to allow employees to capture assets and data while working in the field and keep the City's GIS database updated in real time. | - | 3,300 | 1,500 |
| **Total Operations & Maintenance** | $ 91,917 | $ 149,000 | $ 146,700 |

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# CITY OF SANTEE
## ANIMAL CONTROL

***Mission Statement***

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

***Program Description***

The San Diego Humane Society provides two fundamental services for the City: 1) shelter and care of domestic animals; and 2) enforcement of animal laws and public protection. Other services include patrol and investigation of animal violations; investigation of barking dog complaints; dog licensing; vaccination clinics; pet adoption; lost and found services; microchip pet identification; spay and neuter programs; humane euthanasia and after care services; and animal behavior, training and education classes.

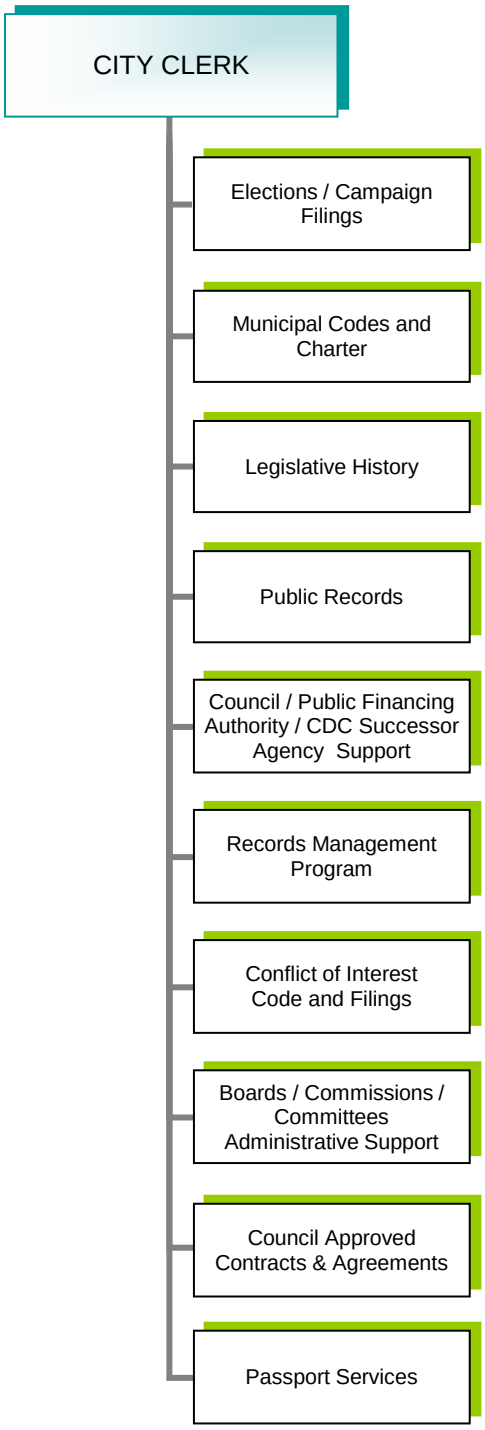
The Humane Society also helps people keep their pets by providing essential services and support to low-income pet families through the PAWS San Diego program; provides emergency response and evacuation assistance during disasters; offers a variety of youth programs; and works to improve the quality of life for local wildlife and the community as the primary resource for animal rehabilitation and conservation education through their Project Wildlife program.

# CITY OF SANTEE
## ANIMAL CONTROL SERVICES

| General Government<br>Animal Control Services 1001.00.2301 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Operations & Maintenance | $ 424,804 | $ 424,810 | $ 435,000 |
| **Total** | $ 424,804 | $ 424,810 | $ 435,000 |

| **EXPENDITURES** | | | | |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| **Contract Services - Animal Control** | 51154 | **$ 424,804** | **$ 424,810** | **$ 435,000** |
| This account provides funds for animal control services through an agreement with the San Diego Humane Society for the shelter and care of domestic animals; enforcement of animal laws and public protection; as well as the rehabilitation, conservation and education of local wildlife. | | | | |
| **Total Operations & Maintenance** | | $ 424,804 | $ 424,810 | $ 435,000 |

# CITY OF SANTEE
## CITY CLERK



# CITY OF SANTEE
## 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 the legislative history by accurately recording and documenting Council actions in official minutes, resolutions and ordinances; and oversees 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. 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 2019-20 Accomplishments***

- Passport program has served over 700 customers this fiscal year
- Initiated the Council Chamber Audio/Visual Upgrade project which will also enable the City to livestream City Council meetings. This project will be primarily funded with PEG fees that the City is now collecting
- Updated the Candidates' Handbook/Guide with the new City logo for the November 2020 Municipal Election
- Implemented the NetFile system for all Form 700 filers, State filers and campaign disclosure statements making the process easier for filers, the City and the public when reviewing and requesting documents
- Completed audit of records database to correct misfiled records
- Held the City's first virtual meeting due to the pandemic and updated all templates and the website to keep citizens and staff informed

***FY 2020-21 Goals and Objectives***

- Implement a new Agenda Management software to allow for better control of routing documents in the preparation of City Council meeting agendas
- Provide for the completion of the Council Chamber Audio/Visual Upgrade project by December 2020 in time for the Oath of Office
- Respond to requests for public records and information within the California Public Records Act legal guidelines
- Administer provisions of the Political Reform Act; Conflict of Interest and Campaign filings
- Coordinate training and receive AB1234 Ethics Training certificates per Fair Political Practices Commission's regulations
- Update the Records Retention Schedule to ensure consistency with government codes
- Administer the second by-district Municipal Election to fill two Council seats and the Mayoral seat in November 2020 and complete the transition to district-based elections
- Update the City's Conflict of Interest Code to include new position classifications, delete reference to positions that have been abolished, and revise disclosure categories as needed

# CITY OF SANTEE
## CITY CLERK

| General Government<br>City Clerk 1001.00.1301 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Personnel | $ 307,037 | $ 336,420 | $ 366,600 |
| Operations & Maintenance | 90,910 | 84,550 | 73,700 |
| Capital Outlay | - | - | - |
| **Grand Total** | $ 397,947 | $ 420,970 | $ 440,300 |
| **SUMMARY OF FUNDED POSITIONS** | | | |
| City Clerk | 1.00 | 1.00 | 1.00 |
| Deputy City Clerk | 1.00 | - | - |
| Assistant City Clerk | - | 1.00 | 1.00 |
| Administrative Secretary | 0.50 | 0.50 | 1.00 |
| **Total Positions** | 2.50 | 2.50 | 3.00 |

# CITY OF SANTEE
## CITY CLERK

| General Government<br>City Clerk 1001.00.1301 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **PERSONNEL COSTS** | | | | |
| Salaries & Wages - Regular | 50010 | $ 192,573 | $ 216,640 | $ 243,480 |
| Salaries & Wages - Part Time | 50020 | 12,800 | 12,780 | - |
| Overtime | 50025 | 2,992 | 3,400 | 1,700 |
| Auto Allowance | 50040 | 4,200 | 4,200 | 4,200 |
| Retirement - PERS | 50050 | 15,052 | 17,010 | 20,920 |
| Retirement - Unfunded Liability | 50052 | 26,510 | 33,950 | 42,040 |
| Retirement - Part Time | 50055 | 480 | 480 | - |
| Medicare | 50060 | 3,082 | 3,440 | 3,610 |
| Health Insurance | 50070 | 41,727 | 40,870 | 46,630 |
| Dental Insurance | 50071 | 2,605 | 2,720 | 3,020 |
| OPEB Health | 50072 | 4,110 | - | - |
| Life Insurance | 50075 | 252 | 260 | 310 |
| Long Term Disability Insurance | 50076 | 654 | 670 | 690 |
| **Total Personnel** | | $ 307,037 | $ 336,420 | $ 366,600 |
| **OPERATION & MAINTENANCE COSTS** | | | | |
| Expert/Consulting Services | 51040 | $ - | $ 1,450 | $ 4,000 |
| Subscriptions/Memberships | 51104 | 614 | 1,000 | 1,000 |
| Professional Development | 51110 | 6,799 | 4,500 | 6,000 |
| Printing & Duplicating | 51120 | 699 | 1,500 | 1,500 |
| Telephone & Fax | 51121 | 2,653 | 2,800 | 2,800 |
| Postage | 51122 | 5,406 | 4,500 | 4,500 |
| Advertising | 51123 | 3,297 | 7,500 | 6,000 |
| Election Expense | 51124 | 47,335 | 16,000 | 16,000 |
| Rentals/Leases - Buildings | 51140 | 8,425 | 9,000 | 9,000 |
| Rentals/Leases - Office Equipment | 51141 | 4,269 | 6,000 | 6,000 |
| Materials & Supplies | 51160 | 2,798 | 4,000 | 4,000 |
| Electricity & Gas | 51180 | 3,581 | 4,000 | 3,900 |
| Software Maintenance & Licensing | 51201 | - | 13,300 | - |
| Repair/Maint - Equipment | 51211 | 5,035 | 9,000 | 9,000 |
| **Total Operation & Maintenance** | | $ 90,910 | $ 84,550 | $ 73,700 |
| **Grand Total** | | $ 397,947 | $ 420,970 | $ 440,300 |

# CITY OF SANTEE
## CITY CLERK

| General Government<br>City Clerk 1001.00.1301 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATION & MAINTENANCE COSTS** | | | |
| **Expert/Consulting Services**<br>This account provides for expert and consultant services in the area of elections and operations. | $ - | $ 1,450 | $ 4,000 |
| **Subscriptions/Memberships**<br>This appropriation will provide for memberships including: International Institute of Municipal Clerks, California City Clerk's Association, San Diego County City Clerks Association, and National Notary Association. These memberships provide current and valuable information through education, support, and communication. | 614 | 1,000 | 1,000 |
| **Professional Development**<br>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, and CCAC's Nuts & Bolts Training. Points are earned towards the Certified and Master Municipal Clerk designations with each attendance. | 6,799 | 4,500 | 6,000 |
| **Printing & Duplicating**<br>Printing and binding costs incurred in the duplication of City Council/CDC Successor Agency/Public Financing Authority 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. | 699 | 1,500 | 1,500 |
| **Telephone & Fax**<br>This appropriation will fund the cost of telephone and the fax machine. | 2,653 | 2,800 | 2,800 |
| **Postage**<br>This account covers the costs of mailing City forms and correspondence, City Council agendas, legal documents, requests for information, policy and organizational materials. This account also covers the cost of the annual maintenance agreement for the postage machine and meter. | 5,406 | 4,500 | 4,500 |

# CITY OF SANTEE
## CITY CLERK

| General Government<br>City Clerk 1001.00.1301 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATION & MAINTENANCE COSTS (Continued)** | | | |
| **Advertising**<br>This amount will provide for legal publication of certain Resolutions and Ordinances as required by law, public hearing notices, and advertisements. | $ 3,297 | $ 7,500 | $ 6,000 |
| **Election Expense**<br>The FY 2020-21 covers half of the estimated cost to conduct the City's Regular November 2020 election for the Mayor and two Council Member seats. Costs include an Oath of Office ceremony, Candidate Handbooks, forms, printing, the Martin & Chapman Election Handbook and supplies related to candidate filings and future election planning. This account also covers required printing, publishing, and posting of the ballot pamphlet in five languages, canvassing of votes and providing certified election results. | 47,335 | 16,000 | 16,000 |
| **Rentals/Leases - Buildings**<br>This appropriation provides the allocation for high security, off-site city-wide storage, retrieval, and destruction of records/boxes. | 8,425 | 9,000 | 9,000 |
| **Rentals/Leases - Office Equipment**<br>The FY 2020-21 appropriation includes the cost for the lease of a new postage machine. | 4,269 | 6,000 | 6,000 |
| **Materials & Supplies**<br>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. | 2,798 | 4,000 | 4,000 |
| **Electricity & Gas**<br>This appropriation will fund the cost of electricity and gas allocated to the City Clerk's office. | 3,581 | 4,000 | 3,900 |
| **Software Maintenance & Licensing**<br>This appropriation provides for an Agenda Management Software: Meeting Manager Pro, unlimited support, unlimited users, training sessions and storage for meeting related content. | - | 13,300 | - |

# CITY OF SANTEE
## CITY CLERK

| General Government<br>City Clerk 1001.00.1301 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATION & MAINTENANCE COSTS (Continued)** | | | |
| **Repair & Maintenance - Equipment** | **$ 5,035** | **$ 9,000** | **$ 9,000** |
| 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. Also included in this account is the annual fee for web posting & updating of the Municipal Code (both paper and electronic versions) and the annual cost of software maintenance, support and upgrades for the City's Document Imaging System. | | | |
| **Total Operations and Maintenance** | **$ 90,910** | **$ 84,550** | **$ 73,700** |

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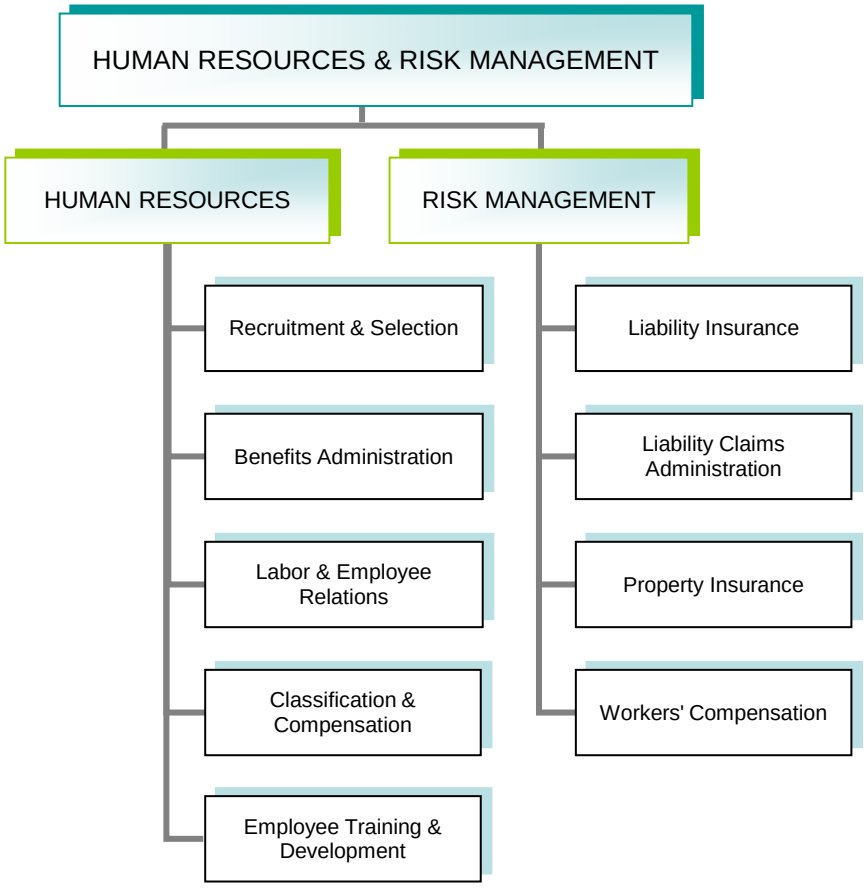
# CITY OF SANTEE
## HUMAN RESOURCES & RISK MANAGEMENT



# CITY OF SANTEE
## HUMAN RESOURCES AND RISK MANAGEMENT SUMMARY

| | FY 2018-19 Actual | FY 2019-20 Amended | FY 2020-21 Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Human Resources | $ 501,097 | $ 552,860 | $ 518,820 |
| Risk Management | 530,112 | 604,550 | $ 624,140 |
| **Total** | $ 1,031,209 | $ 1,157,410 | $ 1,142,960 |
| **SUMMARY OF FUNDED POSITIONS** | | | |
| Human Resources | 3.00 | 3.00 | 3.00 |
| Risk Management | - | - | - |
| **Total** | 3.00 | 3.00 | 3.00 |

# CITY OF SANTEE
## HUMAN RESOURCES & RISK MANAGEMENT

***Mission Statement***

We recruit exceptional individuals, provide professional development to employees, and foster respectful labor relations.

***Program Description***

The Human Resources and Risk Management Department is responsible for the City's recruitment and selection process, classification and compensation plan, benefits administration, labor and employee relations, employee training and development and risk management functions including liability and property insurance, workers' compensation, general liability claims and loss control.

***FY 2019-20 Accomplishments***

- Partnered with departments to innovate recruitment processes for positions like Firefighter Paramedic which resulted in a record number (12) of qualified candidates hired from one list.
- Implemented a targeted recruitment advertising strategy to reach diverse groups
- Produced and deployed an advertising video for Community Services Department recruitments
- Implemented a competency-based performance management program for all City employees
- Implemented digital signatures and electronic versions of various forms
- Delivered enhanced training courses and supervisor resources
- Provided ongoing consultation to departments on policy and employee relations
- Promoted professional development through participation in regional training and supervisor resources
- Coordinated onsite flu and measles vaccinations
- In response to the COVID-19 pandemic: Created policies and procedures in compliance with various Federal, State, and County Orders; Successfully negotiated the terms of a side letter with the Santee Firefighters' Association; Emergency Operations Center Activation Team
- Continued to facilitate City/County Risk Management Association to share best practices
- Implemented an employee wellness program targeting physical, mental, and financial wellness with an overall strategy of fostering employee engagement

***FY 2020-21 Goals and Objectives***

- Continue to evaluate and implement operational improvements that result in efficiencies and leverage technology to innovate departmental functions.
- Develop a customer service program engaging employees across departments
- Continue support of City branding through recruitment efforts
- Collaborate with the City Attorney's Office to complete additional compliance and policy revisions
- Support ongoing positive employee/employer relations
- Explore opportunities to expand HR/Risk Department services at zero net cost

# CITY OF SANTEE
## HUMAN RESOURCES

| General Government<br>Human Resources 1001.01.1601 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Personnel | $ 455,597 | $ 485,490 | $ 457,480 |
| Operations & Maintenance | 45,500 | 67,370 | 61,340 |
| Capital Outlay | - | - | - |
| **Grand Total** | $ 501,097 | $ 552,860 | $ 518,820 |
| **SUMMARY OF FUNDED POSITIONS** | | | |
| Director of Human Resources & Risk Management | 1.00 | - | - |
| Director of Human Resources | - | 1.00 | 1.00 |
| Confidential Senior Human Resources Analyst | 1.00 | - | - |
| Senior Human Resources Analyst | - | 1.00 | 1.00 |
| Confidential Human Resources & Risk Management Technician | 1.00 | - | - |
| Human Resources Technician | - | 1.00 | 1.00 |
| **Total Positions** | 3.00 | 3.00 | 3.00 |

# CITY OF SANTEE
## HUMAN RESOURCES

| General Government<br>Human Resources 1001.01.1601 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **PERSONNEL COSTS** | | | | |
| Salaries & Wages - Regular | 50010 | $ 315,275 | $ 340,940 | $ 304,990 |
| Salaries & Wages - Part Time | 50020 | 17,469 | 18,080 | 20,740 |
| Auto Allowance | 50040 | 4,200 | 4,200 | 4,200 |
| Retirement - PERS | 50050 | 27,622 | 29,560 | 29,060 |
| Retirement - PERS EPMC | 50051 | - | - | - |
| Retirement - Unfunded Liability | 50052 | 44,230 | 52,710 | 52,660 |
| Retirement - Part Time | 50055 | 31 | 150 | 160 |
| Medicare | 50060 | 4,886 | 5,280 | 4,780 |
| Health Insurance | 50070 | 25,906 | 31,060 | 37,080 |
| Dental Insurance | 50071 | 1,869 | 2,250 | 2,610 |
| OPEB Health | 50072 | 12,900 | - | - |
| Life Insurance | 50075 | 298 | 310 | 310 |
| Long Term Disability Insurance | 50076 | 911 | 950 | 890 |
| **Total Personnel** | | $ 455,597 | $ 485,490 | $ 457,480 |
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Employee Assistance Program | 51013 | $ 3,243 | $ 3,570 | $ 3,510 |
| Technical Personnel Services | 51014 | 15,991 | 2,500 | 2,500 |
| Tuition Reimbursement | 51015 | 3,500 | 12,000 | 12,000 |
| Expert/Consulting Services | 51040 | 6 | 13,000 | 8,800 |
| Subscriptions/Memberships | 51104 | 1,894 | 2,050 | 1,880 |
| Professional Development | 51110 | 4,531 | 4,500 | 4,500 |
| Printing & Duplicating | 51120 | - | 300 | 200 |
| Telephone & Fax | 51121 | 2,863 | 3,000 | 3,000 |
| Postage | 51122 | 53 | 100 | 100 |
| Advertising | 51123 | 1,200 | 4,300 | 4,350 |
| Rentals/Leases - Office Equipment | 51141 | 2,401 | - | - |
| Materials and Supplies | 51160 | 3,485 | 5,000 | 4,500 |
| Wellness Program | 51169 | - | 8,650 | 4,000 |
| Recognition Program | 51170 | 2,241 | 2,900 | 2,400 |
| Electricity & Gas | 51180 | 4,092 | 4,500 | 4,400 |
| Software Maintenance & Licensing | 51201 | - | - | 4,000 |
| Repair/Maint - Equipment | 51211 | - | 1,000 | 1,200 |
| **Total Operations & Maintenance** | | $ 45,500 | $ 67,370 | $ 61,340 |
| **Grand Total** | | $ 501,097 | $ 552,860 | $ 518,820 |

# CITY OF SANTEE
## HUMAN RESOURCES

| General Government<br>Human Resources 1001.01.1601 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Employee Assistance Services**<br>The Employee Assistance Program (EAP) is an employer provided resource for the personal and professional well-being of its employees. Employees can obtain confidential, professional assistance when facing family, financial, legal or personal situations that may impact job performance. EAP also provides for City-wide debriefs or counseling following major, critical incidents. | $ 3,243 | $ 3,570 | $ 3,510 |
| **Technical Personnel Services**<br>This account funds pre-employment background and medical testing. | 15,991 | 2,500 | 2,500 |
| **Tuition Reimbursement**<br>This program reimburses employees for qualifying expenses to support professional growth through continuing education. | 3,500 | 12,000 | 12,000 |
| **Expert/Consulting Services**<br>(CCPA) Training Consortium which provides important employee training throughout the year at a substantial savings. Other personnel services paid from this account include the annual fee for the on-line recruitment system; validated 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. | 6 | 13,000 | 8,800 |
| **Subscriptions & Memberships**<br>This appropriation will provide for memberships in relevant Human Resources and Risk Management professional associations, as well as subscriptions to relevant publications. | 1,894 | 2,050 | 1,880 |
| **Professional Development**<br>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. | 4,531 | 4,500 | 4,500 |
| **Printing & Duplicating**<br>This account provides for human resources related professional printing services. | - | 300 | 200 |
| **Telephone & Fax**<br>This appropriation will fund the cost of telephone, fax machine, and modem line charges. | 2,863 | 3,000 | 3,000 |

# CITY OF SANTEE
## HUMAN RESOURCES

| General Government<br>Human Resources 1001.01.1601 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS (Continued)** | | | |
| **Postage**<br>This account will cover the costs of mailing general correspondence as well as recruitments, benefits, policy, and organizational materials. | $ 53 | $ 100 | $ 100 |
| **Advertising**<br>This account provides for publishing recruitment bulletins online and in professional publications. | 1,200 | 4,300 | 4,350 |
| **Rentals/Leases-Office Equipment**<br>This account covers the cost for the lease and maintenance of the Xerox BW/color copier. | 2,401 | - | - |
| **Materials & Supplies**<br>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. | 3,485 | 5,000 | 4,500 |
| **Wellness Program**<br>This appropriation is funded by the CIGNA wellness fund to cover employee wellness program expenses such as employee events, educational workshops, incentive items and other related activities. | - | 8,650 | 4,000 |
| **Recognition Program**<br>This appropriation funds the annual employee service awards program. | 2,241 | 2,900 | 2,400 |
| **Electricity & Gas**<br>This appropriation will fund the cost of electricity and gas. | 4,092 | 4,500 | 4,400 |
| **Software Maintenance & Licensing**<br>This appropriation covers the annual fee for the on-line recruitment system. | - | - | 4,000 |
| **Repair/Maint - Equipment**<br>This appropriation will cover the department's share of the copier pooled maintenance agreement. | - | 1,000 | 1,200 |
| **Total Operations & Maintenance** | $ 45,500 | $ 66,370 | $ 61,340 |

# CITY OF SANTEE
## RISK MANAGEMENT

| General Government<br>Risk Management 1001.01.1701 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Operations & Maintenance | $ 530,112 | $ 604,550 | $ 624,140 |
| **Total** | $ 530,112 | $ 604,550 | $ 624,140 |

| **EXPENDITURES** | | | | |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Claims Administration | 51033 | $ 16,112 | $ 22,000 | $ 21,600 |
| Legal Defense | 51034 | 91,256 | 100,000 | 100,000 |
| Expert/Consulting Services | 51040 | 4,924 | 6,250 | 6,580 |
| Property Insurance | 51301 | 76,342 | 95,100 | 91,220 |
| Public Liability Insurance | 51305 | 199,578 | 295,200 | 318,740 |
| Awards & Indemnities | 51310 | 141,900 | 86,000 | 86,000 |
| Loss Control | 51313 | - | - | - |
| **Total Operations & Maintenance** | | $ 530,112 | $ 604,550 | $ 624,140 |

# CITY OF SANTEE
## RISK MANAGEMENT

| General Government<br>Risk Management 1001.01.1701 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Claims Administration**<br>This appropriation funds the third party administrator for liability claims. | $ 16,112 | $ 22,000 | $ 21,600 |
| **Legal Defense**<br>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. | 91,256 | 100,000 | 100,000 |
| **Expert/Consulting Services**<br>This account funds OSHA required programs including Department of Transportation random drug testing, hearing conservation and chemical inventory. Also funds DMV license medical testing. | 4,924 | 6,250 | 6,580 |
| **Property Insurance**<br>This appropriation provides insurance coverage for City owned properties and vehicles including fire trucks and engines, patch trucks, and other emergency/specialized vehicles. The City's regular fleet vehicles are self-insured. | 76,342 | 95,100 | 91,220 |
| **Public Liability Insurance**<br>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 Emergency Medical budget of the Fire Department as it is reimbursed from CSA 69. 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 PRISM (formerly CSAC EIA) with an SIR of $150,000 and excess coverage up to $50 million. | 199,578 | 295,200 | 318,740 |
| **Awards & Indemnities**<br>This appropriation provides for awards and claim settlement payments which are estimated. | 141,900 | 86,000 | 86,000 |
| **Loss Control**<br>This appropriation is funded by the CSAC EIA and LAWCX risk management subsidies to cover loss prevention related expenses such as the purchase of safety equipment, ergonomic equipment, contracting for inspections or specialized training, and expenses related to attending seminars, conferences and regional training. | - | - | - |
| **Total Operations & Maintenance** | $ 530,112 | $ 604,550 | $ 624,140 |

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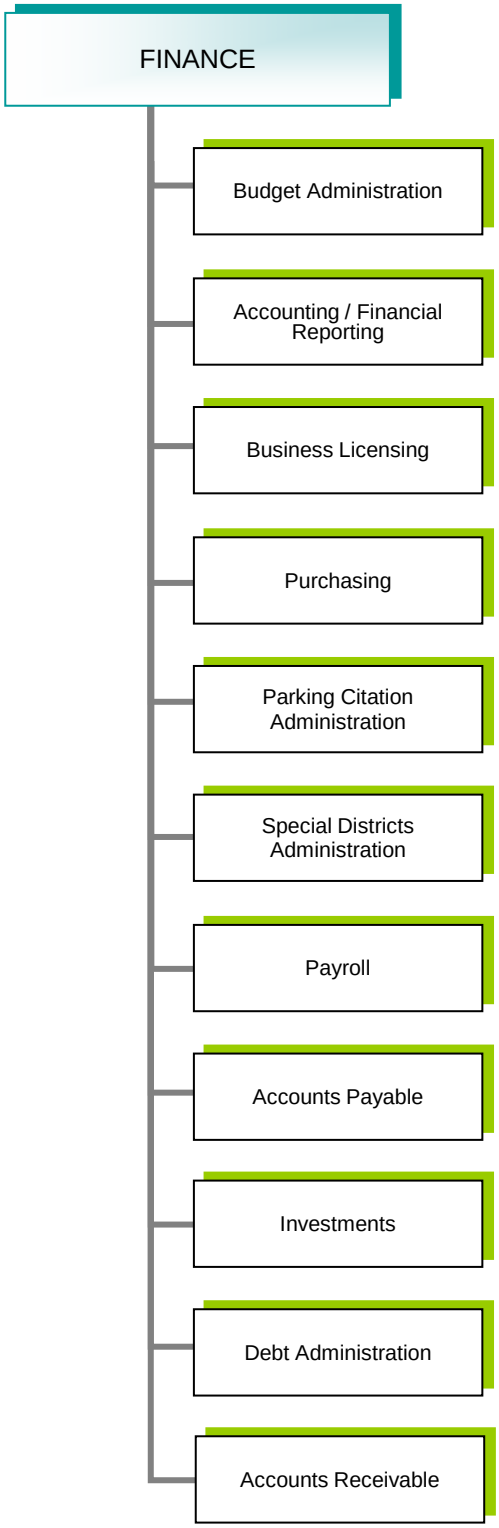
# CITY OF SANTEE
## FINANCE



### ***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, purchasing, business licensing, parking citation administration, payroll, accounts payable, accounts receivable, and capital asset inventory control.

### ***FY 2019-20 Accomplishments***

- Received the Government Finance Officers Association of the United States and Canada (GFOA) Certificate of Achievement for Excellence in Financial Reporting for the City's Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2019
- Provided sound fiscal planning by utilizing strong budgetary controls and a five-year financial projection to ensure the continued fiscal health of the City
- Conducted a City Council Workshop to identify and discuss future revenue needs and options
- Identified available resources that were used to make additional payments to reduce the City's unfunded retiree health liability
- Led the development of the City's FY 2020-21 Operating Budget and Capital Improvement Program for Fiscal Years 2020-2024
- Supported the City's Emergency Operations Center Finance and Logistics Sections during the COVID-19 pandemic response

### ***FY 2020-21 Goals and Objectives***

- Continue to identify and implement strategies to address unfunded liabilities including CalPERS retirement costs and retiree health insurance costs
- Develop an enhanced long-range financial planning model to better assist the City in its long-range fiscal planning efforts
- Complete the entire Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2020 in-house
- Ensure the City maximizes federal and state reimbursement opportunities of eligible costs incurred as a result of the COVID-19 pandemic
- Continue to navigate and address the fiscal challenges faced by the City as a result of the economic impacts of the COVID-19 pandemic

# CITY OF SANTEE
## FINANCE

| General Government<br>Finance 1001.00.1501 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Personnel | $ 1,029,130 | $ 1,084,980 | $ 1,131,270 |
| Operations & Maintenance | 139,888 | 223,350 | 198,070 |
| Capital Outlay | - | - | - |
| **Grand Total** | $ 1,169,017 | $ 1,308,330 | $ 1,329,340 |
| **SUMMARY OF FUNDED POSITIONS** | | | |
| Director of Finance/Treasurer | 1.00 | 1.00 | 1.00 |
| Finance Manager | 1.00 | 1.00 | 1.00 |
| Confidential Accountant | 1.00 | 1.00 | 1.00 |
| Confidential Payroll Specialist | 1.00 | 1.00 | 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** | 8.00 | 8.00 | 8.00 |

# CITY OF SANTEE
## FINANCE

| General Government<br>Finance 1001.00.1501 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **PERSONNEL COSTS** | | | | |
| Salaries & Wages - Regular | 50010 | $ 703,928 | $ 744,990 | $ 765,510 |
| Salaries & Wages - Part Time | 50020 | 4,170 | 13,860 | 16,100 |
| Overtime | 50025 | 14,209 | 15,000 | 12,000 |
| Sick Leave Buy Back | 50036 | - | 620 | - |
| Auto Allowance | 50040 | 4,200 | 4,200 | 4,200 |
| Retirement - PERS | 50050 | 70,769 | 74,330 | 84,540 |
| Retirement - Unfunded Liability | 50052 | 96,540 | 116,830 | 132,180 |
| Retirement - Part Time | 50055 | 156 | 520 | 240 |
| Medicare | 50060 | 10,534 | 11,240 | 11,560 |
| Health Insurance | 50070 | 93,781 | 93,870 | 95,620 |
| Dental Insurance | 50071 | 6,523 | 6,490 | 6,270 |
| OPEB Health | 50072 | 21,120 | - | - |
| Life Insurance | 50075 | 794 | 840 | 840 |
| Long Term Disability Insurance | 50076 | 2,080 | 2,190 | 2,210 |
| Unemployment Insurance | 50081 | 324 | - | - |
| **Total Personnel** | | $ 1,029,130 | $ 1,084,980 | $ 1,131,270 |
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Accounting/Auditing | 51010 | $ 36,020 | $ 45,100 | $ 44,650 |
| Expert/Consulting Services | 51040 | 46,066 | 107,410 | 70,420 |
| Subscriptions/Memberships | 51104 | 1,840 | 2,300 | 2,210 |
| Professional Development | 51110 | 5,617 | 10,050 | 10,000 |
| Mileage Reimbursement | 51112 | 57 | 100 | 100 |
| Printing & Duplicating | 51120 | 3,934 | 5,400 | 5,400 |
| Telephone & Fax | 51121 | 6,341 | 6,700 | 6,700 |
| Postage | 51122 | 5,003 | 5,200 | 5,200 |
| Advertising | 51123 | 179 | 350 | 350 |
| Bank Fees | 51150 | 19,096 | 24,790 | 36,690 |
| Materials & Supplies | 51160 | 3,604 | 4,700 | 4,800 |
| Electricity & Gas | 51180 | 8,184 | 9,100 | 9,100 |
| Repair/Maint - Equipment | 51211 | 3,949 | 2,150 | 2,450 |
| **Total Operations & Maintenance** | | $ 139,888 | $ 223,350 | $ 198,070 |
| **Grand Total** | | $ 1,169,017 | $ 1,308,330 | $ 1,329,340 |

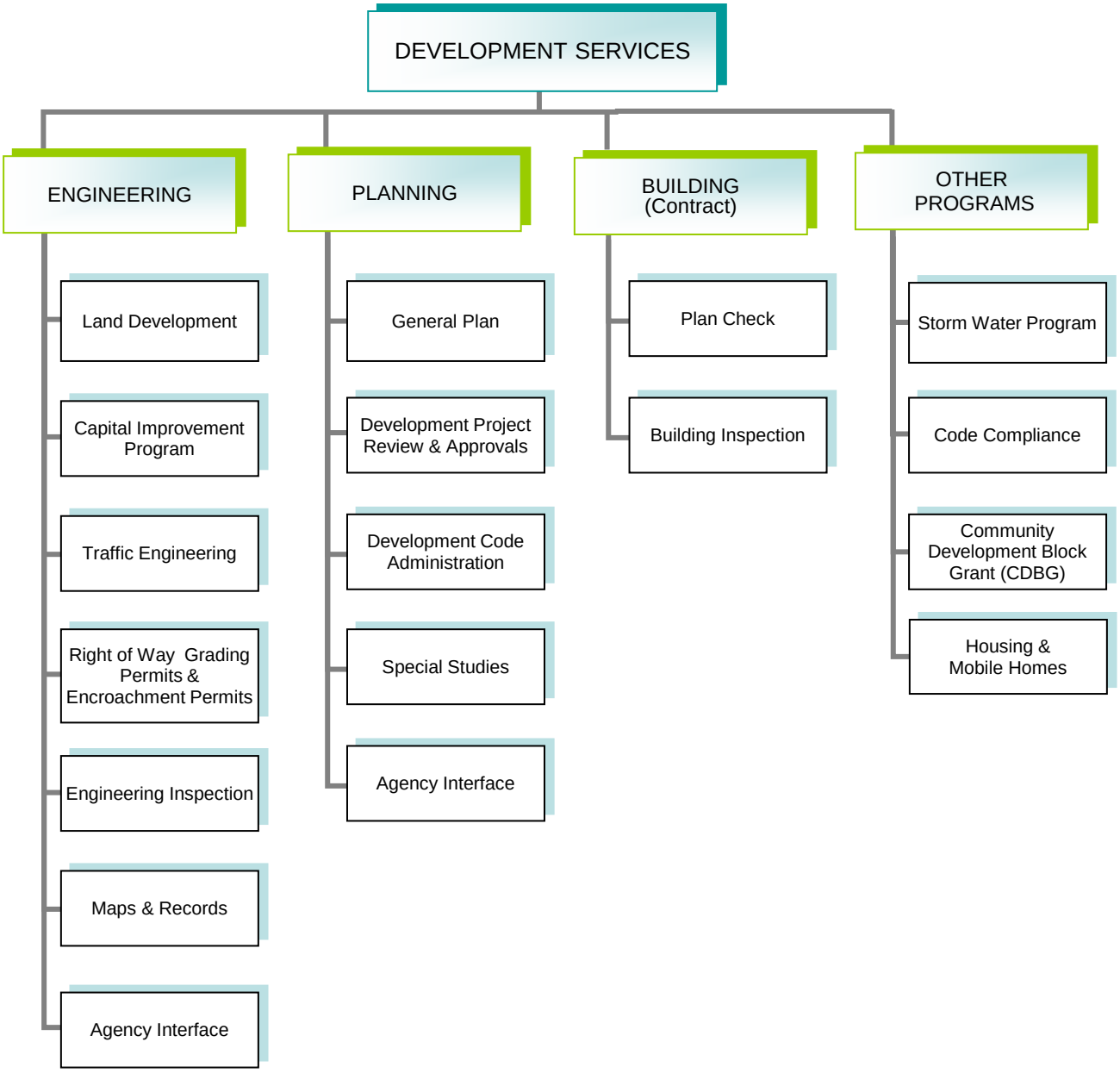
# CITY OF SANTEE
## FINANCE DEPARTMENT

| General Government<br>Finance 1001.00.1501 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Accounting/Auditing**<br>This appropriation will provide for independent financial statement audit services for the City, the Single Audit of federal awards and a franchise fee or transient occupancy tax audit. Also included is the preparation of the State Controller's Report of Financial Transactions, various demographic & statistical Information required for the Comprehensive Annual Financial Report ("CAFR") and the Government Finance Officers Association CAFR award application fee. | $ 36,020 | $ 45,100 | $ 44,650 |
| **Expert/Consulting Services**<br>The FY 2020-21 appropriation will provide for the following contract services : property tax revenue analysis and reporting, sales tax revenue analysis and reporting, state mandated cost reimbursement claims, parking citation collection and administration, GASB 68 (pension) actuarial reporting, GASB 75 (OPEB) actuarial valuation, Worker's Compensation and Liability insurance actuarial, and long range financial model preparation | 46,066 | 107,410 | 70,420 |
| **Subscriptions/Memberships**<br>This appropriation will provide for the following memberships: Government Finance Officers Association, California Municipal Treasurers Association, California Association of Public Purchasing Officers, the California Society of Municipal Finance Officers, and subscriptions for government and payroll updates. | 1,840 | 2,300 | 2,210 |
| **Professional Development**<br>This appropriation provides for travel and attendance at professional association meetings, conferences, and seminars related to fiscal policy, management, governmental accounting and related issues. Included are costs related to the California Society of Municipal Finance Officers annual conference, Tyler Technologies Eden users annual conference, and the California Association of Public Purchasing Officers annual conference. Also included are the cost of miscellaneous professional association meetings, computer software application training and general professional development opportunities. | 5,617 | 10,050 | 10,000 |
| **Mileage Reimbursement**<br>This appropriation will cover mileage reimbursement for use of personal vehicles while on City business. | 57 | 100 | 100 |

# CITY OF SANTEE
## FINANCE DEPARTMENT

| General Government<br>Finance 1001.00.1501 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS (Continued)** | | | |
| **Printing & Duplicating**<br>This appropriation will provide for printing of budget documents, the annual financial report, checks, business license forms, receipt and tax forms, general document copying and computer paper. | $ 3,934 | $ 5,400 | $ 5,400 |
| **Telephone & Fax**<br>This appropriation will fund the cost of telephone and fax line charges for the department. | 6,341 | 6,700 | 6,700 |
| **Postage**<br>This appropriation will fund the cost of mailing vendor payments, business license renewals and certificates and other department correspondence. | 5,003 | 5,200 | 5,200 |
| **Advertising**<br>This appropriation will provide for advertising of formal bids and other required public notices. | 179 | 350 | 350 |
| **Bank Fees**<br>This appropriation will fund the fees to process credit card transactions, including online transactions, and the cost of armored car pickup of daily cash deposits. | 19,096 | 24,790 | 36,690 |
| **Materials & Supplies**<br>This appropriation provides for materials and supplies as required for operations such as letterhead, envelopes, printer toner and ink, small office equipment and furniture. | 3,604 | 4,700 | 4,800 |
| **Electricity & Gas**<br>This appropriation will fund the cost of electricity and gas allocated to the Finance Department. | 8,184 | 9,100 | 9,100 |
| **Repair/Maintenance - Equipment**<br>This appropriation will fund small office equipment repair and maintenance, including the department's share of the copier pooled maintenance agreement. | 3,949 | 2,150 | 2,450 |
| **Total Operations & Maintenance** | $ 139,888 | $ 223,350 | $ 198,070 |

# CITY OF SANTEE
## DEVELOPMENT SERVICES



# CITY OF SANTEE
## DEVELOPMENT SERVICES SUMMARY

| | FY 2018-19 Actual | FY 2019-20 Amended | FY 2020-21 Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Engineering | $ 2,166,252 | $ 2,311,390 | $ 2,387,130 |
| Storm Water | 183,442 | 197,170 | 202,320 |
| Planning | 971,882 | 1,297,780 | 1,319,660 |
| Building | 1,066,447 | 1,063,180 | 921,500 |
| Code Compliance | 120,748 | 153,810 | 143,200 |
| **Total** | $ 4,508,771 | $ 5,023,330 | $ 4,973,810 |
| **SUMMARY OF FUNDED POSITIONS** | | | |
| Engineering | 12.40 | 12.40 | 12.40 |
| Storm Water | 1.00 | 1.00 | 1.00 |
| Planning | 6.40 | 6.40 | 6.40 |
| Code Compliance | 1.50 | 1.50 | 1.50 |
| **Total** | 21.30 | 21.30 | 21.30 |

### ***Mission Statement***

Guiding sustainable development through community partnership and excellence in service.

### ***Program Description***

The Engineering Division 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, roads and 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 section 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 Division also provides support for projects and programs for 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 2019-20 Accomplishments***

#### ***Capital Improvement Program (CIP)***

- Managed and completed the construction of two street paving projects totaling 46,000 square feet of pavement overlays, 1,155,150 square feet of slurry and chip sealing including Mast Blvd., 1,466 square feet of concrete sidewalk, 25 accessible pedestrian ramps, 115 feet of curb and gutter with the street work
- Completed the construction contract for the Corrugated Metal Pipe Storm Drains (CMP) Program at a final multiyear contract cost of $1.72 million. Also completed the emergency repair of failed CMP storm drain on Santana Street.
- Continued the design and Caltrans right of way coordination of the SR-67 / Woodside Avenue Intersection Improvement project for a proposed round-about
- Bid, awarded and completed the construction of the City Hall Accessibility Upgrades Project
- Completed the construction and project management of the Mast Park Improvements project, with a total project cost of $12.4 million. Also bid and awarded the Electric Vehicle Charging Station project as part of the Park improvements.
- Began design on three new projects: the Cuyamaca Street Right Turn Pocket Project, the grant funded Prospect Ave/Mesa Avenue Intersection Improvements and the Santee Lakes CMP Replacement Project

- Completed the design and began construction on two new projects: Concrete Repairs Citywide, and Citywide Trash Diversion Project

***Land Development***

- Provided plan review and construction oversight for grading and improvements required for the Lantern Crest Phase 3, East County Estates Subdivision, Prospect Fields Subdivision, Montivo Subdivision, Sharp Medical Office Building, Mission Gorge Multi-Family, River Village, Walker Trails Subdivision, Summit Avenue Subdivision, HPC Office Building, Cuyamaca Service Station, Tower Glass Industrial Building, Riverview at Town Center Multifamily condominium project, Weston public improvements, Weston Park and other approved land development projects
- Completed coordination and plan review for issuance of over 14 grading permits, 180 encroachment permits, several parcel/final maps, easements boundary adjustments, development permit applications, pre-applications and supported countless public inquiries/contacts at the community information counter, in addition to responding to storm water discharge complaints and spills

***Traffic Engineering***

- Re-striped approximately five miles of arterial and collector roadways, along with 10,000 feet of red curbs and 6,000 feet of crosswalks
- Reviewed high collision locations in the City in order to improve safety
- Continued to process traffic requests in a timely fashion and investigated and responded to 165 traffic related requests
- Reviewed and approved 190 traffic control plans for encroachment permits
- Completed the design for grant-funded projects to install street lights on Mission Gorge Road from SR 125 to Carlton Hills Boulevard and on Mast Boulevard in the vicinity of Santana High School
- Commenced design for the Magnolia Avenue Traffic Signal Upgrade Project
- Commenced design of the grant funded Traffic Signal Visibility Enhancement Project.
- Applied for and received a Local Roadway Safety Plan (LRSP) grant funds in the amount of $64,800 from the State of California for the development of a citywide traffic safety plan
- Submitted a Federal INFRA (Infrastructure for Rebuilding America) grant application in the amount of $10.1 million for SR 52 improvements
- Submitted a Federal BUILD (Better Utilizing Investments to Leverage Development) grant application in the amount of $25 million for SR 52 improvements

***<u>FY 2020-21 Goals and Objectives</u>***

***Capital Improvement Program (CIP)***

- Plan, coordinate, and construct the Citywide Pavement Rehabilitation Program for major reconstruction and maintenance projects as determined by the Pavement Management Condition Report
- Re-video all remaining corrugated metal storm drains, re-prioritize locations, and bid the next round of repairs
- Complete the design, bidding, and construction of the intersection improvements at Woodside Avenue and State Route-67

- Complete the design and begin construction of the following projects: Mesa Road / Prospect Avenue Intersection Improvement Project, the Cuyamaca Street Right Turn Pocket Project, and the Santee Lakes CMP Replacement Project
- Complete the construction of the Concrete Repairs Citywide Project and the current phase of the Citywide Trash Diversion Project.

***Land Development***

- Continue occupancy inspections and improvement oversight on ongoing and upcoming development projects, including Ariana Subdivision, Robinson Lane Subdivision, Santee Lakes General Store Improvements, Village Run condominiums project, Woodspring Suites Hotel, Lantern Crest – Phase 4 and 5, Prospect Estates II, Mission Gorge Multi-Family and Weston
- Provide plan review and/or construction oversight for grading and improvements required for the Movie Theater at RiverView, Fanita Ranch, D'Lazio, Karl Strauss Brewery, Sharp Medical Office Building, Cuyamaca Service Station, Walker Trails Subdivision, Summit Avenue Subdivision, HPC Office Building, Town Center Palazzo Villas, Tower Glass Industrial Building, Shell Gas Station, Riverview at Town Center Multifamily condominium project and other approved land development projects
- Close out the Sky Ranch project, including acceptance of right-of-way
- Implement electronic permit tracking and inspection software
- Assist the public, development community, and process land development applications and requests for grading permits, building permits, and encroachments into the public right of way

***Traffic Engineering***

- Continue to collaborate with Caltrans for implementing the Phase I improvements for SR-52, coordinating with developers and Caltrans on project development and related issues
- Continue to maintain the city's traffic signals, striping, signage, and street lights
- Continue to pursue grant funding for traffic and safety related projects including smart signals.
- Continue to implement the City's Transportation Improvement Master Plan to upgrade obsolete traffic signal controllers and communications (Smart System)
- Complete the construction for the street light installation projects on Mission Gorge Road and around Santana High School
- Complete design and begin construction of the Traffic Signal Visibility Enhancement Project.
- Complete the citywide traffic safety plan
- Complete the Santee Comprehensive Active Transportation Strategy Project
- Apply for grants in support of State Route 52 phased improvements (INFRA, BUILD) as necessary

# CITY OF SANTEE
## DEVELOPMENT SERVICES - ENGINEERING

| Development Services Engineering 1001.04.4101 | FY 2018-19 Actual | FY 2019-20 Amended | FY 2020-21 Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Personnel | $ 2,127,089 | $ 2,261,340 | $ 2,324,480 |
| Operations & Maintenance | 39,164 | 47,950 | 56,650 |
| Capital Outlay | - | 2,100 | 6,000 |
| **Grand Total** | $ 2,166,252 | $ 2,311,390 | $ 2,387,130 |
| **SUMMARY OF FUNDED POSITIONS** | | | |
| Director of Development Services | 0.50 | 0.50 | 0.50 |
| 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 | 0.45 |
| Senior Civil Engineer | 3.00 | 3.00 | 3.00 |
| Senior Traffic Engineer | 1.00 | 1.00 | 1.00 |
| Associate Civil Engineer | 1.00 | 1.00 | 1.00 |
| Engineering Inspector | 1.00 | 1.00 | 1.00 |
| Assistant Engineer | 1.00 | 1.00 | 1.00 |
| Development Services Technician | 0.50 | 0.50 | 0.50 |
| Administrative Secretary | 0.95 | 0.95 | 0.95 |
| **Total Positions** | 12.40 | 12.40 | 12.40 |

# CITY OF SANTEE
## DEVELOPMENT SERVICES - ENGINEERING

| Development Services Engineering 1001.04.4101 | | FY 2018-19 Actual | FY 2019-20 Amended | FY 2020-21 Adopted |
|---|---|---|---|---|
| **PERSONNEL COSTS** | | | | |
| Salaries & Wages - Regular | 50010 | $ 1,475,485 | $ 1,533,930 | $ 1,588,160 |
| Salaries & Wages - Part Time | 50020 | 14,939 | 64,010 | 27,720 |
| Overtime | 50025 | 29,013 | 16,300 | 19,200 |
| Sick Leave Buy Back | 50036 | - | 900 | - |
| Auto Allowance | 50040 | 2,100 | 2,100 | 2,100 |
| Retirement - PERS | 50050 | 178,624 | 185,390 | 202,000 |
| Retirement - Unfunded Liability | 50052 | 197,400 | 240,380 | 269,870 |
| Retirement - Part Time | 50055 | 560 | 2,400 | 1,040 |
| Medicare | 50060 | 22,062 | 23,450 | 23,740 |
| Health Insurance | 50070 | 165,380 | 174,920 | 173,820 |
| Dental Insurance | 50071 | 11,112 | 11,910 | 11,290 |
| OPEB Health | 50072 | 24,530 | - | - |
| Life Insurance | 50075 | 1,227 | 1,300 | 1,280 |
| Long Term Disability Insurance | 50076 | 4,079 | 4,350 | 4,260 |
| Unemployment Insurance | 50081 | 577 | - | - |
| **Total Personnel** | | $ 2,127,089 | $ 2,261,340 | $ 2,324,480 |
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Expert/Consulting Services | 51040 | $ - | $ 2,000 | $ 11,500 |
| Subscriptions/Memberships | 51104 | 1,416 | 2,000 | 2,000 |
| Professional Development | 51110 | 2,164 | 2,500 | 2,500 |
| Mileage Reimbursement | 51112 | 77 | 200 | 200 |
| Printing & Duplicating | 51120 | 2,338 | 2,500 | 2,500 |
| Telephone & Fax | 51121 | 11,574 | 12,200 | 11,800 |
| Postage | 51122 | 342 | 1,000 | 1,000 |
| Advertising | 51123 | - | 500 | 500 |
| Rentals/Leases - Office Equipment | 51141 | 2,338 | - | - |
| Materials & Supplies | 51160 | 2,568 | 4,150 | 4,150 |
| Wearing Apparel | 51165 | 454 | 1,000 | 1,000 |
| Electricity & Gas | 51180 | 14,732 | 16,300 | 15,900 |
| Repair/Maint - Equipment | 51211 | 1,160 | 3,600 | 3,600 |
| **Total Operations & Maintenance** | | $ 39,164 | $ 47,950 | $ 56,650 |
| **CAPITAL OUTLAY COSTS** | | | | |
| Computer Hardware/Software | 60011 | $ - | $ 2,100 | $ - |
| Other Capital Outlay | 60099 | - | - | 6,000 |
| **Total Capital Outlay** | | $ - | $ 2,100 | $ 6,000 |
| **Grand Total** | | $ 2,166,252 | $ 2,311,390 | $ 2,387,130 |

# CITY OF SANTEE
## DEVELOPMENT SERVICES - ENGINEERING

| Development Services<br>Engineering 1001.04.4101 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Expert/Consulting Services**<br>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 and the preparation of a Geotechnical/Seismic Hazard Study which will be incorporated in Safety Element of the City's General Plan. | $ - | $ 2,000 | $ 11,500 |
| **Subscriptions/Memberships**<br>This appropriation provides for staff professional memberships, licenses, and subscriptions. | 1,416 | 2,000 | 2,000 |
| **Professional Development**<br>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. | 2,164 | 2,500 | 2,500 |
| **Mileage Reimbursement**<br>This appropriation provides for reimbursement of the expense of using a personal vehicle in the performance of assigned duties. | 77 | 200 | 200 |
| **Printing & Duplicating**<br>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 charged to this account. Document recording fees, photocopies and blueprints for the public are paid for by this account. | 2,338 | 2,500 | 2,500 |
| **Telephone & Fax**<br>This appropriation provides for the cost of telephone, fax machine, cellular phones, and modem line charges. | 11,574 | 12,200 | 11,800 |
| **Postage**<br>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. | 342 | 1,000 | 1,000 |
| **Advertising**<br>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. | - | 500 | 500 |

# CITY OF SANTEE
## DEVELOPMENT SERVICES - ENGINEERING

| Development Services Engineering 1001.04.4101 | FY 2018-19 Actual | FY 2019-20 Amended | FY 2020-21 Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS (Continued)** | | | |
| **Rentals/Leases - Equipment**<br>This appropriation provides for photocopier rentals, leases, and maintenance. | $ 2,338 | $ - | $ - |
| **Materials & Supplies**<br>This appropriation provides for various materials and supplies such as paper products, copy machine supplies, business cards, small office equipment and furniture and technical publications that are used in conducting daily business. | 2,568 | 4,150 | 4,150 |
| **Wearing Apparel**<br>This appropriation provides for safety-related clothing including hard hats, rain boots, and high-visibility vests and jackets. | 454 | 1,000 | 1,000 |
| **Electricity & Gas**<br>This appropriation provides for cost of electricity and gas allocated to the Engineering Division. | 14,732 | 16,300 | 15,900 |
| **Repair/Maintenance - Equipment**<br>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. | 1,160 | 3,600 | 3,600 |
| **Total Operations & Maintenance** | $ 39,164 | $ 47,950 | $ 56,650 |
| **CAPITAL OUTLAY COSTS** | | | |
| **Computer Hardware/Software**<br>This appropriation provides for the purchase a new laptop computer and software licenses for the City's Engineering Inspector. | $ - | $ 2,100 | $ - |
| **Other Capital Outlay**<br>This appropriation provides for the purchase of a large storage vault for D-size (24" x 36") maps and plans needed for additional storage capacity. | - | - | 6,000 |
| **Total Capital Outlay** | $ - | $ 2,100 | $ 6,000 |

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### ***Mission Statement***

To implement programs that protect and enhance surface water quality within the City of Santee. Ensure the City's compliance with the Regional Storm Water Permit and coordinate on regional program implementation. Participate in Co-Permittee workgroups 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 city's 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 which 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, commercial and industrial business inspections, 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 2019-20 Accomplishments***

- Implemented strategic programs to work toward compliance with the Regional Storm Water Permit
- Collaborated with 20 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 strategy, implementation plan, correspondence, and reports addressing requirements under the Bacteria Investigative Order
- Completed a business improvement process with the Public Services Division to improve understanding and compliance with storm water program components and requirements
- Facilitated implementation of phase one of the City's Trash Order Compliance Plan
- Implemented program components of the City's Jurisdictional Plans and the San Diego River Water Quality Improvement Plan
- Provided outreach and education through events, education, meetings and inspections
- Coordinated with the Information Technology Division to utilize the GIS platform for tracking MS4 infrastructure maintenance

***FY 2020-21 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
- Continuously seek process improvements for existing efforts and infrastructure maintenance programs
- Facilitate the use of GIS map layers which will display the inventory of businesses and structural Best Management Practices (BMPs) inventory so that staff can further strategize efforts
- Seek to decrease bacteria Total Maximum Daily Load (TMDL) by performing in depth microbial source tracking through special studies, and implementing a suite of structural and non-structural controls and programs
- Continue to monitor and ensure the timely implementation of the Trash Order compliance plan
- Collaborate with other named parties to implement the monitoring plan in accordance with the Bacteria Investigative Order
- Roll out focused storm water training specific to job responsibilities for all City employees
- Regularly participate in the co-permittee workgroups and work towards collaboratively addressing common regulatory requirements

# CITY OF SANTEE
## DEVELOPMENT SERVICES - STORM WATER

| Development Services<br>Storm Water 1001.04.4102 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Personnel | $ 183,442 | $ 197,170 | $ 202,320 |
| **Total** | $ 183,442 | $ 197,170 | $ 202,320 |
| **SUMMARY OF FUNDED POSITIONS** | | | |
| Storm Water Program Manager | 1.00 | 1.00 | 1.00 |
| **Total Positions** | 1.00 | 1.00 | 1.00 |

# CITY OF SANTEE
## DEVELOPMENT SERVICES - STORM WATER

| Development Services<br>Storm Water 1001.04.4102 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **PERSONNEL COSTS** | | | | |
| Salaries & Wages - Regular | 50010 | $ 90,529 | $ 92,770 | $ 95,090 |
| Salaries & Wages - Part Time | 50020 | 48,207 | 58,510 | 57,870 |
| Overtime | 50025 | - | - | 300 |
| Retirement - PERS | 50050 | 6,197 | 6,480 | 7,350 |
| Retirement - Unfunded Liability | 50052 | 12,380 | 14,690 | 16,420 |
| Retirement - Part Time | 50055 | 1,808 | 2,190 | 2,170 |
| Medicare | 50060 | 2,012 | 2,200 | 2,220 |
| Health Insurance | 50070 | 18,985 | 18,580 | 19,160 |
| Dental Insurance | 50071 | 1,270 | 1,320 | 1,310 |
| OPEB Health | 50072 | 1,640 | - | - |
| Life Insurance | 50075 | 102 | 110 | 110 |
| Long Term Disability Insurance | 50076 | 313 | 320 | 320 |
| **Total Personnel** | | $ 183,442 | $ 197,170 | $ 202,320 |
| **Grand Total** | | $ 183,442 | $ 197,170 | $ 202,320 |

# CITY OF SANTEE
## DEVELOPMENT SERVICES – PLANNING

***Mission Statement***

Guiding sustainable development through community partnership and excellence in service.

***Program Description***

The Planning Division administers planning and development of the City's residential communities, commercial and industrial centers, community parks and open space preserves. Within this framework, the Planning Division provides long-range planning and policy analysis through the preparation, maintenance, and administration of the General Plan and Town Center Specific Plan. Implementation of the physical development process requires coordination with other local, regional, state and federal agencies to ensure consistency with local regulations, regional policy, and state and federal laws.

The Planning Division budget focuses resources on essential short-term and long-range planning services to meet the City's strategic goals and those mandated by the State. Key among state mandates is the storm water and urban runoff discharge management program and adoption of a "Sustainable Communities" strategy that aligns transportation, housing and land use with the State's greenhouse gas emission reduction goals.

The Planning Division provides public information on land development requirements, coordinates environmental reviews, development reviews, building permit issuance, manages the State-mandated Construction Debris Recycling program, assign addresses, and drafts and coordinates environmental review of City-initiated and developer-proposed projects.

The Planning Division's budget is based on the continuation of essential, mandated and City Council directed services related to planning activities.

***FY 2019-20 Accomplishments***

- Obtained a Senate Bill 2 (SB2) grant from the State of California for a permit software system that streamlines the processing and reporting of housing projects, among other benefits.
- Entered into a professional services agreement with Central Square to implement the permit software system.
- Facilitated the adoption of the "Sustainable Santee Plan: The City's Roadmap to Greenhouse Gas Reductions", together with certification of the Environmental Impact Report
- Processed General Plan and Specific Plan Amendments and Zone Code revisions to establish an Entertainment District in Town Center
- Entered into a professional services agreement with a housing consultant to begin work on the Housing Element Sixth Cycle Update, and held the first public workshop
- Facilitated the adoption of an ordinance governing the construction of accessory dwelling units and junior dwelling units in compliance with state mandates and toward an affordable housing strategy for the City
- Participated in the San Diego Association of Government's Regional Housing Needs Assessment (RHNA) process
- Presented four informational workshops on the proposed development of "Fanita Ranch" application components including specific workshops focused on traffic and circulation, parks and open space and public safety.

- Held an informational workshop covering a number of topics related to the first year of implementing updated on-street recreational vehicle parking regulations
- Facilitated the review and approval of the three-story, 86,000 square-foot Sharp Medical Facility at the corner of Buena Vista Avenue and Cuyamaca Street
- Processed for City Council and Development Services Director approval 14 land development applications, representing 65 residential units and 132,105 square feet of commercial/industrial development
- Completed review of over 24 grading permits and approximately 230 building permits

***FY 2020-21 Goals and Objectives***

- Facilitate adoption of a Housing Element (Sixth Cycle) before April 2021
- Coordinate with City departments to update the Safety Element to incorporate resiliency and climate adaptation
- Apply for a second State of California Department of Housing and Community Development "LEAP" grant in support of compliance with the California Environmental Quality Act (CEQA) related to the Housing Element update
- Continue to seek planning grants for a Prospect Avenue Specific Plan
- Participate in SANDAG's technical working groups focused on environmental programs, energy conservation/sustainability and housing
- Present a series of workshops on the draft Multiple Species Conservation Plan
- Conduct workshops on accessibility standards designed to help local businesses become compliant with accessibility laws and regulations
- Facilitate implementation of the Sustainable Santee Plan including educating development applicants and adoption of an Urban Forestry Management Plan for the City
- Go live with the Central Square permit software and implement on-line permit submittals
- Continue effort to close Army Corps of Engineer Permits for completed restoration work in Woodglen Vista Creek and Forester Creek

# CITY OF SANTEE
## DEVELOPMENT SERVICES - PLANNING

| Development Services Planning 1001.04.4106 | FY 2018-19 Actual | FY 2019-20 Amended | FY 2020-21 Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Personnel | $ 863,575 | $ 1,108,970 | $ 1,211,760 |
| Operations & Maintenance | 79,540 | 188,810 | 107,900 |
| Special Programs | 28,767 | - | - |
| **Grand Total** | $ 971,882 | $ 1,297,780 | $ 1,319,660 |
| **SUMMARY OF FUNDED POSITIONS** | | | |
| Director of Development Services | 0.50 | 0.50 | 0.50 |
| Principal Planner | 1.00 | 1.00 | 1.00 |
| Senior Management Analyst | 0.45 | 0.45 | 0.45 |
| Senior Planner | 1.00 | 1.00 | 1.00 |
| Development Services Technician | 0.50 | 0.50 | 0.50 |
| Associate Planner | 2.00 | 2.00 | 2.00 |
| Administrative Secretary | 0.95 | 0.95 | 0.95 |
| **Total Positions** | 6.40 | 6.40 | 6.40 |

# CITY OF SANTEE
## DEVELOPMENT SERVICES - PLANNING

| Development Services Planning 1001.04.4106 | | FY 2018-19 Actual | FY 2019-20 Amended | FY 2020-21 Adopted |
|---|---|---|---|---|
| **PERSONNEL COSTS** | | | | |
| Salaries & Wages - Regular | 50010 | $ 550,333 | $ 614,960 | $ 668,020 |
| Salaries & Wages - Part Time | 50020 | 84,237 | 229,900 | 231,700 |
| Overtime | 50025 | 456 | - | - |
| Auto Allowance | 50040 | 2,100 | 2,100 | 2,100 |
| Retirement - PERS | 50050 | 62,610 | 71,770 | 89,600 |
| Retirement - Unfunded Liability | 50052 | 74,470 | 82,310 | 111,000 |
| Retirement - Part Time | 50055 | 3,159 | 5,060 | 520 |
| Medicare | 50060 | 9,239 | 12,290 | 13,080 |
| Health Insurance | 50070 | 55,928 | 82,530 | 87,120 |
| Dental Insurance | 50071 | 3,970 | 5,380 | 6,030 |
| OPEB Health | 50072 | 14,670 | - | - |
| Life Insurance | 50075 | 615 | 670 | 650 |
| Long Term Disability Insurance | 50076 | 1,788 | 2,000 | 1,940 |
| **Total Personnel** | | $ 863,575 | $ 1,108,970 | $ 1,211,760 |
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Expert/Consulting Services | 51040 | $ 50,062 | $ 148,310 | $ 77,500 |
| Subscriptions/Memberships | 51104 | 2,523 | 3,000 | 3,000 |
| Professional Development | 51110 | 4,061 | 3,000 | 2,000 |
| Mileage Reimbursement | 51112 | - | 200 | 100 |
| Printing & Duplicating | 51120 | 717 | 1,500 | 1,000 |
| Telephone & Fax | 51121 | 5,160 | 5,400 | 5,400 |
| Postage | 51122 | 582 | 1,000 | 1,200 |
| Advertising | 51123 | 4,362 | 13,000 | 5,000 |
| Rentals/Leases - Office Equipment | 51141 | 2,338 | - | - |
| Materials & Supplies | 51160 | 2,166 | 3,000 | 2,500 |
| Electricity & Gas | 51180 | 7,570 | 8,400 | 8,200 |
| Repair/Maintenance - Equipment | 51211 | - | 2,000 | 2,000 |
| **Total Operations & Maintenance** | | $ 79,540 | $ 188,810 | $ 107,900 |
| **SPECIAL PROGRAMS** | | | | |
| Section 6 Habitat Conservation Planning | 55059 | $ 28,767 | $ - | $ - |
| **Total Special Programs** | | $ 28,767 | $ - | $ - |
| **Grand Total** | | $ 971,882 | $ 1,297,780 | $ 1,319,660 |

# CITY OF SANTEE
## DEVELOPMENT SERVICES - PLANNING

| Development Services Planning 1001.04.4106 | FY 2018-19 Actual | FY 2019-20 Amended | FY 2020-21 Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Expert/Consulting Services**<br>This appropriation provides for consultant services for projects that are not covered by deposits or capital projects including consulting services for an inclusionary housing in-lieu fee study and to develop a web-based system to track and measure Greenhouse Gas (GHG) emissions for the Sustainable Santee Action Plan. | $ 50,062 | $ 148,310 | $ 77,500 |
| **Subscriptions & Memberships**<br>This appropriation provides for professional memberships and subscriptions, as follows: two memberships in the Association of Environmental Professionals (AEP) and four memberships in American Planning Association/American Institute of Certified Planners. | 2,523 | 3,000 | 3,000 |
| **Professional Development**<br>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. | 4,061 | 3,000 | 2,000 |
| **Mileage Reimbursement**<br>This appropriation provides for reimbursement of the expense of using a personal vehicle in the performance of assigned duties. | - | 200 | 100 |
| **Printing & Duplicating**<br>This appropriation provides for counter handouts, public hearing notices, grant applications and other printed materials. Materials include the Zoning Ordinance and General Plan Update/Land Use Map. Photo documentation of development projects, and generating maps, plans and exhibits are charged to this account. Document recording fees, photocopies and blueprints for the public are paid for by this account. | 717 | 1,500 | 1,000 |
| **Telephone & Fax**<br>This appropriation provides for the cost of telephone, fax machine, cellular phones, and modem line charges. | 5,160 | 5,400 | 5,400 |
| **Postage**<br>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. | 582 | 1,000 | 1,200 |

# CITY OF SANTEE
## DEVELOPMENT SERVICES - PLANNING

| Development Services Planning 1001.04.4106 | FY 2018-19 Actual | FY 2019-20 Amended | FY 2020-21 Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS (Continued)** | | | |
| **Advertising**<br>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. | $ 4,362 | $ 13,000 | $ 5,000 |
| **Rentals/Leases - Office Equipment**<br>This appropriation provides for photocopier rentals, leases and maintenance and telephones/pagers for personnel when in the field. | 2,338 | - | - |
| **Materials & Supplies**<br>This appropriation provides for various materials and supplies such as paper products, copy machine supplies, business cards, and technical publications. | 2,166 | 3,000 | 2,500 |
| **Electricity & Gas**<br>This appropriation provides for the cost of electricity and gas allocated to the Planning Division. | 7,570 | 8,400 | 8,200 |
| **Repair/Maintenance - Equipment**<br>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. | - | 2,000 | 2,000 |
| **Total Operations & Maintenance** | $ 79,540 | $ 188,810 | $ 107,900 |
| **SPECIAL PROGRAMS** | | | |
| **Section 6 Habitat Conservation Planning**<br>This account provides funding for the preparation the City's Multiple Species Conservation Program (MSCP) Subarea Plan, including required Federal and State environmental impact statements. The City has been awarded a Cooperative Endangered Species Conservation Fund (Section 6) Grant from the California Department of Fish and Wildlife in the amount of $188,798 for this purpose. | $ 28,767 | $ - | $ - |
| **Total Special Programs** | $ 28,767 | $ - | $ - |

### ***Program Description***

The Building Division provides technical plan review and field inspection services, and coordinates permit approvals with City Departments and outside agencies (County Health Department, Padre Dam Municipal Water District, School Districts, and Air Pollution Control District). The Building Division enforces City codes and regulations pertaining to the safe and appropriate use and condition of developed property. The Building Division performs plan checks, issues permits, and verifies that work is completed in accordance with the codes. The Building Division is responsible for compliance with the Americans with Disabilities Act and other state-related mandates governing handicapped access.

Building Division activities are accomplished through contract with a professional firm specializing in these services. Additionally, the Building Division produces weekly, monthly and annual reports that are submitted to the Census Bureau, the County Assessor, the Department of Commerce ("Dodge Reports"), and to the City Finance Department.

### ***FY 2019-20 Accomplishments***

- Issued over 1,800 permits with a total value of over $14 million for new residential structures, over $35 million for commercial/industrial structures additions/alterations and $20 million for residential building additions/alteration
- Conducted over 6,500 inspections including final inspections of new buildings, completed tenant improvements, and completed residential additions/alterations
- Conducted a training for City staff and business owners on disabled access requirements for commercial and industrial sites
- Provided an increased level of support on code compliance cases

### ***FY 2020-21 Goals and Objectives***

- Perform plan checks and inspections that represent an estimated $30 million in valuation for new residential structures and $20 million for commercial structures
- Improve and streamline the permitting processes, including the implementation of the Central Square permit software system
- Continue to provide next-day inspection service
- Calculate permit fees for applications within one to three working days
- Provide online permit application, payment, and permit issuance for selected permits and then expand the process to include residential, roof-top solar PV systems
- Provide training to contractors and residents on the new permitting software
- Test and implement an electronic plan review system that will expedite plan reviews and reduce costs to the applicant

# CITY OF SANTEE
## DEVELOPMENT SERVICES - BUILDING

| Development Services Building 1001.04.4108 | FY 2018-19 Actual | FY 2019-20 Amended | FY 2020-21 Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Operations & Maintenance (Including Contractual Services) | $ 1,066,447 | $ 1,063,180 | $ 921,500 |
| **Total** | $ 1,066,447 | $ 1,063,180 | $ 921,500 |

| **EXPENDITURES** | | | | |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Expert/Consulting Services | 51040 | $ 1,056,921 | $ 1,050,000 | $ 910,000 |
| Printing & Duplicating | 51120 | 1,064 | 1,500 | 1,500 |
| Telephone & Fax | 51121 | 2,467 | 2,600 | 2,600 |
| Postage | 51122 | 9 | 100 | 100 |
| Rentals/Leases - Office Equipment | 51141 | 1,099 | - | - |
| Materials & Supplies | 51160 | 795 | 3,400 | 1,900 |
| Electricity & Gas | 51180 | 4,092 | 4,500 | 4,400 |
| Repair/Maintenance - Equipment | 51211 | - | 1,080 | 1,000 |
| **Total Operations & Maintenance** | | $ 1,066,447 | $ 1,063,180 | $ 921,500 |
| **Grand Total** | | $ 1,066,447 | $ 1,063,180 | $ 921,500 |

# CITY OF SANTEE
## DEVELOPMENT SERVICES - BUILDING

| Development Services Building 1001.04.4108 | FY 2018-19 Actual | FY 2019-20 Amended | FY 2020-21 Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE (CONTRACTUAL SERVICES)** | | | |
| **Expert/Consulting Services**<br>This appropriation provides for contract building plan check and inspection services. | $ 1,056,921 | $ 1,050,000 | $ 910,000 |
| **Printing & Duplicating**<br>This appropriation provides for printing of forms and records, including permit forms, and informational handouts. | 1,064 | 1,500 | 1,500 |
| **Telephone & Fax**<br>This appropriation provides for telephone, fax machine, and cellular phone services. | 2,467 | 2,600 | 2,600 |
| **Postage**<br>This appropriation provides for the mailing of correspondence. | 9 | 100 | 100 |
| **Rentals/Leases - Office Equipment**<br>This appropriation provides for photocopier rentals, leases and maintenance. | 1,099 | - | - |
| **Materials & Supplies**<br>This appropriation provides for various materials and supplies such as paper products, copy machine supplies, business cards, and technical publications. | 795 | 3,400 | 1,900 |
| **Electricity & Gas**<br>This appropriation provides for the cost of electricity and gas. | 4,092 | 4,500 | 4,400 |
| **Repair/Maintenance - Equipment**<br>This appropriation provides for service contracts and as-needed repairs for miscellaneous office equipment, including This appropriation will cover the department's share of the copier pooled maintenance agreement and the large format plan copier. | - | 1,080 | 1,000 |
| **Total Operations & Maintenance (Contractual Services)** | $ 1,066,447 | $ 1,063,180 | $ 921,500 |

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### ***Program Description***

The Code Compliance Division works with the community to maintain a safe, healthy and attractive environment, and to preserve and improve the overall quality of life within Santee's neighborhoods. As such, this Division interfaces with the public to resolve complaints. This Division resolves zoning violations involving property maintenance and land use issues, construction-related issues involving unsafe buildings and non-permitted work, animal complaints, non-permitted signs, inoperable vehicles, junk and debris, parking enforcement, and illicit discharges into the City's municipal storm drain system. The Abandoned Property and Weed Abatement Programs are administered in this Division and to accomplish this the Code Compliance Division coordinates with other agencies such as the County Sheriff's Department, Fire Prevention Services, County Vector Control, County Health Department and Animal Services.

### ***FY 2019-20 Accomplishments***

- Involved in tracking and resolving numerous storm water violations
- Successfully reduced the number of commercial signs placed in medians
- Resolved long-standing code compliance cases through receivership and court warrants
- Responded to approximately 3,000 questions and complaints; resolved approximately 1,100 violations, including non-permitted work, non-permitted uses, weed abatement, abandoned vehicles, signs, noise, animals, and vacant properties involving approximately 3,100 field inspections
- Reviewed and updated the fee schedule for parking citations
- Processed over 510 complaints, issued over 650 parking citations and requested over 70 vehicles be impounded
- Continued multi-disciplinary enforcement team meetings involving the City's enforcement officers, Storm Water Program Manager, County Sheriff's Department, and the City Attorney's Office

### ***FY 2020-21 Goals and Objectives***

- Continue implementation of the City's Code Compliance Program, Weed Abatement Program and Storm Water Program
- Continue to identify issues facing neighborhoods and communities and deploy necessary resources and volunteers to best address and resolve such matters
- Use advisory notices to encourage voluntary correction of less serious code violations that do not pose an imminent and serious hazard to life health or the environment
- Continue to collaborate with the County Sheriff's Department, local volunteer, and non-profit organizations and various County departments to aid the transient population find services and shelter
- Fully integrate new electronic case tracking and online complaint submittal software (Central Square), including in-the-field recording of inspections and issuing notices of violations electronically

# CITY OF SANTEE
## DEVELOPMENT SERVICES - CODE COMPLIANCE

| Development Services<br>Code Compliance 1001.04.2401 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Personnel | $ 112,739 | $ 142,280 | $ 133,360 |
| Operations & Maintenance | 8,009 | 10,980 | 9,840 |
| Capital Outlay | - | 550 | - |
| **Grand Total** | $ 120,748 | $ 153,810 | $ 143,200 |
| **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 |

# CITY OF SANTEE
## DEVELOPMENT SERVICES - CODE COMPLIANCE

| Development Services<br>Code Compliance 1001.04.2401 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **PERSONNEL COSTS** | | | | |
| Salaries & Wages - Regular | 50010 | $ 90,160 | $ 96,390 | $ 105,580 |
| Salaries & Wages - Part Time | 50020 | - | 20,950 | - |
| Retirement - PERS | 50050 | 6,172 | 6,730 | 7,980 |
| Retirement - Unfunded Liability | 50052 | 12,180 | 15,260 | 17,810 |
| Retirement - Part Time | 50055 | - | 790 | - |
| Medicare | 50060 | 1,307 | 1,700 | 1,530 |
| OPEB Health | 50072 | 2,470 | - | - |
| Life Insurance | 50075 | 145 | 150 | 150 |
| Long Term Disability Insurance | 50076 | 305 | 310 | 310 |
| **Total Personnel** | | $ 112,739 | $ 142,280 | $ 133,360 |
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Expert/Consulting Services | 51140 | $ 36 | $ 200 | $ 200 |
| Subscriptions/Memberships | 51104 | - | 200 | 100 |
| Professional Development | 51110 | - | 200 | 200 |
| Mileage Reimbursement | 51112 | - | 100 | - |
| Printing & Duplicating | 51120 | 956 | 1,000 | 1,000 |
| Telephone & Fax | 51121 | 1,236 | 1,300 | 1,300 |
| Postage | 51122 | 1,234 | 1,400 | 1,400 |
| Advertising | 51123 | 357 | 1,500 | 1,000 |
| Rentals/Leases - Office Equipment | 51141 | 1,006 | - | - |
| Materials & Supplies | 51160 | 1,138 | 1,900 | 1,500 |
| Wearing Apparel | 51165 | - | - | 200 |
| Electricity & Gas | 51180 | 2,046 | 2,300 | 2,200 |
| Repair/Maintenance - Equipment | 51211 | - | 880 | 740 |
| **Total Operations & Maintenance** | | $ 8,009 | $ 10,980 | $ 9,840 |
| **CAPITAL OUTLAY COSTS** | | | | |
| Computer Hardware/Software | 60011 | $ - | $ 550 | $ - |
| **Total Capital Outlay** | | $ - | $ 550 | $ - |
| **Grand Total** | | $ 120,748 | $ 153,810 | $ 143,200 |

# CITY OF SANTEE
## DEVELOPMENT SERVICES - CODE COMPLIANCE

| Development Services<br>Code Compliance 1001.04.2401 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Expert/Consulting Services**<br>This appropriation provides for preparation of title reports. | $ 36 | $ 200 | $ 200 |
| **Subscriptions/Memberships**<br>This appropriation provides for annual membership in the CA Association of Code Enforcement Officers. | - | 200 | 100 |
| **Professional Development**<br>This appropriation provides for registration for professional conferences and training seminars, including the CA Association of Code Enforcement Officers annual conference. | - | 200 | 200 |
| **Mileage Reimbursement**<br>This appropriation provides for reimbursement of the expense of using a personal vehicle in the performance of assigned duties. | - | 100 | - |
| **Printing & Duplicating**<br>This appropriation provides for production of Division correspondence and forms. | 956 | 1,000 | 1,000 |
| **Telephone & Fax**<br>This appropriation provides for the cost of telephone and cellular phones. | 1,236 | 1,300 | 1,300 |
| **Postage**<br>This appropriation provides for mailing Division correspondence, including certified mail. | 1,234 | 1,400 | 1,400 |
| **Advertising**<br>This appropriation provides for notice of nuisance abatement hearings and tax liens. | 357 | 1,500 | 1,000 |
| **Rentals/Leases - Office Equipment**<br>This appropriation provides for photocopier rentals, leases and maintenance and telephones/pagers for personnel when in the field. | 1,006 | - | - |
| **Materials & Supplies**<br>This account provides for the purchase of reference books, boots, safety equipment such as respirators, and other supplies. | 1,138 | 1,900 | 1,500 |
| **Wearing Apparel**<br>This appropriation provides for safety-related clothing including hard hats, rain boots, and high-visibility vests and jackets. | - | - | 200 |

# CITY OF SANTEE
## DEVELOPMENT SERVICES - CODE COMPLIANCE

| Development Services<br>Code Compliance 1001.04.2401 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS (Continued)** | | | |
| **Electricity & Gas**<br>This appropriation provides for the cost of electricity and gas allocated to the Code Enforcement Division. | $ 2,046 | $ 2,300 | $ 2,200 |
| **Repair/Maintenance - Equipment**<br>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 and the large format plan copier. | - | 880 | 740 |
| **Total Operations & Maintenance** | $ 8,009 | $ 10,980 | $ 9,840 |
| **CAPITAL OUTLAY COSTS** | | | |
| **Computer Hardware/Software** | $ - | $ 550 | $ - |
| **Total Capital Outlay** | $ - | $ 550 | $ - |

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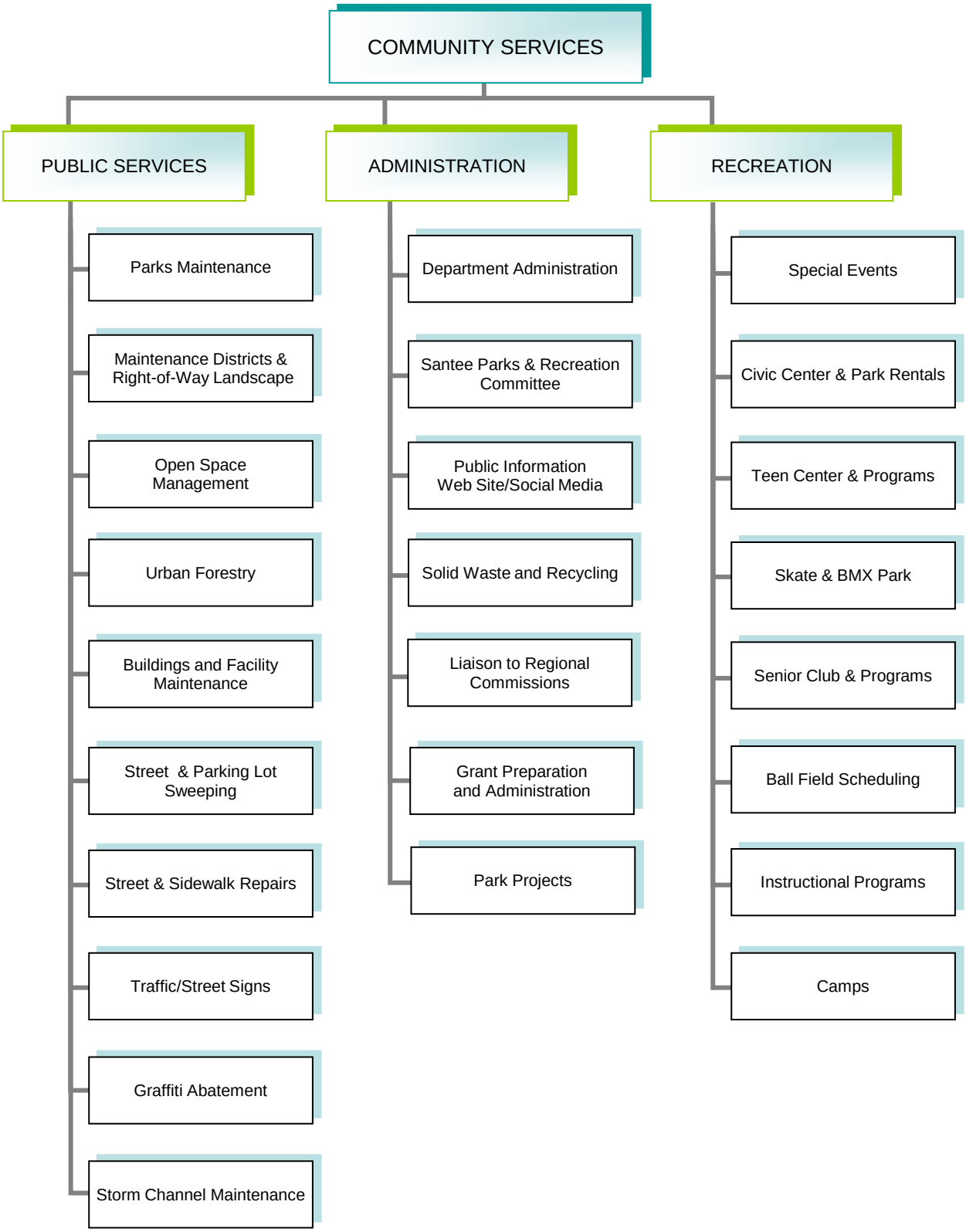
# CITY OF SANTEE
## COMMUNITY SERVICES



# CITY OF SANTEE
## COMMUNITY SERVICES SUMMARY

| | FY 2018-19 Actual | FY 2019-20 Amended | FY 2020-21 Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Administration | $ 427,952 | $ 471,900 | $ 458,370 |
| Public Services | 2,753,932 | 3,424,614 | 3,481,730 |
| Public Services - Storm Water | 63,880 | 104,820 | 129,850 |
| Solid Waste & Recycling | 61,420 | 44,850 | 37,870 |
| Facility Operations | 82,457 | 88,480 | 54,530 |
| Recreation Services | 610,166 | 629,920 | 597,580 |
| Special Events | 262,867 | 264,560 | 217,050 |
| **Total** | $ 4,262,674 | $ 5,029,144 | $ 4,976,980 |
| **SUMMARY OF FUNDED POSITIONS** | | | |
| Administration | 3.00 | 3.00 | 2.85 |
| Public Services | 13.75 | 13.75 | 13.90 |
| Public Services - Storm Water | - | - | - |
| Solid Waste & Recycling | 0.25 | 0.25 | 0.25 |
| Facility Operations | 0.30 | 0.37 | - |
| Recreation Services | 4.06 | 4.06 | 3.98 |
| Special Events | 0.85 | 0.85 | - |
| **Total** | 22.21 | 22.28 | 20.98 |

# CITY OF SANTEE
## 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, Recreation, Solid Waste and Recycling, Special Events and Facility Operations. The Department initiates and collaborates on park capital improvement projects. 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, and also has responsibility for web content and social media.

### ***FY 2019-20 Accomplishments***

- In partnership with the Development Services Department, the Mast Park Improvement Project was completed and opened to the public on February 1, 2020
- Administered $2,684,671 in grants for the Mast Park Improvement and Walker Preserve projects
- Collaborated on the review and planning of trails and park plans for the proposed Fanita Ranch development
- Pursued & implemented revenue-generating opportunities to offset operational costs of Mast Park
    - Conducted RFB for food and beverage vendor – awarded to Burgers, Bones & Beer
    - Disc golf pay station installed at Mast Park
- Converted an underutilized baseball field at Woodglen Vista Park to a multi-sport field
- Collaborated with SANDAG and community members to reach consensus on a design for the next phase of the San Diego River Trail at Carlton Oaks Golf Course

### ***FY 2020-21 Goals and Objectives***

- Complete a redesign of the City's website
- In partnership with the Development Services Department, conduct a request for proposals that will result in a professional services agreement to prepare architectural design documents for Phase 1 of the Community Center Project (including dedicated space for seniors and teens)
- Continue collaboration with SANDAG and community members to reach consensus on a 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 review and planning of trails and park plans for the proposed Fanita Ranch development

# CITY OF SANTEE
## COMMUNITY SERVICES ADMINISTRATION

| Community Services Administration 1001.02.5101 | FY 2018-19 Actual | FY 2019-20 Amended | FY 2020-21 Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Personnel | $ 410,718 | $ 450,170 | $ 439,290 |
| Operations & Maintenance | 17,234 | 21,730 | 19,080 |
| **Grand Total** | $ 427,952 | $ 471,900 | $ 458,370 |
| **SUMMARY OF FUNDED POSITIONS** | | | |
| Director of Community Services | 1.00 | 1.00 | 1.00 |
| Management Assistant | 1.00 | 1.00 | 0.85 |
| Administrative Secretary | 1.00 | 1.00 | 1.00 |
| **Total Positions** | 3.00 | 3.00 | 2.85 |

# CITY OF SANTEE
## COMMUNITY SERVICES ADMINISTRATION

| Community Services Administration 1001.02.5101 | | FY 2018-19 Actual | FY 2019-20 Amended | FY 2020-21 Adopted |
|---|---|---|---|---|
| **PERSONNEL COSTS** | | | | |
| Salaries & Wages - Regular | 50010 | $ 276,860 | $ 312,030 | $ 302,750 |
| Overtime | 50025 | 361 | 500 | 500 |
| Auto Allowance | 50040 | 4,200 | 4,200 | 4,200 |
| Retirement - PERS | 50050 | 33,307 | 35,530 | 36,870 |
| Retirement - Unfunded Liability | 50052 | 46,990 | 49,400 | 52,280 |
| Medicare | 50060 | 4,081 | 4,600 | 4,460 |
| Health Insurance | 50070 | 27,066 | 38,240 | 34,330 |
| Dental Insurance | 50071 | 1,715 | 2,370 | 1,840 |
| OPEB Health | 50072 | 12,900 | - | - |
| Life Insurance | 50075 | 255 | 310 | 300 |
| Long Term Disability Insurance | 50076 | 722 | 990 | 760 |
| Workers' Compensation Insurance | 50080 | 2,260 | 2,000 | 1,000 |
| **Total Personnel** | | $ 410,718 | $ 450,170 | $ 439,290 |
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Expert & Consulting | 51040 | $ 4,775 | $ 4,780 | $ 4,780 |
| Other Governmental Purposes | 51101 | 182 | 500 | 500 |
| Subscriptions/Memberships | 51104 | 973 | 1,500 | 1,500 |
| Professional Development | 51110 | 1,530 | 3,000 | 2,000 |
| Printing & Duplicating | 51120 | 440 | 700 | 500 |
| Telephone & Fax | 51121 | 3,055 | 3,100 | 3,200 |
| Postage | 51122 | 63 | 500 | 250 |
| Santee Park and Rec Committee (SPARC) | 51130 | 994 | 1,000 | 1,000 |
| Banners - Other Agencies | 51134 | (619) | - | - |
| Rentals/Leases - Office Equipment | 51141 | 1,523 | 2,200 | 1,000 |
| Materials & Supplies | 51160 | 1,249 | 1,050 | 1,050 |
| Electricity & Gas | 51180 | 3,069 | 3,400 | 3,300 |
| **Total Operations & Maintenance** | | $ 17,234 | $ 21,730 | $ 19,080 |
| **Grand Total** | | $ 427,952 | $ 471,900 | $ 458,370 |

# CITY OF SANTEE
## COMMUNITY SERVICES ADMINISTRATION

| Community Services Administration 1001.02.5101 | FY 2018-19 Actual | FY 2019-20 Amended | FY 2020-21 Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Expert & Consulting**<br>This appropriation provides for ongoing website quality control and broken-link detection. | $ 4,775 | $ 4,780 | $ 4,780 |
| **Other Governmental Purposes**<br>This appropriation will cover costs incurred in support of various Department special projects and activities. | 182 | 500 | 500 |
| **Subscriptions/Memberships**<br>This appropriation will cover this Division's membership needs such as the Agency/Director's membership in National Recreation and Park Association (NRPA) and in the California Parks and Recreation Society (CPRS); annual newspaper and annual Apple App for Registration on graffiti reporting. | 973 | 1,500 | 1,500 |
| **Professional Development**<br>This appropriation will fund attendance at workshops and trainings that enable staff to economically and effectively incorporate current strategies to better market City recreation programs, promote use of City parks, and remain current in the areas of Department responsibility. This appropriation will also reimburse employees for use of their automobiles while on City business; will permit attendance at other than local conferences; and, will allow for meetings with members of local committees and commissions, associations, colleagues, department staff, and community residents/leaders. | 1,530 | 3,000 | 2,000 |
| **Printing & Duplicating**<br>This appropriation will cover routine copying, printing, and purchase of printing materials such as, Council portraits, photo reproductions, informational pieces, flyers, and publications. | 440 | 700 | 500 |
| **Telephone & Fax**<br>This appropriation will cover basic telephone charges. | 3,055 | 3,100 | 3,200 |
| **Postage**<br>This appropriation will cover the Division's postage needs and permits as needed. | 63 | 500 | 250 |
| **Santee Park and Recreation Committee (SPARC)**<br>This appropriation will fund the Santee Park & Recreation Committee's costs including printing and photocopying expenses, postage, office supplies, training, and meetings with members. | 994 | 1,000 | 1,000 |

# CITY OF SANTEE
## COMMUNITY SERVICES ADMINISTRATION

| Community Services Administration 1001.02.5101 | FY 2018-19 Actual | FY 2019-20 Amended | FY 2020-21 Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS (Continued)** | | | |
| **Banners - Other Agencies**<br>This is a pass through account to pay banner vendor for installation of other agencies' special event banners over Mission Gorge Road or other City locations. | $ (618.75) | $ - | $ - |
| **Rentals/Leases - Office Equipment**<br>This appropriation covers a Contract for 60-month lease for Xerox Copier for the Administrative Division and various Division(s). | 1,523 | 2,200 | 1,000 |
| **Materials & Supplies**<br>This appropriation will cover office supplies including paper, graphic supplies, and other essentials; will enable purchase or lease of slides, films, and photographic materials for staff-produced presentations and film, reproductions, and professional assistance; provide funds for purchase of resource materials that address relevant municipal issues; and will fund miscellaneous materials and supplies. | 1,249 | 1,050 | 1,050 |
| **Electricity & Gas**<br>This appropriation funds the Division's share of electricity and gas charges. | 3,069 | 3,400 | 3,300 |
| **Total Operations & Maintenance** | $ 17,234 | $ 21,730 | $ 19,080 |

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### ***Program Description***

This division performs maintenance and repairs to City-owned buildings and property, parks, rights of way, the municipal storm drain system, the urban forest, City trails and landscape maintenance districts.

### ***FY 2019-20 Accomplishments***

- Coordinated with the Finance Department to revise, bid, award and renew maintenance contracts for Landscape Maintenance for Area 2 Right of Ways and Area 3 Landscape Maintenance Districts, electrical, pest control and alarms
- Continued measures necessary to enhance current service delivery methods such as inspecting sidewalks to eliminate tripping hazards, performing annual drain inlet inspections and cleaning and implementation of new safety training programs
- Performed bi-annual deep cleaning, grooming and disinfection to the two synthetic fields at Town Center Community Park East (TCCPE)
- Accepted and started maintenance of the newly redeveloped Mast Park
- Proactively addressed vandalism and the abatement of graffiti
- Conducted an asset inventory of all walkway lights and entered the data into our GIS system
- Accepted Tree City USA designation for the 18th consecutive year
- Planted 100 native trees at Walker Preserve and 150 trees in city medians and right of ways as part of the Cool Parks Grant

### ***FY 2020-21 Goals and Objectives***

- Continue to assess and evaluate service delivery methods and make adjustments necessary for the City to become a model for municipal maintenance service delivery
- Conduct an asset inventory of all water meters and backflows
- Continue to perform street maintenance including pothole patching, skin patching and small asphalt dig outs
- Continue to plant street trees, perform general park improvements, and perform landscape median improvements
- Design and install new irrigation, plants and trees on Mission Gorge Road between Cuyamaca Street and Olive lane
- Continue to receive designation for the City as a Tree City USA and host the Arbor Day event
- Continue to support the Recreation Division with special events throughout the year
- Continue to partner with the San Diego River Park Foundation and volunteers to assist with their cleanups

# CITY OF SANTEE
## COMMUNITY SERVICES - PUBLIC SERVICES

| Community Services<br>Public Services (Maintenance) 1001.02.3101 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Personnel | $ 1,327,918 | $ 1,448,570 | $ 1,552,570 |
| Operations & Maintenance | 1,426,014 | 1,905,240 | 1,929,160 |
| Capital Outlay | - | 70,804 | - |
| **Grand Total** | $ 2,753,932 | $ 3,424,614 | $ 3,481,730 |
| **SUMMARY OF FUNDED POSITIONS:** | | | |
| Public Services Manager | 1.00 | 1.00 | 1.00 |
| Senior Management Analyst | 0.75 | 0.75 | 0.90 |
| Park & Landscape Supervisor | 1.00 | 1.00 | 1.00 |
| Public Works Supervisor | 1.00 | 1.00 | 1.00 |
| Lead Maintenance Worker | 1.00 | 1.00 | 1.00 |
| Equipment Operator | 3.00 | 4.00 | 4.00 |
| Landscape/Irrigation Maintenance Worker | 2.00 | 2.00 | 2.00 |
| Maintenance Worker | 2.00 | 1.00 | 1.00 |
| Facilities Maintenance Technician | 1.00 | 1.00 | 1.00 |
| Administrative Secretary | 1.00 | 1.00 | 1.00 |
| **Total Positions** | 13.75 | 13.75 | 13.90 |

# CITY OF SANTEE
## COMMUNITY SERVICES - PUBLIC SERVICES

| Community Services<br>Public Services (Maintenance) 1001.02.3101 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **PERSONNEL COSTS** | | | | |
| Salaries & Wages - Regular | 50010 | $ 813,878 | $ 921,320 | $ 1,004,370 |
| Salaries & Wages - Part Time | 50020 | 1,516 | - | - |
| Overtime | 50025 | 17,442 | 10,000 | 12,000 |
| Overtime - Stand By | 50026 | 33,592 | 24,000 | 24,000 |
| Stand - By - Pay | 50031 | 11,700 | 11,700 | 11,700 |
| Retirement - PERS | 50050 | 84,172 | 93,650 | 110,970 |
| Retirement - Unfunded Liability | 50052 | 119,890 | 145,850 | 169,430 |
| Medicare | 50060 | 12,781 | 14,030 | 15,250 |
| Health Insurance | 50070 | 152,552 | 163,240 | 178,050 |
| Dental Insurance | 50071 | 10,545 | 11,680 | 12,220 |
| OPEB Health | 50072 | 22,600 | - | - |
| Life Insurance | 50075 | 1,281 | 1,430 | 1,450 |
| Long Term Disability | 50076 | 2,818 | 3,270 | 3,130 |
| Workers Compensation Insurance | 50080 | 43,150 | 48,400 | 10,000 |
| **Total Personnel** | | $ 1,327,918 | $ 1,448,570 | $ 1,552,570 |

Continued

# CITY OF SANTEE
## COMMUNITY SERVICES - PUBLIC SERVICES

| Community Services<br>Public Services (Maintenance) 1001.02.3101 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Medical Services | 51012 | $ 239 | $ 1,000 | $ 1,000 |
| Expert/Consulting Services | 51040 | 2,288 | - | - |
| Subscriptions/Memberships | 51104 | 1,140 | 1,300 | 1,300 |
| Professional Development | 51110 | 3,765 | 5,000 | 4,500 |
| Printing & Duplicating | 51120 | 194 | 200 | 200 |
| Telephone & Fax | 51121 | 12,821 | 15,100 | 16,600 |
| Postage | 51122 | 85 | 150 | 150 |
| Advertising | 51123 | 1,029 | 500 | 2,000 |
| Rentals/Leases - Office Equipment | 51141 | 2,749 | 3,820 | 3,820 |
| Service Fees | 51149 | - | - | 150 |
| Materials & Supplies | 51160 | 18,123 | 15,550 | 14,050 |
| Wearing Apparel | 51165 | 3,961 | 3,700 | 3,700 |
| Small Tools | 51166 | 2,721 | 2,500 | 2,500 |
| Electricity & Gas | 51180 | 18,893 | 21,300 | 20,500 |
| Electricity & Gas - Grounds | 51181 | 33,651 | 61,120 | 72,900 |
| Electricity & Gas - Ball Fields | 51182 | 76,108 | 80,500 | 88,200 |
| Ball Field Lighting Maintenance | 51183 | 9,984 | 10,000 | 10,000 |
| Water & Sewer | 51185 | 35,585 | 40,490 | 38,010 |
| Water & Sewer - Grounds | 51186 | 285,856 | 477,910 | 523,030 |
| Signage | 51190 | 2,556 | 3,000 | 3,000 |
| Equipment Rental | 51191 | 3,955 | 27,000 | 7,000 |
| Custodial Services | 51210 | 24,531 | 29,780 | 26,060 |
| City Hall Maintenance | 51220 | 37,987 | 60,600 | 83,100 |
| Repair/Maint - Fire Station #4 | 51221 | 35,036 | 39,560 | 30,000 |
| Repair/Maint - Fire Station #5 | 51222 | 26,431 | 36,010 | 30,000 |
| Repair/Maint - Other | 51230 | 3,592 | 5,100 | 6,000 |
| Repair/Maint - Grounds | 51231 | 723,253 | 861,620 | 846,950 |
| Trail Maintenance & Security | 51232 | 11,007 | 25,000 | 25,000 |
| Graffiti Removal | 51233 | 3,888 | 5,300 | 5,300 |
| Vandalism Repairs | 51234 | 7,941 | 8,000 | 8,000 |
| Supplemental Maintenance | 51235 | 2,225 | - | 5,000 |
| Synthetic Fields | 51236 | 16,883 | 15,300 | 15,470 |
| Contract Svc Dead Animal Disposal | 51242 | 5,338 | 5,540 | 5,670 |
| Contract Svc Street Sweeping | 51244 | 4,500 | 7,290 | 6,500 |
| Parking Lot Materials | 51251 | - | 1,000 | 1,000 |
| Irrigation Materials | 51252 | 7,698 | 30,000 | 20,000 |
| Sidewalk/Curb Materials | 51255 | - | 5,000 | 2,500 |
| **Total Operations & Maintenance** | | $ 1,426,014 | $ 1,905,240 | $ 1,929,160 |
| **CAPITAL OUTLAY COSTS** | | | | |
| Other Capital Outlay | 60099 | $ - | $ 70,804 | $ - |
| **Total Capital Outlay** | | $ - | $ 70,804 | $ - |
| **Grand Total** | | $ 2,753,932 | $ 3,424,614 | $ 3,481,730 |

# CITY OF SANTEE
## COMMUNITY SERVICES - PUBLIC SERVICES

| Community Services<br>Public Services (Maintenance) 1001.02.3101 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Medical Services**<br>The account is used to pay for medical exams including random alcohol and drug tests, DMV medical exams, and respirator clearance exams. | $ 239 | $ 1,000 | $ 1,000 |
| **Expert/Consulting Services**<br>This account used to cover fingerprinting for volunteers which is now budgeted in the Human Resources Department. | 2,288 | - | - |
| **Subscriptions/Memberships**<br>This appropriation will support the following subscriptions and memberships; Manager and Supervisor's memberships in Maintenance Superintendents Association (CPRS/NRPA); Managers, Supervisors, and Equipment Operators memberships in Traffic Control Supervisors Association; City's Tree City USA and National Arbor Day; and Parks and Landscape Supervisor PAPA & CUF Foundation membership - ISA. | 1,140 | 1,300 | 1,300 |
| **Professional Development**<br>This account will support the continuing educational needs of the maintenance staff, and attendance at conferences: Manager and Parks/Landscape Supervisor (CPRS) and PAPA licensing, Manager and Parks/Landscape Supervisor (CPRS) and PAPA licensing, ISA Urban Forestry Conference - Parks/Landscape, Pesticide Applicators training/certificate renewal, and OSHA mandated fork lift certification for Maintenance Crew. | 3,765 | 5,000 | 4,500 |
| **Printing & Duplicating**<br>This appropriation covers routine printing costs. | 194 | 200 | 200 |
| **Telephone & Fax**<br>This appropriation covers long distance charges for telephones, modems, alarm systems, faxes, council chamber dais, and cell phones used by maintenance staff, including Operations Center phone rental. | 12,821 | 15,100 | 16,600 |
| **Postage**<br>This appropriation covers the cost of postage. | 85 | 150 | 150 |
| **Advertising**<br>This appropriation covers the cost of advertising bids. | 1,029 | 500 | 2,000 |
| **Rentals/Leases - Office Equipment**<br>This appropriation will cover cost of leasing a copier for the Operations Center. | 2,749 | 3,820 | 3,820 |
| **Service Fees**<br>This appropriation will cover cost of service fees incurred during the fiscal year. | - | - | 150 |

# CITY OF SANTEE
## COMMUNITY SERVICES - PUBLIC SERVICES

| Community Services<br>Public Services (Maintenance) 1001.02.3101 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS (Continued)** | | | |
| **Materials & Supplies**<br>This appropriation covers the costs of office supplies, janitorial supplies for City facilities and parks, dog bags for City parks, drinking water, and other miscellaneous repair materials for City parks and facilities. | **$ 18,123** | **$ 15,550** | **$ 14,050** |
| **Wearing Apparel**<br>This appropriation covers uniforms for the landscape maintenance crew and staff. | **3,961** | **3,700** | **3,700** |
| **Small Tools**<br>This appropriation covers the purchase and replacement of small tools and supplies. | **2,721** | **2,500** | **2,500** |
| **Electricity & Gas**<br>This appropriation covers electricity and gas charges for the division. | **18,893** | **21,300** | **20,500** |
| **Electricity & Gas - Grounds**<br>This appropriation covers the cost of electricity and gas for Parks: Big Rock, Mast, Santee Mini, Shadow Hill, Town Center Community Park, West Hills, Weston, Woodglen Vista, Sky Ranch and TCCP, including Santana Tennis Courts. | **33,651** | **61,120** | **72,900** |
| **Electricity - Ball Fields**<br>This appropriation covers the cost of electricity for Ball Field Lighting at Town Center Park West, Town Center Park East, West Hills Park Security Lights and Chet F. Harritt field. | **76,108** | **80,500** | **88,200** |
| **Ball Field Lighting Maintenance**<br>MuscoSports Lighting Safety Audit, inspection, and repairs of ball field lights as required. | **9,984** | **10,000** | **10,000** |
| **Water & Sewer**<br>This appropriation covers Interior water and sewer costs for all City administrative facilities, including the Public Services Operations Center. | **35,585** | **40,490** | **38,010** |
| **Water & Sewer - Grounds**<br>This appropriation covers water and sewer for Parks: Big Rock, Mast, Santee Mini, 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. | **285,856** | **477,910** | **523,030** |
| **Signage**<br>This appropriation covers miscellaneous park and facility signage including barricades and safety cones. | **2,556** | **3,000** | **3,000** |

| Community Services<br>Public Services (Maintenance) 1001.02.3101 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS (Continued)** | | | |
| **Equipment Rental**<br>This appropriation covers equipment rentals for facility cleanup and maintenance programs. Examples include cement mixers, mowers, tractors, trenchers, excavator, augers, rollers, aerator, and miscellaneous construction equipment. | $ 3,955 | $ 27,000 | $ 7,000 |
| **Custodial Services**<br>This appropriation covers the city-wide contracted custodial services including extra work. | 24,531 | 29,780 | 26,060 |
| **City Hall Maintenance**<br>This appropriation covers the following maintenance costs:<br>HVAC maintenance and repair<br>Alarm system monitoring, maintenance, and repair<br>Fire extinguisher maintenance<br>Pest control services<br>City Hall painting<br>Carpet cleaning and carpet replacement<br>Plumbing maintenance and repairs<br>Electrical services<br>Door and window maintenance and repair<br>Fixtures repair and maintenance<br>Stationary Generator Permit (County of SD)<br>Signs and name plaques | 37,987 | 60,600 | 83,100 |
| **Repair/Maintenance - Fire Station #4**<br>This appropriation covers minor repairs in Fire Station #4 such as painting, carpet replacement, sewer lateral line services, HVAC system service, and repair of rollup doors. | 35,036 | 39,560 | 30,000 |
| **Repair/Maintenance - Fire Station #5**<br>This appropriation covers minor repairs in Fire Station #5 such as painting, carpet replacement, sewer lateral line services, HVAC system service, and repair of rollup doors. | 26,431 | 36,010 | 30,000 |
| **Repair/Maintenance - Other**<br>This appropriation covers maintenance and repairs at the Operations Center. | 3,592 | 5,100 | 6,000 |

# CITY OF SANTEE
## COMMUNITY SERVICES - PUBLIC SERVICES

| Community Services<br>Public Services (Maintenance) 1001.02.3101 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS (Continued)** | | | |
| **Repair/Maintenance - Grounds** | **$ 723,253** | **$ 861,620** | **$ 846,950** |
| This appropriation covers the following maintenance costs:<br>Area 1 Landscape Maintenance<br>Playground Resurfacing<br>Ballfield Maintenance and Repairs<br>Riverwalk Grill Maintenance and Repairs<br>Painting<br>Misc., repairs, maintenance, signage replacements, benches, BBQs, fencing, portable restroom rentals, etc. Fencing and porta potty rentals for field closure maintenance.<br><br>School Fields Joint Use<br>Park Restrooms Custodial<br>Annual Pest Control<br>Plumbing Maintenance & Repairs<br>Electrical Services<br>Urban Forestry Maintenance<br>Playground Equipment Maintenance/Repair<br>YMCA/Aquatics Maintenance<br>Mast Park Vault Toilet Maintenance | | | |
| **Trail Maintenance & Security** | **11,007** | **25,000** | **25,000** |
| This appropriation covers the purchase and installation and monitoring costs of security cameras on City trails as well as funding a portion of the homeless encampment clean-ups. | | | |
| **Graffiti Removal** | **3,888** | **5,300** | **5,300** |
| This appropriation covers the removal of graffiti. | | | |
| **Vandalism Repairs** | **7,941** | **8,000** | **8,000** |
| This appropriation covers the costs related to vandalism. | | | |
| **Supplemental Maintenance** | **2,225** | **-** | **5,000** |
| This appropriation covers unanticipated maintenance issues. | | | |
| **Synthetic Fields** | **16,883** | **15,300** | **15,470** |
| This appropriation covers annual synthetic turf maintenance. | | | |
| **Contract Services Dead Animal Disposal** | **5,338** | **5,540** | **5,670** |
| This appropriation covers the disposal of dead animals found within City rights-of-ways, parks, and facilities. | | | |
| **Contract Services Street Sweeping** | **4,500** | **7,290** | **6,500** |
| This appropriation covers monthly parking lot sweeping. | | | |

# CITY OF SANTEE
## COMMUNITY SERVICES - PUBLIC SERVICES

| Community Services<br>Public Services (Maintenance) 1001.02.3101 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS (Continued)** | | | |
| **Parking Lot Materials**<br>This appropriation covers materials (asphalt, rock, sand, sealcoat, crack filler) required for the repairs and maintenance of the City's parking lots. | $ - | $ 1,000 | $ 1,000 |
| **Irrigation Materials**<br>This appropriation covers irrigation repair supplies. | 7,698 | 30,000 | 20,000 |
| **Sidewalk/Curb Materials**<br>This appropriation covers the installation of sidewalks, bench pads, picnic table pads and any other concrete needs at City parks. | - | 5,000 | 2,500 |
| **Total Operations and Maintenance** | $ 1,426,014 | $ 1,905,240 | $ 1,929,160 |
| **CAPITAL OUTLAY COSTS** | | | |
| **Other Capital Outlay**<br>Big Rock Park sewer line reconstruction. | $ - | $ 70,804 | $ - |
| **Total Capital Outlay** | $ - | $ 70,804 | $ - |

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# CITY OF SANTEE
## COMMUNITY SERVICES - STORM WATER

| Community Services<br>Public Services - Storm Water 1001.02.3102 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Operations & Maintenance | $ 63,880 | $ 104,820 | $ 129,850 |
| **Grand Total** | $ 63,880 | $ 104,820 | $ 129,850 |

**EXPENDITURES**

| | | | | |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Expert/Consulting Services | 51040 | $ - | $ - | $ 3,000 |
| Professional Development | 51110 | 658 | 1,500 | 1,500 |
| Telephone & Fax | 51121 | 2,362 | 2,500 | 2,700 |
| Materials & Supplies | 51160 | 18,602 | 16,420 | 14,000 |
| Wearing Apparel | 51165 | 3,641 | 4,200 | 4,200 |
| Small Tools | 51166 | 1,565 | 2,500 | 2,000 |
| Rock, Asphalt, Concrete & Sand | 51168 | 1,869 | 3,000 | 2,000 |
| Water & Sewer - Grounds | 51186 | 9,644 | 10,900 | 10,100 |
| Signage | 51190 | 359 | 1,000 | 1,000 |
| Equipment Rental | 51191 | 1,188 | 12,000 | 11,500 |
| Repair/Maint - Bldg & Structures | 51215 | - | 1,350 | - |
| Repair/Maint - Other | 51230 | 21,054 | 45,600 | 75,000 |
| Contract Service Dead Animal Removal | 51242 | 1,779 | 1,850 | 1,850 |
| Planting Materials | 51254 | 1,160 | 2,000 | 1,000 |
| **Total Operations & Maintenance** | | $ 63,880 | $ 104,820 | $ 129,850 |
| **Grand Total** | | $ 63,880 | $ 104,820 | $ 129,850 |

# CITY OF SANTEE
## COMMUNITY SERVICES - STORM WATER

| Community Services<br>Public Services - Storm Water 1001.02.3102 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Expert/Consulting Services**<br>New account: Mast Park Water Quality Monitoring | $ - | $ - | $ 3,000 |
| **Professional Development**<br>Storm drain maintenance training as well as legally required safety and pest control training. | 658 | 1,500 | 1,500 |
| **Telephone and Fax**<br>Local and long distance charges for telephones, modems, alarm systems, faxes, and cell phones charges. | 2,362 | 2,500 | 2,700 |
| **Materials & Supplies**<br>Miscellaneous materials and supplies required for the flood control program that are not identified elsewhere in this budget. Items include sandbags, odor controlling chemicals, locks, and fencing items. | 18,602 | 16,420 | 14,000 |
| **Wearing Apparel**<br>Uniforms and rain gear for the City's Flood Control crew, as well as disposable coveralls that meet State requirements of the Weed Abatement Program. | 3,641 | 4,200 | 4,200 |
| **Small Tools**<br>Purchase, repair, or replace small tools on an as-needed basis to perform tasks directly related to the Flood Control Program. | 1,565 | 2,500 | 2,000 |
| **Rock, Asphalt, Concrete & Sand**<br>Materials required for the repair and maintenance of the City's flood control channels. | 1,869 | 3,000 | 2,000 |
| **Water & Sewer Grounds**<br>Water expenses for maintained landscaped areas along paths at Forester Creek and Woodglen Vista Creek. | 9,644 | 10,900 | 10,100 |
| **Signage**<br>Miscellaneous signage for flood control channels. | 359 | 1,000 | 1,000 |
| **Equipment Rental**<br>Rental of specialized equipment required for storm drain maintenance and flood control. | 1,188 | 12,000 | 11,500 |

# CITY OF SANTEE
## COMMUNITY SERVICES - STORM WATER

| Community Services<br>Public Services - Storm Water 1001.02.3102 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS (Continued)** | | | |
| **Repair/Maintenance - Buildings & Structures**<br>Expenses related to certain jobs that City forces cannot accomplish with existing equipment and crew. | $ - | $ 1,350 | $ - |
| **Repair/Maintenance - Other**<br>On-going maintenance program for all major drainage channels.<br><br>Area 1 & 2 Storm Water Landscape Maintenance<br>Urban Forestry Maintenance<br>Irrigation Repairs<br>Materials & Supplies related to Storm Water Maintenance | 21,054 | 45,600 | 75,000 |
| **Contract Service Dead Animal Removal**<br>Contracted services for disposal of dead animals found within City flood control areas. | 1,779 | 1,850 | 1,850 |
| **Planting Materials**<br>Purchase of native plants and hydroseed mix for flood channels. | 1,160 | 2,000 | 1,000 |
| **Total Operations & Maintenance** | $ 63,880 | $ 104,820 | $ 129,850 |

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### ***Program Description***

Ensure compliance with State waste management regulations, administer 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 2019-20 Accomplishments***

- 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 2019 reporting year disposal rate was at 5.2 l/p/d.
- Continued to work with the franchise hauler to develop a recycling plan for multi-family and commercial waste generators
- Secured grant funds for beverage container recycling, litter recycling, public education, and used oil collection
- Assisted in negotiations of new franchise agreement for solid waste services in the City of Santee

### ***FY 2020-21 Goals and Objectives***

- Continue implementing AB 341 & AB 1826, the mandatory recycling bills for commercial and multi-family waste generators, including organics recycling
- Increase resident & commercial education and participation in the proper disposal of organics, including food waste, used oil and other household hazardous waste materials through the use of franchise hauler, organizations and social media
- 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 at 6.5 l/p/d, through the use of the franchise hauler and social media
- Continue public education of electronic waste (E-waste), universal waste (U-waste) diversion, and sharps (needles, lancets) disposal through the use of the franchise hauler and social media
- Continue recycling plan development for multi-family and commercial waste generators
- Pursue additional grant funds

# CITY OF SANTEE
## COMMUNITY SERVICES - SOLID WASTE AND RECYCLING

| Community Services<br>Solid Waste & Recycling 1001.02.3201 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Personnel | $ 39,009 | $ 39,930 | $ 33,950 |
| Operations & Maintenance | 3,288 | 4,920 | 3,920 |
| Special Programs | 19,122 | - | - |
| **Grand Total** | $ 61,420 | $ 44,850 | $ 37,870 |
| **SUMMARY OF FUNDED POSITIONS** | | | |
| Senior Management Analyst | 0.25 | 0.25 | 0.10 |
| Management Analyst | - | - | 0.15 |
| **Total Positions** | 0.25 | 0.25 | 0.25 |

# CITY OF SANTEE
## COMMUNITY SERVICES - SOLID WASTE AND RECYCLING

| Community Services<br>Solid Waste & Recycling 1001.02.3201 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **PERSONNEL COSTS** | | | | |
| Salaries & Wages - Regular | 50010 | $ 26,250 | $ 26,900 | $ 22,470 |
| Retirement - PERS | 50050 | 3,199 | 3,280 | 2,970 |
| Retirement - Unfunded Liability | 50052 | 3,590 | 4,260 | 3,880 |
| Medicare | 50060 | 381 | 390 | 330 |
| Health Insurance | 50070 | 4,746 | 4,650 | 3,970 |
| Dental Insurance | 50071 | 318 | 330 | 230 |
| OPEB Health | 50072 | 410 | - | - |
| Life Insurance | 50075 | 25 | 30 | 30 |
| Long Term Disability Insurance | 50076 | 91 | 90 | 70 |
| **Total Personnel** | | $ 39,009 | $ 39,930 | $ 33,950 |
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Telephone & Fax | 51121 | $ 230 | $ 200 | $ 200 |
| Postage | 51122 | 104 | 200 | 200 |
| Household Hazardous Waste Disposal | 51151 | 2,479 | 4,000 | 3,000 |
| Materials & Supplies | 51160 | 220 | 220 | 220 |
| Electricity & Gas | 51180 | 256 | 300 | 300 |
| **Total Operations & Maintenance** | | $ 3,288 | $ 4,920 | $ 3,920 |
| **SPECIAL PROGRAMS** | | | | |
| Litter Control/Recycling | var | $ 19,122 | $ - | $ - |
| **Total Special Programs** | | $ 19,122 | $ - | $ - |
| **Grand Total** | | $ 61,420 | $ 44,850 | $ 37,870 |

# CITY OF SANTEE
## COMMUNITY SERVICES - SOLID WASTE AND RECYCLING

| Community Services<br>Solid Waste & Recycling 1001.02.3201 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Telephone & Fax**<br>Telephone, fax machine, and modem line charge. | $ 230 | $ 200 | $ 200 |
| **Postage**<br>Mailing costs of annual Exemption Self Hauler Letters, correspondence and renewal of the Business Reply Permit. | 104 | 200 | 200 |
| **Household Hazardous Waste Disposal**<br>Provide for Santee residents' hazardous waste disposal costs. The amount can vary from year to year based on anticipated use of the County's hazardous waste disposal facilities. Includes hazardous waste items from Public Services Operations Center. | 2,479 | 4,000 | 3,000 |
| **Materials & Supplies**<br>Office supplies. | 220 | 220 | 220 |
| **Electricity & Gas**<br>Electricity and gas charges. | 256 | 300 | 300 |
| **Total Operations & Maintenance** | $ 3,288 | $ 4,920 | $ 3,920 |
| **SPECIAL PROGRAMS** | | | |
| **Litter Control/Recycling Grants**<br>Litter Control/Recycling Grants are appropriated outside of the annual budget process as grants are awarded to the City. | $ 19,122 | $ - | $ - |
| **Total Special Programs** | $ 19,122 | $ - | $ - |

### ***Program Description***

The Facilities Operations Division of the Community Services Department coordinates the use of Civic Center buildings 7 and 8, picnic shelters, and ball fields.

### ***FY 2019-20 Accomplishments***

- Provided 614 park/picnic pavilion reservations
- Provided 737 Civic Center reservations for meetings, classes, and events
- Established fees for Mast park picnic shelters and disc golf
- Established Mast park equipment check out procedures

### ***FY 2020-21 Goals and Objectives***

- Finalize and implement online picnic shelter reservations system for parks
- Continue to improve maintenance and equipment replacement in Civic Center rooms to increase longevity of use
- Continue to seek user groups for field rentals and room rentals during non-prime time use hours
- Increase social media marketing of rooms, park/picnic pavilion, and field reservations
- Complete a comprehensive cost analysis of all use and rental fees
- Implement staff park monitor/park patrols for after business hours and weekend park use to increased customer service

# CITY OF SANTEE
## COMMUNITY SERVICES - FACILITY OPERATIONS

| Community Services<br>Facility Operations 1001.02.5204 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Personnel | $ 40,515 | $ 42,340 | $ 9,980 |
| Operations & Maintenance | 41,942 | 46,140 | 44,550 |
| **Grand Total** | $ 82,457 | $ 88,480 | $ 54,530 |
| **SUMMARY OF FUNDED POSITIONS** | | | |
| Recreation Coordinator | 0.30 | 0.37 | - |
| **Total Positions** | 0.30 | 0.37 | - |

# CITY OF SANTEE
## COMMUNITY SERVICES - FACILITY OPERATIONS

| Community Services<br>Facility Operations 1001.02.5204 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **PERSONNEL COSTS** | | | | |
| Salaries & Wages - Regular | 50010 | $ 19,467 | $ 19,940 | $ - |
| Salaries & Wages - Part Time | 50020 | 6,948 | 8,340 | 9,420 |
| Overtime | 50025 | 300 | 200 | - |
| Retirement - PERS | 50050 | 2,439 | 2,580 | 140 |
| Retirement - Unfunded Liability | 50052 | 2,660 | 3,160 | - |
| Retirement - Part Time | 50055 | 224 | 230 | 280 |
| Medicare | 50060 | 388 | 410 | 140 |
| Health Insurance | 50070 | 7,024 | 6,880 | - |
| Dental Insurance | 50071 | 470 | 490 | - |
| OPEB Health | 50072 | 490 | - | - |
| Life Insurance | 50075 | 38 | 40 | - |
| Long Term Disability Insurance | 50076 | 67 | 70 | - |
| **Total Personnel** | | $ 40,515 | $ 42,340 | $ 9,980 |
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Printing & Duplicating | 51120 | $ 223 | $ - | $ 250 |
| Telephone & Fax | 51121 | 16 | 100 | 100 |
| Bank Fees | 51150 | 11,732 | 11,870 | 11,870 |
| Materials & Supplies | 51160 | 965 | 2,100 | 1,100 |
| Electricity & Gas | 51180 | 13,821 | 16,500 | 15,400 |
| Custodial Services | 51210 | 8,338 | 8,630 | 8,630 |
| Repair/Maint - Equipment | 51211 | 2 | 200 | 200 |
| Repair/Maint - Blds & Structures | 51215 | 484 | 740 | 1,000 |
| Public Events Liability Insurance | 51306 | 6,361 | 6,000 | 6,000 |
| **Total Operations & Maintenance** | | $ 41,942 | $ 46,140 | $ 44,550 |
| **Grand Total** | | $ 82,457 | $ 88,480 | $ 54,530 |

# CITY OF SANTEE
## COMMUNITY SERVICES - FACILITY OPERATIONS

| Community Services<br>Facility Operations 1001.02.5204 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Printing & Duplicating**<br>Program supplies - on site administration area supplies. | $ 223 | $ - | $ 250 |
| **Telephone & Fax**<br>Telephone and fax charges. | 16 | 100 | 100 |
| **Bank Fees**<br>Active Net fees and bank charges. | 11,732 | 11,870 | 11,870 |
| **Materials & Supplies**<br>Admin supplies, custodial and maintenance supplies. | 965 | 2,100 | 1,100 |
| **Electricity & Gas**<br>Electricity and gas charges - Buildings 7 & 8 at City Hall. | 13,821 | 16,500 | 15,400 |
| **Custodial Services**<br>Custodial services - Buildings 7 & 8. | 8,338 | 8,630 | 8,630 |
| **Repair & Maintenance - Equipment**<br>Building 7 & 8 equipment, appliance repairs, and maintenance. | 2 | 200 | 200 |
| **Repair & Maintenance - Buildings & Structures**<br>Building 7 & 8 facility repairs and maintenance. | 484 | 740 | 1,000 |
| **Public Events Liability Insurance**<br>User required insurance - user fees collected to offset charges. | 6,361 | 6,000 | 6,000 |
| **Total Operations & Maintenance** | $ 41,942 | $ 46,140 | $ 44,550 |

### ***Program Description***

The Recreation Services Division of the Community Services Department provides 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 Programs, Teen Center & Programs, Skate and BMX Park, and permitting and use of parks, fields and facilities.

The Active Older Adults 55+ (Senior) Program hosts outings for ages 55 and over at various locations throughout the city. Activities include socials, workshops, weekly drop-in programs, and local outings.

The Santee Teen Center is a drop-in after school facility for grades 6-12. It is located at Big Rock Park Community Services Building. Programs include daily activities that are both outdoor and indoors. The Teen Center includes various table games, computer lab, and homework assistance. Transportation is provided to the Teen Center from Santee School District schools through a partnership agreement. Special activities are hosted at the Teen Center and City Hall.

Summer programs start in June at the Santee Teen Center/Big Rock Community Services Building which include: a summer day camp program for grades 1-6, a specialized teen camp for grades 6-9, and the summer junior leader program for grades 9-12.

The Santee Skate Park is a supervised drop-in facility which allows skate board, scooter, roller blade, bicycle moto-cross (BMX), and all-wheel activities. In addition to daily operations, the park hosts workshops, clinics and camps designed to serve all age groups. A free annual membership and safety equipment are required to enter the park.

Park, field and facility permits and rentals are coordinated through the Recreation Services Division. This Division serves as a liaison to community organizations and other public and non-profit organizations and coordinates the design of the recreation brochure and guide and other promotional materials.

### ***FY 2019-20 Accomplishments***

- Santee Teen Center at Big Rock Park enhanced programing to included monthly presenters to engage teens in current events, hobbies, and informal education. Partnership with County Safe Destination ”SD” nights continued and provided free teen activities at the Teen Center, monthly Friday Nights at City hall and summer concerts. Received annual funding support from the Santee Parks and Recreation Committee (SPARC).
- Improved social media and digital marketing and improved website pages to enhance usability for customers
- Increased participation in the Active Older Adult 55+ program by continuing established partnerships with the Santee Library, Lantern Crest and Oasis. New programming included: Spring luncheon, additional local and regional trips, Uniform Fashion show and Senior resource Open house with transportation provided through the Santee School District from various Santee Mobile Home parks. Increased funding support from SPARC.
- Established annual park use rental policies and procedures to focus on field surface improvement and preservation. Standardized procedures and guidelines for large events use at parks, field and facilities in turn increased revenue – pickleball tourney, car show, charity walks, Chamber OTL.

- Participated in numerous outreach and promotional opportunities within the community to promote Santee Parks & Recreation including the Chamber Santee Street Fall Fair, National Night Out, military housing events and various school and PTA events
- Continued to address emerging recreation trends including pickleball, corn hole/bag toss disc golf and nature exposure
- County of San Diego Live Well partnership continued with focus to increase awareness of physical and mental wellness in the Santee community
- Coordinated with Santee Sports Council, Santee School District, and Grossmont High School District to facilitate field and tennis court use for community youth sports organizations
- Increased health and fitness related activities for all ages, and continue to promote programs to increase participation and grow recreation and wellness opportunities in the community

***FY 2020-21 Goals and Objectives***

- Continue to focus on increasing revenue and enhancing program self-sufficiency; research and pursue additional sponsorships, grants and partnerships
- Modify programming based on trends and participation, including exploring possibility of creating a schedule for Skate Park to include non-supervised and staff supervised hours and staff park monitor for evenings and weekend use at the parks to increase customer service
- Increase daily Teen Center participation and after-school bus transportation utilization
- Continue to research and implement the establishment of Senior programs at local mobile home parks as well as additional transportation options
- Finalize virtual reality promotional/marketing campaign focused on Recreation in the Santee Community highlighting Senior programs, Teen Center, and activities
- Implement picnic shelter online reservation system

# CITY OF SANTEE
## COMMUNITY SERVICES - RECREATION SERVICES

| Community Services<br>Recreation Services 1001.02.5201 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Personnel | $ 518,103 | $ 525,400 | $ 525,680 |
| Operations & Maintenance | 92,062 | 104,520 | 71,900 |
| Capital Outlay | - | - | - |
| **Grand Total** | $ 610,166 | $ 629,920 | $ 597,580 |
| **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 | 1.06 | 1.06 | 0.98 |
| **Total Positions** | 4.06 | 4.06 | 3.98 |

# CITY OF SANTEE
## COMMUNITY SERVICES - RECREATION SERVICES

| Community Services<br>Recreation Services 1001.02.5201 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **PERSONNEL COSTS** | | | | |
| Salaries & Wages - Regular | 50010 | $ 302,271 | $ 301,000 | $ 307,310 |
| Salaries & Wages - Part Time | 50020 | 74,882 | 78,820 | 84,980 |
| Overtime | 50025 | 422 | 350 | - |
| Retirement - PERS | 50050 | 33,348 | 31,190 | 30,750 |
| Retirement - Unfunded Liability | 50052 | 36,160 | 50,160 | 48,010 |
| Retirement - Part Time | 50055 | 2,083 | 2,130 | 2,730 |
| Medicare | 50060 | 5,475 | 5,510 | 5,700 |
| Health Insurance | 50070 | 50,680 | 50,970 | 41,830 |
| Dental Insurance | 50071 | 3,367 | 3,710 | 3,020 |
| OPEB Health | 50072 | 7,970 | - | - |
| Life Insurance | 50075 | 414 | 460 | 420 |
| Long Term Disability Insurance | 50076 | 1,031 | 1,100 | 930 |
| **Total Personnel** | | $ 518,103 | $ 525,400 | $ 525,680 |
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Medical Services | 51012 | $ 220 | $ 220 | $ - |
| Expert/Consulting Services | 51040 | 50,147 | 52,620 | 27,830 |
| Subscriptions/Memberships | 51104 | 230 | 240 | 240 |
| Professional Development | 51110 | 1,416 | 2,000 | 2,000 |
| Mileage Reimbursement | 51112 | - | 80 | - |
| Printing and Duplicating | 51120 | 629 | 680 | 680 |
| Telephone & Fax | 51121 | 8,647 | 9,300 | 8,900 |
| Postage | 51122 | 144 | 200 | 200 |
| Promotional Activities | 51131 | 794 | 500 | 500 |
| Banners | 51133 | 826 | 1,600 | 1,600 |
| Bank Fees | 51150 | - | - | 250 |
| Rentals/Leases - Office Equipment | 51141 | 2,291 | - | - |
| Materials & Supplies | 51160 | 5,766 | 5,230 | 3,000 |
| Transportation | 51172 | 6,769 | 13,650 | 9,000 |
| Electricity & Gas | 51180 | 11,812 | 13,300 | 13,400 |
| Water and Sewer | 51185 | 1,790 | 2,100 | 1,300 |
| Software Maintenance & Licensing | 51201 | 312 | 200 | 400 |
| Repair/Maintenance - Equipment | 51211 | 269 | 2,300 | 2,300 |
| Repair/Maintenance - Bldg & Structures | 51215 | - | 300 | 300 |
| **Total Operations & Maintenance** | | $ 92,062 | $ 104,520 | $ 71,900 |
| **Grand Total** | | $ 610,166 | $ 629,920 | $ 597,580 |

# CITY OF SANTEE
## COMMUNITY SERVICES - RECREATION SERVICES

| Community Services<br>Recreation Services 1001.02.5201 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Medical Services**<br>Medical Testing requirements for new staff. | $ 220 | $ 220 | $ - |
| **Expert/Consulting Services**<br>Graphic design contracts. | 50,147 | 52,620 | 27,830 |
| **Subscriptions/Memberships**<br>Recreation Manager, Supervisor, and Coordinators; memberships in the CA Parks and Recreation Society, National Recreation and Park Association and other professional organizations. Publications and resource materials which address relevant issues in the industry. | 230 | 240 | 240 |
| **Professional Development**<br>Staff training, required CPR and First aid, and recreation programming seminars. | 1,416 | 2,000 | 2,000 |
| **Mileage Reimbursement**<br>Mileage reimbursement for use of personal vehicles while on City business if pool car is not available. | - | 80 | - |
| **Printing and Duplicating**<br>Routine copying, printing, and purchase of materials and portion of department copier contract. | 629 | 680 | 680 |
| **Telephone & Fax**<br>Telephone and fax charges. | 8,647 | 9,300 | 8,900 |
| **Postage**<br>Mailing fees - stamps, express mail, metered postage. | 144 | 200 | 200 |
| **Promotional Activities**<br>Program promotions and marketing. | 794 | 500 | 500 |
| **Banners**<br>Installing/removing, storing, purchasing/cleaning, and repairing of banners. | 826 | 1,600 | 1,600 |
| **Bank Fees**<br>Activenet transaction and Processing fees. | - | - | 250 |
| **Rentals/Leases - Office Equipment**<br>Copier lease charges. | 2,291 | - | - |
| **Materials & Supplies**<br>Office supplies and misc. recreation division supplies. | 5,766 | 5,230 | 3,000 |

# CITY OF SANTEE
## COMMUNITY SERVICES - RECREATION SERVICES

| Community Services<br>Recreation Services 1001.02.5201 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS (Continued)** | | | |
| **Transportation**<br>Transportation services provided by the Santee School District to students in grades 6-8; will be offset by revenue. | $ 6,769 | $ 13,650 | $ 9,000 |
| **Electricity & Gas**<br>Allocated electricity and gas charges. | 11,812 | 13,300 | 13,400 |
| **Water and Sewer**<br>Allocated water and sewer charges. | 1,790 | 2,100 | 1,300 |
| **Software Maintenance & Licensing**<br>Annual licensing fee for software used to create city wide publicity materials, signs, banners, etc. | 312 | 200 | 400 |
| **Repair/Maintenance - Equipment**<br>Repairs and maintenance for computers, copiers, printers, typewriters, and other office equipment not covered under warranty. This appropriation also provides for the department's share of the copier pooled maintenance agreement. | 269 | 2,300 | 2,300 |
| **Repair/Maintenance - Bldg & Structures**<br>Fire and security alarm services and inspections, pest control, and necessary repairs. | - | 300 | 300 |
| **Total Operations & Maintenance** | $ 92,062 | $ 104,520 | $ 71,900 |

# CITY OF SANTEE
## COMMUNITY SERVICES – SPECIAL EVENTS

### ***Program Description***

The Recreation Services Division Special Events provides events throughout the year for the Santee community serving over 75,000 participants each year. 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, and oath-of-office ceremonies.

### ***FY 2019-20 Accomplishments***

- Hosted new event - Santee Sunset 5k
- Supported US Olympic Race Walk trials
- Hosted Santee Celebrates America flag relay
- Hosted Mast Park grand reopening
- Established co-host partnership with Entercom for Fido Fest
- Integrated Santee brand/logo "Do More Due East" into all events
- Integrated Santee's 40th birthday into all events
- Increased social media & digital marketing outreach
- Broadened the scope of the Square point of sales system by utilizing the system for Santee Sunset 5K registration
- Utilized over 2,000 hours of volunteer service to implement events
- Organized the 10th annual Bluegrass Festival (see narrative in Recreation Revolving Fund)

### ***FY 2020-21 Goals and Objectives***

- Continue to provide, grow, and enhance existing community events
- Research opportunities to increase revenue for funding community events
- Continue to build partnerships with businesses in Santee
- Continue to integrate the Santee brand and city 40th birthday celebration into events
- Coordinate Weston Park grand opening
- Continue to boost social media & digital marketing presence while integrating the new city brand
- Assist in coordination of Oath of Office in December 2020
- Provide safe, secure, and family friendly events that create lasting memories and traditions
- Continue to increase our emergency protocol and plans while working with the Fire and Sheriff Department
- Expand Santee Sunset 5K and increase participants
- Continue utilizing and expand use of Square point of sale system to create easy process for participants, sponsors, and vendors

# CITY OF SANTEE
## COMMUNITY SERVICES - SPECIAL EVENTS

| Community Services Special Events 1001.02.5309 | FY 2018-19 Actual | FY 2019-20 Amended | FY 2020-21 Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Personnel | $ 120,753 | $ 86,960 | $ 57,900 |
| Operations & Maintenance | 142,114 | 177,600 | 159,150 |
| **Grand Total** | $ 262,867 | $ 264,560 | $ 217,050 |
| **SUMMARY OF FUNDED POSITIONS** | | | |
| Recreation Coordinator | 0.85 | 0.85 | - |
| **Total Positions** | 0.85 | 0.85 | - |

# CITY OF SANTEE
## COMMUNITY SERVICES - SPECIAL EVENTS

| Community Services Special Events 1001.02.5309 | | FY 2018-19 Actual | FY 2019-20 Amended | FY 2020-21 Adopted |
|---|---|---|---|---|
| **PERSONNEL COSTS** | | | | |
| Salaries & Wages - Regular | 50010 | $ 44,697 | $ 15,500 | $ - |
| Salaries & Wages - Part Time | 50020 | 45,279 | 54,410 | 54,920 |
| Retirement - PERS | 50050 | 3,139 | 1,170 | 240 |
| Retirement - Unfunded Liability | 50052 | 6,110 | 7,250 | - |
| Retirement - Part Time | 50055 | 1,446 | 1,950 | 1,950 |
| Medicare | 50060 | 1,224 | 1,020 | 790 |
| Health Insurance | 50070 | 16,137 | 5,220 | - |
| Dental Insurance | 50071 | 1,079 | 360 | - |
| OPEB Health | 50072 | 1,400 | - | - |
| Life Insurance | 50075 | 87 | 30 | - |
| Long Term Disability Insurance | 50076 | 155 | 50 | - |
| **Total Personnel** | | $ 120,753 | $ 86,960 | $ 57,900 |
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Medical Services | 51012 | $ - | $ 200 | $ 200 |
| Expert/Consulting Services | 51040 | 125 | 300 | 300 |
| Permits/Insurance | 51041 | 23,985 | 24,000 | 24,000 |
| Subscription/Memberships | 51104 | 2,369 | 2,450 | 2,500 |
| Professional Development | 51110 | 3,525 | 3,600 | 3,600 |
| Telephone & Fax | 51121 | 617 | 700 | 600 |
| Postage | 51122 | 100 | 150 | 150 |
| Promotional Activities | 51131 | 4,755 | 10,400 | 8,400 |
| Banners | 51133 | 8,964 | 11,500 | 11,500 |
| Bank Fees | 51150 | 349 | 500 | 500 |
| Contract Services | 51155 | 74,497 | 79,500 | 75,000 |
| Other Services - SD County Sheriff | 51156 | - | 12,400 | 6,300 |
| Materials and Supplies | 51160 | 10,497 | 12,000 | 11,900 |
| Recreational Supplies | 51164 | 3,297 | 4,200 | 4,200 |
| Equipment Rental | 51191 | 9,034 | 15,700 | 10,000 |
| **Total Operations & Maintenance** | | $ 142,114 | $ 177,600 | $ 159,150 |
| **Grand Total** | | $ 262,867 | $ 264,560 | $ 217,050 |

# CITY OF SANTEE
## COMMUNITY SERVICES - SPECIAL EVENTS

| Community Services<br>Special Events 1001.02.5309 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Medical Services**<br>As needed for testing requirements. | $ - | $ 200 | $ 200 |
| **Expert/Consulting Services**<br>CPR and 1st aid training. | 125 | 300 | 300 |
| **Permits/Insurance**<br>Health fees/permits, ABC fees/permits, Right of Entry fees/permits and additional event insurance. | 23,985 | 24,000 | 24,000 |
| **Subscription/Memberships**<br>ASCAP, BMI and SESAC music licensing fees. | 2,369 | 2,450 | 2,500 |
| **Professional Development**<br>Membership and conference expenses for special event or sponsorship of specific organizations. | 3,525 | 3,600 | 3,600 |
| **Telephone & Fax**<br>Telephone and related expenses. | 617 | 700 | 600 |
| **Postage**<br>Mailing sponsorship packages and division mail. | 100 | 150 | 150 |
| **Promotional Activities**<br>Printing of promotional materials such as posters and flyers and the price of ads taken out in local papers to advertise events. | 4,755 | 10,400 | 8,400 |
| **Banners**<br>Includes purchasing, installing, removing, storing, cleaning, and repairing banners. | 8,964 | 11,500 | 11,500 |
| **Bank Fees**<br>Processing fees incurred by Square and Active Net point of sale systems. | 349 | 500 | 500 |
| **Contract Services**<br>Contracts such as entertainers, lights, sound, bands for events, rides, service providers, pest control services and 4th of July fireworks. | 74,497 | 79,500 | 75,000 |
| **Other Services - SD County Sheriff** | - | 12,400 | 6,300 |
| **Materials & Supplies**<br>Decorations, staff shirts, name tags, water, tape, cords, and other general event supplies. | 10,497 | 12,000 | 11,900 |

# CITY OF SANTEE
## COMMUNITY SERVICES - SPECIAL EVENTS

| Community Services<br>Special Events 1001.02.5309 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS (continued)** | | | |
| **Recreational Supplies**<br>Purchase and replacement of items such as canopies, tables, and event fence. | $ 3,297 | $ 4,200 | $ 4,200 |
| **Equipment Rental**<br>Rental of equipment such as stages, generators, canopies, tables, chairs, trucks, and portable toilets. | 9,034 | 15,700 | 10,000 |
| **Total Operations & Maintenance** | $ 142,114 | $ 177,600 | $ 159,150 |

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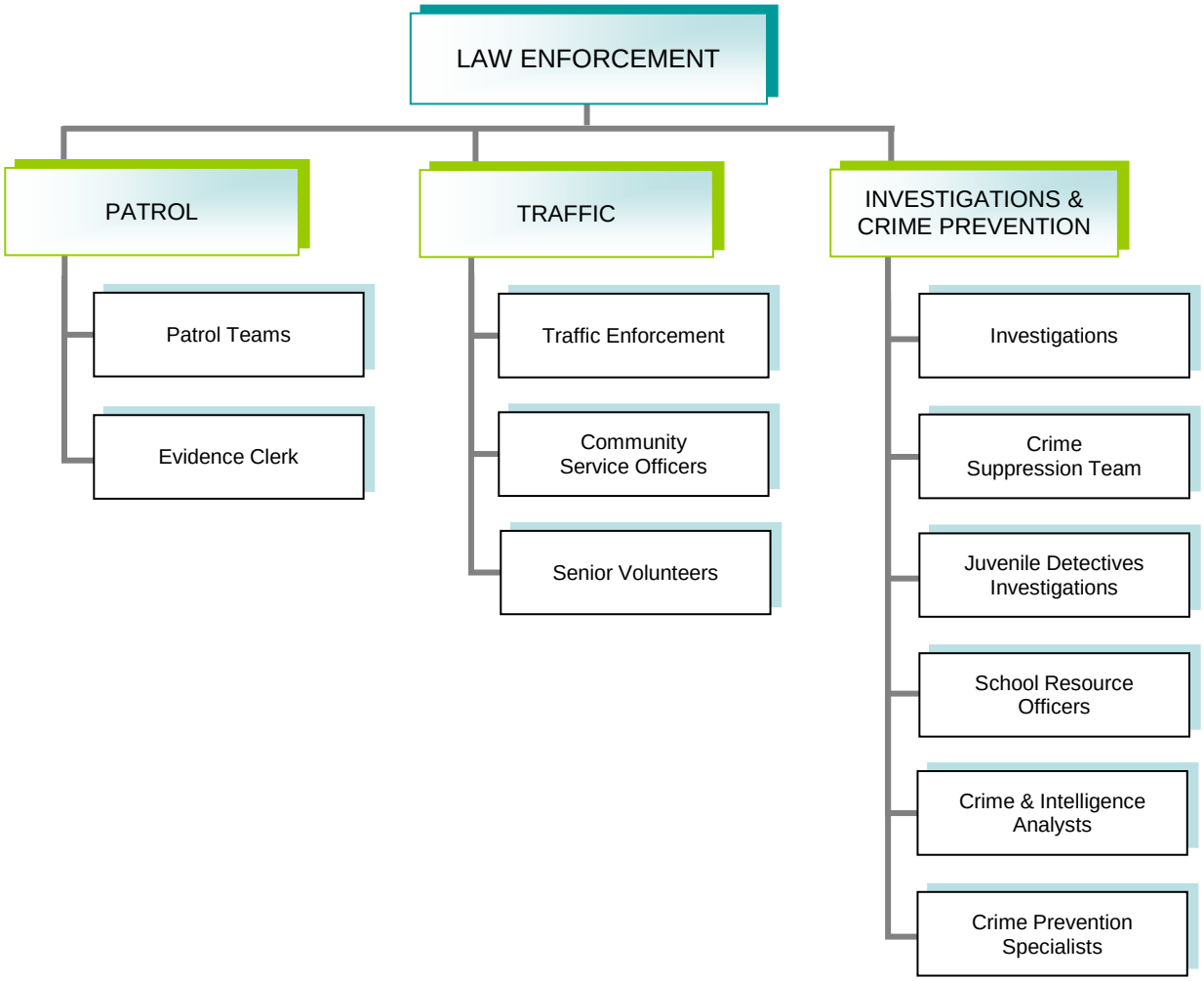
# CITY OF SANTEE
## LAW ENFORCEMENT



# CITY OF SANTEE
## 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.

### ***FY 2019-20 Accomplishments***

- Expanded homeless outreach efforts and took a comprehensive approach to managing issues related to homelessness by working with the East County Homeless Task Force and neighboring municipalities by conducting multiagency outreach events
- Increased traffic enforcement in areas with higher levels of violations and safety concerns
- Worked with retailers to establish best practices that maximized communication with law enforcement and created a shopping environment that deterred theft – a strategy known as Crime Prevention through Environmental Design
- Increased use of social media platforms such as NextDoor and Twitter to enhance communication with the community
- Increased foot patrols in City parks, the San Diego riverbed and retail areas to build community relationships, protect the environment and deter criminal activity
- Lowered the crime rate in Santee for 2019
- Had Sheriff onsite presence at all City Special Events in response to increased active shooter related events in the U.S.
- Supported juvenile service programs in Santee, such as SD Nights (short for Safe Destination Nights), which provides safe places where teens can hang out during critical hours

### ***FY 2020-21 Goals and Objectives***

- Work in collaboration with the City on the impacts from the COVID-19 pandemic
- Continue to aid in homeless outreach efforts by working with the East County Homeless Task Force, the County's Health and Human Services Agency (HHSA), neighboring municipalities, and continue to assist with multiagency outreach events
- With the assistance of the Office of Traffic Safety grant, increase traffic enforcement through distracted driving details, DUI checkpoints and education to the public with teen driver awareness courses
- Work with the Retail Theft Collaborative, which consists of local business owners, store managers and loss prevention staff, to foster best practices and maximize communication with law enforcement in an effort to prevent and deter theft
- Continue to have a presence on social media platforms to enhance communication with the community
- Work with Metropolitan Transit System and the Joint Trolley Task Force to address and deter criminal activity on and around the trolley platform at Town Center Parkway
- Continue collaboration between the City and County in pursuit of a new Public Safety Center to include a new Sheriff Substation, City Fire Station and integrated administrative areas
- Continue to bring regional juvenile programs, such as SD nights and STAR PAL, to Santee to provide opportunities and resources for our youth

# CITY OF SANTEE
## LAW ENFORCEMENT SERVICES

| Law Enforcement Services<br>County of San Diego 1001.00.2101 & 1001.00.2102 | FY 2018-19 Actual | FY 2019-20 Amended | FY 2020-21 Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Operations & Maintenance | $ 14,565,700 | $ 15,398,450 | $ 16,061,050 |
| Grants | - | - | - |
| **Grand Total** | $ 14,565,700 | $ 15,398,450 | $ 16,061,050 |

| **EXPENDITURES** | | | | |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Expert/Consulting Services | 51040 | $ 47,278 | $ 50,000 | $ 50,000 |
| Printing & Duplicating | 51120 | 2,218 | 2,000 | 2,000 |
| Telephone & Fax | 51121 | - | - | - |
| Contract Services - SD County Sheriff | 51152 | 14,304,096 | 15,090,000 | 15,843,750 |
| Other Contract Services | 51155 | 150,000 | 190,000 | 99,750 |
| Materials & Supplies | 51160 | 108 | 250 | 250 |
| Electricity & Gas | 51180 | 4,745 | 5,400 | 5,200 |
| Custodial Services | 51210 | 3,218 | 3,300 | 3,100 |
| Repair/Maint - Bldg & Structures | 51215 | - | 2,500 | 2,000 |
| Communication Charges | 51332 | 54,036 | 55,000 | 55,000 |
| **Total Operations & Maintenance** | | $ 14,565,700 | $ 15,398,450 | $ 16,061,050 |
| **Grand Total** | | $ 14,565,700 | $ 15,398,450 | $ 16,061,050 |

# CITY OF SANTEE
## LAW ENFORCEMENT SERVICES

| Law Enforcement Services<br>County of San Diego 1001.00.2101 & 1001.00.2102 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Expert/Consulting Services**<br>This account provides law enforcement support services for the Automated Regional Justice Information System (ARJIS) and the California Identification (Cal-ID) Program. | $ 47,278 | $ 50,000 | $ 50,000 |
| **Printing and Duplicating**<br>This account provides funding for the printing of courtesy notices, parking citations and towing notices for illegally parked vehicles. | 2,218 | 2,000 | 2,000 |
| **Contract Services - SD County Sheriff**<br>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 contract amount is partially funded with $157,265 of State Supplemental Law Enforcement Services Funds in addition to the amounts reflected here. Staffing in FY 2020-21 is reflected as follows:<br>Twenty-eight (28) general law enforcement patrol<br>Four (4) patrol sergeants<br>Five (5) traffic investigation and enforcement deputies<br>One (1) traffic sergeant<br>One (1) motorcycle deputy<br>Four (4) crime suppression COPPS deputies<br>Seven (7) detectives<br>One (1) detective sergeant<br>Two (2) community service officers (CSOs) | 14,304,096 | 15,090,000 | 15,843,750 |
| **Other Contract Services - SD County Sheriff**<br>This appropriation provides funds to help support two Grossmont Union High School District School Resource Officers, one each at Santana High School and West Hills High School. | 150,000 | 190,000 | 99,750 |
| **Materials & Supplies**<br>This account provides funds to purchase materials and supplies for law enforcement related functions, including RSVP activities and Community Oriented Policing Committee (COMPOC) meetings. | 108 | 250 | 250 |

# CITY OF SANTEE
## LAW ENFORCEMENT SERVICES

| Law Enforcement Services<br>County of San Diego 1001.00.2101 & 1001.00.2102 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS (Continued)** | | | |
| **Electricity & Gas**<br>This appropriation provides funding for the cost of gas and electricity for the Community Safety Center located in Trolley Square. | $ 4,745 | $ 5,400 | $ 5,200 |
| **Custodial Services**<br>This appropriation provides for janitorial services at the Community Safety Center located in Trolley Square. | 3,218 | 3,300 | 3,100 |
| **Repair/Maintenance - Building & Structures**<br>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. | - | 2,500 | 2,000 |
| **Communication Charges**<br>This appropriation provides funds for the County of San Diego 800MHZ Regional Communication System, including radio and mobile data terminal charges. | 54,036 | 55,000 | 55,000 |
| **Total Operations & Maintenance** | $14,565,700 | $15,398,450 | $16,061,050 |

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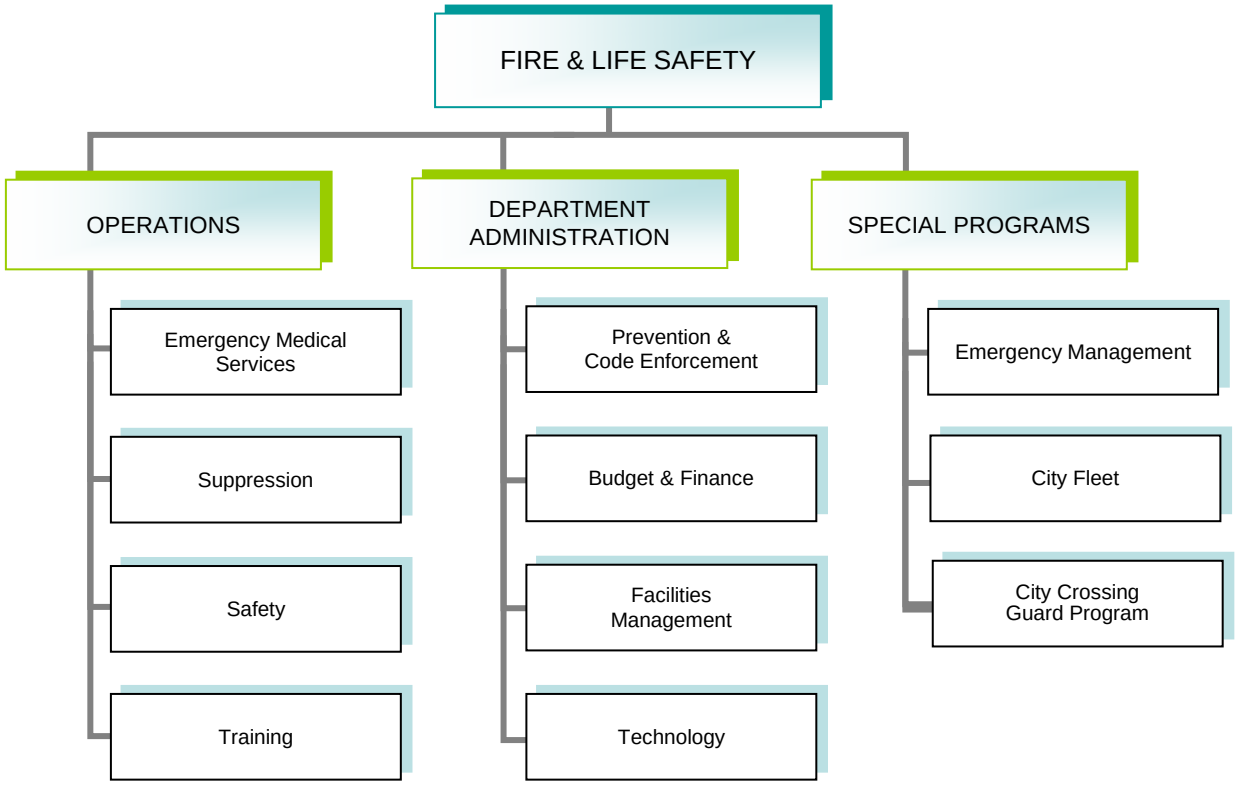
# CITY OF SANTEE
## FIRE AND LIFE SAFETY



# CITY OF SANTEE
## FIRE AND LIFE SAFETY SUMMARY

| | FY 2018-19 Actual | FY 2019-20 Amended | FY 2020-21 Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Administration | $ 808,527 | $ 882,590 | $ 902,540 |
| Emergency Operations | 9,394,229 | 9,305,270 | 9,554,370 |
| Emergency Medical | 3,200,116 | 3,334,200 | 3,496,350 |
| Emergency Preparedness | 21,180 | 26,330 | 28,490 |
| Fleet Operations and Maintenance | 316,452 | 398,600 | 372,570 |
| Fire Grants | - | - | |
| **Total** | $ 13,740,504 | $ 13,946,990 | $ 14,354,320 |
| **SUMMARY OF FUNDED POSITIONS** | | | |
| Administration | 4.05 | 4.05 | 4.05 |
| Emergency Operations | 38.30 | 41.30 | 41.30 |
| Emergency Medical | 13.95 | 13.95 | 13.95 |
| Fleet Operations and Maintenance | 1.30 | 1.30 | 1.30 |
| **Total** | 57.60 | 60.60 | 60.60 |

# CITY OF SANTEE
## FIRE AND LIFE SAFETY – ADMINISTRATION

***Mission Statement***

We protect life and property in our community through aggressive fire suppression, public education and emergency medical services (EMS), with leadership and professionalism.

***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 2019-20 Accomplishments***

- Completed the Building 5 counter installation for employee safety and as an element of ADA upgrades to the City Hall complex
- Identified a mid-term site (5-10 yrs.) for the Heartland Communications Facility Authority (HCFA).

***FY 2020-21 Goals and Objectives***

- Identify a long-term site (30-50 yrs.) for the Heartland Communications Facility Authority (HCFA)
- Transition our Crossing Guard program to the Santee School District
- Study the changing status and role of fire departments and EMS delivery systems to provide the most efficient and effective service to the community

# CITY OF SANTEE
## FIRE AND LIFE SAFETY - ADMINISTRATION

| Fire & Life Safety<br>Fire Administration 1001.03.2201 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Personnel | $ 762,567 | $ 818,350 | $ 845,660 |
| Operations & Maintenance | 45,960 | 64,240 | 56,880 |
| Capital Outlay | - | - | - |
| **Grand Total** | $ 808,527 | $ 882,590 | $ 902,540 |
| **SUMMARY OF 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 |
| Management Assistant | 0.70 | 0.70 | - |
| Management Analyst | - | - | 0.70 |
| Administrative Secretary | 0.80 | 0.80 | 0.80 |
| **Total Positions** | 4.05 | 4.05 | 4.05 |

# CITY OF SANTEE
## FIRE AND LIFE SAFETY - ADMINISTRATION

| Fire & Life Safety<br>Fire Administration 1001.03.2201 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **PERSONNEL COSTS** | | | | |
| Salary & Wages - Regular | 50010 | $ 484,119 | $ 493,830 | $ 520,490 |
| Salary & Wages - Part Time | 50020 | 16,445 | 59,770 | 29,810 |
| Overtime | 50025 | 8,255 | 3,750 | 3,850 |
| Retirement - PERS | 50050 | 71,907 | 80,810 | 93,320 |
| Retirement - Unfunded Liability | 50052 | 90,010 | 109,410 | 127,090 |
| Retirement - Part Time | 50055 | 617 | 2,240 | 1,120 |
| Medicare | 50060 | 7,378 | 8,090 | 8,050 |
| Health Insurance | 50070 | 49,063 | 50,010 | 51,580 |
| Dental Insurance | 50071 | 3,329 | 3,640 | 3,620 |
| OPEB Health | 50072 | 8,220 | - | - |
| Life Insurance | 50075 | 414 | 420 | 420 |
| Long Term Disability | 50076 | 1,246 | 1,380 | 1,310 |
| Workers Comp Insurance | 50080 | 21,565 | 5,000 | 5,000 |
| **Total Personnel** | | $ 762,567 | $ 818,350 | $ 845,660 |
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Medical Services | 51012 | $ 128 | $ 940 | $ 500 |
| Expert/Consulting Services | 51040 | 12,541 | 22,380 | 19,280 |
| Subscriptions/Memberships | 51104 | 2,206 | 2,790 | 4,420 |
| Professional Development | 51110 | 6,639 | 8,860 | 4,600 |
| Mileage Reimbursement | 51112 | - | 250 | - |
| Printing & Duplicating | 51120 | 72 | 300 | 300 |
| Telephone & Fax | 51121 | 5,128 | 5,400 | 7,760 |
| Postage | 51122 | 727 | 1,100 | 1,100 |
| Rentals/Leases- Office Equipment | 51141 | 2,192 | - | - |
| Materials and Supplies | 51160 | 8,824 | 10,730 | 10,730 |
| Materials & Supplies - Crossing Guards | 51161 | 110 | 950 | 300 |
| Wearing Apparel | 51165 | 2,999 | 4,800 | 2,200 |
| Electricity & Gas | 51180 | 4,143 | 4,600 | 4,500 |
| Repair/Maintenance - Equipment | 51211 | 250 | 1,140 | 1,190 |
| **Total Operations & Maintenance** | | $ 45,960 | $ 64,240 | $ 56,880 |
| **Grand Total** | | $ 808,527 | $ 882,590 | $ 902,540 |

# CITY OF SANTEE
## FIRE AND LIFE SAFETY - ADMINISTRATION

| Fire & Life Safety<br>Fire Administration 1001.03.2201 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Medical Services**<br>This account provides funds for required annual respirator physicals for Fire Chief and Deputy Fire Chief. | $ 128 | $ 940 | $ 500 |
| **Expert/Consulting Services**<br>This account provides funds for the Fire Benefit Fee consultant, fire inspection billing service, annual license for training/online risk management program, the Junior Firesetter Intervention Program, and public hearing advertisements. | 12,541 | 22,380 | 19,280 |
| **Subscriptions/Memberships**<br>This appropriation will provide for professional memberships for Chief Officers, Fire Marshal, and Fire Administration staff. | 2,206 | 2,790 | 4,420 |
| **Professional Development**<br>This appropriation will allow for attendance of professional conferences, classes and various training seminars by Chief Officers and Fire Marshal. | 6,639 | 8,860 | 4,600 |
| **Mileage Reimbursement**<br>This account provides for reimbursement of the expense of using a personal vehicle in the performance of assigned duties. | - | 250 | - |
| **Printing & Duplicating**<br>This account provides funds for the printing of various forms, business cards and other miscellaneous printing needs for Fire Administration. | 72 | 300 | 300 |
| **Telephone & Fax**<br>This appropriation will fund the cost of telephones for Fire Administration staff. | 5,128 | 5,400 | 7,760 |
| **Postage**<br>This account provides funds for postage and shipping charges utilized by Fire Administration. | 727 | 1,100 | 1,100 |
| **Rentals/Leases - Office Equipment**<br>This account is for the Fire Administration copier lease. (This appropriation has been eliminated in FY 19/20 as department no longer leases a copier). | 2,192 | - | - |
| **Materials & Supplies**<br>This account provides funds for the purchase of miscellaneous materials and supplies utilized by Fire Administration and Fire Prevention. | 8,824 | 10,730 | 10,730 |

# CITY OF SANTEE
## FIRE AND LIFE SAFETY - ADMINISTRATION

| Fire & Life Safety<br>Fire Administration 1001.03.2201 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS (Continued)** | | | |
| **Materials & Supplies - Crossing Guards**<br>This account will provide funds for the School Crossing Guard Program for safety apparel, stop signs, and other related items. | $ 110 | $ 950 | $ 300 |
| **Wearing Apparel**<br>This account provides for uniforms for the Fire Chief, Deputy Fire Chief, Fire Marshal, and Fire Inspector. | 2,999 | 4,800 | 2,200 |
| **Electricity & Gas**<br>This appropriation provides for Fire Administration's share of gas and electricity at City Hall. | 4,143 | 4,600 | 4,500 |
| **Repair/Maintenance - Equipment**<br>This appropriation provides for AED service agreement on defibrillators in City facilities, and as-needed repair of copier and small office equipment. This appropriation also provides for the department's share of the copier pooled maintenance agreement. | 250 | 1,140 | 1,190 |
| **Total Operations & Maintenance** | $ 45,960 | $ 64,240 | $ 56,880 |

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### ***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 the coordination of safety, training activities and the utilization of current information technology. Emergency response personnel also add value by providing public education and performing commercial occupancy fire code inspections.

### ***FY 2019-20 Accomplishments***

- Purchased six additional portable radios with grant funds
- Purchased ballistic personal protective equipment through State Homeland Security Grant reallocated grant funds
- Sponsored an in-house Fire Academy for new hire Firefighter Paramedics

### ***FY 2020-21 Goals and Objectives***

- Continue to develop the City's Emergency Operations Center through training, table-top exercises, and full simulations
- Continue the replacement of all aged firefighter brush clothing and turnout clothing with modern garments that will better protect personnel from heat and fire exposure
- Continue to monitor chute times, with the goal of improving fire department overall response times
- Continue research options for new records management system with the County of San Diego
- Complete a standards of coverage survey to ensure future fire stations and apparatus are appropriately positioned for current and future city growth
- Identify options for replacing or remodeling Fire Station 4, to include drawings and artist renderings

# CITY OF SANTEE
## FIRE AND LIFE SAFETY - EMERGENCY OPERATIONS

| General Government<br>Emergency Operations 1001.03.2202 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Personnel | $ 8,785,295 | $ 8,585,260 | $ 8,850,860 |
| Operations & Maintenance | 564,704 | 720,010 | 677,400 |
| Capital Outlay | 44,231 | - | 26,110 |
| **Grand Total** | $ 9,394,229 | $ 9,305,270 | $ 9,554,370 |
| **SUMMARY OF FUNDED POSITIONS** | | | |
| Battalion Chief | 2.40 | 2.40 | 2.40 |
| Fire Captain | 11.90 | 11.90 | 11.90 |
| Fire Engineer | 12.00 | 12.00 | 12.00 |
| Firefighter Paramedic | 12.00 | 12.00 | 15.00 |
| **Total Positions** | 38.30 | 38.30 | 41.30 |

# CITY OF SANTEE
## FIRE AND LIFE SAFETY - EMERGENCY OPERATIONS

| General Government<br>Emergency Operations 1001.03.2202 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **PERSONNEL COSTS** | | | | |
| Salaries & Wages - Regular | 50010 | $ 3,658,010 | $ 4,127,490 | $ 4,255,370 |
| Acting Pay | 50011 | 14,509 | 11,000 | 13,000 |
| FLSA | 50012 | 86,982 | 101,230 | 104,590 |
| Overtime | 50025 | 1,267,209 | 732,480 | 755,400 |
| Overtime - Acting Pay | 50027 | 165,549 | 131,100 | 130,690 |
| Overtime - Reimbursable | 50028 | 271,246 | 250,820 | 104,760 |
| Preceptor/Mentor Pay | 50033 | - | 7,500 | 7,000 |
| Longevity Certification Pay | 50034 | - | 41,620 | 41,620 |
| Sick Leave Buy Back | 50036 | 5,692 | 5,750 | 3,260 |
| Clothing Allowance | 50041 | 22,758 | 22,950 | 25,720 |
| 2% RHSA | 50045 | 66,361 | 75,630 | 78,070 |
| Retirement - PERS | 50050 | 756,064 | 798,580 | 873,370 |
| Retirement - Unfunded Liability | 50052 | 906,110 | 1,115,130 | 1,294,810 |
| Medicare | 50060 | 76,638 | 77,060 | 77,280 |
| Health Insurance | 50070 | 678,582 | 727,820 | 727,060 |
| Dental Insurance | 50071 | 39,878 | 41,020 | 39,610 |
| OPEB Health | 50072 | 319,740 | - | - |
| Life Insurance | 50075 | 3,720 | 4,270 | 4,320 |
| Long Term Disability Insurance | 50076 | 10,859 | 13,810 | 14,930 |
| Workers Compensation Insurance | 50080 | 435,388 | 300,000 | 300,000 |
| Unemployment Insurance | 50081 | - | - | |
| **Total Personnel** | | $ 8,785,295 | $ 8,585,260 | $ 8,850,860 |
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Medical Services | 51012 | $ 10,747 | $ 14,370 | $ 12,970 |
| Expert/Consulting Services | 51040 | 26,244 | 36,000 | 37,600 |
| Governmental Purposes | 51101 | 1,239 | 2,000 | 2,000 |
| Professional Development | 51110 | 400 | 2,840 | 2,840 |
| Training & Developments - FTES | 51114 | 15,017 | 15,000 | 15,000 |
| Telephone & Fax | 51121 | 12,813 | 13,900 | 12,500 |
| Rentals/Leases - Office Equipment | 51141 | - | 5,650 | 5,650 |
| Materials & Supplies | 51160 | 46,258 | 55,400 | 52,110 |
| Wearing Apparel | 51165 | 46,906 | 140,270 | 100,490 |
| Electricity & Gas | 51180 | 41,951 | 46,500 | 47,000 |
| Water & Sewer | 51185 | 10,328 | 11,560 | 11,160 |
| Repair/Maintenance - Equipment | 51211 | 12,909 | 24,580 | 22,830 |
| Heartland Communications Facility Auth. | 51330 | 201,540 | 197,290 | 203,320 |
| Heartland Training Authority | 51331 | 50,811 | 49,380 | 49,380 |
| Communication Charges | 51332 | 28,504 | 30,860 | 23,680 |
| Agency Reimbursements | 51335 | 47,923 | 51,940 | 56,370 |
| Fitness Equipment/Education | 51360 | 11,115 | 22,470 | 22,500 |
| **Total Operations & Maintenance** | | $ 564,704 | $ 720,010 | $ 677,400 |
| **CAPITAL OUTLAY COSTS** | | | | |
| Communication Equipment | 60050 | $ - | $ - | $ 18,610 |
| Other Capital Outlay | 60099 | 44,231 | - | 7,500 |
| **Total Capital Outlay** | | $ 44,231 | $ - | $ 26,110 |
| **Grand Total** | | $ 9,394,229 | $ 9,305,270 | $ 9,554,370 |

# CITY OF SANTEE
## FIRE AND LIFE SAFETY - EMERGENCY OPERATIONS

| General Government<br>Emergency Operations 1001.03.2202 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Medical Services**<br>This account provides for required annual respirator physicals, DMV physicals, vaccinations, first aid claims and pre-placement physicals for new firefighter/paramedics. | $ 10,747 | $ 14,370 | $ 12,970 |
| **Expert/Consulting Services**<br>This account provides funds for various contracts and services including TIP (Trauma Intervention Program), OSHA required ladder testing, fire hose testing, maintenance agreement for 4 Zoll monitors, peer support program, annual County hazardous materials permits and miscellaneous contracts associated with hazardous waste disposal, software support service and other highly technical equipment. | 26,244 | 36,000 | 37,600 |
| **Other Governmental Purposes**<br>This account provides funds for expenses associated with emergencies, including meals, fluid replacement and unforeseen materials and supplies required to mitigate emergencies. | 1,239 | 2,000 | 2,000 |
| **Professional Development**<br>This account will fund department-wide training activities, registration fees, travel and lodging associated with attendance of professional conferences and various training seminars by personnel. | 400 | 2,840 | 2,840 |
| **Training & Development - FTEs**<br>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. | 15,017 | 15,000 | 15,000 |
| **Telephone & Fax**<br>This account provides funds for various phone charges, including emergency lines, cellular phones and T-1 lines at Fire Stations 4 and 5. | 12,813 | 13,900 | 12,500 |
| **Rentals/Leases - Office Equipment**<br>This account provides funds for the leased copiers at Fire Stations 4 and 5 (split 75% / 25% between 2202 and 2203). | - | 5,650 | 5,650 |
| **Materials & Supplies**<br>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. | 46,258 | 55,400 | 52,110 |
| **Wearing Apparel**<br>This account provides funds for the purchase of protective clothing, safety equipment and firefighter uniforms. | 46,906 | 140,270 | 100,490 |

# CITY OF SANTEE
## FIRE AND LIFE SAFETY - EMERGENCY OPERATIONS

| General Government<br>Emergency Operations 1001.03.2202 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS (Continued)** | | | |
| **Electricity & Gas**<br>This appropriation will fund the cost of electricity and gas allocated for Fire Stations 4 and 5. | $ 41,951 | $ 46,500 | $ 47,000 |
| **Water & Sewer**<br>This appropriation will fund the cost of water and sewer allocated for Fire Stations 4 and 5. | 10,328 | 11,560 | 11,160 |
| **Repair/Maintenance - Equipment**<br>This account will provide funds for repair and maintenance of equipment at Fire Stations 4 and 5. This account also provides funds for radio maintenance and repair services. | 12,909 | 24,580 | 22,830 |
| **Heartland Communications Facility Authority**<br>Heartland Communication Facility Authority operational cost and required CIP contribution. 45% of this amount is budgeted in the Emergency Medical (CSA 69) budget. | 201,540 | 197,290 | 203,320 |
| **Heartland Training Authority**<br>Heartland Training Facility operational & lease costs. | 50,811 | 49,380 | 49,380 |
| **Communication Charges**<br>Regional Communication System radio user charges, pager service, mobile hot spot access fees. | 28,504 | 30,860 | 23,680 |
| **Agency Reimbursements**<br>This account provides funds for the City's participation in the County JPA for the Joint Hazardous Material Incident Response Team Program. | 47,923 | 51,940 | 56,370 |
| **Fitness Equipment/Education**<br>Fitness equipment and education as dictated by the Firefighter MOU. | 11,115 | 22,470 | 22,500 |
| **Total Operations & Maintenance** | $ 564,704 | $ 720,010 | $ 677,400 |
| **CAPITAL OUTLAY COSTS** | | | |
| **Communication Equipment**<br>This appropriation provides funding for two (2) additional satellite units for the alerting system at Station 5, turnout timers for Stations 4 & 5, and replacement communication equipment. | $ - | $ - | $ 18,610 |
| **Other Capital Outlay**<br>This appropriation provides for replacement of one (1) thermal imaging camera. | 44,231 | - | 7,500 |
| **Total Capital Outlay** | $ 44,231 | $ - | $ 26,110 |

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### ***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 Advanced Life Support (ALS) patient care in the treatment of medical illness or traumatic injury. This budget provides funding for all ALS services including, but not limited to: ALS and Basic Life Support (BLS) training consistent with State and local laws, as well as County of San Diego policies; ambulance procurement, maintenance and repair; medical supplies; employee health, safety and wellness programs; ALS and BLS equipment maintenance and repair; community education and public relations programs; personnel costs associated with the delivery of EMS provided by the Santee Fire Department. The program is funded through reimbursement to the City General Fund from County Service Area 69 (CSA-69).

### ***FY 2019-20 Accomplishments***

- Transitioned to in-house continuing education provider
- Continued to pursue implementing additional transport unit(s) in the CSA
- Hosted joint EMS meeting with Lakeside Fire
- Ensure billing compliance with Image Trend exceeds previous model
- Developed an on-going EMS training calendar
- Placed new paramedic ambulance into service

### ***FY 2020-21 Goal and Objectives***

- Develop periodic video-based EMS training
- Research the feasibility of tiered dispatching
- Implementation of comprehensive Quality Assurance and Improvement program
- Implementation of biometric narcotic storage and tracking
- Conduct a 5$^{th}$ transport ambulance trial study
- Continue support of County increasing non-resident transport fees
- Fully deploy designated infection control officer
- Complete new EMS supplies bid
- Deploy Automatic CPR boards on each front-line apparatus
- Implement a customer satisfaction survey program
- Re-chassis 2 medic units and put in service as front-line apparatus

# CITY OF SANTEE
## FIRE AND LIFE SAFETY - EMERGENCY MEDICAL

| Fire & Life Safety<br>Emergency Medical 1001.03.2203 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Personnel | $ 2,595,683 | $ 2,560,400 | $ 2,710,240 |
| Operations & Maintenance | 526,925 | 707,800 | 716,860 |
| Capital Outlay | 77,508 | 66,000 | 69,250 |
| **Grand Total** | $ 3,200,116 | $ 3,334,200 | $ 3,496,350 |
| **SUMMARY OF FUNDED POSITIONS** | | | |
| Battalion Chief | 0.60 | 0.60 | 0.60 |
| Fire Captain | 0.10 | 0.10 | 0.10 |
| Firefighter Paramedic | 12.00 | 12.00 | 12.00 |
| Director of Fire & Life Safety | 0.20 | 0.20 | 0.20 |
| Deputy Fire Chief | 0.25 | 0.25 | 0.25 |
| Management Assistant | 0.30 | 0.30 | - |
| Management Analyst | - | - | 0.30 |
| Lead Equipment Mechanic | 0.10 | 0.10 | 0.10 |
| Equipment Mechanic | 0.20 | 0.20 | 0.20 |
| Administrative Secretary | 0.20 | 0.20 | 0.20 |
| **Total Positions** | 13.95 | 13.95 | 13.95 |

# CITY OF SANTEE
## FIRE AND LIFE SAFETY - EMERGENCY MEDICAL

| Fire & Life Safety<br>Emergency Medical 1001.03.2203 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **PERSONNEL COSTS** | | | | |
| Salaries & Wages - Regular | 50010 | $ 1,233,021 | $ 1,362,550 | $ 1,375,920 |
| F L S A | 50012 | 28,218 | 30,480 | 30,640 |
| Overtime | 50025 | 367,739 | 167,320 | 243,990 |
| Overtime - Surge | 50029 | 1,832 | - | - |
| Preceptor/Mentor Pay | 50033 | - | 7,500 | 7,000 |
| Longevity Pay | 50034 | - | 4,120 | 4,120 |
| Sick Leave Buy Back | 50036 | 772 | 1,530 | 1,730 |
| Clothing Allowance | 50041 | 7,930 | 8,260 | 8,230 |
| 2% RHSA | 50045 | 21,159 | 22,760 | 22,880 |
| Retirement - PERS | 50050 | 249,111 | 254,330 | 265,620 |
| Retirement - Unfunded Liability | 50052 | 304,792 | 377,850 | 410,820 |
| Medicare | 50060 | 25,874 | 22,960 | 24,250 |
| Health Insurance | 50070 | 208,941 | 205,510 | 219,130 |
| Dental Insurance | 50071 | 12,728 | 13,450 | 14,500 |
| Life Insurance | 50075 | 1,381 | 1,460 | 1,460 |
| Long Term Disability Insurance | 50076 | 3,953 | 5,320 | 4,950 |
| Workers Compensation Insurance | 50080 | 128,232 | 75,000 | 75,000 |
| **Total Personnel** | | $ 2,595,683 | $ 2,560,400 | $ 2,710,240 |
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Medical Services | 51012 | $ 3,303 | $ 6,200 | $ 9,540 |
| Expert/Consulting Services | 51040 | 31,752 | 32,140 | 32,770 |
| Outreach and Education | 51046 | 3,869 | 5,000 | 5,000 |
| Laundry & Cleaning | 51102 | 1,597 | 2,750 | 2,690 |
| Subscriptions/Memberships | 51104 | 588 | 600 | 780 |
| Professional Development | 51110 | 3,155 | 7,510 | 10,300 |
| Telephone & Fax | 51121 | 8,714 | 7,250 | 7,770 |
| Postage | 51122 | 155 | 180 | 180 |
| Rentals/Leases - Office Equipment | 51141 | 548 | 2,020 | 1,890 |
| Materials & Supplies | 51160 | 139,847 | 207,510 | 246,990 |
| Wearing Apparel | 51165 | 12,114 | 12,830 | 13,360 |
| Fuel & Oil | 51171 | 50,228 | 74,700 | 56,580 |
| Electricity & Gas | 51180 | 15,569 | 17,450 | 17,450 |
| Water & Sewer | 51185 | 3,607 | 4,220 | 4,220 |
| Repair/Maint - Equipment | 51211 | 294 | 3,250 | 4,570 |
| Repair/Maint - Automotive Equipment | 51212 | 16,884 | 42,870 | 33,200 |
| Repair/Maint - Other | 51230 | 6,818 | 28,810 | 21,000 |
| Property Insurance | 51301 | 4,929 | 6,200 | 8,690 |
| Public Liability Insurance | 51305 | 24,193 | 36,200 | 36,940 |
| Heartland Communications Facility Auth. | 51330 | 164,896 | 161,430 | 166,350 |
| Communication Charges | 51332 | 17,940 | 19,810 | 18,590 |
| Fitness Equipment/Education | 51360 | 3,705 | 7,530 | 7,500 |
| Minor Equipment | 51361 | 12,221 | 21,340 | 10,500 |
| **Total Operations & Maintenance** | | $ 526,925 | $ 707,800 | $ 716,860 |
| **CAPITAL OUTLAY COSTS** | | | | |
| Medical Equipment | 60030 | $ - | $ 61,000 | $ 61,000 |
| Communication Equipment | 60050 | - | 5,000 | 8,250 |
| Other Capital Outlay | 60099 | 89,508 | - | - |
| Trade-In Credit on Equipment | 60199 | (12,000) | - | - |
| **Total Capital Outlay** | | $ 77,508 | $ 66,000 | $ 69,250 |
| **Grand Total** | | $ 3,200,116 | $ 3,334,200 | $ 3,496,350 |

# CITY OF SANTEE
## FIRE AND LIFE SAFETY - EMERGENCY MEDICAL

| Fire & Life Safety<br>Emergency Medical 1001.03.2203 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Medical Services**<br>This account provides funds for required annual respirator physicals, DMV physicals, vaccinations and first aid claims. | $ 3,303 | $ 6,200 | $ 9,540 |
| **Expert/Consulting Services**<br>This account provides funds for various fees and costs associated with ALS & BLS certification and licensing. Costs include, but are not limited to the following: 1) Fees for state associations & licensure; 2) Contracts with Grossmont Hospital for ACLS training and field care audits; 3) Bio Hazard Waste Disposal; 4) Reverse distribution of controlled substances; 5) Trauma Intervention Program (TIP); 6) EMS related training resulting in continuing education units and service delivery enrichment; 7) Peer support services. | 31,752 | 32,140 | 32,770 |
| **Outreach and Education**<br>This account provides funds for EMS related supplies for community risk reduction through education and supplies for first aid booths at large community events. | 3,869 | 5,000 | 5,000 |
| **Laundry/Cleaning Services**<br>This account provides funds for linen service for all EMS medical linen, including cleaning and replacement costs for all CSA 69 paramedic units. | 1,597 | 2,750 | 2,690 |
| **Subscriptions/Memberships**<br>This appropriation provides for subscriptions, memberships and professional publications utilized by EMS Personnel. | 588 | 600 | 780 |
| **Professional Development**<br>This account provides funds for purchase of EMS related training materials and supplies, as well as registration fees, travel expenses and meals for attendance of professional development seminars, classes and conferences related to emergency medical care. | 3,155 | 7,510 | 10,300 |
| **Telephone & Fax**<br>This account provides funds for various phone charges, including emergency lines, cellular phones and T-1 lines at Fire Stations 4 and 5. | 8,714 | 7,250 | 7,770 |
| **Postage**<br>This account is for CSA 69 associated postage and shipping charges. | 155 | 180 | 180 |
| **Rentals/Leases - Office Equipment**<br>This account provides funds for CSA 69 share of the leased copiers at Fire Stations 4 and 5 (split 75% / 25% between 2202 and 2203). | 548 | 2,020 | 1,890 |

# CITY OF SANTEE
## FIRE AND LIFE SAFETY - EMERGENCY MEDICAL

| Fire & Life Safety<br>Emergency Medical 1001.03.2203 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS (Continued)** | | | |
| **Materials & Supplies**<br>This account provides funds to purchase miscellaneous medical supplies, pharmaceuticals, office supplies and other supplies related to the paramedic program. | $ 139,847 | $ 207,510 | $ 246,990 |
| **Wearing Apparel**<br>This account provides funds to purchase safety gear for firefighter/paramedics, including turnouts, boots and protective eye wear. | 12,114 | 12,830 | 13,360 |
| **Fuel & Oil**<br>This account provides funds for fuel, oil, transmission fluid and lubricants for paramedic units. | 50,228 | 74,700 | 56,580 |
| **Electricity & Gas**<br>This appropriation will fund the cost of electricity and gas allocated for Fire Stations 4 and 5 as associated with the EMS program. | 15,569 | 17,450 | 17,450 |
| **Water & Sewer**<br>This account provides funds for water and sewer allocated for Fire Stations 4 and 5 as associated with the EMS program. | 3,607 | 4,220 | 4,220 |
| **Repair/Maintenance - Equipment**<br>This account provides funds for repair and maintenance of radios and other communication equipment on paramedic units. | 294 | 3,250 | 4,570 |
| **Repair/Maintenance - Automotive Equipment**<br>This account provides funds for normal repair and maintenance of all paramedic units, including funds for miscellaneous parts, wheel alignments, muffler repair, etc. | 16,884 | 42,870 | 33,200 |
| **Repair/Maintenance - Other**<br>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. | 6,818 | 28,810 | 21,000 |
| **Property Insurance**<br>This account provides funds for the estimated cost to insure the CSA paramedic units. | 4,929 | 6,200 | 8,690 |
| **Public Liability Insurance**<br>This account provides funds for the CSA 69 portion of public liability/paramedic malpractice insurance. | 24,193 | 36,200 | 36,940 |

# CITY OF SANTEE
## FIRE AND LIFE SAFETY - EMERGENCY MEDICAL

| Fire & Life Safety<br>Emergency Medical 1001.03.2203 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS (Continued)** | | | |
| **Heartland Communications Facility Authority**<br>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. | $ 164,896 | $ 161,430 | $ 166,350 |
| **Communication Charges**<br>Regional Communication System radio user charges, pager service, and mobile hot spot access fees. | 17,940 | 19,810 | 18,590 |
| **Fitness Equipment/Education**<br>Fitness equipment and education as dictated by the Firefighter MOU. | 3,705 | 7,530 | 7,500 |
| **Minor Equipment**<br>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. | 12,221 | 21,340 | 10,500 |
| **Total Operations & Maintenance** | $ 526,925 | $ 707,800 | $ 716,860 |
| **CAPITAL OUTLAY COSTS** | | | |
| **Medical Equipment**<br>This account will fund the purchase of one (1) monitor/defibrillator, one (1) mechanical CPR board and one (1) gurney. | $ - | $ 61,000 | $ 61,000 |
| **Communication Equipment**<br>This appropriation provides funding for two (2) additional satellite units for the alerting system at Station 5 (25%), turnout timers for Stations 4 & 5 (25%), and replacement communication equipment. | - | 5,000 | 8,250 |
| **Other Capital Outlay**<br>This account provided funds for the purchase of two (2) EKG monitors, one (1) mechanical CPR board, and 25% of funds for the purchase of an A/C service machine for the Fleet Maintenance Shop (remaining 75% was included in the Emergency Medical budget). | 89,508 | - | - |
| **Trade-In Credit** | (12,000) | - | - |
| **Total Capital Outlay** | $ 77,508 | $ 66,000 | $ 69,250 |

### ***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 2019-20 Accomplishments***

- Effective management and mitigation of the COVID-19 pandemic
- Activation of the Emergency Operations Center (EOC) in response to COVID-19
- Construction of protective barriers in City facilities in response to COVID-19
- Provided community support through the Care and Shelter Branch of EOC
- Development of policy and procedures in response to COVID-19

### ***FY 2020-21 Goals and Objectives***

- Continue COVID-19 mitigation efforts through the Emergency Operations Center
- Ensure COVID-19 safety control measures are in place for employees and visitors to City facilities
- Research strategies to impact local high school students through educational programs
- Update the Public Education website to increase ease of use
- Conduct EOC drills in accordance with Federal, State, and County mandates

# CITY OF SANTEE
## FIRE AND LIFE SAFETY - EMERGENCY PREPAREDNESS

| Fire & Life Safety<br>Emergency Preparedness 1001.03.2204 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Operations & Maintenance | $ 21,180 | $ 26,330 | $ 28,490 |
| **Grand Total** | $ 21,180 | $ 26,330 | $ 28,490 |

| **EXPENDITURES** | | | | |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Outreach and Education | 51046 | $ 7,599 | $ 7,500 | $ 8,000 |
| Professional Development | 51110 | 716 | 6,800 | 8,330 |
| Training & Development | 51113 | 3,683 | 3,000 | 3,000 |
| Telephone & Fax | 51121 | 4,260 | 4,300 | 4,100 |
| Materials & Supplies | 51160 | 3,199 | 3,000 | 3,300 |
| Agency Reimbursements | 51335 | 1,723 | 1,730 | 1,760 |
| **Total Operations & Maintenance** | | $ 21,180 | $ 26,330 | $ 28,490 |

# CITY OF SANTEE
## FIRE AND LIFE SAFETY - EMERGENCY PREPAREDNESS

| Fire & Life Safety<br>Emergency Preparedness 1001.03.2204 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Outreach and Education**<br>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 community first aid stations, school assembly presentations, station tours and community events promoting fire and life safety. | $ 7,599 | $ 7,500 | $ 8,000 |
| **Professional Development**<br>Funds to be used for disaster preparedness training seminars and conferences, CPR instructor certification, and Emergency Operation Center (EOC) training exercises. | 716 | 6,800 | 8,330 |
| **Training & Development**<br>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. | 3,683 | 3,000 | 3,000 |
| **Telephone & Fax**<br>This account provides funds for ten (10) dedicated EOC lines, (21) additional cell phones and one (1) satellite phone. | 4,260 | 4,300 | 4,100 |
| **Materials & Supplies**<br>This account will provide funds to purchase miscellaneous materials and supplies used in the City's Emergency Operations Center during training exercises and EOC activation. | 3,199 | 3,000 | 3,300 |
| **Agency Reimbursements**<br>This account will provide funds for City's participation in the San Diego County Unified Disaster Council. | 1,723 | 1,730 | 1,760 |
| **Total Operations & Maintenance** | $ 21,180 | $ 26,330 | $ 28,490 |

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### ***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 2019-20 Accomplishments***

- Completed specifications and purchase of Brush Engine
- Implemented mechanic Student Intern position with community college partners
- Deployed facets of the RTA software program that will allow for the following:
  - Improved accountability of hours worked on a City vehicle
  - Production monthly work orders
  - Better tracking of needed/required vehicle maintenance
  - Allows employees to alert fleet personnel of needed repairs
  - Builds up-to-date reports on work accomplished and pending

### ***FY 2020-21 Goals and Objectives***

- Continue to deploy all facets of the RTA software program
- Explore benefits of a vehicle lease program for replacement of City Fleet
- Continue to develop strategies to increase efficiency for vehicle services including the Student Intern program to assist with vehicle maintenance and transportation

# CITY OF SANTEE
## FIRE AND LIFE SERVICES- FLEET OPERATIONS AND MAINTENANCE

| Fire Life & Safety<br>Fleet Operations and Maintenance<br>1001.03.2206 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Personnel | $ 138,232 | $ 164,000 | $ 172,830 |
| Operations & Maintenance | 175,131 | 224,380 | 199,740 |
| Capital Outlay | 3,089 | 10,220 | - |
| **Grand Total** | $ 316,452 | $ 398,600 | $ 372,570 |
| **SUMMARY OF POSITIONS** | | | |
| Lead Equipment Mechanic | 0.90 | 0.90 | 0.90 |
| Equipment Mechanic | 0.40 | 0.40 | 0.40 |
| **Total Positions** | 1.30 | 1.30 | 1.30 |

# CITY OF SANTEE
## FIRE AND LIFE SERVICES- FLEET OPERATIONS AND MAINTENANCE

| Fire Life & Safety<br>Fleet Operations and Maintenance 1001.03.2206 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **PERSONNEL COSTS** | | | | |
| Salaries & Wages - Regular | 50010 | $ 86,798 | $ 103,490 | $ 106,630 |
| Salaries & Wages - Part Time | 50020 | 6,402 | 10,800 | 12,060 |
| Sick Leave Buy Back | 50036 | - | - | 940 |
| Retirement - PERS | 50050 | 10,083 | 11,360 | 12,690 |
| Retirement - Unfunded Liability | 50052 | 10,600 | 16,380 | 18,410 |
| Retirement - Part Time | 50055 | 240 | 410 | 450 |
| Medicare | 50060 | 1,352 | 1,660 | 1,730 |
| Health Insurance | 50070 | 17,086 | 16,710 | 17,240 |
| Dental Insurance | 50071 | 1,143 | 1,190 | 1,180 |
| OPEB Health | 50072 | 2,630 | - | - |
| Life Insurance | 50075 | 108 | 140 | 140 |
| Long Term Disability Insurance | 50076 | 295 | 360 | 360 |
| Workers' Compensation Insurance | 50080 | 1,496 | 1,500 | 1,000 |
| **Total Personnel** | | $ 138,232 | $ 164,000 | $ 172,830 |
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Medical Services | 51012 | $ - | $ 1,270 | $ 250 |
| Expert/Consulting Services | 51040 | 1,319 | 1,550 | - |
| Laundry/Cleaning Services | 51102 | 857 | 990 | 1,210 |
| Subscriptions/Memberships | 51104 | - | 80 | 80 |
| Professional Development | 51110 | 2,084 | 3,260 | 2,500 |
| Telephone & Fax | 51121 | 9 | 150 | 100 |
| Materials and Supplies | 51160 | 2,992 | 6,170 | 6,200 |
| Wearing Apparel | 51165 | - | 400 | 400 |
| Fuel & Oil | 51171 | 89,782 | 120,510 | 100,450 |
| Software Maintenance & Licensing | 51201 | - | - | 1,250 |
| Repair/Maint - Automotive Equipment | 51212 | 78,088 | 90,000 | 87,300 |
| **Total Operations & Maintenance** | | $ 175,131 | $ 224,380 | $ 199,740 |
| **CAPITAL OUTLAY COSTS** | | | | |
| Other Capital Outlay | 60099 | $ 3,089 | $ 10,220 | $ - |
| **Total Capital Outlay** | | $ 3,089 | $ 10,220 | $ - |
| **Grand Total** | | $ 316,452 | $ 398,600 | $ 372,570 |

# CITY OF SANTEE
## FIRE AND LIFE SAFETY - FLEET OPERATIONS AND MAINTENANCE

| Fire Life & Safety<br>Fleet Operations and Maintenance 1001.03.2206 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Medical Services**<br>This account provides funds for DMV physicals and first aid for Lead Equipment Mechanic and Equipment Mechanic. | $ - | $ 1,270 | $ 250 |
| **Expert & Consulting Services**<br>This account previously provided funds for the disposal of waste oil (now included with Fuel & Oil), and software support service (now included with Software Maintenance & Licensing). | 1,319 | 1,550 | - |
| **Laundry/Cleaning Services**<br>This account provides uniforms for the Mechanics, as well as floor mats, shop towels and dust mops for the fleet maintenance shop. | 857 | 990 | 1,210 |
| **Subscription/ Memberships**<br>This account will fund the annual membership dues to the Southern California Fire Mechanics Association for the Mechanics. | - | 80 | 80 |
| **Professional Development**<br>This account funds training activities and related costs associated with Mechanics' attendance of professional conferences and various training seminars. | 2,084 | 3,260 | 2,500 |
| **Telephone & Fax**<br>This account provides funding for the Mechanics' cellular phone service. | 9 | 150 | 100 |
| **Materials and Supplies**<br>This account provides funds for the purchase of miscellaneous materials and supplies such as small tools, safety equipment and hardware for stock. | 2,992 | 6,170 | 6,200 |
| **Wearing Apparel**<br>This account provides funds for the purchase of fleet maintenance t-shirts and boot allowance reimbursement for the Mechanics. | - | 400 | 400 |
| **Fuel & Oil**<br>This account provides funds for all fuel, oil and lubrication used by the City fleet, with the exception of the CSA-69 paramedic units. This account also funds the City's Vehicle Fuel Tracking system, fuel pump, and fuel tank maintenance, inspections, repairs and certifications. | 89,782 | 120,510 | 100,450 |
| **Software Maintenance & Licensing**<br>This account provides funds for software support service. | - | - | 1,250 |

# CITY OF SANTEE
## FIRE AND LIFE SAFETY - FLEET OPERATIONS AND MAINTENANCE

| Fire Life & Safety<br>Fleet Operations and Maintenance 1001.03.2206 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS (Continued)** | | | |
| **Repair/Maintenance - Automotive Equipment**<br>This account provides funds for contract services, outside repair services and for parts that are required to maintain vehicles and specialized equipment assigned to the City fleet. | **$ 78,088** | **$ 90,000** | **$ 87,300** |
| **Total Operations & Maintenance Costs** | **$ 175,131** | **$ 224,380** | **$ 199,740** |
| **CAPITAL OUTLAY COSTS** | | | |
| **Other Capital Outlay** | **$ 3,089** | **$ 10,220** | **$ -** |
| This appropriation provided 75% of funds for the purchase of an A/C service machine for the Fleet Maintenance Shop (remaining 25% was included in the Emergency Medical budget). | | | |
| **Total Capital Outlay** | **$ 3,089** | **$ 10,220** | **$ -** |

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# CITY OF SANTEE
## EMERGENCY DECLARATION - COVID 19

| Emergency Declaration COVID-19 1001.99.9001 | FY 2018-19 Actual | FY 2019-20 Amended | FY 2020-21 Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Operations & Maintenance (Including Contractual Services) | $ - | $ 100,000 | $ 25,000 |
| **Total** | $ - | $ 100,000 | $ 25,000 |

| **EXPENDITURES** | | | | |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Legal Services | 51040 | $ - | $ 45,000 | $ - |
| Materials & Supplies | 51160 | - | 25,000 | 25,000 |
| **Total Operations & Maintenance** | | $ - | $ 70,000 | $ 25,000 |
| **CAPITAL OUTLAY COSTS** | | | | |
| Other Capital Outlay | 60099 | $ - | $ 30,000 | $ - |
| **Total Capital Outlay** | | $ - | $ 30,000 | $ - |
| **Grand Total** | | $ - | $ 100,000 | $ 25,000 |

# CITY OF SANTEE
## EMERGENCY DECLARATION - COVID 19

| Emergency Declaration COVID-19 1001.99.9001 | FY 2018-19 Actual | FY 2019-20 Amended | FY 2020-21 Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE (CONTRACTUAL SERVICES)** | | | |
| **Legal Services**<br>This appropriation provides for legal assistance in support of the City's COVID-19 pandemic response efforts. | $ - | $ 45,000 | $ - |
| **Materials & Supplies**<br>This appropriation provides for various materials and supplies needed to address the COVID-19 pandemic. These costs include personal protective equipment, sanitation supplies, certain EMS supplies, public outreach, and certain equipment rentals, among other things. | - | 25,000 | 25,000 |
| **Total Operations & Maintenance** | $ - | $ 70,000 | $ 25,000 |
| **CAPITAL OUTLAY COSTS** | | | |
| **Other Capital Outlay**<br>This appropriation funds the addition of a shower at the teen center so that the facility can be used as a potential quarantine area for City employees. In addition, sneeze guards have been placed in City Hall offices that are open to the public. | $ - | $ 30,000 | $ - |
| **Total Capital Outlay** | $ - | $ 30,000 | $ - |

# CITY OF SANTEE
## OTHER USES

| General Government Other Uses 1001.*.1901. | FY 2018-19 Actual | FY 2019-20 Amended | FY 2020-21 Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Operating Transfers Out | $ 1,608,610 | $ 1,799,113 | $ 394,220 |
| Other Governmental Purposes | - | [1] 500,000 | 150,000 |
| **Total** | $ 1,608,610 | $ 2,299,113 | $ 544,220 |

[1] FY 2018-19 payment to the retiree health OPEB trust in the amount of $500,000 has been allocated to departments as a "health insurance" expenditure.

| EXPENDITURES | | | | |
|---|---|---|---|---|
| **OPERATING TRANSFERS OUT** | | | | |
| To Vehicle Replacement Fund | 90001 | $ 1,000,000 | $ 444,000 | $ 286,000 |
| To Highway 52 Coalition Fund | 90001 | - | 103,100 | 73,600 |
| To Capital Projects Fund | 90001 | 608,610 | 1,252,013 | 34,620 |
| **Total Operating Transfers Out** | | $ 1,608,610 | $ 1,799,113 | $ 394,220 |
| **OTHER GOVERNMENTAL PURPOSES** | | | | |
| To Unfunded Liabilities (OPEB/Retiree Health) | 51101 | $ - [1] | $ 500,000 | $ 150,000 |
| **Total Other Governmental Purposes** | | $ - | $ 500,000 | $ 150,000 |

[1] FY 2018-19 payment to the retiree health OPEB trust in the amount of $500,000 has been allocated to departments as a "health insurance" expenditure.

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# OTHER FUNDS

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CALIFORNIA

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## CITY OF SANTEE
## SUMMARY OF OTHER FUNDS
## FY 2020-21 ADOPTED BUDGET

| Fund | Estimated Balances 07/01/20 | Estimated Revenues | Operating Budget | Operating Transfers In (Out) | Capital Improvement Program | Estimated Balances 06/30/21 |
|---|---|---|---|---|---|---|
| **OTHER FUNDS** | | | | | | |
| Risk Management Reserve | $ 262,220 | $ 1,900 | $ - | $ - | $ - | $ 264,120 |
| Workers' Comp. Reserve | 807,220 | 5,700 | - | - | - | 812,920 |
| Vehicle Acq. & Replacement | 816,880 | 237,850 | (523,810) | 286,000 | - | 816,920 |
| Recreation Revolving | 167,740 | 242,750 | (202,100) | - | - | 208,390 |
| Supplemental Law Enforcement | 58,460 | 100,400 | (157,270) | - | - | 1,590 |
| Highway 52 Coalition | - | - | (73,600) | 73,600 | - | - |
| CASp Certification and Training | 26,700 | 9,500 | (13,300) | - | - | 22,900 |
| Gas Tax | 287,110 | 1,391,000 | (1,585,180) | (21,700) | - | 71,230 |
| SAFE Program | 51,450 | 400 | (10,000) | - | - | 41,850 |
| Gas Tax-RMRA (SB1) | 489,480 | 1,005,800 | - | - | (1,227,240) | 268,040 |
| Zone 2 Flood Control District | 38,840 | 414,300 | (453,140) | - | - | - |
| Community Dev. Block Grant | 120 | 278,750 | (278,870) | - | - | - |
| Community Facilities Districts: | | | | | | |
| CFD No. 2015-1 | 4,050 | 1,690 | (2,360) | - | - | 3,380 |
| CFD No. 2017-2 | 17,460 | 121,800 | (106,850) | - | - | 32,410 |
| Town Center Landscape Maint. Dist: | | | | | | |
| Zone A - Town Center | 179,410 | 143,720 | (145,050) | 21,700 | - | 199,780 |
| Zone B - The Lakes | 29,140 | 7,820 | (6,850) | - | - | 30,110 |
| Zone C - San Remo | 29,800 | 8,160 | (7,060) | - | - | 30,900 |
| Zone D - Mission Creek | 87,710 | 165,480 | (165,440) | - | - | 87,750 |
| Santee Landscape Maint. Dist: | | | | | | |
| Zones 1&2 - El Nopal | 7,660 | 10,400 | (8,420) | - | - | 9,640 |
| Zone 3 - Country Scenes | 4,000 | 2,110 | (2,000) | - | - | 4,110 |
| Zone 4 - Camelot Heights | 2,060 | 1,410 | (1,590) | - | - | 1,880 |
| Zone 8 - Silver Country | 86,500 | 76,640 | (67,390) | - | - | 95,750 |
| Zone 9 - Mattazaro/Timberlane | 1,980 | 1,550 | (1,270) | - | - | 2,260 |
| Zone 12 - The Heights | 29,670 | 9,060 | (14,700) | - | - | 24,030 |
| Zone 13 - Prospect Hills | 8,220 | 3,330 | (3,450) | - | - | 8,100 |
| Zone 14 - Mitchell Ranch | 10,560 | 2,790 | (5,100) | - | - | 8,250 |
| Zone 17 - Dakota Ranch | 29,160 | 5,030 | (13,160) | - | - | 21,030 |
| Zone 18 - Allos | 10,020 | 4,020 | (3,170) | - | - | 10,870 |
| Roadway Lighting District (Zone A) | 1,343,640 | 361,700 | (177,000) | - | - | 1,528,340 |
| Roadway Lighting District (Zone B) | 643,870 | 353,360 | (346,510) | - | - | 650,720 |
| Mobile Home Park Admin. | 122,210 | 41,500 | (40,840) | - | - | 122,870 |
| PEG Fees | 63,100 | 154,700 | - | - | (217,800) | - |
| **TOTAL OTHER FUNDS** | **$ 5,716,440** | **$ 5,164,620** | **$ (4,415,480)** | **$ 359,600** | **$ (1,445,040)** | **$ 5,380,140** |

**CITY OF SANTEE**
**OTHER FUNDS**
**REVENUE DETAIL**
**FY 2020-21 ADOPTED BUDGET**

| ACCT NO | 1003 Risk Management Reserve | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Revised | FY 2020-21 Estimate |
|---|---|---|---|---|---|
| 4701 | Interest Income | 7,221 | 5,000 | 5,000 | 1,900 |
| | Total Risk Management Reserve Fund | 7,221 | 5,000 | 5,000 | 1,900 |

| ACCT NO | 1004 Workers Comp Reserve | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Revised | FY 2020-21 Estimate |
|---|---|---|---|---|---|
| 4701 | Interest Income | 22,246 | 15,000 | 15,000 | 5,700 |
| | Total Risk Management Reserve Fund | 22,246 | 15,000 | 15,000 | 5,700 |

| ACCT NO | 1005 Vehicle Replacement | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Revised | FY 2020-21 Estimate |
|---|---|---|---|---|---|
| 4690 | Reimbursement Agreements | 210,798 | 229,300 | 229,300 | 230,450 |
| 4701 | Interest Income | 29,104 | 16,000 | 16,000 | 5,800 |
| 4821 | Sale of Property | - | 11,670 | 4,600 | 1,600 |
| 8001 | Operating Transfers In | 1,000,000 | 444,000 | 344,000 | 286,000 |
| | Total Vehicle Replacement Fund | 1,239,902 | 700,970 | 593,900 | 523,850 |

| ACCT NO | 1006 Recreation Revolving | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Revised | FY 2020-21 Estimate |
|---|---|---|---|---|---|
| 4671 | Instructional Classes | 58,576 | 66,750 | 38,900 | 66,750 |
| 4672 | Senior Trips | 7,512 | 8,200 | 5,000 | 8,200 |
| 4674 | Day Camps | 53,410 | 56,300 | 47,800 | 56,300 |
| 4675 | Contractual Camps | 9,625 | 12,000 | 14,100 | 12,000 |
| 4677 | Skate Park | 1,402 | 2,000 | 1,300 | 1,500 |
| 4678 | Rec Activity Donations | 1 | - | - | - |
| 4679 | Non-resident Fees | 2,655 | 3,000 | 2,300 | 3,000 |
| 4680 | Special Events | 109,466 | 95,000 | 97,500 | 95,000 |
| | Total Recreation Revolving Fund | 242,647 | 243,250 | 206,900 | 242,750 |

**CITY OF SANTEE**
**OTHER FUNDS**
**REVENUE DETAIL**
**FY 2020-21 ADOPTED BUDGET**

| ACCT NO | 2101 Supplemental Law Enforcement | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Revised | FY 2020-21 Estimate |
|---|---|---|---|---|---|
| 4201 | Allocations | 458,746 | 100,000 | 156,000 | 100,000 |
| 4701 | Interest Income | 1,864 | 500 | 1,400 | 400 |
| | Total Supplemental Law Enforce. Fund | 460,610 | 100,500 | 157,400 | 100,400 |

| ACCT NO | 2104 Highway 52 Coalition | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Revised | FY 2020-21 Estimate |
|---|---|---|---|---|---|
| 4701 | Interest Income | 98 | - | - | - |
| 4802 | Donations | 60,230 | 125 | 125 | - |
| 8001 | Operating Transfers In | - | 83,100 | 103,100 | 73,600 |
| | Total Highway 52 Coalition Fund | 60,328 | 83,225 | 103,225 | 73,600 |

| ACCT NO | 2106 CASp Certification and Training | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Revised | FY 2020-21 Estimate |
|---|---|---|---|---|---|
| 4308 | AB 1379 Surcharge | 10,260 | 10,500 | 9,500 | 9,500 |
| 4701 | Interest Income | - | 100 | - | - |
| | Total Supplemental Law Enforce. Fund | 10,260 | 10,600 | 9,500 | 9,500 |

| ACCT NO | 2201 Gas Tax | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Revised | FY 2020-21 Estimate |
|---|---|---|---|---|---|
| 4040 | Section 2103 | 192,379 | 490,900 | 429,700 | 493,500 |
| 4041 | Section 2105 | 311,828 | 316,500 | 298,200 | 309,600 |
| 4042 | Section 2106 | 213,717 | 212,600 | 199,300 | 206,900 |
| 4043 | Section 2107 | 391,926 | 413,400 | 372,500 | 372,500 |
| 4044 | Section 2107.5 | 7,500 | 7,500 | 7,500 | 7,500 |
| 4045 | Loan Repayment | 64,272 | 64,300 | 65,700 | - |
| 4701 | Interest Income | 16,370 | 4,000 | 7,500 | 1,000 |
| 4645 | Cost Recovery - Subrogation | 9,708 | - | 5,900 | - |
| 4801 | Miscellaneous | - | - | - | - |
| | Total Gas Tax Fund | 1,207,700 | 1,509,200 | 1,386,300 | 1,391,000 |

**CITY OF SANTEE**
**OTHER FUNDS**
**REVENUE DETAIL**
**FY 2020-21 ADOPTED BUDGET**

| ACCT NO | 2202 SAFE Program | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Revised | FY 2020-21 Estimate |
|---|---|---|---|---|---|
| 4701 | Interest Income | 1,786 | 1,000 | 1,000 | 400 |
| Total SAFE Program Fund | | 1,786 | 1,000 | 1,000 | 400 |

| ACCT NO | 2203 Road Maint. Rehab Acct. Fund | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Revised | FY 2020-21 Estimate |
|---|---|---|---|---|---|
| 4046 | Gas Tax - Road Maint. and Rehab | 956,620 | 936,700 | 972,800 | 1,003,800 |
| 4701 | Interest Income | 13,928 | 6,000 | 13,000 | 2,000 |
| Total Road Maint. Rehab. Acct. Fund | | 970,548 | 942,700 | 985,800 | 1,005,800 |

| ACCT NO | 2302 Zone 2 Flood Control District | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Revised | FY 2020-21 Estimate |
|---|---|---|---|---|---|
| 4001 | Property Taxes | 375,366 | 401,800 | 393,800 | 413,900 |
| 4701 | Interest Income | 4,579 | 1,000 | 2,000 | 400 |
| Total Zone 2 Flood Control Dist. Fund | | 379,945 | 402,800 | 395,800 | 414,300 |

| ACCT NO | 2401 CDBG | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Revised | FY 2020-21 Estimate |
|---|---|---|---|---|---|
| 4220 | Grants - Federal | 250,270 | 323,940 | 323,940 | 278,750 |
| 4701 | Interest Income | 120 | 40 | 40 | - |
| Total CDBG Fund | | 250,390 | 323,980 | 323,980 | 278,750 |

| ACCT NO | 2510 thru 2572 CFDs | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Revised | FY 2020-21 Estimate |
|---|---|---|---|---|---|
| 2510.4050 | Special Tax - CFD No. 2015-1 | 1,561 | 1,620 | 1,620 | 1,650 |
| 2510.4701 | Interest Income | 103 | 60 | 60 | 40 |
| 2572.4050 | Special Tax - CFD No. 2017-2 | 28,423 | 92,840 | 91,000 | 121,600 |
| 2572.4701 | Interest Income | 260 | 200 | 200 | 200 |
| Total CFD Funds | | 30,347 | 94,720 | 92,880 | 123,490 |

**CITY OF SANTEE**
**OTHER FUNDS**
**REVENUE DETAIL**
**FY 2020-21 ADOPTED BUDGET**

| ACCT NO | 2601 thru 2604 Town Center LMD | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Revised | FY 2020-21 Estimate |
|---|---|---|---|---|---|
| 2601.4101 | Assessments - Zone A | 141,814 | 141,820 | 141,820 | 141,820 |
| 2601.4701 | Interest Income - Zone A | 4,299 | 2,500 | 2,500 | 1,900 |
| 2602.4101 | Assessments - Zone B | 7,510 | 7,520 | 7,520 | 7,520 |
| 2602.4701 | Interest Income - Zone B | 754 | 400 | 400 | 300 |
| 2603.4101 | Assessments - Zone C | 7,852 | 7,860 | 7,860 | 7,860 |
| 2603.4701 | Interest Income - Zone C | 742 | 400 | 400 | 300 |
| 2604.4101 | Assessments - Zone D | 165,384 | 164,580 | 164,580 | 164,580 |
| 2604.4701 | Interest Income - Zone D | 2,389 | 1,000 | 1,000 | 900 |
| Total Town Center LMD Funds | | 330,744 | 326,080 | 326,080 | 325,180 |

| ACCT NO | 2701 thru 2710 Santee LMD | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Revised | FY 2020-21 Estimate |
|---|---|---|---|---|---|
| 2701.4101 | Assessments - Zones 1 & 2 | 2,254 | 10,065 | 10,065 | 10,300 |
| 2701.4701 | Interest Income - Zones 1 & 2 | 47 | 30 | 30 | 100 |
| 2702.4101 | Assessments - Zone 3 | 2,150 | 2,070 | 2,070 | 2,070 |
| 2702.4701 | Interest Income - Zone 3 | 97 | 60 | 60 | 40 |
| 2703.4101 | Assessments - Zone 4 | 1,384 | 1,390 | 1,390 | 1,390 |
| 2703.4701 | Interest Income - Zone 4 | 55 | 30 | 30 | 20 |
| 2704.4101 | Assessments - Zone 8 | 75,748 | 75,740 | 75,740 | 75,740 |
| 2704.4701 | Interest Income - Zone 8 | 2,274 | 1,200 | 1,200 | 900 |
| 2705.4101 | Assessments - Zone 9 | 1,526 | 1,530 | 1,530 | 1,530 |
| 2705.4701 | Interest Income - Zone 9 | 39 | 30 | 30 | 20 |
| 2706.4101 | Assessments - Zone 12 | 8,750 | 8,760 | 8,760 | 8,760 |
| 2706.4701 | Interest Income - Zone 12 | 700 | 300 | 400 | 300 |
| 2707.4101 | Assessments - Zone 13 | 3,221 | 3,230 | 3,230 | 3,230 |
| 2707.4701 | Interest Income - Zone 13 | 202 | 100 | 100 | 100 |
| 2708.4101 | Assessments - Zone 14 | 2,689 | 2,690 | 2,690 | 2,690 |
| 2708.4701 | Interest Income - Zone 14 | 244 | 90 | 150 | 100 |
| 2709.4101 | Assessments - Zone 17 | 4,824 | 4,830 | 4,830 | 4,830 |
| 2709.4701 | Interest Income - Zone 17 | 708 | 350 | 350 | 200 |
| 2710.4101 | Assessments - Zone 18 | 3,919 | 3,920 | 3,920 | 3,920 |
| 2710.4701 | Interest Income - Zone 18 | 197 | 100 | 100 | 100 |
| Total Santee LMD Funds | | 111,028 | 116,515 | 116,675 | 116,340 |

**CITY OF SANTEE**
**OTHER FUNDS**
**REVENUE DETAIL**
**FY 2020-21 ADOPTED BUDGET**

| ACCT NO | 2801 Roadway Lighting Dist Zone A | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Revised | FY 2020-21 Estimate |
|---|---|---|---|---|---|
| 4001 | Property Tax | 320,135 | 330,300 | 330,300 | 346,800 |
| 4645 | Cost Recovery/Subrogation | - | - | 11,245 | - |
| 4701 | Interest Income | 31,278 | 20,000 | 20,000 | 14,900 |
| Total Street Lighting Tax Zone A Fund | | 351,413 | 350,300 | 361,545 | 361,700 |

| ACCT NO | 2802 Roadway Lighting Dist Zone B | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Revised | FY 2020-21 Estimate |
|---|---|---|---|---|---|
| 4101 | Assessments | 333,387 | 343,110 | 343,110 | 346,860 |
| 4645 | Cost Recovery/Subrogation | - | - | 13,275 | - |
| 4701 | Interest Income | 16,459 | 9,000 | 9,000 | 6,500 |
| 4801 | Miscellaneous | 245 | - | - | - |
| Total Road Lighting Dist Zone B Fund | | 350,091 | 352,110 | 365,385 | 353,360 |

| ACCT NO | 2901 Mobile Home Park Admin | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Revised | FY 2020-21 Estimate |
|---|---|---|---|---|---|
| 4101 | Assessments | 41,517 | 42,000 | 40,680 | 40,500 |
| 4701 | Interest Income | 2,830 | 2,000 | 1,700 | 1,000 |
| Total Mobile Home Park Admin Fund | | 44,347 | 44,000 | 42,380 | 41,500 |

| ACCT NO | 2105 PEG Fees | FY 2018-19 Actual | FY 2019-20 Adopted | FY 2019-20 Revised | FY 2020-21 Estimate |
|---|---|---|---|---|---|
| 4032 | PEG Fees | - | - | 73,100 | 154,700 |
| Total PEG Fees Fund | | - | - | 73,100 | 154,700 |

# CITY OF SANTEE
## FIRE AND LIFE SAFETY – VEHICLE ACQUISITION

***Program Description***

To analyze vehicle needs of the City's various departments and purchase new vehicles and equipment as approved by the City Council. Maintain amortization and replacement vehicle schedules to ensure future years' funding for the replacement of vehicles and mobile equipment.

***FY 2019-20 Accomplishments***

- Purchased four vehicles that included the following:
  - Ford Explorer Police Interceptor for the Deputy Fire Chief, whose current vehicle, a 2015 Ford F-150 (V-169) will be transferred to the Public Service Manager, whose current vehicle, a 2008 Ford Escape (V-145) will replace a 1999 Ford Taurus (V-108) as a pool vehicle
  - Ford Paramedic Ambulance Box Remount onto a new Ford E-450 Chassis
  - Kubota Tractor that replaced a 1988 Kubota Tractor (V-062)
  - Pierce Type III Brush Engine to replace a 1997 Type III International Brush Engine

***2020-21 Goals and Objectives***

- This vehicle acquisition for FY 2020-21 will include the acquisition of four (4) vehicles and related equipment. The new vehicles include the following:
  - PB Loader 2-Yard Dump Truck that will replace a 2000 2-Yard Dump Truck (V-121)
  - Fire Paramedic Ambulance Box Remount onto a new Ford E-450 Chassis
  - 2020 Ford Fusion Hybrid that will replace a 1998 Ford Taurus Sedan (V-097) used as a general pool vehicle
  - 2020 Ford F-150 Crew Cab 4x4 Pickup to replace a 1998 Ford F-250 truck (V-105) used as a Development Services Department pool vehicle, primarily by engineering staff
- Continue to manage the City's pool vehicle program to maximize the utilization of current City vehicles
- Continue to examine fleet resources to identify opportunities to share vehicles within individual departments
- Research options to procure vehicles from local dealers when possible
- Explore vehicle leasing program to reduce maintenance time and costs while maintaining a modern, safe and fuel-efficient fleet

# CITY OF SANTEE
## VEHICLE ACQUISITION REPLACEMENT FUND

| Fire & Life Safety<br>Vehicle Replacement Fund 1005 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | | |
| Operations and Maintenance | | $ 366,636 | $ 356,990 | $ 329,150 |
| Capital Outlay | | 540,526 | 341,440 | 194,660 |
| **Grand Total** | | $ 907,162 | $ 698,430 | $ 523,810 |
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| **Community Services** | | | | |
| Long Term Debt - Principal | 80020 | $ 23,477 | $ 38,260 | $ 40,840 |
| Interest Expense | 80030 | 2,527 | 4,060 | 7,520 |
| **Fire and Life Safety** | | | | |
| Rentals/Leases Vehicles | 51142 | - | - | 4,340 |
| Long Term Debt - Principal | 80020 | 289,351 | 274,290 | 238,240 |
| Interest Expense | 80030 | 51,282 | 40,380 | 32,040 |
| **Development Services** | | | | |
| Rentals/Leases Vehicles | 51142 | - | - | 6,170 |
| **Total Operations and Maintenance** | | $ 366,636 | $ 356,990 | $ 329,150 |
| **CAPITAL OUTLAY COSTS** | | | | |
| **Community Services - Public Services** | | | | |
| Automotive Equipment | 60040 | $ 33,681 | $ 111,830 | $ - |
| **Fire and Life Safety** | | | | |
| Automotive Equipment | 60040 | 440,633 | 229,610 | 190,770 |
| **Development Services - Engineering** | | | | |
| Automotive Equipment | 60040 | 39,439 | - | 3,890 |
| **Development Services - Storm Water** | | | | |
| Automotive Equipment | 60040 | 26,772 | - | - |
| **Total Capital Outlay** | | $ 540,526 | $ 341,440 | $ 194,660 |
| **Grand Total** | | $ 907,162 | $ 698,430 | $ 523,810 |

# CITY OF SANTEE
## VEHICLE ACQUISITION REPLACEMENT FUND

| Fire & Life Safety<br>Vehicle Replacement Fund 1005 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **FLEET RENTALS AND LEASES** | | | |
| Ford Fusion Hybrid (Pool Car) | $ - | $ - | $ 4,340 |
| Ford F-150 Crew Cab (Engineering) | - | - | 6,170 |
| | $ - | $ - | $ 10,510 |
| **LONG TERM DEBT - Principal and Interest** | | | |
| **Fire and Life Safety** | | | |
| 2014 Pierce Arrow Triple Combination Pumper | $ - | $ 88,750 | $ 44,380 |
| 2016 Pierce Arrow XT Pumper | 141,202 | 96,850 | 96,840 |
| 2016 Pierce Arrow XT Tiller | 173,426 | 129,070 | 129,060 |
| | $ 314,628 | $ 314,670 | $ 270,280 |
| **Community Services - Public Services** | | | |
| 2013 Caterpillar Backhoe | 19,396 | 9,700 | - |
| 2013 Vactor Model 2100 Plus Series Jet Rodder | $ 32,612 | $ 32,620 | $ 32,620 |
| 2-Yard Dump Truck | - | - | 15,740 |
| | $ 52,008 | $ 42,320 | $ 48,360 |
| **Total Operations & Maintenance** | **$ 366,636** | **$ 356,990** | **$ 329,150** |
| **CAPITAL OUTLAY COSTS** | | | |
| **AUTOMOTIVE EQUIPMENT** | | | |
| **Community Services - Public Services** | | | |
| 2018 Ford F-150 4x2 Extra Cab Pick Up (V188) | $ 33,681 | $ - | $ - |
| 2-Yard PB Loader Dump Truck | - | 94,450 | - |
| Kubota Tractor | - | 17,380 | - |
| **Fire and Life Safety** | | | |
| 2018 Braun North Star 171-3 Paramedic Ambulance on a Ford E-450 Chassis (V187) | 221,338 | - | - |
| Ambulance remount to include new 2018 Ford E-450 Gas 4X2 Ambulance Chassis (V190) | 151,717 | - | - |
| Fire Type III Brush Fire Engine | 3,853 | - | - |
| Ford Explorer or equivalent for Fire Chief (V192) | 33,579 | - | - |
| Ford Escape for Fire Marshal (V193) | 30,145 | - | - |
| Fire Paramedic Box Remount onto Ford F-450 Chassis | - | 189,300 | - |
| Ford Explorer Base 4x4 for Deputy Fire Chief | - | 40,310 | - |
| 2020 Paramedic Ambulance Remount<br>Medic Unit #V171 - Ford E450 Chassis | - | - | 190,470 |

# CITY OF SANTEE
## VEHICLE ACQUISITION REPLACEMENT FUND

| Fire & Life Safety<br>Vehicle Replacement Fund 1005 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **CAPITAL OUTLAY COSTS** | | | |
| After market parts for Ford Fusion Hybrid | $ - | $ - | $ 300 |
| **Development Services - Engineering** | | | |
| Ford XL Supercrew 4 x4 for Engineering Inspector (V191) | 39,439 | - | - |
| After market parts for Ford F-150 Crew Cap | - | - | 3,890 |
| **Development Services - Storm Water** | | | |
| 2018 Ford Escape 4X4 SE | 26,772 | - | - |
| **Total Capital Outlay** | **$ 540,526** | **$ 341,440** | **$ 194,660** |

### ***Program Description***

Representing fees collected from participants, the Recreation Revolving Fund 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, and special activities, BMX/skateboard and scooter classes and camps, and the Santee Parks and Recreation Committee (SPARC) special event fund raiser Bluegrass Festival to assist with park improvements and recreation financial assistance for seniors and youth. The Recreation Division produces a Recreation Activity brochure and guide four times throughout the year and distributes brochures to Santee area schools electronically and at various community locations and parks.

### ***FY 2019-20 Accomplishments***

- Introduced new instructional classes for adults and youth including: dog training, fitness and STEM education related camps and classes
- Increased senior bus trips and regional out and about programs. Partnered with the Santee School District to provide transportation to Open House Resource Fair. All partially funded through community enhancement funds through SPARC
- Coordinated annual Bluegrass Festival
  - Increased revenue by 7.27% to approximately $119,000
  - Secured $86,725 of in-kind donations (giving tree, silent auction and event elements)
  - Tickets sold out prior to event date with total ticket sales of 1,584
  - Secured six additional food & beverage vendors to provide free samples
  - Bluegrass Festival proceeds were allocated towards community enhancement projects: Senior Trips and programs, recreation & special events equipment, Teen Center operations and financial assistance program

### ***FY 2020-21 Goals and Objectives***

- Continue to research and implement the addition of senior programs to local mobile home parks
- Continue to research and implement transportation program to increase participation in senior activities
- Partner with AARP on the Age-Friendly Communities Initiative
- Continue to apply pricing guidelines to recover direct and indirect costs
- Expand program offerings with an emphasis on health and physical fitness
- Finalize virtual reality promotional/marketing campaign focused on Recreation in the Santee Community highlighting senior programs and Teen Center activities
- Enhance revenue generating components and participation at the Santee Bluegrass Festival and increase attendance
- Continue to reinforce Bluegrass festival branding with fund-raising awareness

# CITY OF SANTEE
## RECREATION REVOLVING FUND

| Community Services<br>Recreation Revolving Fund<br>1006.02.5301 - 5312 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Personnel | $ 77,126 | $ 87,480 | $ 53,050 |
| Operations & Maintenance | 117,967 | 148,520 | 149,050 |
| **Grand Total** | $ 195,092 | $ 236,000 | $ 202,100 |
| **SUMMARY OF FUNDED POSITIONS** | | | |
| Recreation Coordinator | 0.79 | 0.72 | 0.02 |
| **Total Positions** | 0.79 | 0.72 | 0.02 |

# CITY OF SANTEE
## RECREATION REVOLVING FUND

| Community Services<br>Recreation Revolving Fund<br>1006.02.5301 - 5312 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **PERSONNEL COSTS** | | | | |
| Salaries & Wages - Regular | 50010 | $ 37,862 | $ 33,450 | $ 1,110 |
| Salaries & Wages - Part Time | 50020 | 25,518 | 41,070 | 44,160 |
| Overtime | 50025 | 14 | - | - |
| Retirement - PERS | 50050 | 2,849 | 2,560 | 320 |
| Retirement - Unfunded Liability | 50052 | 5,180 | 6,140 | 5,250 |
| Retirement - Part Time | 50055 | 1,056 | 1,450 | 1,550 |
| Medicare | 50060 | 1,000 | 1,070 | 660 |
| Health Insurance | 50070 | 3,227 | 1,440 | - |
| Dental Insurance | 50071 | 216 | 110 | - |
| Life Insurance | 50075 | 73 | 70 | - |
| Long Term Disability Insurance | 50076 | 131 | 120 | - |
| **Total Personnel** | | $ 77,126 | $ 87,480 | $ 53,050 |
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Expert/Consulting Services | 51040 | $ 40,151 | $ 40,380 | $ 43,380 |
| Permits/Insurance | 51041 | 2,604 | 2,750 | 3,000 |
| Subscriptions/Memberships | 51104 | 165 | 200 | 200 |
| Professional Development | 51110 | 260 | 630 | 630 |
| Printing & Duplicating | 51120 | 3,154 | 5,000 | 5,000 |
| Telephone & Fax | 51121 | 399 | 500 | 600 |
| Postage | 51122 | 551 | 800 | 800 |
| Promotional Activities | 51131 | 1,723 | 1,950 | 2,600 |
| Voucher Incentive Program | 51132 | 3,402 | 4,500 | 4,500 |
| Banners | 51133 | 449 | 1,150 | 1,150 |
| Bank Fees | 51150 | 5,745 | 9,000 | 9,000 |
| Contract Services | 51155 | 5,884 | 6,500 | 6,500 |
| Other Services - SD County Sheriff | 51156 | - | 2,950 | 3,500 |
| Materials & Supplies | 51160 | 29,404 | 31,300 | 30,200 |
| Recreational Supplies | 51164 | 2 | 50 | 50 |
| Transportation | 51172 | 3,270 | 5,700 | 5,700 |
| Electricity & Gas | 51180 | - | - | - |
| Water & Sewer | 51185 | - | - | - |
| Equipment Rental | 51191 | 10,993 | 14,000 | 15,500 |
| Custodial | 51210 | 2,779 | 3,200 | 3,200 |
| SPARC Community Enhancement | 51370 | 7,030 | 7,960 | 13,540 |
| Operating Transfer Out | 90001 | - | 10,000 | - |
| **Total Operations & Maintenance** | | $ 117,967 | $ 148,520 | $ 149,050 |
| **Grand Total** | | **$ 195,092** | **$ 236,000** | **$ 202,100** |

# CITY OF SANTEE
## RECREATION REVOLVING FUND

| Community Services<br>Recreation Revolving Fund 1006.02.5301 - 5312 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Expert/Consulting Services** | **$ 40,151** | **$ 40,380** | **$ 43,380** |
| This appropriation includes funds for contractor and consultant fingerprinting, staff CPR and first aid training, as well as contract payments for programs. | | | |
| Instructional Classes [5302] | 31,683 | 32,000 | 32,000 |
| Day Camps [5305] | 200 | 200 | 200 |
| Contract Camps [5306] | 8,268 | 8,000 | 11,000 |
| Recreation Revolving Support [5311] | - | 180 | 180 |
| **Permits/Insurance** | **2,604** | **2,750** | **3,000** |
| Required permits and insurance for Events [5309]. | | | |
| **Subscriptions/Memberships** | **165** | **200** | **200** |
| Subscriptions and professional memberships for staff Recreation Revolving Support [5311]. | | | |
| **Professional Development** | **260** | **630** | **630** |
| Conferences, workshops, and team building activities. | | | |
| Day Camp [5305] | 200 | 330 | 330 |
| Recreation Revolving Support [5311] | 60 | 300 | 300 |
| **Printing & Duplicating** | | | |
| Printing of marketing materials and supplies. | **3,154** | **5,000** | **5,000** |
| Senior Trips [5303] | 191 | 200 | 200 |
| Special Events [5309] | 426 | 1,300 | 1,300 |
| Recreation Revolving Support [5311] | 2,537 | 3,500 | 3,500 |
| **Telephone & Fax** | **399** | **500** | **600** |
| Telephone and fax charges for a Recreation Coordinator and Recreation front desk administration. | | | |
| Recreation Revolving Support [5311] | 399 | 500 | 600 |
| **Postage** | **551** | **800** | **800** |
| Mail charges for marketing materials. | | | |
| Senior Trips [5303] | 102 | 100 | 100 |
| Special Events [5309] | 449 | 500 | 500 |
| Recreation Revolving Support [5311] | - | 200 | 200 |
| **Promotional Activities** | **1,723** | **1,950** | **2,600** |
| Event and program marketing and promotions. | | | |
| Special Events [5309] | 213 | 600 | 600 |
| Recreation Revolving Support [5311] | 1,509 | 1,350 | 2,000 |

# CITY OF SANTEE
## RECREATION REVOLVING FUND

| Community Services<br>Recreation Revolving Fund 1006.02.5301 - 5312 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS (Continued)** | | | |
| **Voucher Incentive Program** | **$ 3,402** | **$ 4,500** | **$ 4,500** |
| Financial assistance for qualifying senior and youth participants for recreation programs and classes. Provided by recreation activity donations and Bluegrass Festival proceeds. | | | |
| Special Events [5309] | 3,402 | 4,500 | 4,500 |
| **Banners** | **449** | **1,150** | **1,150** |
| Installing/removing, storing, purchasing, cleaning and repairing new and existing banners. | | | |
| Special Events [5309] | - | 600 | 600 |
| Recreation Revolving Support [5311] | 449 | 550 | 550 |
| **Bank Fees** | **5,745** | **9,000** | **9,000** |
| Active Net and bank charges. | | | |
| Special Events [5309] | 2,271 | 3,000 | 3,000 |
| Recreation Revolving Support [5311] | 3,474 | 6,000 | 6,000 |
| **Contract Services** | **5,884** | **6,500** | **6,500** |
| Entertainment, light, sound and other vendor contracts for Special Events. Special Events [5309] | | | |
| **Other Services - SD County Sheriff** | **-** | **2,950** | **3,500** |
| Recreation Revolving [5306] | | | |
| **Materials & Supplies** | **29,404** | **31,300** | **30,200** |
| Supplies, equipment, computer upgrades and incidental furnishings for Recreation Programs. | | | |
| Instructional Classes [5302] | 52 | 200 | 200 |
| Senior Trips [5303] | 6,992 | 6,000 | 6,000 |
| Day Camps [5305] | 7,510 | 8,800 | 8,800 |
| Skate Park [5308] | 19 | 100 | 100 |
| Special Events [5309] | 14,367 | 14,600 | 13,500 |
| Recreation Revolving Support [5311] | 465 | 1,600 | 1,600 |
| **Recreational Supplies** | **2** | **50** | **50** |
| Miscellaneous supplies for Day Camps. | | | |
| Day Camps [5305] | | | |
| **Transportation** | **3,270** | **5,700** | **5,700** |
| Bus and Transportation Fees. | | | |
| Senior Trips [5303] | - | 1,000 | 1,000 |
| Day Camps [5305] | 3,270 | 4,700 | 4,700 |

# CITY OF SANTEE
## RECREATION REVOLVING FUND

| Community Services<br>Recreation Revolving Fund 1006.02.5301 - 5312 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS (Continued)** | | | |
| **Equipment Rental**<br>Rental Equipment - portable sanitation units, 2-way radios, and event specific equipment for Special Events [5309]. | $ 10,993 | $ 14,000 | $ 15,500 |
| **Custodial Services**<br>Custodial Services for the Teen Center at Big Rock Park. [5311]. | 2,779 | 3,200 | 3,200 |
| **SPARC Community Enhancement**<br>Special projects funded with proceeds from the Santee Bluegrass Festival. | 7,030 | 7,960 | 13,540 |
| **Operating Transfers Out**<br>SPARC donation to Recreation Services General Fund from proceeds of the annual Bluegrass Festival Fundraiser [5309]. | - | 10,000 | - |
| **Total Operations & Maintenance** | $ 117,967 | $ 148,520 | $ 149,050 |

# CITY OF SANTEE
## SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUND

***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.

# CITY OF SANTEE
## SUPPLEMENTAL LAW ENFORCEMENT SERVICES

| Supplemental Law Enforcement Services<br>County of San Diego 2101.00.2101 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Contract Services - SD County Sheriff | 51152 | $ 140,520 | $ 149,100 | $ 157,270 |
| **Total** | | $ 140,520 | $ 149,100 | $ 157,270 |

**EXPENDITURES**

**OPERATIONS & MAINTENANCE COSTS**

| | | | |
|---|---|---|---|
| **Contract Services - SD County Sheriff**<br>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. | **$ 140,520** | **$ 149,100** | **$ 157,270** |
| **Total Operations & Maintenance** | **$ 140,520** | **$ 149,100** | **$ 157,270** |

# CITY OF SANTEE
## HIGHWAY 52 COALITION FUND

### ***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 Highway 52 and the surrounding corridors. These improvements will reduce congestion, promote multi-modal and shared transportation opportunities, and make Highway 52 into an economic goods movement and mobility corridor that enhances the vitality of the region.

### ***FY 2019-20 Accomplishments***

- Hosted additional public meetings and presentations
- Continued communication with federal lobbyists to support the Coalition's efforts
- Met with legislators in Sacramento to educate officials on funding needed to improve the State Route 52 corridor for the benefit of the entire region
- Met with the U.S. Department of Transportation to discuss recommended revisions to the initially submitted Federal INFRA (Infrastructure for Rebuilding America) grant totaling $10.1 million, and the BUILD grant totally $25 million to support Highway 52 improvements. These grant applications have been re-submitted and are pending notification of award
- Funding of $12 million has been allocated for Highway 52 improvements in SANDAG's Regional Transportation Improvement Program (RTIP), which includes $6 million in funding from SANDAG and $6 million from HomeFed

### ***FY 2020-21 Goals and Objectives***

- Continue to work with federal, state and local agencies, and regional stakeholders 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
- Host additional public meetings to further develop regional support for the Coalition's efforts
- Apply for additional grant opportunities as appropriate

# CITY OF SANTEE
# HIGHWAY 52 COALITION FUND

| Non-Departmental<br>Highway 52 Coalition | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Operations & Maintenance | $ 73,825 | $ 89,850 | $ 73,600 |
| **Total** | $ 73,825 | $ 89,850 | $ 73,600 |

| **EXPENDITURES** | | | | |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Legal Services - City Attorney | 51020 | $ 12,938 | $ 21,400 | $ 5,000 |
| Expert/Consulting Services | 51040 | 55,000 | 60,000 | 60,000 |
| Meetings and Outreach | 51118 | 5,764 | 7,850 | 8,000 |
| Bank Fees | 51150 | 104 | 200 | 200 |
| Materials and Supplies | 51160 | (162) | 200 | 200 |
| Software Maintenance and Licensing | 51201 | 181 | 200 | 200 |
| **Total Operations & Maintenance** | | $ 73,825 | $ 89,850 | $ 73,600 |

# CITY OF SANTEE
## HIGHWAY 52 COALITION FUND

| Non-Departmental<br>Highway 52 Coalition | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Legal Services - City Attorney**<br>This appropriation covers the costs incurred by the City Attorney's Office in support of the Highway 52 Coalition. | $ 12,938 | $ 21,400 | $ 5,000 |
| **Expert/Consulting Services**<br>This appropriation provides funding for the federal lobbyist hired in support of the Highway 52 Coalition, in particular as it relates to efforts to obtain federal funding for improvements to Highway 52. | 55,000 | 60,000 | 60,000 |
| **Meetings and Outreach**<br>This appropriation provides for meeting expenses with local, regional, state and federal representatives and their staff in support of the Highway 52 Coalition's efforts. | 5,764 | 7,850 | 8,000 |
| **Bank Fees**<br>This appropriation covers credit card processing charges incurred with the receipt of donations to the Coalition. | 104 | 200 | 200 |
| **Materials & Supplies**<br>This appropriation provides funding for promotional materials and other supplies incurred in support of the Highway 52 Coalition. | (162) | 200 | 200 |
| **Software Maintenance and Licensing**<br>This appropriation covers the cost of website domain licensing for the Highway 52 Coalition. | 181 | 200 | 200 |
| **Total Operations & Maintenance** | $ 73,825 | $ 89,850 | $ 73,600 |

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# CITY OF SANTEE
## CASp CERTIFICATION AND TRAINING FUND

***Program Description***

The CASp Certification and Training Fund provides for the expenditure of a State mandated surcharge on every business license issued or renewed, to be used for certified disabled access specialist training and certification and to facilitate compliance with construction-related accessibility requirements in accordance with AB 1379.

# CITY OF SANTEE
## CASp TRAINING AND CERTIFICATION FUND

| Development Services<br>CASp Certification and Training Fund 2106.04.4108 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| AB 1379 Disabled Access | 51372 | $ 255 | $ 13,300 | $ 13,300 |
| **Total** | | $ 255 | $ 13,300 | $ 13,300 |

| **EXPENDITURES** | | | |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **AB 1379 Disabled Access**<br>This appropriation provides funding for certified disabled access specialist training and certification and to facilitate compliance with construction-related accessibility requirements in accordance with AB 1379. This program is funded from a State mandated surcharge on every business license issued or renewed. | **$ 255** | **$ 13,300** | **$ 13,300** |
| **Total Operations & Maintenance** | **$ 255** | **$ 13,300** | **$ 13,300** |

### ***Program Description***

Funding for maintaining the City's streets and other facilities within the public rights-of-way is derived from the Highway User's (Gas) Tax. The Development Services 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 Development Services 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 2019-20 Accomplishments***

- Re-striped approximately five miles of arterial and collector roadways along with 6,000 feet of crosswalks and painted 10,000 feet of red curb
- Maintained and repaired the 61 City owned traffic signals and communication system, as needed
- Replaced and installed traffic signs as necessary
- Repaired and replaced damaged and lifted sidewalks, performed curb and gutter repairs and performed horizontal sidewalk cutting to eliminate tripping hazards citywide, and awarded a concrete repair and replacement contract
- Provided monthly street sweeping services for all public streets, intersections and parking lots
- Maintained right-of-way landscaping, planted trees and replaced landscaping on medians and parkways
- Performed pothole repairs and asphalt patching citywide

### ***FY 2020-21 Goals and Objectives***

- Continue to re-stripe City streets to provide clear delineation of street markings
- Continue to maintain City owned traffic signals and communication system
- Continue to maintain traffic signs
- 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, intersections and parking lots
- Continue weed abatement program along City rights-of-way
- Continue safety meetings and training for all Public Services staff

# CITY OF SANTEE
## GAS TAX FUND SUMMARY

| | FY 2018-19 Actual | FY 2019-20 Amended | FY 2020-21 Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Community Services | $ 860,667 | $ 1,206,170 | $ 1,298,550 |
| Development Services | 314,104 | 330,000 | 308,330 |
| **Grand Total** | $ 1,174,771 | $ 1,536,170 | $ 1,606,880 |

# CITY OF SANTEE
## GAS TAX FUND - COMMUNITY SERVICES

| Community Services<br>Gas Tax Fund 2201.02.3101 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Operations & Maintenance | $ 860,667 | $ 1,206,170 | $ 1,298,550 |
| **Total** | $ 860,667 | $ 1,206,170 | $ 1,298,550 |

| **EXPENDITURES** | | | | |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Accounting/Auditing | 51010 | $ 2,427 | $ 2,500 | $ 3,000 |
| Professional Development | 51110 | 1,916 | 2,100 | 2,100 |
| Telephone & Fax | 51121 | 3,602 | 3,800 | 4,000 |
| Materials & Supplies | 51160 | 13,108 | 17,000 | 10,000 |
| Wearing Apparel | 51165 | 3,333 | 3,500 | 3,500 |
| Small Tools | 51166 | 1,080 | 2,000 | 1,500 |
| Electricity & Gas - Grounds | 51181 | 1,995 | 1,900 | 2,800 |
| Water & Sewer - Grounds | 51186 | 125,419 | 180,460 | 168,300 |
| Signage | 51190 | 12,085 | 13,500 | 12,500 |
| Equipment Rental | 51191 | 2,864 | 6,600 | 5,000 |
| Repair/Maint - Grounds | 51231 | 265,691 | 317,550 | 360,250 |
| Contract Svc Road Maintenance | 51240 | 7,912 | 15,000 | 15,000 |
| Contract Svc Concrete Replacement | 51241 | 33,321 | 70,000 | 35,000 |
| Contract Svc Dead Animal Removal | 51242 | 10,677 | 10,800 | 10,800 |
| Contract Svc Street Sweeping | 51244 | 181,638 | 196,760 | 192,500 |
| Irrigation Materials | 51252 | 8,601 | 9,500 | 9,500 |
| Asphalt Materials | 51253 | - | - | 16,100 |
| Internal Service Charges | 51399 | 161,500 | 325,000 | 425,000 |
| Operating Transfer Out | 90001 | 23,500 | 28,200 | 21,700 |
| **Total Operations & Maintenance** | | $ 860,667 | $ 1,206,170 | $ 1,298,550 |

# CITY OF SANTEE
## GAS TAX FUND - COMMUNITY SERVICES

| Community Services<br>Gas Tax Fund 2201.02.3101 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Accounting/Auditing**<br>This amount will provide for the preparation of the annual Street Report and review of Gas Tax Fund expenditures by the State Controller's Office. | $ 2,427 | $ 2,500 | $ 3,000 |
| **Professional Development**<br>This appropriation will cover specific street and road maintenance training as well as weed abatement, pest control, pesticide licensing, traffic control, and roadside safety training. | 1,916 | 2,100 | 2,100 |
| **Telephone & Fax**<br>This appropriation will cover local and long distance charges for telephones, modems, alarm systems, faxes and cell phones. | 3,602 | 3,800 | 4,000 |
| **Materials & Supplies**<br>This appropriation will cover the costs of 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. | 13,108 | 17,000 | 10,000 |
| **Wearing Apparel**<br>This appropriation provides a portion of the cost of uniforms, steel toed boots, as-needed safety clothing for the maintenance crew and staff representing the City. | 3,333 | 3,500 | 3,500 |
| **Small Tools**<br>This appropriation will fund the purchase and replacement of small tools. | 1,080 | 2,000 | 1,500 |
| **Electricity & Gas - Grounds**<br>This appropriation funds the cost of electricity to irrigation controllers in rights-of-way and medians. | 1,995 | 1,900 | 2,800 |
| **Water & Sewer - Grounds**<br>This appropriation covers the cost of water within the City's rights-of-way and medians. | 125,419 | 180,460 | 168,300 |
| **Signage**<br>This appropriation is required to cover the cost of miscellaneous traffic and street name signage. | 12,085 | 13,500 | 12,500 |

# CITY OF SANTEE
## GAS TAX FUND - COMMUNITY SERVICES

| Community Services<br>Gas Tax Fund 2201.02.3101 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS (Continued)** | | | |
| **Equipment Rental**<br>This appropriation will provide for rental of specialized equipment required for street repairs and maintenance such as graders, gradalls, skip loaders, rollers grinders and other street related equipment. | $ 2,864 | $ 6,600 | $ 5,000 |
| **Repair/Maintenance - Grounds**<br>This appropriation will be used to provide rights-of-way landscape maintenance including maintenance of medians, parkways, bike paths and street trees. This program also includes our street tree planting and replacement program.<br>Area 2 Landscape Maintenance<br>Urban Forestry Maintenance<br>Annual Pest Control<br>Plumbing Maintenance & Repairs<br>Electrical services | 265,691 | 317,550 | 360,250 |
| **Contract Service Road Maintenance**<br>This appropriation will be used to provide contractual roadway repairs such as minor asphalt patching. | 7,912 | 15,000 | 15,000 |
| **Contract Service Concrete Replacement**<br>This appropriation will fund the City's ongoing concrete curb, gutter and sidewalk replacement program. This also includes the sidewalk cutting and grinding program. The contracted services also include the installation of ADA ramps throughout the City. | 33,321 | 70,000 | 35,000 |
| **Contract Service Dead Animal Removal**<br>The appropriation will enable utilization of contracted services for disposal of dead animals found within City rights-of-way. | 10,677 | 10,800 | 10,800 |
| **Contract Service Street Sweeping**<br>This appropriation will fund the street sweeping contract for commercial and residential streets, medians and intersections. This appropriation also provides funds for additional emergency sweeping as required. | 181,638 | 196,760 | 192,500 |
| **Irrigation Materials**<br>This appropriation will cover the cost of purchasing irrigation repair supplies. | 8,601 | 9,500 | 9,500 |
| **Asphalt Materials**<br>This appropriation will cover the cost of cold patch asphalt repair supplies. | - | - | 16,100 |

# CITY OF SANTEE
## GAS TAX FUND - COMMUNITY SERVICES

| Community Services<br>Gas Tax Fund 2201.02.3101 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS (Continued)** | | | |
| **Internal Service Charges**<br>This account is used to reimburse the General Fund. Reimbursements are for the cost of personnel and vehicle expenses used for right-of-way program work. | **$ 161,500** | **$ 325,000** | **$ 425,000** |
| **Operating Transfer Out**<br>Transfer to Town Center Landscape Maintenance District | **23,500** | **28,200** | **21,700** |
| **Total Operations & Maintenance** | **$ 860,667** | **$1,206,170** | **$ 1,298,550** |

# CITY OF SANTEE
## GAS TAX FUND - DEVELOPMENT SERVICES

| Development Services<br>Gas Tax Fund 2201.04.4101 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Operations & Maintenance | $ 314,104 | $ 330,000 | $ 296,330 |
| Capital Outlay | - | - | 12,000 |
| **Grand Total** | $ 314,104 | $ 330,000 | $ 308,330 |

| **EXPENDITURES** | | | | |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Expert/Consulting Services | 51040 | $ 2,446 | $ 6,000 | $ 3,500 |
| Electricity & Gas | 51180 | 55,999 | 59,000 | 61,300 |
| Software Maintenance & Licensing | 51201 | - | - | 1,530 |
| Repair/Maintenance - Traffic Signals | 51214 | 132,728 | 140,000 | 125,000 |
| Contract Svc Street Striping/Painting | 51243 | 98,157 | 100,000 | 80,000 |
| Internal Service Charges | 51399 | 24,773 | 25,000 | 25,000 |
| **Total Operations & Maintenance** | | $ 314,104 | $ 330,000 | $ 296,330 |
| **CAPITAL OUTLAY** | | | | |
| Other Capital Outlay | 60099 | $ - | $ - | $ 12,000 |
| **Total Capital Outlay** | | $ - | $ - | $ 12,000 |

# CITY OF SANTEE
## GAS TAX FUND - DEVELOPMENT SERVICES

| Development Services<br>Gas Tax Fund 2201.04.4101 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Expert/Consulting Services**<br>This appropriation provides funds for the execution of special traffic studies requested by Council or not funded elsewhere. Also included is $3,000 annually for services provided by Underground Service Alert for notices of potential conflicts with City owned underground electrical facilities. | $ 2,446 | $ 6,000 | $ 3,500 |
| **Electricity & Gas**<br>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. | 55,999 | 59,000 | 61,300 |
| **Software Maintenance & Licensing**<br>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. | - | - | 1,530 |
| **Repair/Maintenance - Traffic Signals**<br>This appropriation funds contract services to provide routine and emergency maintenance and repairs to the City's traffic signals and intersection safety lighting. | 132,728 | 140,000 | 125,000 |
| **Contract Service Street Striping/Painting**<br>This appropriation provides funds for the annual Street Striping Program. Funds are used to change, remove and repaint new or existing street and legends. | 98,157 | 100,000 | 80,000 |
| **Internal Service Charges**<br>This appropriation will reimburse the General Fund. Reimbursements are for the cost of personnel expenses used for right-of-way program work. | 24,773 | 25,000 | 25,000 |
| **Total Operations & Maintenance Costs** | $ 314,104 | $ 330,000 | $ 296,330 |

# CITY OF SANTEE
## GAS TAX FUND - DEVELOPMENT SERVICES

| Development Services<br>Gas Tax Fund 2201.04.4101 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **CAPITAL OUTLAY** | | | |
| **Other Capital Outlay**<br>This appropriation will purchase traffic calming devices, such as speed feedback signs and pedestrian warning signs with flashing lights, to reduce chronic speeding in various parts of the City. | **$ -** | **$ -** | **$ 12,000** |
| **Total Capital Outlay** | **$ -** | **$ -** | **$ 12,000** |

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# CITY OF SANTEE
## SAFE PROGRAM FUND

### ***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 in accordance with Assembly Bill 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 FY 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 2019-20 Accomplishments***

- Utilized a portion of available resources to continue to operate and maintain the City's traffic operations center

### ***FY 2020-21 Goals and Objectives***

- Utilize a portion of available resources to continue to operate and maintain the City's traffic operations center

# CITY OF SANTEE
## SAFE PROGRAM FUND

| Development Services<br>SAFE Program 2202.04.4101 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Operations & Maintenance | $ 6,959 | $ 10,000 | $ 10,000 |
| **Total** | $ 6,959 | $ 10,000 | $ 10,000 |

| **EXPENDITURES** | | | | |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Internal Service Charges | 51399 | $ 6,959 | $ 10,000 | $ 10,000 |
| **Total Operations & Maintenance** | | $ 6,959 | $ 10,000 | $ 10,000 |

# CITY OF SANTEE
## SAFE PROGRAM FUND

| Development Services<br>SAFE Program 2202.04.4101 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Internal Service Charges**<br>This appropriation will reimburse the General Fund for personnel costs associated with traffic management/traffic operations center activities. | $ 6,959 | $ 10,000 | $ 10,000 |
| **Total Operations & Maintenance** | $ 6,959 | $ 10,000 | $ 10,000 |

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# CITY OF SANTEE
## GAS TAX-RMRA (SB 1) FUND

***Program Description***

The Road Repair and Accountability Act of 2017 (SB 1) represents a significant 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 in order 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 in order to continue to receive RMRA funds.

***FY 2019-20 Accomplishments***

- Completed the Citywide Pavement Repair & Maintenance Program 2019 Projects utilizing RMRA funding combined with City General Fund and Transnet funding

***FY 2020-21 Goals and Objectives***

- Effectively utilize RMRA funds to address important street and road capital projects including the following:
  - Pavement Repair and Rehabilitation
  - Pavement Roadway Maintenance
  - Bridge Retrofits and Repairs

# CITY OF SANTEE
## GAS TAX-RMRA (SB1) FUND - DEVELOPMENT SERVICES

| Development Services<br>Gas Tax-RMRA (SB1) Fund 2203.04.4101 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Operations & Maintenance | $ - | $ - | $ - |
| **Grand Total** | $ - | $ - | $ - |

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.

| | | | | |
|---|---|---|---|---|
| **EXPENDITURES** | | | | |
| **OPERATIONS & MAITENANCE COSTS** | | | | |
| **Contract Svc Street Striping/Painting**<br>This appropriation provides funds for the annual Street Striping Program. Funds are used to change, remove and repaint new or existing street and legends. | 51243 | **$ -** | **$ -** | **$ -** |
| **Total Operations & Maintenance** | | $ - | $ - | $ - |

### ***Mission Statement***

To implement programs that protect and enhance surface water quality within the City of Santee. Ensure the City's compliance with the Regional Storm Water Permit and coordinate on regional program implementation. Participate in Co-Permittee workgroups 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 city's 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 which 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, commercial and industrial business inspections, 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 2019-20 Accomplishments***

- Implemented strategic programs to work toward compliance with the Regional Storm Water Permit
- Collaborated with 20 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 strategy, implementation plan, correspondence, and reports addressing requirements under the Bacteria Investigative Order.
- Completed a business improvement process with the Public Services Division to improve understanding and compliance with storm water program components and requirements
- Facilitated implementation of phase one of the City's Trash Order Compliance Plan
- Implemented program components of the City's Jurisdictional Plans and the San Diego River Water Quality Improvement Plan
- Provided outreach and education to through events, education, meetings and inspections
- Coordinated with the Information Technology Division to utilize the GIS platform for tracking MS4 infrastructure maintenance

***FY 2020-21 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
- Continuously seek process improvements for existing efforts and infrastructure maintenance programs
- Facilitate the use of GIS map layers which will display the inventory of businesses and structural Best Management Practices (BMPs) inventory so that staff can further strategize efforts
- Seek to decrease bacteria Total Maximum Daily Load (TMDL) by performing in depth microbial source tracking through special studies, and implementing a suite of structural and non-structural controls and programs
- Continue to monitor and ensure the timely implementation of the Trash Order compliance plan
- Collaborate with other named parties to implement the monitoring plan in accordance with the Bacteria Investigative Order
- Roll out focused storm water training specific to job responsibilities for all City employees
- Regularly participate in the co-permittee workgroups and work towards collaboratively addressing common regulatory requirements

# CITY OF SANTEE
## ZONE 2 FLOOD CONTROL DISTRICT FUND SUMMARY

| | FY 2018-19 Actual | FY 2019-20 Amended | FY 2020-21 Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Community Services | $ - | $ 60,800 | $ 78,810 |
| Development Services | 359,699 | 433,530 | 374,330 |
| **Grand Total** | $ 359,699 | $ 494,330 | $ 453,140 |

# CITY OF SANTEE
## ZONE 2 FLOOD CONTROL DISTRICT FUND - COMMUNITY SERVICES

| Community Services<br>Zone 2 Flood Control 2302.02.3102 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Operations & Maintenance | $ - | $ 60,800 | $ 78,810 |
| **Total** | $ - | $ 60,800 | $ 78,810 |

| **EXPENDITURES** | | | | |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Internal Service Charges | 51399 | $ - | $ 60,800 | $ 78,810 |
| **Total Operations & Maintenance** | | $ - | $ 60,800 | $ 78,810 |

# CITY OF SANTEE
## ZONE 2 FLOOD CONTROL DISTRICT FUND - COMMUNITY SERVICES

| Community Services<br>Zone 2 Flood Control 2302.02.3102 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Internal Service Charges**<br>This account is used to reimburse the General Fund for personnel cost incurred in Storm Water activities. | $ - | $ 60,800 | $ 78,810 |
| **Total Operations & Maintenance** | $ - | $ 60,800 | $ 78,810 |

# CITY OF SANTEE
## ZONE 2 FLOOD CONTROL DISTRICT FUND - DEVELOPMENT SERVICES

| Development Services<br>Zone 2 Flood Control 2302.04.4102 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Operations & Maintenance | $ 359,699 | $ 433,530 | $ 374,330 |
| **Total** | $ 359,699 | $ 433,530 | $ 374,330 |

Note: Development Services Department Storm Water Program personnel costs are reflected in the General Fund.

**EXPENDITURES**

| | | | | |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Expert/Consulting Services | 51040 | $ 40,000 | $ 20,000 | $ 20,000 |
| State Permit Renewal Fee | 51042 | 21,365 | 24,850 | 22,000 |
| Regional Coordination | 51044 | 106,957 | 123,000 | 122,410 |
| Water Quality Monitoring | 51045 | 58,826 | 64,000 | 64,000 |
| Outreach & Education | 51046 | 87 | 500 | 500 |
| Subscriptions/Memberships | 51104 | 395 | 500 | 500 |
| Professional Development | 51110 | 2,509 | 2,000 | 1,500 |
| Mileage Reimbursement | 51112 | 31 | 200 | 200 |
| Printing & Duplicating | 51120 | 385 | 1,750 | 1,750 |
| Telephone & Fax | 51121 | 2,468 | 3,730 | 3,520 |
| Postage | 51122 | 431 | 700 | 1,400 |
| Rentals/Leases - Office Equipment | 51141 | 805 | - | - |
| Materials & Supplies | 51160 | 948 | 1,500 | 1,500 |
| Wearing Apparel | 51165 | 399 | 500 | 500 |
| Electricity & Gas | 51180 | 4,092 | 4,500 | 4,400 |
| Repair/Maint - Equipment | 51211 | - | 600 | 300 |
| Minor Equipment | 51361 | - | 600 | - |
| Internal Service Charges | 51399 | 120,000 | 184,600 | 129,850 |
| **Total Operations & Maintenance** | | $ 359,699 | $ 433,530 | $ 374,330 |

# CITY OF SANTEE
## ZONE 2 FLOOD CONTROL DISTRICT FUND - DEVELOPMENT SERVICES

| Development Services<br>Zone 2 Flood Control 2302.04.4102 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Expert /Consulting Services**<br>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. | $ 40,000 | $ 20,000 | $ 20,000 |
| **State Permit Renewal Fee**<br>This appropriation provides for the annual renewal of the City's National Pollutant Discharge Elimination System (NPDES) permit administered by the State of California. | 21,365 | 24,850 | 22,000 |
| **Regional Coordination**<br>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. | 106,957 | 123,000 | 122,410 |
| **Water Quality Monitoring**<br>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 monitoring of compliance with the San Diego River Water Quality Improvement Plan. | 58,826 | 64,000 | 64,000 |
| **Outreach & Education**<br>This appropriation provides for booth displays, demonstration models and incentive items. | 87 | 500 | 500 |
| **Subscriptions/Memberships**<br>This appropriation provides for membership in the California Storm Water Quality Association and the Association of Environmental Professionals. Also included are subscriptions to industry BMP (best management practice) handbooks. | 395 | 500 | 500 |
| **Professional Development**<br>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. | 2,509 | 2,000 | 1,500 |

# CITY OF SANTEE
## ZONE 2 FLOOD CONTROL DISTRICT FUND - DEVELOPMENT SERVICES

| Development Services<br>Zone 2 Flood Control 2302.04.4102 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS (Continued)** | | | |
| **Mileage Reimbursement**<br>This appropriation provides for reimbursement of the expense of using a personal vehicle in the performance of assigned duties. | $ 31 | $ 200 | $ 200 |
| **Printing & Duplicating**<br>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. | 385 | 1,750 | 1,750 |
| **Telephone and Fax**<br>This appropriation provides for the cost of telephone, fax machine, cellular phones, monthly hot spot and modem line charges. | 2,468 | 3,730 | 3,520 |
| **Postage**<br>This appropriation provides for the cost of mailing correspondence, compliance notices and other documents. | 431 | 700 | 1,400 |
| **Rentals/Leases - Office Equipment**<br>This account provides funds for leased photocopiers and communication equipment. | 805 | - | - |
| **Materials &Supplies**<br>This appropriation provides for office and field supplies. | 948 | 1,500 | 1,500 |
| **Wearing Apparel**<br>This appropriation provides for the purchase of apparel, including safety vests/jackets, work boots, hard hats and rain gear. | 399 | 500 | 500 |
| **Electricity and Gas**<br>This appropriation provides for cost of electricity and gas allocated to the Flood Control\Storm Water Division. | 4,092 | 4,500 | 4,400 |
| **Repair/Maint - Equipment**<br>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. | - | 600 | 300 |

# CITY OF SANTEE
## ZONE 2 FLOOD CONTROL DISTRICT FUND - DEVELOPMENT SERVICES

| Development Services<br>Zone 2 Flood Control 2302.04.4102 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS (Continued)** | | | |
| **Minor Equipment**<br>This appropriation provides for the purchase of two tablets to be utilized for Storm Water inspections. | $ - | $ 600 | $ - |
| **Internal Service Charges**<br>This account is used to reimburse the General Fund for personnel cost incurred in Storm Water activities. | 120,000 | 184,600 | 129,850 |
| **Total Operations & Maintenance** | $ 359,699 | $ 433,530 | $ 374,330 |

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# CITY OF SANTEE
## COMMUNITY DEVELOPMENT BLOCK GRANT FUND

***Program Description***

The Department of Development Services 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 2019-20 Accomplishments***

- Administered the allocation of CDBG monies for eligible programs and projects, and provided contract administration in support of eight program activities
- Administered the allocation of CARES Act CDBG monies for programs to support COVID-19 impacted persons and organizations
- Completed the Annual Action/Funding Plan and the Consolidated Annual Performance and Evaluation Report (CAPER) for submittal to HUD
- Completed the City's 2020-2024 Consolidated Plan and Program Year 2020 Annual Action Plan
- Adopted the 2020 – 2024 Analysis of Impediments to Fair Housing

***FY 2020-21 Goals and Objectives***

- Administer the expenditure of CARES Act CDBG funds for programs to support COVID-19 impacted persons and organizations.
- Administer the allocation of CDBG monies for eligible programs and projects, and provided contract administration in support of eight program activities
- Complete Annual Action/Funding Plan and the Consolidated Annual Performance and Evaluation Report (CAPER)
- Conduct randomized testing of fair housing practices

# CITY OF SANTEE
## COMMUNITY DEVELOPMENT BLOCK GRANT FUND

| Development Services<br>CDBG 2401.04.4201 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Operations & Maintenance | $ 55,308 | $ 52,350 | $ 55,130 |
| Special Programs | 194,963 | 271,630 | 223,740 |
| **Grand Total** | $ 250,271 | $ 323,980 | $ 278,870 |

**EXPENDITURES**

| | | | | |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Accounting/Auditing | 51010 | $ - | $ 2,000 | $ 2,000 |
| Expert/Consulting Services | 51040 | 3,256 | 32,550 | 3,000 |
| Professional Development | 51110 | 154 | 500 | 200 |
| Mileage Reimbursement | 51112 | - | 100 | 100 |
| Printing & Duplicating | 51120 | 18.91 | 100 | 100 |
| Postage | 51122 | 29 | 150 | 100 |
| Advertising | 51123 | 651 | 850 | 900 |
| Materials & Supplies | 51160 | - | 500 | 300 |
| Repair/Maintenance - Equipment | 51211 | - | 100 | 100 |
| Internal Service Charges | 51399 | 35,701 | - | 32,830 |
| CSA San Diego County | 51401 | 15,500 | 15,500 | 15,500 |
| **Total Operations & Maintenance** | | $ 55,308 | $ 52,350 | $ 55,130 |
| **SPECIAL PROGRAMS** | | | | |
| **Public Services** | | | | |
| Crisis House | 52002 | $ 5,490 | $ 5,620 | 6,850 |
| Cameron Family YMCA | 52003 | 2,190 | 1,870 | - |
| Elderhelp | 52004 | 3,260 | 3,270 | 3,000 |
| Meals on Wheels | 52005 | 5,490 | 4,680 | 4,500 |
| Santee Food Bank | 52006 | 14,270 | 14,050 | 14,000 |
| Santee Santas | 52007 | 9,880 | 6,000 | 5,500 |
| Voices for Children | 52010 | - | - | 4,000 |
| **Public Facilities** | | | | |
| Caring Neighbors | 53001 | 3,260 | 3,740 | 3,500 |
| Debt Service (Section 108 Loan) | 80020 | 151,123 | 147,010 | 143,580 |
| Debt Service Reserve | 80050 | - | 85,390 | 38,810 |
| **Total Special Programs** | | $ 194,963 | $ 271,630 | $ 223,740 |
| **Grand Total** | | $ 250,271 | $ 323,980 | $ 278,870 |

# CITY OF SANTEE
## COMMUNITY DEVELOPMENT BLOCK GRANT FUND

| Development Services<br>CDBG 2401.04.4201 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Administrative Activities** | **$ 39,808** | **$ 36,850** | **$ 39,630** |
| Identified below are the estimated program administration costs: | | | |
| Accounting/Auditing | - | 2,000 | 2,000 |
| Expert/Consulting Services | 3,256 | 32,550 | 3,000 |
| Professional Development | 154 | 500 | 200 |
| Mileage Reimbursement | - | 100 | 100 |
| Printing & Duplicating | 19 | 100 | 100 |
| Postage | 29 | 150 | 100 |
| Advertising | 651 | 850 | 900 |
| Materials & Supplies | - | 500 | 300 |
| Repair/Maintenance - Equipment | - | 100 | 100 |
| Internal Service Charges | 35,701 | - | 32,830 |
| **CSA San Diego County** | **15,500** | **15,500** | **15,500** |
| Provides Fair Housing Services and landlord/tenant counseling services. | | | |
| **Total Operations & Maintenance** | **$ 55,308** | **$ 52,350** | **$ 55,130** |
| **SPECIAL PROGRAMS** | | | |
| **Crisis House** | **$ 5,490** | **$ 5,620** | **$ 6,850** |
| Provides emergency assistance, housing and supportive services to promote self-sufficiency and prevent homelessness. | | | |
| **Cameron Family YMCA** | **2,190** | **1,870** | **-** |
| Provides funding support to subsidize swim and gymnastics fees for disadvantaged youth. | | | |
| **Elderhelp** | **3,260** | **3,270** | **3,000** |
| Provides assistance to homebound seniors who need assistance to live independently in their own homes. | | | |
| **Meals-on-Wheels** | **5,490** | **4,680** | **4,500** |
| 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** | **14,270** | **14,050** | **14,000** |
| 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. | | | |

# CITY OF SANTEE
## COMMUNITY DEVELOPMENT BLOCK GRANT FUND

| Development Services<br>CDBG 2401.04.4201 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SPECIAL PROGRAMS (Continued)** | | | |
| **Santee Santas**<br>Provides funding support to assist with emergency food and housing services to Santee residents. | $ 9,880 | $ 6,000 | $ 5,500 |
| **Voices for Children**<br>Provides volunteer Court Appointed Special Advocates (CASAs) for Santee based foster children. | - | - | 4,000 |
| **Caring Neighbors**<br>Provides minor home repairs for low-income seniors and disabled Santee homeowners. | 3,260 | 3,740 | 3,500 |
| **Debt Service (Section 108 Loan)**<br>Provides funding for annual debt service payment for $1.5 million Section 108 loan for the rehabilitation of several infrastructure components along Buena Vista Avenue and Railroad Avenue. The project includes two main components: sidewalk and pedestrian ramp construction, and street and storm drain rehabilitation. Underground conduit for street light installation would be included in the project. | 151,123 | 147,010 | 143,580 |
| **Debt Service Reserve**<br>This appropriation provides funding for a debt service reserve to ensure sufficient funding for Section 108 Loan debt service payments in the event future CDBG allocations are further reduced. | - | 85,390 | 38,810 |
| **Total Special Programs** | $ 194,963 | $ 271,630 | $ 223,740 |

### ***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, 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 2019-20 Accomplishments***

- Administered all CFDs efficiently and in accordance with applicable regulations/laws

### ***FY 2020-21 Goals and Objectives***

- Administer all CFDs efficiently and in accordance with applicable regulations/laws

# CITY OF SANTEE

## CFD NO. 2015-1 (MUNICIPAL MAINTENANCE SERVICES) FUND

| Community Services<br>CFD No. 2015-1 2510.02.3101 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Operations & Maintenance | $ 1,084 | $ 2,360 | $ 2,360 |
| **Total** | $ 1,084 | $ 2,360 | $ 2,360 |

| **EXPENDITURES** | | | | |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Legal Services - City Attorney | 51020 | $ 90 | $ 100 | $ 100 |
| Repair/Maintenance - Grounds | 51231 | 994 | 1,800 | 1,800 |
| Internal Service Charges | 51399 | - | 460 | 460 |
| **Total Operations & Maintenance** | | $ 1,084 | $ 2,360 | $ 2,360 |

# CITY OF SANTEE
## CFD NO. 2015-1 (MUNICIPAL MAINTENANCE SERVICES) FUND

| Community Services<br>CFD No. 2015-1 2510.02.3101 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Legal Services - City Attorney**<br>This appropriation is to cover as-needed legal services. | $ 90 | $ 100 | $ 100 |
| **Repair/Maintenance - Grounds**<br>This appropriation is to cover the cost of storm water facilities maintenance. | 994 | 1,800 | 1,800 |
| **Internal Service Charges**<br>This appropriation is to cover the cost of staff time related to storm water facilities maintenance as well as in the administration of the District. | - | 460 | 460 |
| **Total Operations & Maintenance** | $ 1,084 | $ 2,360 | $ 2,360 |

# CITY OF SANTEE

## CFD NO. 2017-2 (WESTON MUNICIPAL SERVICES) FUND

| Community Services<br>CFD No. 2017-2 2572.02.3101 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Operations & Maintenance | $ 24,274 | $ 79,290 | $ 106,850 |
| **Total** | $ 24,274 | $ 79,290 | $ 106,850 |

**EXPENDITURES**

| | | | | |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Legal Services - City Attorney | 51020 | $ - | $ 1,000 | $ - |
| Expert/Consulting Services | 51040 | 21 | 3,000 | 3,000 |
| Internal Service Charges | 51399 | 24,252 | 75,290 | 103,850 |
| **Total Operations & Maintenance** | | $ 24,274 | $ 79,290 | $ 106,850 |

# CITY OF SANTEE

## CFD NO. 2017-2 (WESTON MUNICIPAL SERVICES) FUND

| Community Services<br>CFD No. 2017-2 2572.02.3101 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Legal Services - City Attorney**<br>This appropriation is to cover as-needed legal services. | $ - | $ 1,000 | $ - |
| **Expert/Consulting Services**<br>This appropriation is to cover the cost of contract special district administration services. | 21 | 3,000 | 3,000 |
| **Internal Service Charges**<br>This appropriation is to reimburse for costs incurred in providing public services within the District and to cover the cost of staff time related to the administration of the District. | 24,252 | 75,290 | 103,850 |
| **Total Operations & Maintenance** | $ 24,274 | $ 79,290 | $ 106,850 |

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# CITY OF SANTEE
## TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT

***Program Description***

Assessments on properties enable the Community Services Department Public Services Division to provide landscape maintenance services within the District that is comprised of four separate zones: Town Center, The Lakes, San Remo and Mission Creek.

***FY 2019-20 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
- Continued the Holiday Lighting program from November to January at the major commercial corners containing monuments
- Repaired and maintained eight fountains within the district
- Trimmed all the trees in the Town Center LMD
- Planted eight new trees in the Town Center LMD

***FY 2020-21 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

# CITY OF SANTEE
## TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT

| Community Services<br>Town Center LMD | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Repair & Maintenance - Grounds: | | | | |
| Zone A - Town Center | var | $ 156,756 | $ 187,380 | $ 145,050 |
| Zone B - The Lakes | var | 6,668 | 6,610 | 6,850 |
| Zone C - San Remo | var | 4,549 | 8,140 | 7,060 |
| Zone D - Mission Creek | var | 158,045 | 189,210 | 165,440 |
| **Total Operations & Maintenance** | | $ 326,018 | $ 391,340 | $ 324,400 |

# CITY OF SANTEE
## TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT

| Community Services<br>TCLMD Zone A - Town Center 2601.02.3101 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Zone A - Town Center | 2601 | $ 156,756 | $ 187,380 | $ 145,050 |
| **Total** | | $ 156,756 | $ 187,380 | $ 145,050 |

**OPERATIONS & MAINTENANCE COSTS**

**Repair and Maintenance Grounds**
Landscape maintenance work in the Town Center LMD is performed by contracted services and is reimbursed to the City by an annual assessment levied on property owners within the District.

| | | | | |
|---|---|---|---|---|
| **Zone A / Town Center Parkway** | | | | |
| Expert/Consulting Services | 51040 | $ 2,854 | $ 3,000 | $ 2,820 |
| Advertising | 51123 | 207 | 210 | 230 |
| Electricity & Gas - Grounds | 51181 | 34,170 | 33,400 | 30,000 |
| Water & Sewer - Grounds | 51186 | 34,362 | 44,500 | 39,000 |
| Repair/Maintenance - Grounds | 51231 | 73,348 | 103,900 | 56,500 |
| Irrigation Materials | 51252 | 971 | 1,000 | 1,000 |
| Internal Service Charge | 51399 | 10,843 | 1,370 | 15,500 |
| **Total Operations & Maintenance** | | **$ 156,756** | **$ 187,380** | **$ 145,050** |

# CITY OF SANTEE
## TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT

| Community Services<br>TCLMD Zone B - The Lakes 2602.02.3101 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Zone B - The Lakes | 2602 | $ 6,668 | $ 6,610 | $ 6,850 |
| **Total** | | $ 6,668 | $ 6,610 | $ 6,850 |

**OPERATIONS & MAINTENANCE COSTS**

**Repair and Maintenance Grounds**

Landscape maintenance work in the Town Center LMD is performed by contracted services and is reimbursed to the City by an annual assessment levied on property owners within the District.

| | | | | |
|---|---|---|---|---|
| **Zone B / The Lakes** | | | | |
| Expert/Consulting Services | 51040 | $ 151 | $ 160 | $ 150 |
| Advertising | 51123 | 11 | 20 | 10 |
| Water & Sewer - Grounds | 51186 | 3,458 | 4,000 | 4,230 |
| Repair/Maintenance - Grounds | 51231 | 2,058 | 1,970 | 1,470 |
| Internal Service Charge | 51399 | 990 | 460 | 990 |
| **Total Operations & Maintenance** | | **$ 6,668** | **$ 6,610** | **$ 6,850** |

# CITY OF SANTEE
## TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT

| Community Services<br>TCLMD Zone C - San Remo 2603.02.3101 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Zone C - San Remo | 2603 | $ 4,549 | $ 8,140 | $ 7,060 |
| **Total** | | $ 4,549 | $ 8,140 | $ 7,060 |

**OPERATIONS & MAINTENANCE COSTS**

**Repair and Maintenance Grounds**

Landscape maintenance work in the Town Center LMD is performed by contracted services and is reimbursed to the City by an annual assessment levied on property owners within the District.

| | | | | |
|---|---|---|---|---|
| **Zone C / San Remo** | | | | |
| Expert/Consulting Services | 51040 | $ 158 | $ 170 | $ 160 |
| Advertising | 51123 | 11 | 20 | 10 |
| Water & Sewer - Grounds | 51186 | 2,786 | 3,000 | 3,000 |
| Repair/Maintenance - Grounds | 51231 | 1,425 | 4,490 | 3,720 |
| Internal Service Charge | 51399 | 168 | 460 | 170 |
| **Total Operations & Maintenance** | | **$ 4,549** | **$ 8,140** | **$ 7,060** |

# CITY OF SANTEE
## TOWN CENTER LANDSCAPE MAINTENANCE DISTRICT

| Community Services<br>TCLMD Zone D - Mission Creek 2604.02.3101 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Zone D - Mission Creek | 2604 | $ 158,045 | $ 189,210 | $ 165,440 |
| **Total** | | $ 158,045 | $ 189,210 | $ 165,440 |

## OPERATIONS & MAINTENANCE COSTS

**Repair and Maintenance Grounds**

Landscape maintenance work in the Town Center LMD is performed by contracted services and is reimbursed to the City by an annual assessment levied on property owners within the District.

| | | | | |
|---|---|---|---|---|
| **Zone D / Mission Creek** | | | | |
| Expert/Consulting Services | 51040 | $ 3,311 | $ 3,480 | $ 3,270 |
| Advertising | 51123 | 240 | 240 | 270 |
| Electricity & Gas - Grounds | 51181 | 30,162 | 29,000 | 30,000 |
| Water & Sewer - Grounds | 51186 | 52,153 | 73,500 | 60,000 |
| Repair/Maintenance- Grounds | 51231 | 65,571 | 80,590 | 44,500 |
| Irrigation Materials | 51252 | 246 | 1,030 | 500 |
| Internal Service Charge | 51399 | 6,363 | 1,370 | 26,900 |
| **Total Operations & Maintenance** | | **$ 158,045** | **$ 189,210** | **$ 165,440** |

# CITY OF SANTEE
## SANTEE LANDSCAPE MAINTENANCE DISTRICT

***Program Description***

Assessments on properties enable the Community Services Department Public Services Division to provide landscape maintenance services within the District which is comprised of ten separate zones: El Nopal, Country Scenes, Camelot Heights, Silver Country, Timberlane, The Heights, Prospect Hills, Allos, Mitchell Ranch and Dakota Ranch.

***FY 2019-20 Accomplishments***

- Modified the level of landscape maintenance where necessary in order to maintain the fiscal sustainability of all zones in the District
- Planted replacement trees and shrubs in several areas
- Continued to convert high water use landscape materials to drought tolerant / low water use materials
- Worked with residents from the El Nopal zone which resulted in an assessment increase to provide a higher level of service and the installation of new drought-tolerant landscaping

***FY 2020-21 Goals and Objectives***

- 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
- Modify the level of landscape maintenance where necessary in order to maintain the fiscal sustainability of the District
- Use what we learned from the El Nopal zone increased assessment process to identify other zones that may desire increased service

# CITY OF SANTEE
## SANTEE LANDSCAPE MAINTENANCE DISTRICT

| Community Services<br>Santee LMD | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| Repair & Maintenance- Grounds: | | | |
| Zones 1 & 2 - El Nopal | $ 2,206 | $ 2,300 | $ 8,420 |
| Zone 3 - Country Scenes | 2,169 | 1,800 | 2,000 |
| Zone 4 - Camelot Heights | 1,041 | 1,770 | 1,590 |
| Zone 8 - Silver Country | 67,025 | 62,300 | 67,390 |
| Zone 9 - Timberline | 1,317 | 1,410 | 1,270 |
| Zone 12 - The Heights | 6,936 | 8,930 | 14,700 |
| Zone 13 - Prospect Hills | 2,364 | 3,300 | 3,450 |
| Zone 14 - Mitchell Ranch | 1,599 | 2,520 | 5,100 |
| Zone 17 - Dakota Ranch | 2,169 | 5,940 | 13,160 |
| Zone 18 - Allos | 1,930 | 4,320 | 3,170 |
| **Total Operations & Maintenance** | $ 88,756 | $ 94,590 | $ 120,250 |

# CITY OF SANTEE
## SANTEE LANDSCAPE MAINTENANCE DISTRICT

| Community Services<br>Santee LMD - El Nopal 2701.02.3101 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Zones 1 & 2 - El Nopal | 2701 | $ 2,206 | $ 2,300 | $ 8,420 |
| **Total** | | $ 2,206 | $ 2,300 | $ 8,420 |

| **OPERATIONS & MAINTENANCE COSTS** | | | | |
|---|---|---|---|---|
| **Zones 1 and 2 - El Nopal** | | | | |
| Expert/Consulting Services | 51040 | $ 182 | $ 190 | $ 180 |
| Postage | 51122 | 21 | - | - |
| Advertising | 51123 | 10 | 10 | 50 |
| Electrical & Gas - Grounds | 51181 | 124 | 110 | 140 |
| Water & Sewer - Grounds | 51186 | 1,052 | 1,400 | 1,330 |
| Repair/Maintenance - Grounds | 51231 | 400 | 490 | 3,600 |
| Internal Service Charges | 51399 | 417 | 100 | 350 |
| Long Term Debt-Principal | 80020 | - | - | 2,770 |
| **Total Operations & Maintenance** | | **$ 2,206** | **$ 2,300** | **$ 8,420** |

# CITY OF SANTEE
## SANTEE LANDSCAPE MAINTENANCE DISTRICT

| Community Services<br>Santee LMD - Country Scenes 2702.02.3101 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Zone 3 - Country Scenes | 2702 | $ 2,169 | $ 1,800 | $ 2,000 |
| **Total** | | $ 2,169 | $ 1,800 | $ 2,000 |

| **OPERATIONS & MAINTENANCE COSTS** | | | | |
|---|---|---|---|---|
| **Zone 3 - Country Scenes** | | | | |
| Expert/Consulting Services | 51040 | $ 57 | $ 60 | $ 60 |
| Advertising | 51123 | 9 | 10 | 10 |
| Electrical & Gas - Grounds | 51181 | 161 | 150 | 170 |
| Water & Sewer - Grounds | 51186 | 1,401 | 630 | 1,140 |
| Repair/Maintenance - Grounds | 51231 | 410 | 490 | 490 |
| Internal Service Charges | 51399 | 131 | 460 | 130 |
| **Total Operations & Maintenance** | | **$ 2,169** | **$ 1,800** | **$ 2,000** |

# CITY OF SANTEE
## SANTEE LANDSCAPE MAINTENANCE DISTRICT

| Community Services<br>Santee LMD - Camelot Heights 2703.02.3101 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Zone 4 - Camelot Heights | 2703 | $ 1,041 | $ 1,770 | $ 1,590 |
| **Total** | | $ 1,041 | $ 1,770 | $ 1,590 |

| **OPERATIONS & MAINTENANCE COSTS** | | | | |
|---|---|---|---|---|
| **Zone 4 - Camelot Heights** | | | | |
| Expert/Consulting Services | 51040 | $ 40 | $ 50 | $ 40 |
| Advertising | 51123 | 6 | 10 | 10 |
| Electrical & Gas - Grounds | 51181 | 138 | 130 | 150 |
| Water & Sewer - Grounds | 51186 | 337 | 460 | 240 |
| Repair/Maintenance - Grounds | 51231 | 520 | 970 | 1,000 |
| Internal Service Charges | 51399 | - | 150 | 150 |
| **Total Operations & Maintenance** | | **$ 1,041** | **$ 1,770** | **$ 1,590** |

# CITY OF SANTEE
## SANTEE LANDSCAPE MAINTENANCE DISTRICT

| Community Services<br>Santee LMD - Silver Country 2704.02.3101 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Zone 8 - Silver Country | 2704 | $ 67,025 | $ 62,300 | $ 67,390 |
| **Total** | | $ 67,025 | $ 62,300 | $ 67,390 |

| **OPERATIONS & MAINTENANCE COSTS** | | | | |
|---|---|---|---|---|
| **Zone 8 - Silver Country** | | | | |
| Expert/Consulting Services | 51040 | $ 617 | $ 650 | $ 610 |
| Advertising | 51123 | 329 | 330 | 390 |
| Electrical & Gas - Grounds | 51181 | 1,305 | 1,360 | 1,420 |
| Water & Sewer - Grounds | 51186 | 19,931 | 16,500 | 21,000 |
| Repair/Maintenance - Grounds | 51231 | 43,474 | 41,590 | 42,600 |
| Irrigation Materials | 51252 | - | 500 | - |
| Internal Service Charges | 51399 | 1,369 | 1,370 | 1,370 |
| **Total Operations & Maintenance** | | **$ 67,025** | **$ 62,300** | **$ 67,390** |

# CITY OF SANTEE
## SANTEE LANDSCAPE MAINTENANCE DISTRICT

| Community Services<br>Santee LMD - Timberlane 2705.02.3101 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Zone 9 - Timberline | 2705 | $ 1,317 | $ 1,410 | $ 1,270 |
| **Total** | | $ 1,317 | $ 1,410 | $ 1,270 |

| **OPERATIONS & MAINTENANCE COSTS** | | | | |
|---|---|---|---|---|
| **Zone 9 - Timberline** | | | | |
| Expert/Consulting Services | 51040 | $ 137 | $ 150 | $ 140 |
| Advertising | 51123 | 7 | 10 | 10 |
| Water & Sewer - Grounds | 51186 | 568 | 610 | 480 |
| Repair/Maintenance - Grounds | 51231 | 520 | 490 | 490 |
| Internal Service Charges | 51399 | 85 | 150 | 150 |
| **Total Operations & Maintenance** | | **$ 1,317** | **$ 1,410** | **$ 1,270** |

# CITY OF SANTEE
## SANTEE LANDSCAPE MAINTENANCE DISTRICT

| Community Services<br>Santee LMD - The Heights 2706.02.3101 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Zone 12 - The Heights | 2706 | $ 6,936 | $ 8,930 | $ 14,700 |
| **Total** | | $ 6,936 | $ 8,930 | $ 14,700 |

| **OPERATIONS & MAINTENANCE COSTS** | | | | |
|---|---|---|---|---|
| **Zone 12 - The Heights** | | | | |
| Expert/Consulting Services | 51040 | $ 242 | $ 260 | $ 240 |
| Advertising | 51123 | 38 | 40 | 50 |
| Water & Sewer - Grounds | 51186 | 5,445 | 4,200 | 4,480 |
| Repair/Maintenance - Grounds | 51231 | 961 | 3,970 | 9,470 |
| Internal Service Charges | 51399 | 250 | 460 | 460 |
| **Total Operations & Maintenance** | | **$ 6,936** | **$ 8,930** | **$ 14,700** |

# CITY OF SANTEE
## SANTEE LANDSCAPE MAINTENANCE DISTRICT

| Community Services<br>Santee LMD - Prospect Hills 2707.02.3101 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Zone 13 - Prospect Hills | 2707 | $ 2,364 | $ 3,300 | $ 3,450 |
| **Total** | | $ 2,364 | $ 3,300 | $ 3,450 |

| **OPERATIONS & MAINTENANCE COSTS** | | | | |
|---|---|---|---|---|
| **Zone 13 - Prospect Hills** | | | | |
| Expert/Consulting Services | 51040 | $ 174 | $ 190 | $ 170 |
| Advertising | 51123 | 14 | 20 | 20 |
| Water & Sewer - Grounds | 51186 | 1,210 | 1,660 | 1,730 |
| Repair/Maintenance - Grounds | 51231 | 882 | 970 | 1,070 |
| Internal Service Charges | 51399 | 85 | 460 | 460 |
| **Total Operations & Maintenance** | | **$ 2,364** | **$ 3,300** | **$ 3,450** |

# CITY OF SANTEE
## SANTEE LANDSCAPE MAINTENANCE DISTRICT

| Community Services<br>Santee LMD - Mitchell Ranch 2708.02.3101 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Zone 14 - Mitchell Ranch | 2708 | $ 1,599 | $ 2,520 | $ 5,100 |
| **Total** | | $ 1,599 | $ 2,520 | $ 5,100 |

| **OPERATIONS & MAINTENANCE COSTS** | | | | |
|---|---|---|---|---|
| **Zone 14 - Mitchell Ranch** | | | | |
| Expert/Consulting Services | 51040 | $ 65 | $ 70 | $ 60 |
| Advertising | 51123 | 12 | 20 | 10 |
| Water & Sewer - Grounds | 51186 | 556 | 1,000 | 500 |
| Repair/Maint - Grounds | 51231 | 882 | 970 | 4,070 |
| Internal Service Charges | 51399 | 85 | 460 | 460 |
| **Total Operations & Maintenance** | | **$ 1,599** | **$ 2,520** | **$ 5,100** |

# CITY OF SANTEE
## SANTEE LANDSCAPE MAINTENANCE DISTRICT

| Community Services<br>Santee LMD - Dakota Ranch 2709.02.3101 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Zone 17 - Dakota Ranch | 2709 | $ 2,169 | $ 5,940 | $ 13,160 |
| **Total** | | $ 2,169 | $ 5,940 | $ 13,160 |

| **OPERATIONS & MAINTENANCE COSTS** | | | | |
|---|---|---|---|---|
| **Zone 17 - Dakota Ranch** | | | | |
| Expert/Consulting Services | 51040 | $ 81 | $ 90 | $ 80 |
| Advertising | 51123 | 21 | 30 | 30 |
| Electrical & Gas - Grounds | 51181 | 127 | 110 | 140 |
| Water & Sewer - Grounds | 51186 | 976 | 1,700 | 980 |
| Repair/Maintenance - Grounds | 51231 | 882 | 3,470 | 11,470 |
| Irrigation Materials | 51252 | - | 80 | - |
| Internal Service Charges | 51399 | 81 | 460 | 460 |
| **Total Operations & Maintenance** | | **$ 2,169** | **$ 5,940** | **$ 13,160** |

# CITY OF SANTEE
## SANTEE LANDSCAPE MAINTENANCE DISTRICT

| Community Services<br>Santee LMD - Allos 2710.02.3101 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Zone 18 - Allos | 2710 | $ 1,930 | $ 4,320 | $ 3,170 |
| **Total** | | $ 1,930 | $ 4,320 | $ 3,170 |

| **OPERATIONS & MAINTENANCE COSTS** | | | | |
|---|---|---|---|---|
| **Zone 18 - Allos** | | | | |
| Expert/Consulting Services | 51040 | $ 24 | $ 30 | $ 20 |
| Advertising | 51123 | 17 | 20 | 20 |
| Electrical & Gas - Grounds | 51181 | 119 | 110 | 130 |
| Water & Sewer - Grounds | 51186 | 636 | 730 | 700 |
| Repair/Maintenance - Grounds | 51231 | 882 | 2,970 | 2,100 |
| Internal Service Charges | 51399 | 251 | 460 | 200 |
| **Total Operations & Maintenance** | | **$ 1,930** | **$ 4,320** | **$ 3,170** |

# CITY OF SANTEE
## ROADWAY LIGHTING DISTRICT – ZONE A

***Program Description***

Utilizing property tax proceeds flowing 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 street lights of general benefit within the City limits. There are 3,328 streetlights within the City. The City owns 2,150 (1,998 LS2 and 152 metered) of the total number of streetlights and SDG&E owns 1,178 (LS1). Zone A funds a portion of each streetlight's energy and maintenance cost based on an updated Street Lighting Traffic Study completed in 2019.

***FY 2019-20 Accomplishments***

- SDG&E owned and maintained streetlights – LS1 (1,178 total streetlights)
  - Managed payment for the energy and maintenance cost to SDG&E. Zone A funds 13% of the total LS1 energy cost. The LS1 cost includes both energy and maintenance for these streetlights
- City owned and maintained streetlights – LS2 (1,998) and metered (152)
  - Managed the City owned streetlight maintenance contract
  - Responded to 90 burnouts or other streetlight maintenance needs
  - Responded to 108 utility mark-out requests
  - Replaced five knocked-down street light poles
- Updated the streetlight inventory for new streetlights

***FY 2020-21 Goals and Objectives***

- Continue to maintain the induction street lights through warranty and repair damaged lights and wiring as needed
- Continue to monitor and replace damaged brown square metal poles as necessary
- Install new street lights in areas where there are currently no lights as funding becomes available

# CITY OF SANTEE
## ROADWAY LIGHTING DISTRICT - ZONE A

| Development Services<br>Roadway Lighting District - Zone A 2801.04.4101 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Operations & Maintenance | $ 132,474 | $ 164,000 | $ 177,000 |
| **Total** | $ 132,474 | $ 164,000 | $ 177,000 |

**EXPENDITURES**

| | | | | |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Expert/Consulting Services | 51040 | $ 8,012 | $ - | $ - |
| Electricity & Gas | 51180 | 98,035 | 109,000 | 112,000 |
| Repair/Maintenance - Street Lights | 51213 | 19,973 | 40,000 | 40,000 |
| Internal Service Charges | 51399 | 6,455 | 15,000 | 25,000 |
| **Total Operations & Maintenance** | | **$ 132,474** | **$ 164,000** | **$ 177,000** |

# CITY OF SANTEE
## ROADWAY LIGHTING DISTRICT - ZONE A

| Development Services<br>Roadway Lighting District - Zone A 2801.04.4101 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Expert/Consulting Services**<br>This appropriation provides funding for a traffic study to provide an analysis of the general and direct benefit provided by street lights throughout the City. | $ 8,012 | $ - | $ - |
| **Electricity & Gas**<br>This appropriation funds Zone A's share of the estimated total cost of electricity for all street lights within the City. | 98,035 | 109,000 | 112,000 |
| **Repair/Maintenance - Street Lights**<br>This appropriation funds maintenance and repair costs for street lights located in Zone A. | 19,973 | 40,000 | 40,000 |
| **Internal Service Charges**<br>This appropriation reimburses the General Fund for staff time associated with the administration of Zone A. | 6,455 | 15,000 | 25,000 |
| **Total Operations & Maintenance** | $ 132,474 | $ 164,000 | $ 177,000 |

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# CITY OF SANTEE
## ROADWAY LIGHTING DISTRICT – ZONE B

### ***Program Description***

Utilizing assessment proceeds flowing to the City 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 3,328 streetlights within the City. The City owns 2,150 (1,998 LS2 and 152 metered) of the total number of streetlights and SDG&E owns 1,178 (LS1). Zone B funds a portion of each streetlight's energy and maintenance cost based on an updated Street Light Traffic Study completed in 2019.

### ***FY 2019-20 Accomplishments***

- SDG&E owned and maintained streetlights – LS1 (1,178 total streetlights)
  - Managed payment for the energy and maintenance cost to SDG&E. Zone B funds 87% of the total LS1 energy cost. The LS1 cost includes both energy and maintenance for these streetlights
- City owned and maintained streetlights – LS2 (1,998) and metered (152)
  - Managed the City owned streetlight maintenance contract
  - Responded to 90 burnouts or other streetlight maintenance needs
  - Responded to 108 utility mark-out requests
  - Replaced five 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 2020-21 Goals and Objectives***

- Continue to maintain the induction street lights through warranty and repair damaged lights and wiring as needed
- Continue to monitor and replace damaged brown square metal poles as necessary
- Install new street lights in areas where there are currently no lights as funding becomes available

# CITY OF SANTEE
## ROADWAY LIGHTING DISTRICT - ZONE B

| Development Services<br>Roadway Lighting District - Zone B 2802.04.4101 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Operations & Maintenance | $ 329,436 | $ 344,590 | $ 346,510 |
| **Total** | $ 329,436 | $ 344,590 | $ 346,510 |

**EXPENDITURES**

| | | | | |
|---|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Expert/Consulting Services | 51040 | $ 14,244 | $ 6,550 | $ 6,000 |
| Advertising | 51123 | 476 | 480 | 510 |
| Electricity & Gas | 51180 | 277,004 | 299,600 | 305,000 |
| Repair/Maintenance - Street Lights | 51213 | 25,990 | 30,000 | 30,000 |
| Internal Service Charges | 51399 | 4,615 | 5,000 | 5,000 |
| Long Term Debt - Principal | 80020 | 7,107 | 2,960 | - |
| **Total Operations & Maintenance** | | **$ 329,436** | **$ 344,590** | **$ 346,510** |

# CITY OF SANTEE
## ROADWAY LIGHTING DISTRICT - ZONE B

| Development Services<br>Roadway Lighting District - Zone B 2802.04.4101 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Expert/Consulting Services**<br>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. | $ 14,244 | $ 6,550 | $ 6,000 |
| **Advertising**<br>This appropriation funds the cost of publishing public hearing notices for the annual levy of assessments. | 476 | 480 | 510 |
| **Electricity & Gas**<br>This appropriation funds Zone B's share of the estimated total cost of electricity for all street lights within the City. | 277,004 | 299,600 | 305,000 |
| **Repair/Maintenance - Street Lights**<br>This appropriation provides funds for maintenance and repair costs for street lights located in Zone B. | 25,990 | 30,000 | 30,000 |
| **Internal Service Charges**<br>This appropriation reimburses the General Fund for staff time associated with the administration of Zone B. | 4,615 | 5,000 | 5,000 |
| **Long Term Debt - Principal**<br>This appropriation funds repayment of an SDG&E loan for the replacement of streetlight fixtures. | 7,107 | 2,960 | - |
| **Total Operations & Maintenance** | $ 329,436 | $ 344,590 | $ 346,510 |

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# CITY OF SANTEE
## 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 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 Department of Development Services provides support and technical assistance to the Santee Mobile Home Fair Practices Commission which is appointed by the City Council.

# CITY OF SANTEE
## MOBILE HOME PARK ADMINISTRATIVE ASSESSMENT

| General Government<br>Mobile Home Park Admin 2901.04.4106 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Personnel | $ 20,656 | $ 22,670 | $ 24,480 |
| Operations & Maintenance | 1,273 | 16,560 | 16,360 |
| **Grand Total** | $ 21,929 | $ 39,230 | $ 40,840 |
| **SUMMARY OF FUNDED POSITIONS** | | | |
| Senior Management Analyst | 0.10 | 0.10 | 0.10 |
| Administrative Secretary | 0.10 | 0.10 | 0.10 |
| **Total Positions** | 0.20 | 0.20 | 0.20 |

# CITY OF SANTEE
## MOBILE HOME PARK ADMINISTRATIVE ASSESSMENT

| General Government<br>Mobile Home Park Admin 2901.04.4106 | | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|---|
| **PERSONNEL COSTS** | | | | |
| Salaries & Wages - Regular | 50010 | $ 13,660 | $ 15,330 | $ 16,490 |
| Retirement - PERS | 50050 | 932 | 1,070 | 1,280 |
| Retirement - Unfunded Liability | 50052 | 3,572 | 2,430 | 2,850 |
| Medicare | 50060 | 198 | 220 | 240 |
| Health Insurance | 50070 | 2,085 | 3,320 | 3,320 |
| Dental Insurance | 50071 | 144 | 230 | 230 |
| Life Insurance | 50075 | 19 | 20 | 20 |
| Long Term Disability Insurance | 50076 | 47 | 50 | 50 |
| **Total Personnel** | | $ 20,656 | $ 22,670 | $ 24,480 |
| **OPERATIONS & MAINTENANCE COSTS** | | | | |
| Legal Services | 51020 | $ 518 | $ 5,000 | $ 5,000 |
| Expert/Consultant Services | 51040 | 350 | 10,500 | 10,500 |
| Printing & Duplicating | 51120 | - | 100 | 100 |
| Telephone & Fax | 51121 | 123 | 200 | 100 |
| Postage | 51122 | 78 | 200 | 200 |
| Advertising | 51123 | - | 100 | 100 |
| Materials & Supplies | 51160 | - | 160 | 160 |
| Electricity & Gas | 51180 | 205 | 300 | 200 |
| **Total Operations & Maintenance** | | $ 1,273 | $ 16,560 | $ 16,360 |
| **Grand Total** | | $ 21,929 | $ 39,230 | $ 40,840 |

# CITY OF SANTEE
## MOBILE HOME PARK ADMINISTRATIVE ASSESSMENT

| General Government<br>Mobile Home Park Admin 2901.04.4106 | FY 2018-19<br>Actual | FY 2019-20<br>Amended | FY 2020-21<br>Adopted |
|---|---|---|---|
| **OPERATIONS & MAINTENANCE COSTS** | | | |
| **Legal Services**<br>This appropriation provides for legal services in support of commission activities and rent control issues (non-litigation only). | $ 518 | $ 5,000 | $ 5,000 |
| **Expert/Consulting Services**<br>This appropriation provides for economic analysis and other consulting support related to mobile home rent control issues. It also provides commissioners with a $50 stipend per meeting. | 350 | 10,500 | 10,500 |
| **Printing & Duplicating**<br>This appropriation funds printing and copying of agendas and related materials. | - | 100 | 100 |
| **Telephone & Fax**<br>This appropriation funds a proportionate cost of postage related to staff administration of the MHFP Ordinance and Commission activities. | 123 | 200 | 100 |
| **Postage**<br>This appropriation funds the cost of postage related to staff administration of the MHFP Ordinance and Commission activities. | 78 | 200 | 200 |
| **Advertising**<br>This appropriation funds the costs for mandatory public noticing. | - | 100 | 100 |
| **Materials & Supplies**<br>This appropriation provides for office supplies and for publications used by staff and the Commission. | - | 160 | 160 |
| **Electricity & Gas**<br>This appropriation funds a proportionate cost of electricity and gas expenses allocated to MHFP activities. | 205 | 300 | 200 |
| **Total Operations & Maintenance** | $ 1,273 | $ 16,560 | $ 16,360 |

# CITY OF SANTEE
## PEG FEES

### ***Program Description***

Public, Educational and Governmental (PEG) Fees are received from cable television providers, in addition to their franchise fee, 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.

PEG fees can be used for Council Chamber improvements that are directly related to PEG programming, to purchase equipment such as more a technologically advanced voting system and TV monitors and camera equipment to provide livestreaming and public access broadcasting services to increase transparency. PEG fees may also be used to make upgrades to the City's website, public wi-fi, or other technology related expense that provides residents with access to local government.

### ***FY 2019-20 Accomplishments***

- Received City Council approval on October 9, 2019 to implement the collection of PEG fees by Cox Communications and AT&T on behalf of the City to help support the Council Chambers upgrade and livestreaming City Council meetings
- Entered into a Professional Services Agreement with Idibri Consulting to develop technical specifications for the City Council Chamber Upgrade Project, assist in the Request for Proposals process and provide project management and testing of all equipment to ensure the specifications are met
- Developed and issued the Request for Proposals for the City Council Upgrade Project to include:
    - Technologically advanced voting system
    - Improved TV monitors and audio/visual system
    - Camera equipment and livestreaming capabilities
    - ADA approved lectern and updated microphone system
    - Enhanced lighting for clarity with livestreaming and public access channel broadcasting
    - Better configuration with the staff table to allow for the public seating and to flow better

### ***FY 2020-21 Goals and Objectives***

- Complete the City Council Chambers Upgrade Project
- Offer livestreaming services to the public for enhanced transparency
- Offer important civic programming and government news and updates to the community through the PEG channel

# CITY OF SANTEE
## PEG FEES

| Non Departmental PEG Fees | FY 2018-19 Actual | FY 2019-20 Amended | FY 2020-21 Adopted |
|---|---|---|---|
| **SUMMARY OF EXPENDITURES** | | | |
| Transfer to Capital Improvement Program | $ - | $ 10,000 | $ 217,800 |
| **Total** | $ - | $ 10,000 | $ 217,800 |

| OPERATIONS & MAINTENANCE COSTS | | | | |
|---|---|---|---|---|
| **Transfer to Capital Improvement Program** Transfer to fund the Council Chamber Audio/Visual Upgrade Project. The project, as currently envisioned, would rely primarily on PEG fees. The total estimated cost of the project is $200,000 to $300,000 depending on the bids received and the items ultimately included in the project | 90001 | $ - | $ 10,000 | $ 217,800 |
| **Total Operations & Maintenance** | | **$ -** | **$ 10,000** | **$ 217,800** |