



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

City of Santee

REGULAR MEETING AGENDA

Santee City Council

City Manager | Marlene D. Best
City Attorney | Shawn D. Hagerty
City Clerk | James Jeffries

MEETING INFORMATION

Wednesday, November 13, 2024

6:30 p.m.

Council Chambers | Building 2

10601 Magnolia Ave • Santee, CA 92071

TO WATCH LIVE:

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

www.cityofsanteeca.gov

IN-PERSON ATTENDANCE

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

LIVE PUBLIC COMMENT

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

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



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



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

LEGISLATIVE INVOCATION: Carlton Oaks Baptist Church – Craig Barnett

PLEDGE OF ALLEGIANCE

PRESENTATION: Santee City Cup Presentation: Varsity Football Game Between Santana High School and West Hills High School

PRESENTATION: Introduction of 2024 Miss Santee, Miss Teen Santee and Three Santee Princesses

CONSENT CALENDAR:

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

- (1) **Approval of Reading by Title Only and Waiver of Reading in Full, of Ordinances and Resolutions on the Agenda. (City Clerk – Jeffries)**
- (2) **Approval of Meeting Minutes of the Santee City Council for the September 25, October 9, and October 23, 2024, Regular Meetings. (City Clerk – Jeffries)**
- (3) **Approval of Payment of Demands as Presented. (Finance – Jennings)**
- (4) **Approval of the Expenditure of \$83,227.69 for October 2024 Legal Services. (Finance – Jennings)**
- (5) **Adoption of a Resolution Amending the City’s Conflict of Interest Code. (City Clerk – Jeffries)**
- (6) **Adoption of a Resolution Authorizing the City Manager to Execute ARPA-Funded Agreement Amendments with the East County Transitional Living Center for \$100,000.00 and PATH San Diego for Homelessness Prevention Services for \$84,475.00. (City Manager – Best)**



- (7) Adoption of a Resolution Authorizing the Purchase of 120 New Dell Precision 3460 Small Form Factor Workstations to Replace Existing Workstations Through the Minnesota NASPO ValuePoint Master Cooperative Purchasing Master Agreement No. 23026 in the Amount of \$99,128.40. (City Manager – Best)
- (8) Adoption of a Resolution Approving the Procurement of Traffic Signal Cabinets and Controllers for the Traffic Signal Upgrade Project CIP 2023-09 for a total amount of \$177,623.94, and Finding the Action is Exempt from the Requirements of the California Environmental Quality Act (“CEQA”) Pursuant to CEQA Guidelines Section 15302(c). (Engineering – Schmitz)
- (9) Authorization for Transferring the Obligation Authority of the Community Project Funding/Congressional Directed Spending Fund for State Route 52 Improvements to Caltrans and Finding the Action is Not a Project Subject to the California Environmental Quality Act (“CEQA”). (Engineering – Schmitz)
- (10) Adoption of a Resolution Rejecting the Bid Submitted by Construction & Industrial Roofing Co., Inc. and Awarding the Construction Contract to AOS Inc. dba Superior Roofing for the City Hall Improvements – Building 6 Roof Replacement (CIP 2024-31) Project for a Total Anticipated Project Cost of \$105,366.00 and Determining the Project is Categorically Exempt from Environmental Review Under the California Environmental Quality Act (“CEQA”) per State CEQA Guidelines Section 15301(c). (Engineering – Schmitz)
- (11) Adoption of a Resolution Finding in Support of and Authorizing the Purchase of One New 2025 Ford E450 Chassis with Remount of Existing Ambulance Module onto the New Chassis and Trade-In of a 2017 Ford E450 Chassis, All with Braun Northwest, Inc. per HGACBuy Contract No. AM10-23 for a total purchase price of \$211,105.95. (Fire – Matsushita)
- (12) Adoption of a Resolution Authorizing the Purchase of New Structural Firefighting Clothing (Turnouts) from Allstar Fire Equipment Inc., per Sourcewell Contract No. 010424-LIO for an Amount Not to Exceed \$66,251.17. (Fire – Matsushita)
- (13) Rejection of Claims Against the City by Cameron Matthews, Andrew Golembiewski, Chad White, Tamara McAnally and John Ehmke, and Acceptance of a Claim Against the City by James Ross for \$2,663.26. (Human Resources – Freeman)
- (14) Adoption of a Resolution Authorizing the Appropriation of Funds in the amount of \$15,000.00 for the FLSA Determination Related to 56-Hour Work Week Battalion Chiefs Based Upon a Non-Exempt Status Determination. (Fire – Matsushita)



NON-AGENDA PUBLIC COMMENT (15 minutes):

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

PUBLIC HEARING:

- (15) Continuation of the October 23, 2024, City Council Workshop Regarding the City of Santee Development Impact Fee Nexus Study and Proposed Updates to Development Impact Fees and Continuation of a Public Hearing to Adopt the Nexus Study and the Proposed Development Impact Fee Schedule to January 8, 2025. (Finance – Jennings)**

Recommendation:

1. Continue the discussion from the October 23, 2024, workshop regarding the updated City of Santee Development Impact Fee Nexus Study and the proposed updates to development impact fees; and
2. Open and continue the duly noticed public hearing to January 8, 2025, to consider public testimony and adopt the Development Impact Fee Nexus Study and the proposed development impact fees.

- (16) Public Hearing and Introduction and First Reading of an Ordinance Amending Santee Municipal Code, Title 13, “Zoning” Regarding Accessory Structures in the Front Yard (Case File: ZOA-2024-0003). (Planning and Building – Sawa)**

Recommendation:

1. Open, conduct, and close the Public Hearing on the Ordinance amending Title 13; and
2. Introduce and conduct the First Reading of that Ordinance; and
3. Set and conduct the Second Reading for December 11, 2024.

- (17) Public Hearing and Introduction and First Reading of an Ordinance Amending Santee Municipal Code Title 13 (Zoning) Regarding Accessory Dwelling Units and Junior Accessory Dwelling Units to Comply with Recent Changes in State Law and Finding the Action to be Statutorily Exempt from the California Environmental Quality Act (“CEQA”) Under Section 21080.17 of the Public Resources Code (Case File ZOA-2024-0003). (City Attorney – Hagerty)**

Recommendation:

1. Open, conduct, and close the Public Hearing on the Ordinance amending Title 13; and
2. Introduce and conduct the First Reading of the Ordinance; and
3. Set and conduct the Second Reading of the Ordinance on December 11, 2024.



- (18) Public Hearing and Introduction and First Reading of an Ordinance Amending Table 13.12.030A and Table 13.14.030A of the Santee Municipal Code Title 13 (Zoning) Regarding Commercial/Office and Industrial Use Regulations Applicable to Car Wash Facilities (Case File ZOA-2024-0003) and Finding the Action to be Exempt from the California Environmental Quality Act. (City Attorney – Hagerty)**

Recommendation:

1. Open, conduct, and close the Public Hearing on the Ordinance Amending Title 13; and
2. Introduce and conduct the First Reading of the Ordinance; and
3. Set and conduct the Second Reading of the Ordinance on December 11, 2024.

CONTINUED BUSINESS:

- (19) American Rescue Plan Act (ARPA) Expenditure Plan Final Update and Resolution Authorizing the Transfer of ARPA Funds to the General Fund to Fund a Portion of the Fiscal Year 2024-25 San Diego Sheriff Contract and Authorizing the City Manager to Make All As-Needed Final ARPA Allocations on December 31, 2024. (Finance – Jennings)**

Recommendation:

1. Adopt the final ARPA Expenditure Plan, reflecting any adjustments as directed by City Council. Staff also requests that the City Council authorize the City Manager to adjust funding allocations as needed, consistent with City Council's stated priorities. This includes any final allocations on December 31, 2024, as needed in order to utilize all ARPA funding.
2. Adopt the Resolution authorizing the transfer of \$424,721.00 from the ARPA fund to the General Fund to be applied to the cost of the Fiscal Year 2024-25 San Diego Sheriff contract.

NEW BUSINESS:

- (20) Presentation of Proposal for City Holiday Closure December 2024. (City Manager – Best)**

Recommendation:

It is recommended that the Council consider this proposal. Staff invites the Mayor and Councilmembers to discuss questions and concerns.

- (21) Request to Approve a Resolution Authorizing a Professional Services Agreement with Interwest Consulting Group Inc. for Specialized Building Professional Services and Finding this Action is Not a Project Under the California Environmental Quality Act (“CEQA”) Pursuant to CEQA Guidelines Section 15378. (Planning and Building – Sawa)**

Recommendation:

Staff recommends the City Council adopt the Resolution authorizing the City Manager to execute a Professional Service Agreement with Interwest Consulting Group, Inc. with a fiscal year 2024-2025 not-to-exceed amount of \$310,800.00, not to exceed an amount increased by the applicable CPI in FY 25-26 and FY 26-27, and to execute any amendment to the agreement necessary to increase that amount in any of the three years, within the existing operating budget, if more than anticipated construction activity creates a demand for additional services.

- (22) Resolution Authorizing the City Manager to Execute a Professional Services Agreement with Dudek, Inc. for Preparation of an Update to the General Plan Land Use Element. (Planning and Building – Sawa)**

Recommendation:

Adopt the Resolution authorizing the City Manager to execute a Professional Services Agreement with Dudek, Inc. for consulting services related to the preparation of an update to the General Plan Land Use Element in the amount not to exceed \$649,645.00 combined over Fiscal Years 2024-2025 and 2025-2026.

- (23) Resolution Proclaiming an Emergency, Authorizing the Maintenance of Existing Defensible Space Areas in the San Diego River Corridor and Authorizing the City Manager to Enter into Contracts to Maintain Existing Defensible Space Areas; and Finding Such Action is Exempt from Review Under the California Environmental Quality Act (“CEQA”) Pursuant to CEQA Guidelines Section 15269(c). (City Manager – Best)**

Recommendation:

Adopt the Resolution:

1. Proclaiming the immediate fire risk emergency; and
2. Approving the maintenance of defensible space areas to reduce fuel in ten existing defensible space areas to safeguard life, health, or property; and
3. Authorizing the City Manager to enter into contracts for the emergency work, and to take other actions as necessary.

NON-AGENDA PUBLIC COMMENT (Continued):

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

CITY COUNCIL REPORTS:

CITY MANAGER REPORTS:

CITY ATTORNEY REPORTS:

CLOSED SESSION:

ADJOURNMENT:



**BOARDS, COMMISSIONS & COMMITTEES
NOVEMBER & DECEMBER MEETINGS**

Nov	07	SPARC		Council Chamber
Nov	11	Community Oriented Policing Committee	CANCELLED	Council Chamber
Nov	13	Council Meeting		Council Chamber
Dec	05	SPARC		Council Chamber
Dec	09	Community Oriented Policing Committee		Council Chamber
Dec	11	Council Meeting		Council Chamber

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

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

The City of Santee complies with the Americans with Disabilities Act. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 12132 of the American with Disabilities Act of 1990 (42 USC § 12132). Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to the City Clerk’s Office at (619) 258-4100, ext. 114 at least 48 hours before the meeting, if possible.



MEETING DATE November 13, 2024

ITEM TITLE SANTEE CITY CUP PRESENTATION: VARSITY FOOTBALL GAME BETWEEN SANTANA HIGH SCHOOL AND WEST HILLS HIGH SCHOOL

DIRECTOR/DEPARTMENT John W. Minto, Mayor

SUMMARY

The cross-town rival championship trophy was begun in 1990 by then-Mayor Jack E. Dale to promote friendly competition between the Santee high school varsity football teams.

The Mayor's Cup has been designed as a perpetual trophy. In 2021, the cup was renamed as The Santee City Cup.

This year's game, held at Santana High School on Friday, November 1, 2024, was won by West Hills High School. The score was 38-21. Past presentations have been made to:

1990 West Hills High	2003-2009 West Hills High	2021 West Hills High
1991-1993 Santana High	2010-2011 Santana High	2022 Santana High
1994-1998 West Hills High	2012-2018 West Hills High	2023 West Hills High
1999 Santana High	2019 Santana High	
2000-2001 West Hills High	2020 West Hills High	
2002 Santana High	(game held April 2021)	

FINANCIAL STATEMENT

N/A

CITY ATTORNEY REVIEW

N/A • Completed

RECOMMENDATION *MSB*

Present trophy and patches.

ATTACHMENT

None

MEETING DATE November 13, 2024

ITEM TITLE INTRODUCTION OF 2024 MISS SANTEE, MISS TEEN SANTEE AND THREE SANTEE PRINCESSES

DIRECTOR/DEPARTMENT John W. Minto, Mayor

SUMMARY

The Annual Miss Santee Pageant has been a tradition in the city for more than 50 years. It is rich in tradition and is an outstanding community service and leadership opportunity for young people. The 2024 pageant was held on May 30th, 2024. It consisted of candidates reading their essays, giving a one-minute speech, and an interview with a panel of judges. Miss Santee and Miss Teen Santee were crowned that day, and three young ladies were crowned in the Princess program. The coronation was held at the first Friday Nights Live of the summer on June 7th, 2024.

Miss Santee, Miss Teen Santee and the three princesses will be introduced by Mayor Minto at the Council Meeting.

FINANCIAL STATEMENT

N/A

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATION *MSB*

Meet 2024 Miss Santee, Miss Teen Santee and three Santee Princesses.

ATTACHMENT

None

MEETING DATE November 13, 2024

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

DIRECTOR/DEPARTMENT James Jeffries, City Clerk

SUMMARY

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

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

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

FINANCIAL STATEMENT

N/A

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATION

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

ATTACHMENT

None.



MEETING DATE November 13, 2024

ITEM TITLE APPROVAL OF MEETING MINUTES OF THE SANTEE CITY COUNCIL FOR THE SEPTEMBER 25, OCTOBER 9, AND OCTOBER 23, 2024, REGULAR MEETINGS.

DIRECTOR/DEPARTMENT James Jeffries, City Clerk

SUMMARY

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

FINANCIAL STATEMENT

N/A

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION

Approve Minutes as presented.

ATTACHMENT

Regular Meeting Minutes

- September 25, 2024
- October 9, 2024
- October 23, 2024

DRAFT

**Minutes
Santee City Council
Council Chamber – Building 2
10601 Magnolia Avenue
Santee, California
September 25, 2024**

This Regular Meeting of the Santee City Council was called to order by Vice Mayor Dustin Trotter at 6:30 p.m.

ROLL CALL: Present: Vice Mayor Dustin Trotter, and Councilmembers Ronn Hall, Laura Koval, and Rob McNelis – 4. Excused: Mayor John W. Minto– 1.

Officers present: City Manager Marlene Best, City Attorney Shawn Hagerty, and City Clerk James Jeffries

INVOCATION was given by Associate Pastor Phil Icenhower, The Rock Church

PLEDGE OF ALLEGIANCE was led by Mike Aiken

PROCLAMATION: National Manufacturing Week

Vice Mayor Trotter presented the Proclamation to James Sly, President and CEO of San Diego East County Economic Development Council.

CONSENT CALENDAR:

- (1) **Approval of Reading by Title Only and Waiver of Reading in Full, of Ordinances and Resolutions on the Agenda. (City Clerk)**
- (2) **Approval of Payment of Demands as Presented. (Finance – Jennings)**
- (3) **Notice of Required Amendments to Conflict of Interest Code. (City Clerk)**
- (4) **Rejection of Claim Against the City by Cookson Enterprises, Inc. and Acceptance of Claim Against the City by Finbarr Prendergast and Debra Mone. (Human Resources – Freeman)**
- (5) **Adoption of a Resolution Authorizing an Amendment to the Adopted Salary Schedule Reflecting an Adjustment to the Position of Emergency Medical Technician (EMT) and Adopting a Policy on Shift Schedules and Regular Hours of Work for EMTs. (Human Resources/Fire – Freeman/Matsushita) (Reso 103-2024)**
- (6) **Ratification Authorizing the Appropriation of Funds for Emergency Repair of Fire Engine 205 (V157). (Fire – Matsushita) (Reso 104-2024)**

- (7) **Revision of the FEMA Hazard Mitigation Grant Program Resolution Authorized for Hazardous Fuels Reduction and Defensible Space Throughout Designated Areas of the San Diego River Corridor. (Fire – Matsushita) (Reso 105-2024)**
- (8) **Adoption of a Resolution Authorizing the City Manager to Execute a Memorandum of Understanding Between the San Diego Regional Fire Foundation and the City of Santee in Collaboration with the Central Zone Fire Agencies for the Central Zone Radio Grant. (Fire – Matsushita) (Reso 106-2024)**

ACTION: Councilmember Koval moved approval of the Consent Calendar.

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

NON-AGENDA PUBLIC COMMENT (15 minutes):

- (A) Brenda Hammond spoke about political phone calls, her City pin collection and the upcoming Closed Session for the evening.

PUBLIC HEARING:

- (9) **Public Hearing for a Conditional Use Permit CUP-2023-0003 for a Recreational Vehicle and Self-Storage Facility and Related Site Improvements on a 4.85 Acre Vacant Site Located at 8355 Graves Avenue (APN 387-061-11 & -12) in the General Commercial (GC) Zone and Finding the Project Exempt from the California Environmental Quality Act (“CEQA”) Pursuant to the Class 32 Infill Exemption (Applicant: Chris Cook, Cameron Construction Co. L.P.). (Planning and Building – Sawa)**

The Public Hearing was opened at 6:39 p.m. Micheal Coyne, Principal Planner, provided a PowerPoint presentation and responded to Council questions with assistance of the Carl Schmitz, Engineering Director.

Public Speakers:

- Cheryl Smith
- Jim Moxham, Cameron Brothers Company.

Action: Councilmember Koval moved approval of staff recommendation.

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

The Public Hearing was closed at 6:58 p.m.

NEW BUSINESS:

(10) Consideration of Development Impact Fees Associated with Accessory Dwelling Units. (City Attorney – Hagerty)

Shawn Hagerty, City Attorney, introduced the Item and Tari Williams, Assistant City Attorney, provided a PowerPoint presentation and responded to Council questions with the assistance of Christina Rios, Senior Planner, and Heather Jennings, Finance Director.

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

(11) Resolution Appointing James Jeffries as City Clerk and Approving the Employee Management Services Agreement. (Human Resources – Freeman) (Reso 107-2024)

Rida Freeman, Human Resources Director provided a staff report.

Action: Vice Mayor Trotter moved approval of staff recommendation.

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

NON-AGENDA PUBLIC COMMENT: (Continued)

None.

CITY COUNCIL REPORTS:

Councilmember Hall spoke about the new MTS Copper Line between El Cajon and Santee.

CITY MANAGER REPORTS:

None.

CITY ATTORNEY REPORTS:

None.

CLOSED SESSION:

Councilmembers recessed at 7:26 p.m. and convened in Closed Session at 7:28 p.m.

(12) Conference with Legal Counsel—Existing Litigation

(Gov. Code section 54956.9(d)(1))

Name of Case: Hope for the Homeless Lakeside, Inc. et al. v. County of San Diego et al., USDC 24-cv-01009-L-MSB

Councilmembers reconvened in Open Session at 7:39 p.m. with all members present Vice Mayor Trotter reported for Item 12, direction was given to staff.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:40 p.m.

Date Approved:

James Jeffries, City Clerk

DRAFT

DRAFT

**Minutes
Santee City Council
Council Chamber – Building 2
10601 Magnolia Avenue
Santee, California
October 9, 2024**

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

ROLL CALL: Present: Mayor John W. Minto, Vice Mayor Dustin Trotter, and Councilmembers Ronn Hall, Laura Koval, and Rob McNelis – 5

Officers present: City Manager Marlene Best, City Attorney Shawn Hagerty and City Clerk James Jeffries

INVOCATION was given by Pastor Marshall Masser, Lakeside Christian Church

PLEDGE OF ALLEGIANCE was led by Vice Mayor Trotter

RECOGNITION: VFW Post 9327 of Santee Recognition of Vice Mayor Trotter and Councilmember McNelis

Members of the VFW recognized Vice Mayor Trotter and Councilmember McNelis for their contributions.

CONSENT CALENDAR:

- (1) **Approval of Reading by Title Only and Waiver of Reading in Full, of Ordinances and Resolutions on the Agenda. (City Clerk – Jeffries)**
- (2) **Approval of Payment of Demands as Presented. (Finance – Jennings)**
- (3) **Approval of the Expenditure of \$110,830.88 for August 2024 Legal Services. (Finance – Jennings)**
- (4) **Adoption of a Resolution Accepting the West Hills Park ADA Parking Improvements (CIP 2024-37) Project as Complete and Finding the Action is Not a Project Subject to the California Environmental Quality Act (“CEQA”). (Engineering – Schmitz) (Reso 108-2024)**
- (5) **Adoption of a Resolution Authorizing the Award of a Contract for Homeless Encampment Cleanup Services to Alpha Project for the Homeless. (Community Services – Chavez) (Reso 109-2024)**

- (6) **Adoption of a Resolution Authorizing an Application for a Neighborhood Reinvestment Program Grant from the County of San Diego for the Shadow Hill Park Playground Renovation Project. (Community Services – Chavez) (Reso 110-2024)**

ACTION: Councilmember Koval moved approval of the Consent Calendar.

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

NON-AGENDA PUBLIC COMMENT (15 minutes):

None.

PUBLIC HEARING:

- (7) **Public Hearing for a Conditional Use Permit (CUP-2024-0004) for a Wireless Telecommunications Facility Located within a 1,900-Square-Foot Lease Area at Santee Lakes Addressed as 10400-CS Fanita Parkway (APN 378-020-49-00) in the Public (PUB) General Plan Land Use Designation and Park/Open Space (P/OS) Zone and Finding the Project Exempt from the California Environmental Quality Act (“CEQA”) Pursuant to CEQA Guidelines Section 15303. (Applicant: Atlas Tower 1, LLC). (Planning and Building – Sawa) (Reso 111-2024)**

The Public Hearing was opened at 6:48 p.m. Rachael Lindebrekke, Associate Planner, provided a PowerPoint presentation and responded to Council questions with the assistance of Cory Kading, Santee Lakes Director of Park and Recreation.

Public Speaker:

- Tom Walters

Action: Councilmember Koval moved approval of staff recommendation.

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

The Public Hearing was closed at 6:59 p.m.

NEW BUSINESS:

- (8) **Introduction and First Reading of an Ordinance Amending Santee Municipal Code Title 1 (General Provisions) to Address Regulation of Unpermitted Privately Sponsored Community Events. (City Attorney – Hagerty)**

Shawn Hagerty, City Attorney, introduced the Item and Tari Williams, Assistant City Attorney provided a PowerPoint presentation and responded to Council questions.

Public Speakers:

- Dan Bickford

Action: Councilmember Hall moved approval of staff recommendation.

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

NON-AGENDA PUBLIC COMMENT: (Continued)

None.

CITY COUNCIL REPORTS:

Councilmember Koval shared her experience attending the second annual Lōkahi Festival hosted by Guardian Angels Catholic Church.

Vice Mayor Trotter reminded the community about the upcoming Liberty and Libations event at the Santee VFW.

Mayor Minto discussed his recent vacation and the upcoming League of California Cities Annual Conference.

CITY MANAGER REPORTS:

The City Manager reminded the community about upcoming City events.

CITY ATTORNEY REPORTS:

None.

CLOSED SESSION:

Councilmembers recessed at 7:15 p.m. and convened in Closed Session at 7:20 p.m. except for Councilmember McNelis who recused himself from Item 9 due to conflict of interest and left the meeting.

(9) Conference with Legal Counsel—Existing Litigation

(Gov. Code section 54956.9(d)(1))

Name of Case: Preserve Wild Santee v. City of Santee, SDSC Case No. 37-2022-00041478-CU-MC-CTL

Councilmembers reconvened in Open Session at 7:33 p.m. with all members present, except Councilmember McNelis. Mayor Minto reported for Item 9 information was received and direction was given to staff.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:34 p.m.

Date Approved:

James Jeffries, City Clerk

DRAFT

DRAFT

**Minutes
Santee City Council
Council Chamber – Building 2
10601 Magnolia Avenue
Santee, California
October 23, 2024**

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

ROLL CALL: Present: Mayor John W. Minto, Vice Mayor Dustin Trotter, and Councilmembers Laura Koval, and Rob McNelis – 4 Excused: Councilmember Hall – 1.

Officers present: City Manager Marlene Best, City Attorney Shawn Hagerty and City Clerk James Jeffries

INVOCATION was given by Pastor James Class, Calvary Chapel of Santee

PLEDGE OF ALLEGIANCE was led by Sam Rensberry, Public Services Manager

CONSENT CALENDAR:

- (1) **Approval of Reading by Title Only and Waiver of Reading in Full of Ordinances and Resolutions on the Agenda. (City Clerk – Jeffries)**
- (2) **Approval of Meeting Minutes of the Santee City Council for the August 14, August 28, and September 11, 2024, Regular Meetings. (City Clerk – Jeffries)**
- (3) **Approval of Payment of Demands as Presented. (Finance – Jennings)**
- (4) **Approval of the Expenditure of \$86,820.31 for September 2024 Legal Services. (Finance – Jennings)**
- (5) **Second Reading and Adoption of an Ordinance Amending Santee Municipal Code Title 1 “General Provisions” to Address Regulation of Unpermitted Privately Sponsored Community Events. (City Clerk – Jeffries) (Ord 617-2024)**
- (6) **Adoption of a Resolution Approving an Amended Salary Schedule to Reflect the Addition of a Limited Term, Limited Benefited Project Manager and Authorizing the Appropriation of \$52,420.00 to the Fiscal Year 2024-25 Adopted Fire Operating Budget. (Fire/Human Resources – Matsushita/Freeman) (Reso 112-2024)**
- (7) **Adoption of a Resolution Authorizing the Appropriation and Expenditure of Paramedic Equipment Funds for the Purchase of One (1) Atlas ALS Pediatric Simulation Manikin From iSimulate USA. (Fire – Matsushita) (Reso 113-2024)**

- (8) **Adoption of a Resolution Accepting the Town Center Community Park – Artificial Turf Replacement (CIP 2024-43) Project as Complete. (Community Services – Chavez) (Reso 114-2024)**
- (9) **Adoption of a Resolution Accepting the Award of Regional Early Action Program Housing Acceleration Program Cycle 2 (HAP 2.0) Grant Funds from the San Diego Association of Governments (SANDAG) and Authorizing the City Manager to Execute a Grant Agreement. (Planning and Building – Sawa) (Reso 115-2024)**

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

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

NON-AGENDA PUBLIC COMMENT (15 minutes):

None.

NEW BUSINESS:

- (10) **City Council Workshop to Review and Discuss the City of Santee Development Impact Fee Nexus Study and Proposed Development Impact Fees. (Finance – Jennings)**

Erin Bullers, Finance Manager, introduced the Item and Megan Quinn, Harris & Associates, provided a PowerPoint presentation and responded to Council questions with assistance of Shawn Hagerty, City Attorney; Heather Jennings, Finance Director; Sandi Sawa, Planning and Building Director; Carl Schmitz, Engineering Director; and Justin Matsushita, Fire Chief.

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

NON-AGENDA PUBLIC COMMENT: (Continued)

None.

CITY COUNCIL REPORTS:

Councilmember Koval reported attending the League of California Cities Annual Conference alongside other Councilmembers and City staff, attending Santee Brews and Bites Festival Fundraiser event, and participating in mock interviews with students from Bostonia Global High School through Workforce Connect; she also highlighted ongoing efforts by local law enforcement to address homelessness cleanup efforts, and trespassing issues in the community.

Vice Mayor Trotter expressed gratitude to City staff for their work on the road pavement projects and for the completion of the synthetic turf replacement at Town Center Community Park; he also acknowledged the efforts of the Firefighters and Sheriff Department staff in maintaining the City's safety.

Mayor Minto also acknowledged City staff for their work on the road pavement projects; he provided report on attending the League of California Cities Annual Conference; and he highlighted an upcoming meeting with League of California Cities Leaders.

Councilmember McNelis inquired about the work paving work being performed by Padre Dam Municipal Water District for the Advanced Water Purification Project.

CITY MANAGER REPORTS:

The City Manager thanked all City staff for their hard work and reminded the community about the upcoming events.

CITY ATTORNEY REPORTS:

The City Attorney addressed the Council's concerns and reminded the community about the upcoming meeting for commercial property owners on trespassing issues.

CLOSED SESSION:

Councilmembers recessed at 8:24 p.m. and convened in Closed Session at 8:29 p.m. except for Councilmember McNelis who recused himself from Item 11 due to conflict of interest and left the meeting

(11) Conference with Legal Counsel—Existing Litigation

(Gov. Code section 54956.9(d)(1))

Name of Case: Preserve Wild Santee v. City of Santee, SDSC Case No. 37-2022-00041478-CU-MC-CTL

Councilmembers reconvened in Open Session at 8:42 p.m. with all members present, except Councilmembers Hall and McNelis. Mayor Minto reported for Item 11, direction was given to staff.

ADJOURNMENT:

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

Date Approved:

James Jeffries, City Clerk

MEETING DATE November 13, 2024

ITEM TITLE APPROVAL OF PAYMENT OF DEMANDS

DIRECTOR/DEPARTMENT Heather Jennings, Finance *HJ*

SUMMARY

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

FINANCIAL STATEMENT

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

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATION *MSB*

Approve the Payment of Demands as presented.

ATTACHMENT

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

Payment of Demands
Summary of Payments Issued

<u>Date</u>	<u>Description</u>	<u>Amount</u>
10/08/24	Accounts Payable	\$ 41,415.56
10/16/24	Accounts Payable	213,745.78
10/16/24	Accounts Payable	147,033.93
10/17/24	Accounts Payable	11,483.74
10/17/24	Payroll	491,154.22
10/18/24	Accounts Payable	2,849.00
10/18/24	Accounts Payable	204,887.56
10/24/24	Accounts Payable	2,480,620.43
10/24/24	Accounts Payable	86,820.31
10/29/24	Accounts Payable	157,352.31
10/30/24	Accounts Payable	1,192,480.36
10/30/24	Accounts Payable	152,276.47
10/31/24	Accounts Payable	50,011.69
10/31/24	Accounts Payable	20,819.25
10/31/24	Payroll	520,464.28
11/01/24	Accounts Payable	46,490.36
11/05/24	Accounts Payable	<u>159,446.71</u>
	 TOTAL	 \$ <u>5,979,351.96</u>

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

Heather Jennings

Heather Jennings, Director of Finance

vchlist
10/17/2024 2:54:56PM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
61881	10/8/2024	10482 TRISTAR RISK MANAGEMENT	121151		WORKERS COMP LOSSES; SEP24	41,415.56
Total :						41,415.56
1 Vouchers for bank code : ubgen						Bank total : 41,415.56
1 Vouchers in this report						Total vouchers : 41,415.56

Prepared by: J. Smith
 Date: 10.17.24

Approved by: [Signature]
 Date: 10/17/24

vchlist
10/16/2024 1:19:01PM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137462	10/16/2024	15087 34TH STREET INC	2024-144		TRAINING	4,875.00
					Total :	4,875.00
137463	10/16/2024	10010 AIS TRUST ACCOUNT NEWPORT	09302024		SPECIAL EVENT INSURANCE 3RD	887.00
					Total :	887.00
137464	10/16/2024	10262 AUSTIN, ROY	10082024		RETIREE HEALTH INSURANCE	1,720.85
					Total :	1,720.85
137465	10/16/2024	15369 BICKMORE ACTUARIAL	30992	55031	ACTUARIAL SERVICES	7,200.00
					Total :	7,200.00
137466	10/16/2024	15009 BLUESHIELD OF CA PROMISE HEALT	ACID 12333 ACID 12400 ACID 12598 ACID 12628		REFUND - AMBULANCE BILLING REFUND - AMBULANCE BILLING REFUND - AMBULANCE BILLING REFUND - AMBULANCE BILLING	726.12 726.12 726.12 579.40
					Total :	2,757.76
137467	10/16/2024	13292 BORDER RECAPPING LLC	24-0211780-008	54818	VEHICLE SUPPLIES	1,075.10
					Total :	1,075.10
137468	10/16/2024	15384 BOUCHARD, CANDICE	ACID 14582		REFUND - AMBULANCE BILLING	200.00
					Total :	200.00
137469	10/16/2024	15385 BRAUN, PIERRE	ACID 12854		REFUND - AMBULANCE BILLING	243.14
					Total :	243.14
137470	10/16/2024	15386 BRENNER, DAROLYN	ACID 5271		REFUND - AMBULANCE BILLING	25.00
					Total :	25.00
137471	10/16/2024	13568 CALIFORNIA DEBT & INVESTMENT	32885		CDIAC REPORTING - POSTAGE MA	23,438.40
					Total :	23,438.40
137472	10/16/2024	10569 CHARLENE'S DANCE N CHEER	2487		RECREATION DANCE CLASSES	7,158.00
					Total :	7,158.00
137473	10/16/2024	10032 CINTAS CORPORATION 694	4206202035	54844	MISC SHOP RENTALS	88.54

vchlist
10/16/2024 1:19:01PM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137473	10/16/2024	10032 10032 CINTAS CORPORATION 694	(Continued)			Total : 88.54
137474	10/16/2024	10333 COX COMMUNICATIONS	038997401; OCT24 094486701; OCT24		9951 RIVERWALK DR CITY HALL GROUP BILL	57.00 3,404.59 Total : 3,461.59
137475	10/16/2024	10651 CUSTEAU, JASON	523Z		EMPLOYEE REIMBURSEMENT	250.00 Total : 250.00
137476	10/16/2024	10046 D MAX-ENGINEERING INC	8750	54849	STORMWATER PROGRAM ASSISTA	25,615.36 Total : 25,615.36
137477	10/16/2024	11418 DAMOOR, KESHAV	09192024KD		COMMISSION STIPEND	50.00 Total : 50.00
137478	10/16/2024	10795 DO, AARON	03068D		EMPLOYEE REIMBURSEMENT	250.00 Total : 250.00
137479	10/16/2024	13275 DOCHTERMAN, LINDA	09192024LD		COMMISSION STIPEND	50.00 Total : 50.00
137480	10/16/2024	13858 EL LATINO NEWSPAPER	89554		NOTICE OF ELECTION	840.00 Total : 840.00
137481	10/16/2024	10058 ETS PRODUCTIONS INC	21289-ETS 21290-ETS	54819 54819	AUDIO VISUAL AUDIO VISUAL	8,754.00 8,754.00 Total : 17,508.00
137482	10/16/2024	15399 GIN, WILLIAM	10042024		EMPLOYEE REIMBURSEMENT	250.00 Total : 250.00
137483	10/16/2024	13274 GRANBOIS, DARCY	09192024DG		COMMISSION STIPEND	50.00 Total : 50.00
137484	10/16/2024	13211 JEFFRIES, JAMES	10072024JJ		CONFERENCE PER DIEM	238.00 Total : 238.00
137485	10/16/2024	10272 JENKINS, CARROLL	1008024		RETIREE HEALTH INSURANCE	3,625.88

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Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137485	10/16/2024	10272 10272 JENKINS, CARROLL	(Continued)			Total : 3,625.88
137486	10/16/2024	14229 JOBSITE SUPPLY CO	83378600	54858	CIP SUPPLIES	68.14
						Total : 68.14
137487	10/16/2024	13247 JOHNSON, DOUGLAS	100824		RETIREE HEALTH INSURANCE	1,048.20
						Total : 1,048.20
137488	10/16/2024	15387 KLEIN, DAVID	ACID 9870		REFUND - AMBULANCE BILLING	50.00
						Total : 50.00
137489	10/16/2024	15398 LEASK, RYAN	09302024		EMPLOYEE REIMBURSEMENT	222.50
						Total : 222.50
137490	10/16/2024	10204 LIFE ASSIST INC	1511963	54807	EMS SUPPLIES	1,887.99
			1512963	54807	EMS SUPPLIES	3,803.44
			1513147	54807	EMS SUPPLIES	1,752.60
						Total : 7,444.03
137491	10/16/2024	14742 LOWNDES, BECKY	10824		CASH ADVANCE BREWS & BITES	500.00
						Total : 500.00
137492	10/16/2024	10507 GREAT AMERICA FINANCIAL SVCS	37535814		MITEL MXE III CONTROLLER SATA :	1,588.52
						Total : 1,588.52
137493	10/16/2024	13245 NEXTECH SYSTEMS, INC	INV2896	54973	NEXTECH RRFB SYSTEM	9,896.36
						Total : 9,896.36
137494	10/16/2024	15388 OLSEN, ED	ACID 10785		REFUND - AMBULANCE BILLING	250.00
						Total : 250.00
137495	10/16/2024	10344 PADRE DAM MUNICIPAL WATER DIST	29700015; AUG24		CONSTRUCTION METER	270.12
			29700015; SEP24		CONSTRUCTION METER	251.50
						Total : 521.62
137496	10/16/2024	10092 PHOENIX GROUP INFO SYSTEMS	082024031	54878	FY 24/25 PARKING CITE PROCESS	1,072.69
						Total : 1,072.69

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Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137497	10/16/2024	15343 QUADIENT FINANCE USA INC	2128-1		QUADIENT POSTAGE FUNDING	43.35
					Total :	43.35
137498	10/16/2024	10097 ROMAINE ELECTRIC CORPORATION	12-062920	54958	VEHICLE SUPPLIES	1,317.14
					Total :	1,317.14
137499	10/16/2024	10407 SAN DIEGO GAS & ELECTRIC	04229703218; SEP24 22373580042; SEP24		STREET LIGHTS TRAFFIC SIGNALS	45,768.21 8,116.81
					Total :	53,885.02
137500	10/16/2024	10768 SANTEE SCHOOL DISTRICT	9591	54923	FIELD LIGHTS	65.10
					Total :	65.10
137501	10/16/2024	13171 SC COMMERCIAL, LLC	2731444-IN	55006	DELIVERED BULK FUEL	2,051.89
					Total :	2,051.89
137502	10/16/2024	14797 SEDANO FORD OF LM INC	20497421 20497701	54895 54895	VEHICLE REPAIR PARTS VEHICLE REPAIR PART	216.32 50.13
					Total :	266.45
137503	10/16/2024	10837 SOUTHWEST TRAFFIC SIGNAL	83690 83691 83692 83693 83694 83695	54955 54955 54955 54955 54955 54955	DIG ALERTS TRAFFIC SIGNAL - MISC. WORK TRAFFIC SIGNAL - SERVICE CALLS TRAFFIC SIGNAL - SERVICE CALLS TRAFFIC SIGNAL - EXTRA WORK Z TRAFFIC SIGNAL - TCP STREETLIG	770.70 1,691.70 659.84 164.96 1,891.89 3,686.20
					Total :	8,865.29
137504	10/16/2024	10217 STAPLES ADVANTAGE	6012234147 6012234148	54870 54897	OFFICE SUPPLIES - P&B, E OFFICE SUPPLIES	164.67 70.29
					Total :	234.96
137505	10/16/2024	15031 TALLAL INC	092324-S		MOVIE IN THE PARK SCREEN	545.00
					Total :	545.00
137506	10/16/2024	10250 THE EAST COUNTY	00146091		NOTICE OF ELECTION PUBLICATIC	143.50
					Total :	143.50

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10/16/2024 1:19:01PM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137507	10/16/2024	10467 THE EPOCH TIMES IN SAN DIEGO	SD056202409		NOTICE OF ELECTION PUBLICATIC	220.00
Total :						220.00
137508	10/16/2024	10829 TIENG VIET SAN DIEGO NEWS	1624-9		NOTICE OF ELECTION PUBLICATIC	100.00
Total :						100.00
137509	10/16/2024	15091 T-MOBILE USA INC	993045165; SEP24		CITY HALL	1,125.83
Total :						1,125.83
137510	10/16/2024	15022 UNITED HEALTHCARE	ACID 10655		REFUND - AMBULANCE BILLING	716.03
Total :						716.03
137511	10/16/2024	15389 URIBE, JAMES	ACID 15495		REFUND - AMBULANCE BILLING	1,088.94
Total :						1,088.94
137512	10/16/2024	10338 VANDIVER, EDDIE	09192024EV		COMMISSION STIPEND	50.00
Total :						50.00
137513	10/16/2024	14687 WEX BANK	100237621		FLEET CARD FUELING	18,357.60
Total :						18,357.60
137514	10/16/2024	14868 YOGATREX	0025		WELLNESS EVENT	150.00
Total :						150.00
53 Vouchers for bank code : ubgen						Bank total : 213,745.78
53 Vouchers in this report						Total vouchers : 213,745.78

Prepared by: J. Ma
 Date: 10.16.24
 Approved by: [Signature]
 Date: 10/16/24

vchlist
10/17/2024 3:06:50PM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
62180	10/16/2024	10955 DEPARTMENT OF THE TREASURY	October 24 Retiree PPE 10/9/24		FED WITHHOLDING TAX FED WITHHOLDING & MEDICARE	211.00 109,983.70 Total : 110,194.70
62192	10/16/2024	10956 FRANCHISE TAX BOARD	PPE 10/9/24		CA STATE TAX WITHHELD	36,793.23 Total : 36,793.23
626192	10/16/2024	10956 FRANCHISE TAX BOARD	October 24 Retiree		CA STATE TAX WITHHELD	46.00 Total : 46.00
3 Vouchers for bank code : ubgen					Bank total :	147,033.93
3 Vouchers in this report					Total vouchers :	147,033.93

Prepared by: J Walsh
Date: 10-17-24
Approved by: E-Bull
Date: 10-23-24

vchlist
10/17/2024 11:40:07AM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137515	10/17/2024	12722 FIDELITY SECURITY LIFE	166492156		EYEMED - VOLUNTARY VISION	1,155.62
					Total :	1,155.62
137516	10/17/2024	14452 MEDICAL AIR SERVICES ASSC	1951175		MEDICAL AIR TRANSPORT SVCS	179.00
					Total :	179.00
137517	10/17/2024	14458 METROPOLITAN LIFE INSURANCE	82935940		VOLUNTARY LEGAL	336.00
					Total :	336.00
137518	10/17/2024	10784 NATIONAL UNION FIRE INSURANCE	October 2024		VOLUNTARY AD&D	35.05
					Total :	35.05
137519	10/17/2024	10335 SAN DIEGO FIREFIGHTERS FEDERAL	October 2024		LONG TERM DISABILITY-SFFA	1,386.50
					Total :	1,386.50
137520	10/17/2024	10424 SANTEE FIREFIGHTERS	PPE 10/9/24		DUES/PEC/BENEVOLENT/BC EXP	4,813.91
					Total :	4,813.91
137521	10/17/2024	10776 STATE OF CALIFORNIA	PPE 10/09/24		WITHHOLDING ORDER	449.53
					Total :	449.53
137522	10/17/2024	10776 STATE OF CALIFORNIA	PPE 10/9/24		WITHHOLDING ORDER	260.30
					Total :	260.30
137523	10/17/2024	14467 TEXAS LIFE INSURANCE COMPANY	SM0F0U20240915001		VOLUNTARY INS RIDERS	499.35
					Total :	499.35
137524	10/17/2024	10001 US BANK	PPE 10/9/24		PARS RETIREMENT	1,616.64
					Total :	1,616.64
137525	10/17/2024	14600 WASHINGTON STATE SUPPORT	PPE 10/9/24		WITHHOLDING ORDER	751.84
					Total :	751.84
11 Vouchers for bank code : ubgen						Bank total : 11,483.74
11 Vouchers in this report						Total vouchers : 11,483.74

vchlist
10/17/2024 11:40:07AM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
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Prepared by:

Joseph

Date:

10-17-24

Approved by:

E. Burk

Date:

10-17-24

PyBatch
10/15/2024 2:58:56PM

Payroll Processing Report
CITY OF SANTEE
9/26/2024 to 10/9/2024-2 Cycle b

EARNINGS SECTION				DEDUCTIONS SECTION			LEAVE SECTION					
Type	Hours/units	Rate	Amount Src	Plan	Base Wages	Deduction	Benefit/Cont	LvPlan	Accrued	Taken	Banked	Lost
				roth	70,607.20	8,496.34						
				sb-1		98.58						
				sb-3		71.99						
				sffa		3,636.70						
				sffapc		1,035.32						
				st1cs3	91,738.98	2,752.17	-2,752.17					
				st2cs3	15,855.73	475.67	-475.67					
				texlif		249.64						
				vaccpr		574.45						
				vaccpt		204.75						
				vcanpr		318.41						
				vcanpt		90.25						
				vgcipt		88.70						
				vghipr		15.56						
				vision	13,129.16	557.87						
				voladd		17.50						
				voldis		218.13						
				vollif		155.27						
				vollpb			-155.27					
Grand Totals	16,154.56		768,246.24			277,092.02	93,720.37					

Gross:	768,246.24
Net:	491,154.22

<< No Errors / 15 Warnings >>

Handwritten notes:
 PPE 10/9/24
 Paydate 10/17/24
 HA
 10/15/24
 EB 10/15/24

vchlist
10/31/2024 11:10:02AM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
43816	10/18/2024	12774 LIABILITY CLAIMS ACCOUNT	101824		LIABILITY CLAIMS	2,849.00	
Total :						2,849.00	
1 Vouchers for bank code : ubgen						Bank total :	2,849.00
1 Vouchers in this report						Total vouchers :	2,849.00

Prepared by: *Jua*
Date: 10.31.24
Approved by: *[Signature]*
Date: 10/31/24

vchlist
10/23/2024 12:46:09PM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
9244	10/18/2024	10353 PERS	09 24 4		RETIREMENT PAYMENT	156,735.75
						Total :
6869860	10/18/2024	14704 457 MISSIONSQUARE	PPE 10/9/24		ICMA - 457	43,054.88
						Total :
6937424	10/18/2024	14705 RHS MISSIONSQUARE	PPE 10/9/24		RETIREE HSA	5,096.93
						Total :
3 Vouchers for bank code : ubgen						Bank total :
3 Vouchers in this report						204,887.56
						Total vouchers :
						204,887.56

Prepared by: *[Signature]*
 Date: 10-23-24
 Approved by: *[Signature]*
 Date: 10-23-24

vchlist
10/24/2024 1:34:50PM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137526	10/24/2024	10003 A & B SAW & LAWNMOWER SHOP	0739	54823	EQUIPMENT MAINT SUPPLIES	185.49
					Total :	185.49
137527	10/24/2024	13321 ALPHA PROJECT FOR THE	0009683-IN	54412	ENCAMPMENT CLEAN UPS	5,369.76
					Total :	5,369.76
137528	10/24/2024	10510 AMAZON WEB SERVICES, INC	1877742933		CLOUD STORAGE SERVICES	100.00
					Total :	100.00
137529	10/24/2024	11445 AMERICAN MESSAGING	L1072898YJ		FD PAGER SERVICE	219.10
					Total :	219.10
137530	10/24/2024	15405 ANDREW ELECTRIC	6580		PERMIT# B-ELEC-24-0129 REFUND	421.38
					Total :	421.38
137531	10/24/2024	10412 AT&T	000022333234		TELEPHONE	906.89
					Total :	906.89
137532	10/24/2024	14306 AZTEC LANDSCAPING INC	J1868	54798	CUSTODIAL SERVICES - AUGUST F	4,972.43
			J1882	54798	CUSTODIAL SERVICES - PARKS	4,972.43
					Total :	9,944.86
137533	10/24/2024	14781 BENAVIDES, MANUEL	872855		WORK BOOTS REIMBURSEMENT	141.90
					Total :	141.90
137534	10/24/2024	13292 BORDER RECAPPING LLC	24-0213234-008	54818	VEHICLE REPAIR	35.70
			24-0213635-008	54818	TIRES	303.89
					Total :	339.59
137535	10/24/2024	10876 CANON SOLUTIONS AMERICA INC	4040876762	54839	PLOTTER MAINTENANCE & USAGE	213.61
					Total :	213.61
137536	10/24/2024	11402 CARROLL, JUDI	11012024-96		MEADOWBROOK HARDSHIP PROG	135.11
					Total :	135.11
137537	10/24/2024	10031 CDW GOVERNMENT LLC	AA8W22F		COMPUTER EQUIPMENT	646.19

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Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137537	10/24/2024	10031 10031 CDW GOVERNMENT LLC	(Continued)			Total : 646.19
137538	10/24/2024	14527 CHAVEZ, NICOLAS	10162024NC		PER DIEM - UPDATED	64.50
						Total : 64.50
137539	10/24/2024	12349 CHOICE LOCKSMITHING	090624WHP	54843	LOCKSMITH SERVICES - AS NEEDI	416.88
			091124COS	54843	LOCKSMITH SERVICES	274.76
						Total : 691.64
137540	10/24/2024	10032 CINTAS CORPORATION 694	4206934347	54844	MISC SHOP RENTALS	92.95
						Total : 92.95
137541	10/24/2024	11409 CLAYTON, SYLVIA	11012024-340		MEADOWBROOK HARDSHIP PROG	141.39
						Total : 141.39
137542	10/24/2024	15406 COOK, PATRICK	5284		DEVELOPER DEPOSIT REFUND	1,500.00
						Total : 1,500.00
137543	10/24/2024	10161 CORE SERVICES INC	91146	54916	CUSTODIAL SERVICES - OFFICES	5,043.39
						Total : 5,043.39
137544	10/24/2024	10171 COUNTY OF SAN DIEGO AUDITOR &	07/2024 AGENCY REV		07/2024 AGENCY PARK CITE REPT	302.50
			07/2024 DMV REVENUE		07/2024 DMV PARK CITE REPT	867.50
			07/2024 PHOENIX REV		07/2024 PHOENIX CITE REV REPT	537.50
			08/2024 AGENCY REV		08/2024 AGENCY PARK CITE REPT	269.75
			08/2024 DMV REVENUE		08/2024 DMV PARK CITE REPT	493.75
			08/2024 PHOENIX REV		08/2024 PHOENIX CITE REV REPT	1,564.00
			09/2024 DMV REVENUE		09/2024 DMV PARK CITE REPT	431.25
			09/2024 PHOENIX REV		09/2024 PHOENIX CITE REV REPT	842.75
						Total : 5,309.00
137545	10/24/2024	10358 COUNTY OF SAN DIEGO	25CTOFSAN03	54987	SHERIFF RADIOS	2,714.00
						Total : 2,714.00
137546	10/24/2024	10040 COUNTYWIDE MECHANICAL SYSTEMS	69381	54847	PLUMBING REPAIRS	445.60
			69571	54847	PLUMBING REPAIRS & RELATED M	1,041.20
			69768	54847	PLUMBING REPAIRS & RELATED M	1,041.20
			69941	54847	PLUMBING REPAIRS & RELATED M	1,821.29

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Voucher List
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Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137546	10/24/2024	10040 COUNTYWIDE MECHANICAL SYSTEMS	(Continued) 70080	54847	PLUMBING REPAIRS & RELATED M	18,957.00
					Total :	23,306.29
137547	10/24/2024	10333 COX COMMUNICATIONS	052335901; OCT24		8950 COTTONWOOD AVE	196.68
					Total :	196.68
137548	10/24/2024	12655 DELL MARKETING LP	10771489516	54627	MONTHLY WEBSITE HOSTING FEE	469.13
					Total :	469.13
137549	10/24/2024	14811 DIGITECH COMPUTER LLC	60006115	54998	SLEMSA BILLING CONTRACT SERV	22,457.43
					Total :	22,457.43
137550	10/24/2024	15394 DURAN, EDMOND	ACID 9105		REFUND - AMBULANCE BILLING	25.00
					Total :	25.00
137551	10/24/2024	14926 EAGLES POINT SECURITY INC	22298 22506 22577	54799 54799 54799	SPECIAL EVENT SECURITY SPECIAL EVENT SECURITY SPECIAL EVENT SECURITY	2,501.94 2,680.65 2,144.52
					Total :	7,327.11
137552	10/24/2024	12593 ELLISON WILSON ADVOCACY, LLC	2024-10-07	54917	LEGISLATIVE ADVOCACY SERVICE	1,500.00
					Total :	1,500.00
137553	10/24/2024	10988 ESPINOLA, TOBY	10142024		EMPLOYEE REIMBURSEMENT	200.00
					Total :	200.00
137554	10/24/2024	13044 FIELDTURF USA, INC	718983 720440 720441	54735 54735 54735	PAYMENT TO CONTRACTOR - 40% AMENDMENT #1 EXTRA WORK PR ALTERNATE 2 - COOLPLAY INFILL	390,580.82 43,129.12 97,645.21
					Total :	531,355.15
137555	10/24/2024	10065 GLOBAL POWER GROUP INC	98287 98288	54920 54920	GENERATOR MAINT & REPAIRS - 90 GENERATOR MAINT & REPAIRS	114.80 114.80
					Total :	229.60
137556	10/24/2024	10066 GLOBALSTAR USA LLC	77296359		SATELLITE PHONE SERVICE	105.42

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Voucher List
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Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137556	10/24/2024	10066 10066 GLOBALSTAR USA LLC	(Continued)			Total : 105.42
137557	10/24/2024	11196 HD SUPPLY FACILITIES	9229674662	54803	STATION SUPPLIES	535.54
						Total : 535.54
137558	10/24/2024	15395 HIRSCH, GLYNNIS	ACID 357 ACID 81		REFUND - AMBULANCE BILLING REFUND - AMBULANCE BILLING	50.00 75.00
						Total : 125.00
137559	10/24/2024	12386 HORIZONS CONSTRUCTION COMPANY	1-CIP2024-36 1-CIP2024-36-RET	55001	PROGRESS PAYMENT #1-TEMP FIF RETENTION-PROGRESS PAYMENT	120,388.41 -6,019.42
						Total : 114,368.99
137560	10/24/2024	11724 ICF JONES & STOKES INC	00000113438	53609	MSCP SUBAREA PLAN	1,240.00
						Total : 1,240.00
137561	10/24/2024	15316 JD ANIMAL REMOVAL INC	1756 1772	54805 54805	DEAD ANIMAL REMOVAL SERVICE DEAD ANIMAL REMOVAL SERVICE	1,440.00 1,440.00
						Total : 2,880.00
137562	10/24/2024	14956 JET ADVERTISING LLC	12137	54953	WEBSITE CONSULTING SERVICES	75.00
						Total : 75.00
137563	10/24/2024	13223 KOVAL, LAURA	09272024		CANDIDATE STATEMENT REFUND	800.00
						Total : 800.00
137564	10/24/2024	10203 LAKESIDE EQUIPMENT SALES &	247334	55026	BREWS AND BITES EQUIPMENT RE	5,311.00
						Total : 5,311.00
137565	10/24/2024	14596 LEIGHTON CONSULTING, INC	64099	54753	GEOTECHNICAL STUDY	634.92
						Total : 634.92
137566	10/24/2024	10204 LIFE ASSIST INC	1512166 1512433 1513291 1513746 1514473 1514832	54807 54807 54807 54807 54807 54807	EMS SUPPLIES EMS SUPPLIES EMS SUPPLIES EMS SUPPLIES EMS SUPPLIES EMS SUPPLIES	105.21 592.23 289.96 260.22 578.42 4,272.45

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Voucher List
CITY OF SANTEE

Bank code : ubqen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137566	10/24/2024	10204 LIFE ASSIST INC	(Continued) 1514838 1515518	54807 54807	EMS SUPPLIES EMS SUPPLIES	2,328.59 20.36 Total : 8,447.44
137567	10/24/2024	13155 LIFETIME DOG TRAINING, LLC	5011		RECREATIONAL CLASS	2,616.00 Total : 2,616.00
137568	10/24/2024	15404 LLOYD, MATTHEW	ACID 12174		REFUND - AMBULANCE BILLING	2,479.96 Total : 2,479.96
137569	10/24/2024	14759 MSC INDUSTRIAL SUPPLY CO.	32112069	55002	45 GAL TRASH LINERS	14,916.92 Total : 14,916.92
137570	10/24/2024	10155 MUSCO SPORTS LIGHTING LLC	430169		MUSCO LIGHTING - CONTROL LINK	950.00 Total : 950.00
137571	10/24/2024	10344 PADRE DAM MUNICIPAL WATER DIST	90000366; SEP24 90000367; OCT24		GROUP BILL GROUP BILL	64,144.54 64,179.23 Total : 128,323.77
137572	10/24/2024	11442 PATTERSON, EDWARD	11012024-225		MEADOWBROOK HARDSHIP PROG	130.36 Total : 130.36
137573	10/24/2024	10157 PRIMO DJ'S	15328929	55022	EVENT CONTRACT	550.00 Total : 550.00
137574	10/24/2024	10150 PROBUILD	04-0380704 04-0382117	54934 54934	BUILDING MATERIALS & SUPPLIES BUILDING MATERIALS & SUPPLIES	317.32 150.37 Total : 467.69
137575	10/24/2024	15402 RIOS, CHRISTINA	092924(B)		APA CA 2024 CONFERENCE REIMB	508.88 Total : 508.88
137576	10/24/2024	15344 ROBOTIC LAWNMOWER EXPERTS LLC	240912-01	55005	AUTONOMOUS MOWER - WESTON	5,344.38 Total : 5,344.38
137577	10/24/2024	15314 RSG INC	12382	54868	2025-29 CONSOLIDATED PLAN	9,395.00

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Voucher List
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Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137577	10/24/2024	15314 15314 RSG INC	(Continued)			Total : 9,395.00
137578	10/24/2024	10606 SD COUNTY SHERIFF'S DEPT	SHERIFF AUG 2024		LAW ENFORCEMENT AUGUST 2024	1,476,515.93 Total : 1,476,515.93
137579	10/24/2024	13061 SAN DIEGO HUMANE SOCIETY &	OCT-24	54959	ANIMAL CONTROL SERVICES	38,674.00 Total : 38,674.00
137580	10/24/2024	15335 SAWA, SANDI	092924(A)		APA CA 2024 CONFERENCE REIMB	148.34 Total : 148.34
137581	10/24/2024	14797 SEDANO FORD OF LM INC	20497826 20497991 20498020 20498110	54895 54895 54895 54895	VEHICLE REPAIR PARTS VEHICLE REPAIR PART VEHICLE REPAIR PART VEHICLE REPAIR PARTS	15.80 12.49 50.13 119.02 Total : 197.44
137582	10/24/2024	15273 SHAFFER, MARK	2		WELLNESS EVENT	100.00 Total : 100.00
137583	10/24/2024	10837 SOUTHWEST TRAFFIC SIGNAL	83746 83747 83748 83749 83750 83751 83752	54948 54948 54948 54948 54955 54955 54955	TRAFFIC SIGNAL - SERVICE CALLS TRAFFIC SIGNAL - MARKOUTS TRAFFIC SIGNAL - PM INSPECTION TRAFFIC SIGNAL - MISC. TASKS DIG ALERTS TRAFFIC SIGNAL - SERVICE CALLS TRAFFIC SIGNAL - EXTRA WORK -	7,365.63 450.00 3,255.00 82.50 889.27 103.10 1,547.78 Total : 13,693.28
137584	10/24/2024	14240 SPICER CONSULTING GROUP	1715	54687	ASSMNT ENG & CFD SVCS FY 23-2	2,763.56 Total : 2,763.56
137585	10/24/2024	11403 ST JOHN, LYNNE	11012024-78		MEADOWBROOK HARDSHIP PROG	135.37 Total : 135.37
137586	10/24/2024	10217 STAPLES ADVANTAGE	6007704751 6012924990	54870 54869	OFFICE SUPPLIES - P&B, E FY 24/25 OFFICE SUPPLIES - FINAN	155.19 204.78

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Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
137586	10/24/2024	10217 10217 STAPLES ADVANTAGE	(Continued)		Total :	359.97	
137587	10/24/2024	12477 STREAMLINE AUTOMATION	2024-98	55029	ANNUAL SOFTWARE RENEWAL	3,466.00	
					Total :	3,466.00	
137588	10/24/2024	11587 STRYKER SALES CORPORATION	9207255860	54979	EMS EQUIPMENT	478.33	
			9207267355	54979	EMS EQUIPMENT	18,980.22	
			9207344551	54979	EMS EQUIPMENT	899.31	
					Total :	20,357.86	
137589	10/24/2024	15400 TEMPLEMAN, DYLAN	08082024		EMPLOYEE REIMBURSEMENT	220.00	
					Total :	220.00	
137590	10/24/2024	10250 THE EAST COUNTY	00146327		NOTICE OF PUBLIC HEARING - ATL	203.00	
					Total :	203.00	
137591	10/24/2024	10257 TYLER TECHNOLOGIES INC	045-486758		TYLER/EDEN REINSTALL	1,400.00	
					Total :	1,400.00	
137592	10/24/2024	10133 UNDERGROUND SERVICE ALERT	24-251139	54871	DIG ALERTS - STATE FEES	53.60	
			920240697	54871	DIG ALERT - MONTHLY TICKETS	139.50	
					Total :	193.10	
137593	10/24/2024	11305 VELOCITY TRUCK CENTERS	XA290205964:01	54903	VEHICLE REPAIR PART	57.95	
					Total :	57.95	
137594	10/24/2024	12030 WHITE, PAM	10142024PW		REIMBURSEMENT FOR ICSC WEST	185.59	
					Total :	185.59	
137595	10/24/2024	12510 ZERO WASTE USA	729644		DOG WASTE STATION	495.63	
					Total :	495.63	
70 Vouchers for bank code : ubgen						Bank total :	2,480,620.43
70 Vouchers in this report						Total vouchers :	2,480,620.43

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Voucher List
CITY OF SANTEE

Bank code : ubgen

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>PO #</u>	<u>Description/Account</u>	<u>Amount</u>
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Prepared by: Jana M
Date: 10.24.24
Approved by: [Signature]
Date: 10/24/24

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10/24/2024 3:01:17PM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137596	10/24/2024	10020 BEST BEST & KRIEGER LLP	LEGAL SVCS SEP 2024		LEGAL SVCS SEP 2024	86,820.31

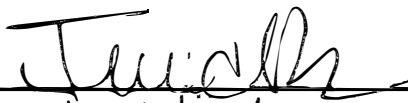

Total : 86,820.31

1 Vouchers for bank code : ubgen

Bank total : 86,820.31

1 Vouchers in this report

Total vouchers : 86,820.31

Prepared by: 
Date: 10.24.24
Approved by: 
Date: 10/29/24

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10/29/2024 3:20:14PM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
10243	10/29/2024	10353 PERS	10 24 3		RETIRMENT PAYMENT	157,352.31	
Total :						157,352.31	
1 Vouchers for bank code : ubgen						Bank total :	157,352.31
1 Vouchers in this report						Total vouchers :	157,352.31

Prepared by: Jmckh
Date: 10-29-24
Approved by: E. Buh
Date: 10-31-24

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Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137597	10/30/2024	14800 ADVANCE AUTO PARTS	3717428210927	54827	VEHICLE SUPPLIES	296.30
					Total :	296.30
137598	10/30/2024	10010 AIS TRUST ACCOUNT NEWPORT	2834301		BREWS & BITES INSURANCE	2,073.00
					Total :	2,073.00
137599	10/30/2024	15380 ANDERSON, MARK	1111		INSTRUCTOR PAYMENT	240.00
					Total :	240.00
137600	10/30/2024	14363 ANGUS ASPHALT INC	2R FINAL	54962	PROGRESS PAYMENT #2 - RETENT PROGRESS PAYMENT #2 - FINAL	-9,087.25 181,745.00
					Total :	172,657.75
137601	10/30/2024	13568 CALIFORNIA DEBT & INVESTMENT	32885		CDIAC REPORTING - POSTAGE MA	5.86
					Total :	5.86
137602	10/30/2024	14448 CAMACHO, MARIO	2854		EMPLOYEE REIMBURSEMENT	200.00
					Total :	200.00
137603	10/30/2024	13523 CATS EXCAVATING INC.	2301		REFUNDABLE DEPOSIT	1,500.00
					Total :	1,500.00
137604	10/30/2024	10032 CINTAS CORPORATION 694	4207673587	54844	MISC SHOP RENTALS	72.31
					Total :	72.31
137605	10/30/2024	10050 CITY OF EL CAJON	2116		JPA MEMBERSHIP - FY25 Q2	112,421.50
					Total :	112,421.50
137606	10/30/2024	12153 CORODATA RECORDS	7028164	54996	RECORD STORAGE,RETRIEVAL&D	698.41
					Total :	698.41
137607	10/30/2024	11862 CORODATA SHREDDING INC	DN1489492		DOCUMENT SERVICES	49.82
					Total :	49.82
137608	10/30/2024	10171 COUNTY OF SAN DIEGO AUDITOR &	09/2024 AGENCY REV		09/2024 AGENCY PARK CITE REPT	92.50
					Total :	92.50

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Voucher List
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Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137609	10/30/2024	10333 COX COMMUNICATIONS	063453006; OCT24 064114701; OCT24		9534 VIA ZAPADOR 8115 ARLETTE ST	97.80 195.60 Total : 293.40
137610	10/30/2024	15363 CRANE, WILLIAM	09232024WC		MILEAGE REIMBURSEMENT	128.38 Total : 128.38
137611	10/30/2024	14675 EAST COUNTY TRANSITIONAL	20241008C	54681	ARPA FUNDED SHELTER SERVICE	9,520.00 Total : 9,520.00
137612	10/30/2024	10054 ELDERHELP OF SAN DIEGO	09302024	54983	CDBG SUBRECIPIENT	1,490.82 Total : 1,490.82
137613	10/30/2024	14977 EMS LOGIK NARCBOX	35091	54999	EMS EQUIPMENT	3,000.00 Total : 3,000.00
137614	10/30/2024	12964 ESO SOLUTIONS INC	ESO-151359	55025	ANNUAL SOFTWARE RENEWAL	5,228.70 Total : 5,228.70
137615	10/30/2024	15382 FASTTIMES LLC	985	55036	BREWS & BITES ENTERTAINMENT	6,500.00 Total : 6,500.00
137616	10/30/2024	10251 FEDERAL EXPRESS	8-661-65794		FEDEX SHIPPING CHARGES	95.89 Total : 95.89
137617	10/30/2024	10009 FIRE ETC	191159	54800	EQUIPMENT SERVICE	148.95 Total : 148.95
137618	10/30/2024	12638 GEORGE HILLS COMPANY, INC.	INV1029938		LIABILITY CLAIM FEE	25.00 Total : 25.00
137619	10/30/2024	11881 GOODEN, CHRIS	2024MSA-CHRIS		MSA CONFERENE PER DIEM	175.00 Total : 175.00
137620	10/30/2024	11196 HD SUPPLY FACILITIES	9230519473	54803	STATION SUPPLIES	777.31 Total : 777.31
137621	10/30/2024	10556 HECKMAN, HEATHER	11122024HH		PER DIEM	250.00

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Voucher List
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Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137621	10/30/2024	10556 10556 HECKMAN, HEATHER	(Continued)		Total :	250.00
137622	10/30/2024	15251 IPERMIT	3489		PERMIT#B-RALT-24-0066 REFUND	237.74
					Total :	237.74
137623	10/30/2024	11864 KIRKLAND PRINTING & MAILING	603236	55020	CENTRAL SUPPLIES	1,416.91
					Total :	1,416.91
137624	10/30/2024	10997 LAKESIDE FIRE PROTECTION	09/30/24 9302025	54972	FY25 Q1 RECONCILIATION & DISTF NURSE COORDINATOR FY25 Q1	810,323.65 19,617.56
					Total :	829,941.21
137625	10/30/2024	10413 LARSON, SCOTT	82644C		EMPLOYEE REIMBURSEMENT	234.05
					Total :	234.05
137626	10/30/2024	15409 LEVEL 3 CONSTRUCTION	2406		REFUNDABLE DEVELOPER DEPOS	1,500.00
					Total :	1,500.00
137627	10/30/2024	10204 LIFE ASSIST INC	1517039 1517151 1517215 1517242 1518108	54807 54807 54807 54807 54807	EMS SUPPLIES EMS SUPPLIES EMS SUPPLIES EMS SUPPLIES EMS SUPPLIES	352.17 400.17 260.22 10.36 558.90
					Total :	1,581.82
137628	10/30/2024	10538 MEALS ON WHEELS	1-24-25A	54965	CDBG SUPRECIPIENT	1,383.25
					Total :	1,383.25
137629	10/30/2024	10238 MILLER, STEVE	100324		PARK REPAIR SUPPLIES	185.32
					Total :	185.32
137630	10/30/2024	14208 MINUTEMAN PRESS EL CAJON	66187 66228	55046 55046	BUS CARDS BUS CARDS	107.18 107.18
					Total :	214.36
137631	10/30/2024	12991 NATIONAL LIGHTING SUPPLY LLC	156602	54931	LIGHTING/ELECTRICAL SUPPLIES	818.18
					Total :	818.18

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Voucher List
CITY OF SANTEE

Bank code : ubgen

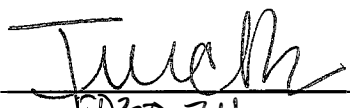

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137632	10/30/2024	15403 PUBLIC AGENCY TRAINING COUNCIL	2906		TRAINING	595.00
					Total :	595.00
137633	10/30/2024	12062 PURETEC INDUSTRIAL WATER	2213284	55043	DEIONIZED WATER SERVICE	75.15
			2213285	55043	DEIONIZED WATER SERVICE	149.16
					Total :	224.31
137634	10/30/2024	10095 RASA	5832	54976	MAP CHECK - POPEYE'S	525.00
					Total :	525.00
137635	10/30/2024	10798 RENSBERRY, SAM	2024MSA-SAM		MSA CONFERENE PER DIEM	175.00
					Total :	175.00
137636	10/30/2024	14881 SANCON TECHNOLOGIES, INC.	CIP2023-20-6P	54600	CITYWIDE CMP LINING AND REHA	28,894.00
			CIP2023-20-6R		PROGRESS PAYMENT #6 RETENTI	-1,444.70
					Total :	27,449.30
137637	10/30/2024	10110 SECTRAN SECURITY INC	24100609	54924	FY 24/25 ARMORED CAR TRANSPC	171.66
					Total :	171.66
137638	10/30/2024	12113 SNAGWOLF INC	25555	55008	GRAFFITI ABATEMENT SUPPLIES	2,412.29
					Total :	2,412.29
137639	10/30/2024	10217 STAPLES ADVANTAGE	6013696761	54870	FY 24/25 OFFICE SUPPLIES - P&B,	163.54
			6013766035	54897	OFFICE SUPPLIES	125.74
			6013995319	54869	FY 24/25 OFFICE SUPPLIES - FINA	58.38
			6014058558	54869	FY 24/25 OFFICE SUPPLIES - FINA	36.84
					Total :	384.50
137640	10/30/2024	10027 STATE OF CALIFORNIA	767336		FINGERPRINT COSTS	64.00
					Total :	64.00
137641	10/30/2024	10250 THE EAST COUNTY	00146609		PUBLIC NOTICE - CDBG CAPER PY	112.00
					Total :	112.00
137642	10/30/2024	10536 THE FILIPINO PRESS INC	8257-24b		NOTICE OF ELECTION PUBLICATIC	225.00
					Total :	225.00

vchlist
10/30/2024 2:37:19PM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137643	10/30/2024	14354 TRILOGY MEDWASTE WEST, LLC	1623005	54913	BIOMEDICAL WASTE DISPOSAL	230.65
			1623006	54913	BIOMEDICAL WASTE DISPOSAL	229.10
					Total :	459.75
137644	10/30/2024	12480 UNITED SITE SERVICES	114-13924610	54339	PORTABLE TOILET AND FENCE RE	95.52
			114-13924617	54339	PORTABLE TOILET AND FENCE RE	1,515.60
			114-13950075	54339	PORTABLE TOILET AND FENCE RE	250.00
					Total :	1,861.12
137645	10/30/2024	11194 USAFACT INC	4053390		BACKGROUND CHECKS	92.60
					Total :	92.60
137646	10/30/2024	10475 VERIZON WIRELESS	9975989942		WIFI SERVICE	1,140.29
					Total :	1,140.29
137647	10/30/2024	10475 VERIZON WIRELESS	9975989941		CELL PHONE SERVICE	984.80
					Total :	984.80
137648	10/30/2024	14868 YOGATREX	0026		WELLNESS EVENT	150.00
					Total :	150.00
52 Vouchers for bank code : ubgen						Bank total : 1,192,480.36
52 Vouchers in this report						Total vouchers : 1,192,480.36

Prepared by: 
 Date: 10/30/24
 Approved by: 
 Date: 10/30/24

vchlist
10/31/2024 4:25:48PM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
1553	10/30/2024	10955 DEPARTMENT OF THE TREASURY	PPE 10/23/24		FED WITHHOLDING & MEDICARE	113,689.28
					Total :	113,689.28
1642	10/23/2024	10956 FRANCHISE TAX BOARD	PPE 10/23/24		CA STATE TAX WITHHELD	38,587.19
					Total :	38,587.19
2 Vouchers for bank code : ubgen					Bank total :	152,276.47
2 Vouchers in this report					Total vouchers :	152,276.47

Prepared by: *[Signature]*
Date: 10.31.24
Approved by: *[Signature]*
Date: 11.5.24

vchlist
10/31/2024 12:10:30PM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137650	10/31/2024	10001 US BANK	00000000		MATERIALS & SUPPLIES	55.00
			000003		WELLNESS EVENT SUPPLIES	1,111.42
			000041		WELLNESS SUPPLIES	793.12
			000042		WELLNESS SUPPLIES	263.88
			000829		INTERVIEW SUPPLIES	61.85
			001689		SPECIAL EVENTS SUPPLIES	68.15
			0034603		GENERAL EVENT SUPPLIES	71.10
			007247A		CONSULTING SERVICES	12,873.63
			010190		MEETING & OFFICE SUPPLIES	148.96
			011670		BUSINESS MEETING	150.87
			012444		OFFICE EQUIPMENT	277.43
			01286		ANNUAL MEMBERSHIP DUES	62.10
			015244		ZONE CHIEFS MEETING	22.20
			017929		COMPUTER ACCESSORIES	56.50
			019156		SENIOR SUPPLIES	59.26
			019831		COMPUTER ACCESSORIES	82.63
			020989		OFFICE SUPPLIES	242.31
			021163		COMPUTER EQUIPMENT	119.60
			0241826		OFFICE SUPPLIES	64.64
			025893		SENIOR SUPPLIES	20.98
			025919		MATERIALS & SUPPLIES	118.89
			030952		TEEN CENTER SUPPLIES	143.95
			033002		WELLNESS EVENT SUPPLIES	69.05
			036244		TEEN CENTER SUPPLIES	38.97
			037968		MEETING SUPPLIES	87.70
			040067		INTERVIEW SUPPLIES	33.53
			042209		MEETING SUPPLIES	11.45
			04270-15234410		ANNUAL SUBSCRIPTION	149.90
			0511956		GRAFFITI REMOVAL	30.08
			054380		VEHICLE REPAIR	428.86
			056701		OFFICE SUPPLIES	42.17
			062965		OFFICE EQUIPMENT	1,790.10
			063692		MEETING SUPPLIES	12.79
			0637053		OFFICE SUPPLIES	83.56
			065355		ENGINEERING SUPPLIES	11.98
			067454		COMPUTER ACCESSORIES	246.83

vchlist
10/31/2024 12:10:30PM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137650	10/31/2024	10001 US BANK	(Continued)			
			070921		AED BATTERIES	36.59
			072619		STATION EQUIPMENT	242.43
			073267		INTERVIEW SUPPLIES	27.19
			077064		UNITED STATES POSTAL SERVICE	72.57
			080649		SENIOR PROGRAM SUPPLIES	23.79
			0819455		SMALL TOOLS	43.09
			082032		MIRCO SD CARD FOR CAMERAS	23.71
			08222024		MEMORY STICKS	38.77
			086063		WELLNESS SUPPLIES	11.83
			086337		MOVIE IN THE PARK SUPPLIES	5.91
			087702		STATION EQUIPMENT	1,681.85
			09022024		EVENT PROMOTION	90.00
			09122024MB		MEETING SUPPLIES	21.50
			092120		SPECIAL EVENTS SUPPLIES	14.98
			092324		WELLNESS SUPPLIES	9.43
			093949		OFFICE SUPPLIES	191.32
			094704		MEETING SUPPLIES	15.28
			098576		MEETING SUPPLIES	10.63
			1		WELLNESS SUPPLIES	206.66
			100001701		FIREFIGHTING EQUIPMENT	481.40
			10022024		FITNESS PROGRAM SUBSCRIPTIO	49.50
			10139		CONFERENCE REGISTRATION	550.00
			1014631		MATERIALS & SUPPLIES	120.56
			1014658		MATERIALS & SUPPLIES	31.25
			11008		MMASC CONFERENCE	10.00
			1136977617		STATION EQUIPMENT	571.07
			1230367		OFFICE SUPPLIES	26.92
			13111184		FALL BROCHURE PRINTING	350.12
			1318119		SIGNATURE RUBBER STAMPS	169.17
			1318119 - B		SHIPPING REFUND FOR STAMPS	-52.80
			1319		MEMBERSHIP DUES	50.00
			13620775		TABLE TOP SPONSOR	250.00
			13987		MEETING SUPPLIES	22.86
			141172		FIREFIGHTING EQUIPMENT	195.11
			1504209		VEHICLE EQUIPMENT	38.78
			15676		MEETING SUPPLIES	21.21

vchlist
10/31/2024 12:10:30PM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137650	10/31/2024	10001 US BANK	(Continued)			
			163391DE		BREWS & BITES PROMOTIONS	17.14
			163391DE-02		BREWS & BITES ONLINE PROMOTI	50.60
			1641803		ENGINEERING SUPPLIES	18.86
			170257		PROFESSIONAL DEVELOPMENT	140.00
			17460		SENIOR TRIP	600.00
			192142-A		OFFICE SUPPLIES	709.09
			192142-B		OFFICE SUPPLIES - REFUND	-13.04
			202576		STATION SUPPLIES	469.00
			203789		ENGINEERING SUPPLIES	11.98
			2299308		MOVIE IN THE PARK MOVIE LICENS	685.00
			23066571		EQUIPMENT REPAIR	495.90
			235320		TEEN CENTER SUPPLIES	32.16
			247824		JUDICIARY COMMITTEE HEARING	190.16
			28866335		BREWS & BITES BANNERS	373.81
			28936181		BREWS & BITES FLYERS	133.76
			295		ROBLAR FIRE	53.17
			2984251		OFFICE SUPPLIES	22.51
			3		INTERVIEW SUPPLIES	54.64
			3025609		MATERIALS & SUPPLIES	77.58
			3025610		MATERIALS & SUPPLIES	72.99
			3032439		ARCHIVE BOXES FOR PB&E	87.08
			3033230		MATERIALS & SUPPLIES	27.98
			3115		EVENT CONTRACT	490.00
			3196-SH		MILITARY SUPPORT	229.71
			32013575		INTERVIEW SUPPLIES	83.25
			33355		MATERIALS & SUPPLIES	133.50
			35876		SHIPPING CHARGE	28.93
			3FBYWN		PROFESSIONAL DEVELOPMENT	103.98
			4		INTERVIEW SUPPLIES	32.76
			4010989		MATERIALS & SUPPLIES	80.58
			406151		WEARING APPAREL	115.00
			4068449		MEETING EXPENSES	327.68
			4137		EQUIPMENT SUPPLIES	41.37
			42103		TRANSPORTATION CHARGE	89.94
			438918		TRAINING MATERIALS	1,315.26
			4584241		SENIOR SUPPLIES	39.37

vchlist
10/31/2024 12:10:30PM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137650	10/31/2024	10001 US BANK	(Continued)			
			467651		MEMBERSHIP RENEWAL	125.00
			483812		WELLNESS EVENT SUPPLIES	80.17
			4991421		VEHICLE EQUIPMENT	291.14
			4ZLGV1:53ZC7H:53ZN9W		SHELLY/GOLDCOMPLEX/PK FIRES	3,433.51
			5012872		MATERIALS & SUPPLIES	178.11
			5013876		MATERIALS & SUPPLIES	75.39
			516515		ROBLAR FIRE	45.22
			5483441		MOVIE IN THE PARK SUPPLIES	19.13
			5512872		MATERIALS & SUPPLIES	52.19
			5873051		OFFICE SUPPLIES	22.32
			6013657		GENERAL EVENT SUPPLIES	61.29
			6021168		GRAFFITI REMOVAL	75.21
			6024		STATION SUPPLIES	563.85
			6152207		HOTEL RESERVATION FOR APA CA	370.79
			625296		ROBLAR FIRE	99.33
			63469		AED SUPPLIES	91.59
			6349CR		CR-TRAINING EQUIPMENT	-79.05
			6457033		OFFICE SUPPLIES	9.81
			6501		MEETING SUPPLIES	58.52
			690952		PUB ED SUPPLIES	887.90
			695373		ZONE CHIEFS MEETING	24.00
			6-MITP		MOVIE IN THE PARK SUPPLIES	25.83
			7021102		WEARING APPAREL	345.38
			70514		MATERIALS & SUPPLIES	342.41
			74387		FIREFIGHTING EQUIPMENT	117.81
			755425		OFFICE SUPPLIES	26.92
			76747		MATERIALS & SUPPLIES	19.35
			77156-A		REGISTRATION	12.00
			77156-B		SUBSCRIPTION	28.79
			78494		DOMAIN NAME RENEWAL	181.36
			8022767		MATERIALS & SUPPLIES	149.99
			8173869		WEARING APPAREL	104.44
			8225859		OFFICE SUPPLIES	104.38
			8282024		TRANSPORTATION CHARGE	33.72
			8458659		WELLNESS EVENT SUPPLIES	93.88
			8510597		MATERIALS & SUPPLIES	2.69

vchlist
10/31/2024 12:10:30PM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137650	10/31/2024	10001 US BANK	(Continued)			
			85566		EVENT BANNERS	219.29
			8588246b		OFFICE SUPPLIES	12.76
			86260		WELLNESS SUPPLIES	292.60
			8710638		OFFICE SUPPLIES	138.20
			8739432		VEHICLE EQUIPMENT	61.20
			87576		SUPPLIES	124.58
			8769849		OFFICE SUPPLIES	59.83
			889436		ROBLAR FIRE	113.03
			9.11.2024.A		WEARING APPAREL	161.62
			9.11.2024.B		WEARING APPAREL	10.78
			9022597		MATERIALS & SUPPLIES	130.29
			90273		OFFICE EQUIPMENT	1,237.19
			9059459		FACILITY SUPPLIES	57.33
			9254604		WEARING APPAREL	53.84
			92564		MATERIALS & SUPPLIES	96.91
			92567		MATERIALS & SUPPLIES	10.75
			93103		MATERIALS & SUPPLIES	89.28
			93127		EQUIPMENT REPAIR PART	86.18
			94090		FIREFIGHTING EQUIPMENT	940.90
			944436252		PROFESSIONAL DEVELOPMENT	10.00
			9510456		MATERIALS & SUPPLIES	20.95
			9521850		MATERIALS & SUPPLIES	35.71
			9645005		OFFICE SUPPLIES FOR AP FINANC	97.49
			9939454		OFFICE SUPPLIES FOR AP FINANC	125.84
			C3A35L		VEHICLE REPAIR PART	441.93
			DEL71437		MATERIALS & SUPPLIES	518.14
			FF63618		FIREFIGHTING EQUIPMENT	534.97
			FM3288C262		FACEBOOK BOOST FOR FIELDS	24.45
			FTEO-007722		MOVIE IN THE PARK HEALTH PERM	369.00
			HFLTKE591		FIREFIGHTING EQUIPMENT	60.47
			MC16071873		MAILCHIMP PREMIUM PLAN	350.00
			MyHdDP		WEBSITE ACCESSIBILITY SOFTWA	748.00
			NQAGM88262		BREWS AND BITES FACEBOOK BO	75.00
			Nqdqfy		INTERVIEW SUPPLIES	117.79
			RK87A9G262		BREWS AND BITES FACEBOOK BO	75.00
			SA5552140		EVENT PROMOTION	640.22

vchlist
10/31/2024 12:10:30PM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137650	10/31/2024	10001 US BANK	(Continued) SA5620696 V2VTPYXP5Y55RB4BE WM79538051		EVENT SUPPLIES PRINTER AND SUPPLIES FIREFIGHTING EQUIPMENT	384.34 320.04 111.60
Total :						50,011.69
1 Vouchers for bank code : ubgen						Bank total : 50,011.69
1 Vouchers in this report						Total vouchers : 50,011.69

Prepared by: Juan M
Date: 10/31/24

Approved by: [Signature]
Date: 10/31/24

vchlist
10/31/2024 1:50:46PM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
137651	10/31/2024	12724 AMERICAN FIDELITY ASSURANCE	D775149		VOLUNTARY LIFE INS-AM FIDELITY	4,262.88
					Total :	4,262.88
137652	10/31/2024	12903 AMERICAN FIDELITY ASSURANCE CO	2353917B 2353918B		FLEXIBLE SPENDING ACCOUNT FLEXIBLE SPENDING ACCOUNT	3,064.37 3,064.37
					Total :	6,128.74
137653	10/31/2024	14452 MEDICAL AIR SERVICES ASSC	1928193		MEDICAL AIR TRANSPORT SVCS	193.00
					Total :	193.00
137654	10/31/2024	10424 SANTEE FIREFIGHTERS	PPE 10/23/24		DUES/PEC/BENEVOLENT/BC EXP	4,780.59
					Total :	4,780.59
137655	10/31/2024	10776 STATE OF CALIFORNIA	PPE 10/23/24		WITHHOLDING ORDER	449.53
					Total :	449.53
137656	10/31/2024	10776 STATE OF CALIFORNIA	PPE 10/23/24		WITHHOLDING ORDER	260.30
					Total :	260.30
137657	10/31/2024	14467 TEXAS LIFE INSURANCE COMPANY	SM0F0U20240814001		VOLUNTARY INS RIDERS	499.35
					Total :	499.35
137658	10/31/2024	10001 US BANK	PPE 10/23/24 PPE 9/11/24		PARS RETIREMENT PARS RETIREMENT	1,926.56 1,566.46
					Total :	3,493.02
137659	10/31/2024	14600 WASHINGTON STATE SUPPORT	PPE 10/23/24		WITHHOLDING ORDER	751.84
					Total :	751.84
9 Vouchers for bank code : ubgen						Bank total : 20,819.25
9 Vouchers in this report						Total vouchers : 20,819.25

vchlist
10/31/2024 1:50:46PM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
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Prepared by: J Walsh
Date: 10-31-24
Approved by: E Bull
Date: 10-31-24

PyBatch
10/28/2024 5:00:37PM

Payroll Processing Report
CITY OF SANTEE
10/10/2024 to 10/23/2024-3 Cycle b

EARNINGS SECTION					DEDUCTIONS SECTION			LEAVE SECTION					
Type	Hours/units	Rate	Amount	Src	Plan	Base Wages	Deduction	Benefit/Cont	LvPlan	Accrued	Taken	Banked	Lost
Grand Totals					Employees: 200								
acot	33.00		2,503.35		bnvl		108.57		a-fire	646.46	664.00		2.50
acrtnp	48.00		399.91		catax	672,131.56	38,587.19		afir40	7.08	6.00		
adtk	4.50		270.12		chdsp1		260.30		c-fire		37.00	112.50	
aertnp	48.00		240.15		chdsp2		449.53		c-misc		39.00	66.00	
atkn	670.00		30,055.26		chdsp5		751.84		comp		2.12	3.00	
btbxnp			200.00		ct1cs1	44,059.39	440.61	-440.61	f-flex		7.00		
caco	121.00				fedtax	672,131.56	91,567.76		gen	230.37	216.46		
coun			3,555.60		icma	210,965.11	27,629.56		m-fhol		4.00	12.96	
ctkn	78.12		3,465.95		icmacc			769.24	s-bc's	22.14			
detd	21.25		1,154.09		icmain	4,507.00	4,800.22		s-cm	3.69			
detu	77.25		2,927.15		medtax	759,429.59	11,109.63	11,011.89	s-fchf	3.69			
fisa			6,009.60		mt1cs1	108,675.40	1,086.74	-1,086.74	s-fire	339.48	211.50		
ftkn	7.00		414.47		mt2cs1	48,696.63	486.97	-486.97	s-misc	332.11	195.13		
hacc	12.96				pars	25,686.39	963.28	963.28	s-pth		24.50	50.48	
htkn	4.00		284.97		per625	198,131.37	15,355.18	15,592.96	sfir40	3.69			
jury	12.00		828.59		pers	244,556.37	20,923.34	57,223.00	sradmi		4.50		
lwop	49.25				pert2m	48,696.63	3,408.76	5,785.17	v-exec	37.87	27.00		
mayr			1,498.06		pert2s	15,855.73	1,427.02	3,957.59	v-mgmt	160.42	51.00		7.70
mltk	24.00		525.65		pert3s	121,863.91	17,670.30	17,938.39	vac-cm	7.70			
otsb	12.00		673.70		rhsa2%	223,031.62		4,447.65					
otth	1,984.75		111,108.09		rhsabc	35,355.99	707.13						
precep	209.50		1,022.67		roth	75,417.82	8,136.56						
pth	1,509.25		35,743.24		sb-1		93.00						
r	10,999.00		520,367.36		sb-3		72.17						
reto			17.71		sffa		3,636.70						
retp			234.17		sffapc		1,035.32						
retr			663.17		st1cs3	91,821.58	2,754.65	-2,754.65					
stbkpt	50.48				st2cs3	15,855.73	475.67	-475.67					
stdb			450.00		vision	17,274.63							
stkn	406.63		18,042.24										
stknpt	24.50		422.10										
ststkn	48.00		2,257.20										
unif			600.00										
unifp			650.00										
vacp	18.96		395.50										
vikn	275.50		14,036.25										
wcnt	240.00		9,967.74										
wctx	76.50		3,418.22										
Grand Totals	17,065.40		774,402.28				253,938.00	112,444.53					

*PPE 10/23/24
Pay date 10/31/24*

HA 10/28/24

Gross:	774,402.28
Net:	520,464.28

<< No Errors / 13 Warnings >>



AS 10/29/24

vchlist
11/01/2024 9:59:49AM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
6455120	11/1/2024	14705 RHS MISSIONSQUARE	PPE 10/23/24		RETIREE HSA	5,154.78	
					Total :	5,154.78	
6715839	11/1/2024	14704 457 MISSIONSQUARE	PPE 10/23/24		ICMA - 457	41,335.58	
					Total :	41,335.58	
2 Vouchers for bank code : ubgen						Bank total :	46,490.36
2 Vouchers in this report						Total vouchers :	46,490.36

Prepared by: 
Date: 11-1-24
Approved by: 
Date: 11-5-24

vchlist
11/04/2024 4:11:59PM

Voucher List
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
10244	11/5/2024	10353 PERS	10 24 4		RETIREMENT PAYMENT	159,446.71
Total :						159,446.71
1 Vouchers for bank code : ubgen						Bank total : 159,446.71
1 Vouchers in this report						Total vouchers : 159,446.71

Prepared by: Tim M
Date: 11-5-24
Approved by: E-Bull
Date: 11-5-24

MEETING DATE November 13, 2024

ITEM TITLE APPROVAL OF THE EXPENDITURE OF \$83,227.69 FOR OCTOBER 2024 LEGAL SERVICES

DIRECTOR/DEPARTMENT Heather Jennings, Finance *HJ*

SUMMARY

Legal services invoices proposed for payment for the month of October 2024 total \$83,227.69 as follows:

1) General Retainer Services	\$ 17,898.25
2) Labor & Employment	6,748.40
3) Litigation & Claims	9,765.91
4) Special Projects - General Fund	43,115.03
5) Special Projects – Other Funds	606.90
6) Third-Party Reimbursable Projects	<u>5,093.20</u>
Total	<u>\$ 83,227.69</u>

FINANCIAL STATEMENT

Account Description: Legal Services

	<u>AMOUNT</u>	<u>BALANCE</u>
General Fund:		
Adopted Budget	\$ 891,530.00	
Revised Budget	891,530.00	
Prior Expenditures	(287,147.25)	
Current Request	(77,527.59)	\$ 526,855.16
Other Funds (excluding third-party reimbursable items):		
Adopted Budget	\$ 25,000.00	
Revised Budget	25,000.00	
Prior Expenditures	(4,318.21)	
Current Request	(606.90)	\$ 20,074.89

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *MSB*

Approve the expenditure of \$83,227.69 for October 2024 legal services and reimbursable costs.

ATTACHMENTS

1. Legal Services Billing Summary October 2024
2. Legal Services Billing Recap FY 2024-25



**LEGAL SERVICES BILLING SUMMARY
OCTOBER 2024**

DESCRIPTION	CURRENT AMOUNT	INVOICE NUMBER	NOTES
Retainer	\$ 17,898.25	1010504	
1001.00.1201.51020	<u>17,898.25</u>		
Labor & Employment:			
Labor & Employment	5,931.80	1010451	
Employee Benefits	816.60	1010458	
1001.00.1201.51020	<u>6,748.40</u>		
Litigation & Claims:			
Litigation & Claims	2,572.10	1010452	
Allan Family Trust Litigation	579.30	1010475	
Parcel 4 Litigation	991.22	1010462	
Schaeffer Receivership	1,489.95	1010476	
Sky Ranch Potential Homeowner/HOA Litigation	980.00	1010465	
Hope for the Homeless Lakeside Inc.	3,153.34	1010478	
1001.00.1201.51020	<u>9,765.91</u>		
Special Projects (General Fund):			
Community Oriented Policing	9,268.41	1010454	
Annual Municipal Code Update	4,508.40	1010466	
CEQA Special Advice	1,069.30	1010479	
Water Quality	289.00	1010456	
General Elections	260.10	1010457	
Entertainment District	895.90	1010459	
Parcel 4 Hotel	86.70	1010460	
Housing Element	6,849.30	1010461	
Advanced Records Center Services for PRA	8,624.40	1010467	
Cannabis	4,091.20	1010468	
American Rescue Plan Act (ARPA)	583.12	1010463	
General Telecommunications Work	57.80	1010469	
Safety-Environ Justice Element	664.70	1010470	
Records Management Policy	1,329.40	1010471	
Development Impact Fee Study	2,427.60	1010473	
Special Training	1,676.20	1010472	
Surplus Land Act/Real Property Special Advice	289.00	1010474	
Atlas Tower (non-environmental)	144.50	1010482	
1001.00.1201.51020	<u>43,115.03</u>		
Mobile Home Rent Control Commission	86.70	1010455	2901.04.4106.51020
Cuyamaca Street Right-of-Way Acquisition	520.20	1010464	cip71402.30.05
	<u>606.90</u>		
Redevelopment of Carlton Oaks Golf Course	1,241.20	1010480	tm19001a.10.05
Palisade Warehouse	1,498.00	1010484	dr23002a.10.05
Summit Townhomes	1,027.20	1010485	tm23003a.10.05
Aubrey Glen Design Review	1,326.80	1010486	tm24003a.10.05
	<u>5,093.20</u>		
Total	<u>\$ 83,227.69</u>		

**LEGAL SERVICES BILLING RECAP
FY 2024-25**

Attachment 2

<u>Category</u>	<u>Adopted Budget</u>	<u>Revised Budget</u>	<u>Previously Spent Year to Date</u>	<u>Available Balance</u>	<u>Current Request Mo./Yr.</u>	<u>Amount</u>
General Fund:						
General / Retainer	\$ 216,530.00	\$ 216,530.00	\$ 54,000.33	\$ 162,529.67	Oct-24	\$ 17,898.25
Labor & Employment	80,000.00	80,000.00	31,882.72	48,117.28	Oct-24	6,748.40
Litigation & Claims	75,000.00	75,000.00	77,721.00	(2,721.00)	Oct-24	9,765.91
Special Projects	520,000.00	520,000.00	123,543.20	396,456.80	Oct-24	43,115.03
Total	<u>\$ 891,530.00</u>	<u>\$ 891,530.00</u>	<u>\$ 287,147.25</u>	<u>\$ 604,382.75</u>		<u>\$ 77,527.59</u>
Other City Funds:						
MHFP Commission	\$ 10,000.00	\$ 10,000.00	\$ 3,130.41	\$ 6,869.59	Oct-24	\$ 86.70
Capital Projects	5,000.00	5,000.00	1,187.80	3,812.20	Oct-24	520.20
SLEMSA JPA	10,000.00	10,000.00	-	10,000.00	Oct-24	-
Total	<u>\$ 25,000.00</u>	<u>\$ 25,000.00</u>	<u>\$ 4,318.21</u>	<u>\$ 20,681.79</u>		<u>\$ 606.90</u>
Third-Party Reimbursable:						
Total			<u>\$ 13,781.60</u>			<u>\$ 5,093.20</u>

Total Previously Spent to Date FY 2024-25	
General Fund	\$ 287,147.25
Other City Funds	4,318.21
Applicant Deposits or Grants	13,781.60
Total	<u>\$ 305,247.06</u>

Total Proposed for Payment	
General Fund	\$ 77,527.59
Other City Funds	606.90
Applicant Deposits or Grants	5,093.20
Total	<u>\$ 83,227.69</u>

MEETING DATE November 13, 2024

ITEM TITLE RESOLUTION AMENDING THE CITY'S CONFLICT OF INTEREST
CODE

DIRECTOR/DEPARTMENT James Jeffries, City Clerk

SUMMARY

The Political Reform Act requires public agencies to update their local Conflict of Interest Codes on a biennial basis. In keeping with that mandate, we have prepared an updated Appendix of the Code incorporating the most recent changes in the City's organizational structure.

The Appendix of the Code designates those employees, members, officers and consultants who are subject to the disclosure and disqualification requirements of the City's Code. The City's proposed amendment adds new positions which must be designated, revises titles of existing positions, removes positions which are no longer actively filled, and includes clarifying language and updated Regulation references as provided by the Fair Political Practices Commission.

FINANCIAL STATEMENT

There is no expected financial impact for this action.

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATION

Adopt the Resolution amending the Appendix of the Conflict of Interest Code pursuant to the Political Reform Act of 1974.

ATTACHMENT

Resolution
Conflict of Interest Code Update Redline Version
Conflict of Interest Code Update Clean Version

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA,
APPROVING AN AMENDED CONFLICT OF INTEREST CODE PURSUANT TO THE
POLITICAL REFORM ACT OF 1974**

WHEREAS, the State of California enacted the Political Reform Act of 1974, Government Code Section 81000, et seq. (the "Act"), which contains provisions relating to conflicts of interest which potentially affect all officers, employees and consultants of the City of Santee (the "City"), and requires all public agencies to adopt and promulgate a conflict of interest code; and

WHEREAS, the City Council adopted a Conflict of Interest Code (the "Code") which was amended on November 18, 2020, in compliance with the Act; and

WHEREAS, subsequent changed circumstances within the City have made it advisable and necessary pursuant to Sections 87306 and 87307 of the Act to amend and update the City's Code; and

WHEREAS, the potential penalties for violation of the provisions of the Act are substantial and may include criminal and civil liability, as well as equitable relief which could result in the City being restrained or prevented from acting in cases where the provisions of the Act may have been violated; and

WHEREAS, notice of the time and place of a public meeting on, and of consideration by the City Council of, the proposed amended Code was provided to each affected designated position and was publicly posted for review at the offices of the City; and

WHEREAS, a public meeting was held upon the proposed amended Code at a regular meeting of the City Council on November 13, 2024, at which all present were given an opportunity to be heard on the proposed amended Code.

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

Section 1. The City Council does hereby approve and adopt the proposed amended Conflict of Interest Code, a copy of which is attached hereto and shall be on file with the City Clerk and available to the public for inspection and copying;

Section 2. The said amended Conflict of Interest Code shall become effective at the time of its adoption and approval.

RESOLUTION NO. _____

ADOPTED by the City Council of the City of Santee, California, at a regular meeting thereof held this 13th day of November 2024, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

JAMES JEFFRIES, CITY CLERK

Attachment: Amended Conflict of Interest Code

CONFLICT OF INTEREST CODE
OF THE
CITY OF SANTEE

CONFLICT OF INTEREST CODE FOR THE
CITY OF SANTEE

(Amended November ~~1813~~, 20202024)

The Political Reform Act (Gov. Code § 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. § 18730) which contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code. After public notice and hearing it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This incorporation page, Regulation 18730, and the attached Appendix designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the **City of Santee (the "City")**.

The Mayor, Members of the City Council and Planning Commission, the City Manager, the City Attorney and the City Treasurer, ~~may~~must electronically file their annual statements of economic interests directly with the Fair Political Practices Commission. All other officials and designated positions required to submit a statement of economic interests shall file their statements with the **City Clerk** as the City's Filing Officer. The **City Clerk** shall retain the original statements filed by all other officials and designated positions and make all statements available for public inspection and reproduction during regular business hours. (Gov. Code § 81008.)

All officials and designated positions required to submit a statement of economic interests shall receive ethics training as required pursuant to Government Code section 53235 (AB 1234). The City's Filing Officer shall annually provide all filers with information on training available to meet the requirements of Section 53235 and maintain required records indicating the dates that filers satisfied the training requirements and the entity that provided the training. These records shall be retained for five years after the date of training and are public records subject to disclosure under the California Public Records Act. (Gov. Code § 53235.2.)

APPENDIX

CONFLICT OF INTEREST CODE

OF THE

CITY OF SANTEE

(Amended November 1813, 20202024)

PART “A-1”

The Mayor, Members of the City Council and Planning Commission, the City Manager, the City Attorney, the City Treasurer, and all other City Officials who manage public investments as defined by 2 Cal. Code of Regs. § 18700.3(b), are NOT subject to the City’s Code but must file disclosure statements under Government Code Section 87200 et seq. [Regs. § 18730(b)(3)]

OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

It has been determined that the positions listed below are Other City Officials who manage public investments¹. These positions are listed here for informational purposes only.

Director of Finance ~~Director~~/City Treasurer

Financial Consultants

¹ Individuals holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by § 87200.

DESIGNATED POSITIONS
GOVERNED BY THE CONFLICT OF INTEREST CODE

<u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
Assistant City Clerk	5
Assistant Engineer	2, 3, 5, 6
Assistant Planner	2, 3, 5, 6
Assistant to the City Manager	4
Associate Civil Engineer	2, 3, 5, 6
Associate Planner	2, 3, 5, 6
Associate Traffic Engineer	2, 3, 5, 6
Building Inspector	5, 6
Building Official	2, 3, 5, 6
Building Supervisor	2, 3, 5, 6
Building Technician <u>(I and II)</u>	5, 6
City Attorney (not filing under Gov Code 87200)	1, 2
City Clerk	5
City Engineer	2, 3, 5, 6
City Planner	2, 3, 5, 6
Code Compliance Assistant	6
Code Compliance Officer	5, 6
Confidential Senior Human Resources Analyst	5
Deputy City Clerk	5
Deputy City Manager	1, 2
Deputy Fire Chief	5, 6
Development Services Technician	2, 3, 6
Director of Community Services	2, 3, 5, 6
Director of Development Services	1, 2
<u>Director of Engineering/City Engineer</u>	<u>2, 3, 5, 6</u>
Director of Fire and Life Safety/Fire Chief	2, 3, 5, 6

<u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
Director of Human Resources & Risk Management	5
<u>Director of Planning and Building/City Planner</u>	<u>2, 3, 5, 6</u>
Economic Development Manager	1, 2
Engineering Inspector	2, 3, 5, 6
Equipment Mechanic	5
<u>Facilities Maintenance Supervisor</u>	<u>5</u>
<u>Field Inspector</u>	<u>2, 3, 5, 6</u>
Finance Manager	5
Fire Battalion Chief	5
Fire Division Chief	5, 6
<u>Fire Inspector</u>	<u>5, 6</u>
Fire Marshal	<u>5, 6</u>
Fire Prevention Specialist	5, 6
Information Technology Analyst	5
Information Technology Manager	5
Junior Engineer	2, 3, 5, 6
Junior Planner	2, 3, 5, 6
Lead Equipment Mechanic	5
Management Analyst	5
Marketing Coordinator	5
<u>Marketing Manager</u>	<u>5</u>
Park and Landscape Supervisor	2, 3, 5
Planning Director	1, 2
Principal Civil Engineer	2, 3, 5, 6
Principal Planner	2, 3, 5, 6
Principal Traffic Engineer	2, 3, 5, 6
Procurement Specialist	4

<u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
<u>Project Manager</u>	<u>2, 3, 5, 6</u>
Public Services Manager	2, 3, 5
Public Works Supervisor	5
Recreation Coordinator	5
Recreation Services Manager	5
Recreation Supervisor	5
<u>Senior Building Inspector</u>	<u>5, 6</u>
Senior Civil Engineer	2, 3, 5, 6
<u>Senior Human Resources Analyst</u>	<u>5</u>
Senior Management Analyst	5
Senior Planner	2, 3, 5, 6
Senior Traffic Engineer	2, 3, 5, 6
Special Events Supervisor	5
<u>Stormwater Program Coordinator</u>	<u>5, 6</u>
Special Projects Coordinator	2, 3, 5
Stormwater Program Manager	5, 6

MEMBERS OF BOARDS, COMMITTEES AND COMMISSIONS

<u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
Manufactured Home Fair Practices Commission	1, 2

OTHER

<u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
Consultants and New Positions ²	

PART "A-2"

BOARD MEMBERS OF SEPARATE AGENCIES GOVERNED BY THE CITY'S
CONFLICT OF INTEREST CODE:

<u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
CDC Successor Agency	1, 2

² Individuals providing services as a consultant as defined in FPPC Reg 18700.3(a) or in a new position created since this Code was last approved that makes or participates in making decisions shall disclose pursuant to the broadest disclosure set forth in this Code subject to the following limitation:

The City Manager may determine that, due to the range of duties or contractual obligations, it is more appropriate to designate a limited disclosure requirement. A clear explanation of the duties and a statement of the extent of the disclosure requirements must be in a written document (Gov. Code Sec. 82019; FPPC Regulations 18219 and 18734). The City Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. (Gov. Code Sec. 81008.)

PART “B”

DISCLOSURE CATEGORIES

The disclosure categories listed below identify the types of economic interests that the Designated Position must disclose for each disclosure category to which he or she is assigned.³ “Investment” means financial interest in any business entity (including a consulting business or other independent contracting business) and are reportable if they are either located in or doing business in the jurisdiction, are planning to do business in the jurisdiction, or have done business during the previous two years in the jurisdiction of the City.

Category 1: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that are located in, do business in or own real property within the jurisdiction of the City.

Category 2: All interests in real property which is located in whole or in part within, or not more than two (2) miles outside, the jurisdiction of the City, including any leasehold, beneficial or ownership interest or option to acquire property.

Category 3: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that are engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the City.

Category 4: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the City.

Category 5: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the Designated Position’s department, unit or division.

Category 6: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, subject to the regulatory, permit, or licensing authority of the Designated Position’s department, unit or division.

³ This Conflict of Interest Code does not require the reporting of gifts from outside this agency’s jurisdiction if the source does not have some connection with or bearing upon the functions or duties of the position. (Reg. 18730.1)

**CONFLICT OF INTEREST CODE
OF THE
CITY OF SANTEE**

CONFLICT OF INTEREST CODE FOR THE
CITY OF SANTEE

(Amended November 13, 2024)

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APPENDIX

CONFLICT OF INTEREST CODE

OF THE

CITY OF SANTEE

(Amended November 13, 2024)

PART “A-1”

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OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

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Director of Finance/City Treasurer

Financial Consultants

¹ Individuals holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by § 87200.

DESIGNATED POSITIONS
GOVERNED BY THE CONFLICT OF INTEREST CODE

<u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
Assistant City Clerk	5
Assistant Engineer	2, 3, 5, 6
Assistant Planner	2, 3, 5, 6
Associate Civil Engineer	2, 3, 5, 6
Associate Planner	2, 3, 5, 6
Associate Traffic Engineer	2, 3, 5, 6
Building Inspector	5, 6
Building Official	2, 3, 5, 6
Building Supervisor	2, 3, 5, 6
Building Technician (I and II)	5, 6
City Attorney (not filing under Gov Code 87200)	1, 2
City Clerk	5
Code Compliance Assistant	6
Code Compliance Officer	5, 6
Confidential Senior Human Resources Analyst	5
Deputy Fire Chief	5, 6
Development Services Technician	2, 3, 6
Director of Community Services	2, 3, 5, 6
Director of Engineering/City Engineer	2, 3, 5, 6
Director of Fire and Life Safety/Fire Chief	2, 3, 5, 6
Director of Human Resources & Risk Management	5
Director of Planning and Building/City Planner	2, 3, 5, 6
Economic Development Manager	1, 2
Engineering Inspector	2, 3, 5, 6
Equipment Mechanic	5
Facilities Maintenance Supervisor	5

<u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
Field Inspector	2, 3, 5, 6
Finance Manager	5
Fire Battalion Chief	5
Fire Inspector	5, 6
Fire Marshal	5, 6
Fire Prevention Specialist	5, 6
Information Technology Analyst	5
Information Technology Manager	5
Lead Equipment Mechanic	5
Management Analyst	5
Marketing Manager	5
Park and Landscape Supervisor	2, 3, 5
Principal Civil Engineer	2, 3, 5, 6
Principal Planner	2, 3, 5, 6
Principal Traffic Engineer	2, 3, 5, 6
Procurement Specialist	4
Project Manager	2, 3, 5, 6
Public Services Manager	2, 3, 5
Public Works Supervisor	5
Recreation Coordinator	5
Recreation Services Manager	5
Recreation Supervisor	5
Senior Building Inspector	5, 6
Senior Civil Engineer	2, 3, 5, 6
Senior Human Resources Analyst	5
Senior Management Analyst	5
Senior Planner	2, 3, 5, 6

<u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
Senior Traffic Engineer	2, 3, 5, 6
Special Events Supervisor	5
Stormwater Program Coordinator	5, 6

MEMBERS OF BOARDS, COMMITTEES AND COMMISSIONS

<u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
Manufactured Home Fair Practices Commission	1, 2

OTHER

<u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
Consultants and New Positions ²	

PART "A-2"

**BOARD MEMBERS OF SEPARATE AGENCIES GOVERNED BY THE CITY'S
CONFLICT OF INTEREST CODE:**

<u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
CDC Successor Agency	1, 2

² Individuals providing services as a consultant as defined in FPPC Reg 18700.3(a) or in a new position created since this Code was last approved that makes or participates in making decisions shall disclose pursuant to the broadest disclosure set forth in this Code subject to the following limitation:

The City Manager may determine that, due to the range of duties or contractual obligations, it is more appropriate to designate a limited disclosure requirement. A clear explanation of the duties and a statement of the extent of the disclosure requirements must be in a written document (Gov. Code Sec. 82019; FPPC Regulations 18219 and 18734). The City Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. (Gov. Code Sec. 81008.)

PART “B”

DISCLOSURE CATEGORIES

The disclosure categories listed below identify the types of economic interests that the Designated Position must disclose for each disclosure category to which he or she is assigned.³ “Investment” means financial interest in any business entity (including a consulting business or other independent contracting business) and are reportable if they are either located in or doing business in the jurisdiction, are planning to do business in the jurisdiction, or have done business during the previous two years in the jurisdiction of the City.

Category 1: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that are located in, do business in or own real property within the jurisdiction of the City.

Category 2: All interests in real property which is located in whole or in part within, or not more than two (2) miles outside, the jurisdiction of the City, including any leasehold, beneficial or ownership interest or option to acquire property.

Category 3: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that are engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the City.

Category 4: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the City.

Category 5: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the Designated Position’s department, unit or division.

Category 6: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, subject to the regulatory, permit, or licensing authority of the Designated Position’s department, unit or division.

³ This Conflict of Interest Code does not require the reporting of gifts from outside this agency’s jurisdiction if the source does not have some connection with or bearing upon the functions or duties of the position. (Reg. 18730.1)

MEETING DATE November 13, 2024

ITEM TITLE RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE ARPA-FUNDED AGREEMENT AMENDMENTS WITH THE EAST COUNTY TRANSITIONAL LIVING CENTER AND PATH SAN DIEGO FOR HOMELESSNESS PREVENTION SERVICES

DIRECTOR/DEPARTMENT Marlene Best, City Manager *MB*

SUMMARY

On July 14, 2021, the City Council was presented with information regarding the American Rescue Plan Act (ARPA). On August 11, 2021, a preliminary expenditure plan was presented to the City Council for additional discussion and public input. On September 8, 2021, an ARPA expenditure plan was adopted by the City Council. On December 8, 2021, one modification was made to the ARPA expenditure plan to bridge a funding gap in the Town Center Community Park West Field 1 Upgrades project. On April 13, 2022, after the issuance of the U.S. Department of Treasury's "Final Rule" governing the use of ARPA funds, an updated expenditure plan was adopted by the City Council. On June 28, 2023, ARPA funding was reallocated through the FY 2024-2028 Capital Improvement Program Budget. On October 11, 2023, funding was reallocated to support the construction of a temporary fire station.

On December 13, 2023, the City Council was presented with an ARPA expenditure plan update and approved \$306,600 to be allocated to homelessness support. Of the \$306,600 approved, \$150,000 was identified to be used to provide resources to homeless individuals through the East County Transitional Living Center (ECTLC) and PATH (People Assisting the Homeless) San Diego. On January 24, 2024, the City Council authorized the City Manager to execute the ARPA-funding agreements with the ECTLC and PATH San Diego for homelessness prevention services in the amount of \$100,000 and \$50,000, respectively. In addition to the \$150,000 identified for these two agencies, there is \$329,902 in ARPA funding designated for Homelessness Regional Support. These updates have been incorporated into the final ARPA update that is also on this meeting's agenda.

This item requests authorization to enter into amendments to these agreements to continue funding to ECTLC and PATH San Diego as the \$150,000 approved in January 2024 has been spent. The amendments being considered are in the not to exceed amount of \$100,000 for ECTLC to provide emergency shelter (up to 28 days) and \$84,475 to PATH San Diego for nine months of funding for homeless outreach services.

FINANCIAL STATEMENT *HJ*

The amount of the amendment with the East County Transitional Living Center is \$100,000, and the amount of the amendment with PATH San Diego is \$84,475. ARPA money for homelessness efforts that was approved at the December 13, 2023 City Council meeting will fund these two amendments.



CITY ATTORNEY REVIEW

N/A

Completed

RECOMMENDATION *MSB*

Adopt the Resolution authorizing the City Manager to execute the agreements with the East County Transitional Living Center and PATH San Diego for emergency shelter and homeless outreach services, respectively.

ATTACHMENT

Resolution

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA,
AUTHORIZING THE CITY MANAGER TO EXECUTE ARPA-FUNDED AGREEMENT
AMENDMENTS WITH THE EAST COUNTY TRANSITIONAL LIVING CENTER AND
PATH SAN DIEGO FOR HOMELESSNESS PREVENTION SERVICES**

WHEREAS, the City Manager submitted and presented to the City Council for its review and approval an updated expenditure plan for the American Rescue Plan Act (ARPA) funding at the December 13, 2023, City Council meeting; and

WHEREAS, the updated ARPA expenditure plan approved by the City Council in the amount of \$306,600 included \$150,000 to be used to provide resources to homeless individuals through the East County Transitional Living Center (ECTLC) and PATH (People Assisting the Homeless) San Diego; and

WHEREAS, on January 24, 2024, the City Council authorized the City Manager to execute the ARPA-funded agreements with ECTLC and PATH San Diego for homelessness prevention services in the amount of \$100,000 and \$50,000, respectively; and

WHEREAS, the homelessness prevention services funding approved on January 24, 2024, has been exhausted and City Council authorized ARPA funding remaining from the December 12, 2023, appropriation is available to continue these programs which provide a pathway to housing for persons currently experiencing homelessness in Santee; and

WHEREAS, the ECTLC has provided the City a \$100,000 proposal to provide emergency shelter, meals, and case management for up to 28 days and PATH San Diego has provided a proposal to provide homeless outreach staffing for nine months for \$87,475; and

WHEREAS, the City desires to execute the ARPA-funded grant agreement amendments for homelessness services with the ECTLC and PATH San Diego.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Santee, California, that the City Manager is authorized to execute the ARPA-funded agreement amendments with East County Transitional Living Center and PATH San Diego for homelessness services in the amounts of \$100,000 and \$87,475, respectively.

ADOPTED by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 13th day of November 2024, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

JAMES JEFFRIES, CITY CLERK

MEETING DATE November 13, 2024

ITEM TITLE RESOLUTION AUTHORIZING THE PURCHASE OF 120 NEW DELL PRECISION 3460 SMALL FORM FACTOR WORKSTATIONS TO REPLACE EXISTING WORKSTATIONS THROUGH THE MINNESOTA NASPO VALUEPOINT MASTER COOPERATIVE PURCHASING MASTER AGREEMENT #23026

DIRECTOR/DEPARTMENT Marlene Best, City Manager

SUMMARY

This item requests authorization to purchase 120 Dell Precision 3460 Small Form Factor workstations (desktop computers) for use by City employees. The new workstations are to be purchased based on the need for updated hardware to enhance security and to replace older non-compliant workstations.

Santee Municipal Code Section 3.24.130(A) authorizes the City to join with other public jurisdictions in cooperative purchasing plans or programs as determined by the purchasing agent to be in the City's best interest. On September 7, 2023, NASPO ValuePoint, a State of Minnesota local government unit and service cooperative, of which the City is a member, completed a competitive request for proposals process for the purchase of Computer Equipment, Peripherals & Related Services. Based on evaluations such as pricing, selection and variety of products offered, customer support and the ability to meet the contract requirements per procedures set forth in Santee Municipal Code 3.24.100, Dell Marketing L.P. was awarded NASPO ValuePoint Contract #23026. The State of California issued a Participating Addendum #7-23-70-55-1 to make this contract available to California state agencies and local governments for a term beginning Feb 1, 2024, through June 30, 2025.

The Dell Precision 3460 Small Form Factor Workstations have the following specifications:

- Intel Core i5 14th generation processors
- Window 11 Pro operating system
- 16 Gigabyte (GB) x 8GB, DDR5 RAM
- 256 GB Solid State Drives

FINANCIAL STATEMENT *MF*

Funding for this purchase is available in the FY 2024-25 Information Technology – Technology Replacement Program account (1009.00.1801.60012).

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *MF*

Adopt the Resolution authorizing the purchase of 120 Dell Precision 3460 Small Form Factor workstations to replace existing outdated and/or non-compliant workstations through the Minnesota NASPO ValuePoint Agreement #23026 (cooperative purchase agreement).

ATTACHMENT

Resolution



RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA,
APPROVING THE PURCHASE OF 120 NEW DELL PRECISION 3460 SMALL FORM
FACTOR WORKSTATIONS TO REPLACE EXISTING WORKSTATIONS THROUGH
THE MINNESOTA NASPO VALUEPOINT AGREEMENT #23026**

WHEREAS, the City needs 120 new workstations (desktop computers) for use by City employees; and

WHEREAS, the purchase of new workstations is based on the need for updated hardware to enhance security and to replace older non-compliant workstations; and

WHEREAS, the purchase is funded by the IT Technology Replacement Program account; and

WHEREAS, Santee Municipal Code Section 3.24.130 Cooperative Purchasing allows purchasing of materials through Cooperative Purchasing Programs; and

WHEREAS, there is an existing cooperative Participating Addendum (purchasing contract) between Dell Marketing L.P. and the State of California Department of General Services that the City could utilize for procurement of workstations; and

WHEREAS, there is an existing cooperative Master Agreement (purchasing contract) between Dell Marketing L.P. and the State of Minnesota that the City could utilize for procurement of workstations; and

WHEREAS, the Purchasing Agent has reviewed these procurements.

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

SECTION 1. Approve the procurement of 120 Dell Precision 3460 Small Form Factor workstations from Dell Marketing L.P. through its Participating Addendum No. 7-23-70-55-01 with the State of California in the amount of \$99,128.40.

SECTION 2: This action is categorically exempt from the California Environmental Quality Act ("CEQA") pursuant to Section 15302(c) of the CEQA Guidelines.

ADOPTED by the City Council of the City of Santee, California, at a Regular meeting thereof held this 13th day of November 2024 by the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

JAMES JEFFRIES, CITY CLERK

MEETING DATE November 13, 2024

ITEM TITLE RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA APPROVING THE PROCUREMENT OF TRAFFIC SIGNAL CABINETS AND CONTROLLERS FOR THE TRAFFIC SIGNAL UPGRADE PROJECT CIP 2023-09, AND FINDING THE ACTION IS EXEMPT FROM THE REQUIREMENTS OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (“CEQA”) PURSUANT TO CEQA GUIDELINES SECTION 15302(C)

DIRECTOR/DEPARTMENT Carl Schmitz, Director of Engineering



SUMMARY

This item requests City Council approve the procurement of ten (10) traffic signal cabinets and controllers from Swarco/McCain Inc. The equipment will be used for the Traffic Signal Upgrade Project, CIP 2023-09. The overall project will replace and upgrade the current traffic signal cabinets and controllers at ten (10) intersections along with upgrading pedestrian ramps, vehicle detection, pedestrian push buttons, ethernet communications and other traffic signal safety features. The location of the work will be at various traffic signals on Prospect Avenue, Carlton Hills Boulevard, Carlton Oaks Drive and Woodside Avenue. The procurement by the City instead of the contractor is expected to expedite the project timeline by several months due to the long lead time to obtain the materials and reduce costs by an estimated \$30,000.

The total cost of the cabinets (\$145,020.73) and controllers (\$32,603.21) is \$177,623.94 with an estimated overall project cost of \$1,735,000. The construction portion of the project is anticipated to be brought to Council for award in spring 2025 with construction starting in late spring/early summer.

Santee Municipal Code Section 3.24.130(A) authorizes the City to join with other public jurisdictions in cooperative purchasing plans or programs as determined by the purchasing agent to be in the City’s best interest. On April 7, 2023, the County of San Diego, completed a competitive request for proposals process for ‘As-Needed Traffic Signals and Electric Materials’ (332L traffic signal cabinets). On July 14, 2017, the Commonwealth of Virginia Information Technologies Agency completed a competitive request for proposals for ‘Technology Solutions’ (2070LX traffic controllers). Respectively, each of these entities based their evaluation on pricing, selection and variety of products offered, customer support and the ability to meet the contract requirements per procedures similar to those set forth in Santee Municipal Code 3.24.100 awarded the following contracts: 1) County of San Diego Contract #568649 to Swarco McCain, Inc through December 25, 2025; and 2) Virginia Technology Agency, (VITA), on behalf of The Commonwealth of Virginia awarded Contract #VA-170808-MCCI, currently extended two (2) years from July 14, 2023 through July 13, 2025.

Santee's Purchasing Ordinance requires City Council approval of all purchases exceeding \$50,000. Thus, Staff recommends that the City Council approval utilizing County of San Diego contract #568649 to purchase ten (10) 332L traffic signal cabinets; and utilizing Virginia Information Technologies Agency Contract #VA-1708080-MCCI to purchase ten (10) 2070 LX controllers; total price not to exceed \$177,623.94.

ENVIRONMENTAL REVIEW

This action is exempt from the requirements of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15302(c).

FINANCIAL STATEMENT *MS*

This project is included in the current CIP program as part of the Traffic Signal and Communications Upgrades Project and is funded by Traffic Signal Fees and Traffic Mitigation Fees.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *MS*

Adopt the attached Resolution authorizing:

1. The procurement of ten (10) 332L traffic signal cabinets from Swarco/McCain Inc. through its contract with the County of San Diego in the amount of \$145,020.73; and
2. The procurement of ten (10) 2070LX controllers from Swarco/McCain Inc. through its contract with the Virginia Information Technologies Agency in the amount of \$32,603.21.

ATTACHMENT

Resolution
Vendor quotes
Location Map

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA
APPROVING THE PROCUREMENT OF TRAFFIC SIGNAL CABINETS AND
CONTROLLERS FOR THE TRAFFIC SIGNAL UPGRADE PROJECT CIP 2023-09, AND
FINDING THE ACTION IS EXEMPT FROM THE REQUIREMENTS OF THE CALIFORNIA
ENVIRONMENTAL QUALITY ACT (“CEQA”) PURSUANT TO CEQA GUIDELINES
SECTION 15302(C)**

WHEREAS, the traffic signal upgrade project CIP2023-09 will upgrade ten (10) traffic signal controllers; and

WHEREAS, the project is included in the adopted Capital Improvement Program as part of the Traffic Signal and Communications Upgrade Project; and

WHEREAS, the project is funded with Traffic Signal Fees and Traffic Mitigation Fees; and

WHEREAS, Santee Municipal Code Section 3.24.130 Cooperative Purchasing allows purchasing of materials through Cooperative Purchasing Programs; and

WHEREAS, there is an existing cooperative purchasing contract between Swarco/McCain Inc. and the County of San Diego that the City could utilize for procurement of traffic signal cabinets; and

WHEREAS, there is an existing cooperative purchasing contract between Swarco/McCain Inc. and the Virginia Information Technologies Agency that the City could utilize for procurement of traffic signal controllers; and

WHEREAS, the Purchasing Agent has reviewed these procurements.

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

SECTION 1. Approve The procurement of ten (10) 332L traffic signal cabinets from Swarco/McCain Inc. through its contract #568549 with the County of San Diego in the amount of \$145,020.73.

SECTION 2. Approve The procurement of ten (10) 2070LX controllers for the same ten (10) intersections from Swarco/McCain Inc. through its contract VA-170808-MCCI, with the Virginia Information Technologies Agency in the amount of \$32,603.21.

SECTION 3: This action is categorically exempt from the California Environmental Quality Act (“CEQA”) pursuant to Section 15302(c) of the CEQA Guidelines.

RESOLUTION NO. _____

ADOPTED by the City Council of the City of Santee, California, at a Regular meeting thereof held this 13th day of November, 2024, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

JAMES JEFFRIES, CITY CLERK



QUOTATION

Estimator: Melissa Lanini
(760)734-5086
melissa.lanini@swarco.com

Quote #: MRL091324A
Agency: Santee City of
Job Name: 332L Cabinets
Bid Date: 10/18/24

Bid Item	Qnty	Description	Price	Extension
10		332L CABINET, ANODIZED W/BEST LOCKS	\$16,085.00	\$160,850.00
		1 OUTLET STRIP, 15A, 6 POS REAR W/SURGE, RACK MOUNT, GEIST SPT064-10, 29424		
		2 DOOR AJAR SW ASY,332,N.C NORTH CAROLINA		
		1 CMU, 2010ECLIP W/10/100 ETHERNET PORT, EDI		
		1 RED MONITOR KIT		
		1 ISO, DC, 242L, EDI ISOLATOR		
		2 204 FLASHER		
		4 430 F.T.R.		
		12 200 LOAD SWITCH		
		1 LAMP KIT, 2 LED M73249 JKL, FRONT & REAR SWITCHES JUMPERED		
		1 LEXAN BREAKER COVER KIT		
		1 CERTIFICATION OF COMPLIANCE		
		PRICING FROM SAN DIEGO COUNTY CONTRACT 568649		
10		DISCOUNT FOR REMOVING DETECTORS AND TWO OF THE 242L ISOLATORS	-\$2,626.00	-\$26,260.00
10		2070LX CONTROLLER, TEES 2009 VITA CONTRACT PRICING	\$1,829.00	\$18,290.00
10		OMNI INTERSECTION CONTROL SOFTWARE	\$1,000.00	\$10,000.00

10	UPGRADE ADDER 2070LX CONTROLLER, TEES 2020; 1C T20, 2E+ T20, 3B T20, 4A - EB4	\$196.82	\$1,968.20
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**PRICING FROM VITA CONTRACT VA-
 170808-MCCI**

TIMING NOT INCLUDED
 ADAPTIVE NOT INCLUDED
 TURN ON SUPPORT NOT INCLUDED

Tax 7.75% *subject to change	\$12,775.74
Reference Total	\$177,623.94

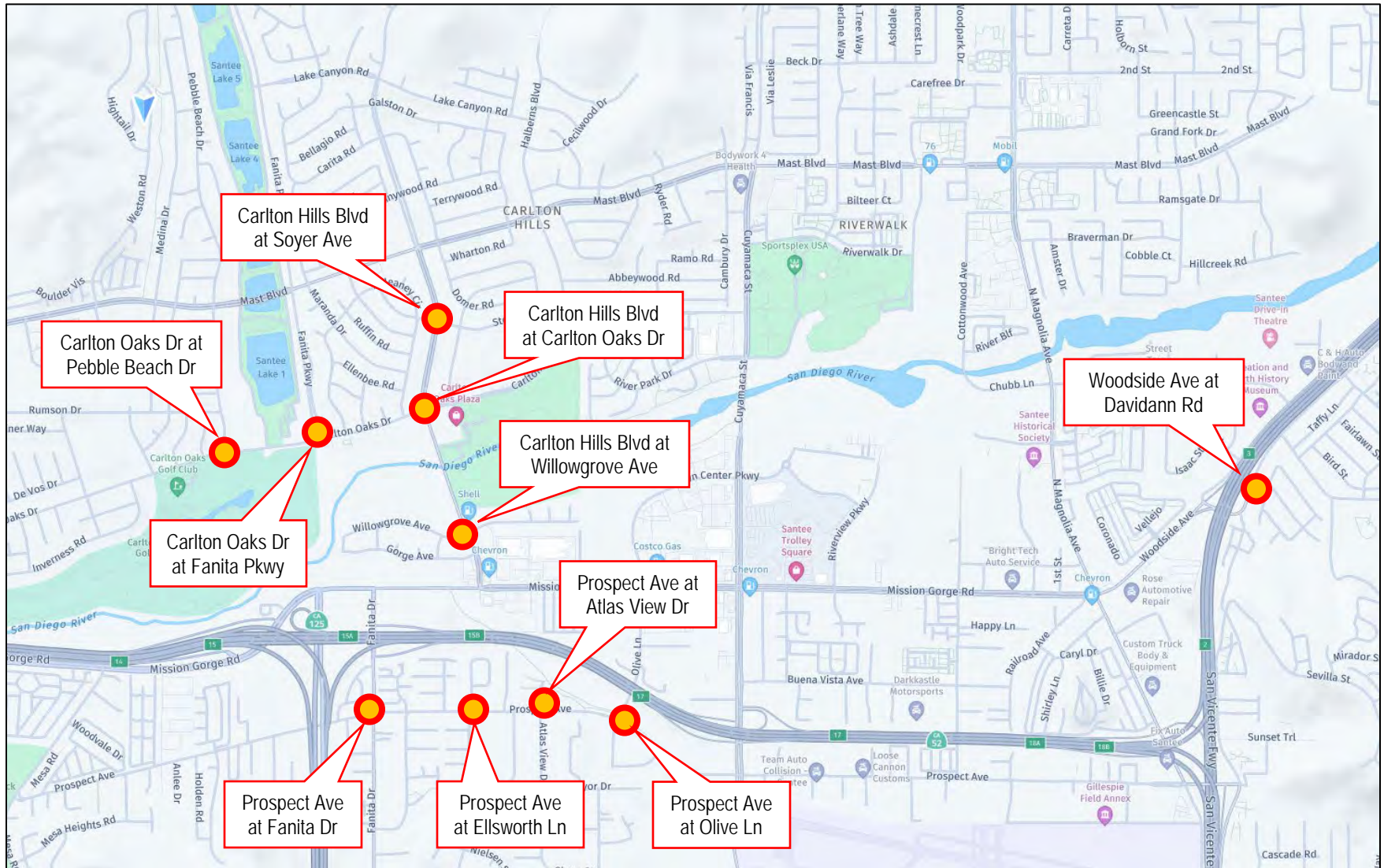
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Independent Traffic Signal Upgrade Project CIP 2023-09

Map of locations



MEETING DATE

November 13, 2024

ITEM TITLE

AUTHORIZATION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA FOR TRANSFERRING THE OBLIGATION AUTHORITY OF THE COMMUNITY PROJECT FUNDING/CONGRESSIONAL DIRECTED SPENDING FUND FOR STATE ROUTE 52 IMPROVEMENTS TO CALTRANS AND FINDING THE ACTION IS NOT A PROJECT SUBJECT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT ("CEQA")

DIRECTOR/DEPARTMENT

Carl Schmitz, Director of Engineering



SUMMARY

This item requests City Council authorize the transfer of the obligation authority of \$2.5 million in Federal Community Project Funding/Congressional Directed Spending (CPFCDs) funds to Caltrans for State Route 52 (SR 52) improvements.

In November 2021, the Infrastructure Investment and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Law (BIL), was passed into law. With the passage of IIJA, the CPFCDs program was created, to support specific community projects as part of the annual appropriations process. The CPFCDs projects are solicited and selected by the members of the U.S. Congress and U.S. Senate, and then written into law via the Annual Appropriations bill. The U.S. Congress refers to this program as "Community Project Funding" and the U.S. Senate refers to the program as "Congressional Directed Spending," both referring to the CPFCDs program.

The City solicited and received \$2.5 million from the FY 2023 CPFCDs program through the help of Congressman Darrell Issa's office. This fund can be used for environmental, design, and construction purposes for the SR 52 project. The funding deadline for obligation is September 30, 2026, and for expenditure, it is September 30, 2031.

Improving SR 52 has been identified by the City Council as a priority for Santee. This fund will pay for Phase I of the improvements to SR 52 which is under the jurisdiction of Caltrans, that builds, operates, and maintains the freeway. This item would authorize the transfer of the obligation authority of the fund to Caltrans for Phase I improvements to SR 52 for the environmental and design work. Caltrans is committed to carry out the project and has received an additional \$7 million from the same funding source. City staff will work closely with Caltrans throughout the project delivery process.

ENVIRONMENTAL REVIEW

This action is exempt from the requirements of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378. Phase I improvements would be subject to separate environmental review.

FINANCIAL STATEMENT

The obligation authority of the \$2.5 million CPFCDs fund will be transferred to Caltrans.

CITY ATTORNEY REVIEW

N/A

Completed

RECOMMENDATION

Authorize the transfer of the obligation authority of the \$2.5 million CPFCDs fund to Caltrans and authorize the City Manager to sign the cooperative agreement with Caltrans on behalf of the City.

ATTACHMENT

SR52 Project Description and Map



SR 52 Operational Improvements Project Description

The proposed project would provide improvements and congestion relief for commuters in east San Diego County, in addition to supporting an economic link for the region. With a multi-modal and alternative transportation goal, the project would make the following improvements:

- Convert the existing two-way bike path on the north side of the freeway to a 4.7-mile long westbound auxiliary/truck climbing lane from Mast Boulevard to Santo Road
- Restripe westbound SR-52 from 2 lanes to 3 lanes from SR 125 to Mast Boulevard
- Relocate the existing 4.6-mile long two-way bike path on the north side of the freeway to the south side including one 10-foot wide light weight cantilevered separated bike path on two existing bridges, respectively
- Restripe eastbound SR-52 from 2 lanes to 3 lanes from Mast Boulevard to east of the San Diego River Bridge, eliminating the lane drop at Mast Boulevard and maintaining three eastbound through lanes to SR 125
- Widen the westbound on-ramp from Mast Boulevard to SR 52 to a two-lane ramp.
- Convert the westbound #I lane to either an HOV or Managed Lane (possible to phase in later)

These improvements will reduce peak hour travel time by up to 33% and improve traffic flow on this regionally significant corridor that will benefit east county residents, freight movement, military personnel, education institutions, and emergency evacuation and response. It will improve quality of life and enhance economic vitality of the region.



MEETING DATE November 13, 2024

ITEM TITLE RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, REJECTING THE BID SUBMITTED BY CONSTRUCTION & INDUSTRIAL ROOFING CO., INC. AND AWARDING THE CONSTRUCTION CONTRACT TO AOS INC. DBA SUPERIOR ROOFING FOR THE CITY HALL IMPROVEMENTS – BUILDING 6 ROOF REPLACEMENT (CIP 2024-31) PROJECT AND DETERMINING THE PROJECT IS CATEGORICALLY EXEMPT FROM ENVIRONMENTAL REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (“CEQA”) PER STATE CEQA GUIDELINES SECTION 15301 (c)

DIRECTOR/DEPARTMENT

Carl Schmitz, Engineering



SUMMARY

On October 31, 2024, the City Clerk publicly opened and examined ten sealed bids for the City Hall Improvements – Building 6 Roof Replacement (CIP 2024-31) Project. The bid submitted by the apparent low bidder, Construction & Industrial Roofing Co., Inc. was deemed non-responsive by Staff due to the omission of a required document to be submitted with the Bid Documents. The item omitted was the Bid Proposal. This item is required at the time of bid submittal in order to comprise a complete bid, and therefore Staff recommends City Council reject the bid submitted by Construction & Industrial Roofing Co., Inc. as a non-responsive bid.

Staff recommends the City Council award the construction contract for the City Hall Improvements – Building 6 Roof Replacement (CIP 2024-31) Project to the second low bidder, AOS Inc. dba Superior Roofing, that is deemed responsive and responsible, in the amount of \$90,879.00. This project will replace the existing deteriorated two-ply modified bitumen roof assembly at Building 6 with a thermoplastic polyolefin (TPO) roof assembly that conforms to current California building energy efficiency standards, Title 24, and meets cool roof requirements. The attached project map identifies the scope of work to be performed.

In compliance with the City’s purchasing ordinance, Santee Municipal Code Section 3.24.100, City staff administered a formal bid process on October 11, 2024. Upon review of the submitted bids, the lowest responsive and responsible bid was submitted by AOS Inc, dba Superior Roofing has been determined to be the lowest responsive and responsible bidder in the amount of \$90,879.00. The bid submitted by AOS Inc, dba Superior Roofing. is 13.4% lower than the Engineer’s construction estimate of \$105,000.00.

Staff also requests authorization for the Director of Engineering/City Engineer to approve change orders in a total amount not to exceed \$13,632.00 (15% of the contract price) for unforeseen items and additional work associated with the Project.

ENVIRONMENTAL REVIEW

This action is categorically exempt from the California Environmental Quality Act (“CEQA”), pursuant to Section 15301(c), Existing Facilities, of the CEQA Guidelines.



FINANCIAL STATEMENT *HY*

Funding for this project is included in the adopted FY2024-2028 Capital Improvement Program budget as part of the City Hall Improvements project.

Bidding and Advertisement	\$ 855.00
Construction Contract	90,879.00
Construction Change Orders	13,632.00
Total Anticipated Project Cost	<u>\$ 105,366.00</u>

CITY ATTORNEY REVIEW

N/A

Completed

RECOMMENDATION *MSE*

Adopt the Resolution:

1. Rejecting the apparent low bidder, Construction & Industrial Roofing Co., Inc. due to the omission of a required document to be submitted at the time of bid submission; and
2. Awarding the construction contract for the City Hall Improvements – Building 6 Roof Replacement (CIP 2024-31) Project to AOS Inc. dba Superior Roofing for a total amount of \$90,879.00; and
3. Authorizing the City Manager to execute all necessary contract documents on behalf of the City; and
4. Authorizing the Director of Engineering/City Engineer to approve change orders in a total amount not to exceed \$13,632.00; and
5. Determining this action is categorically exempt from the California Environmental Quality Act (“CEQA”) pursuant to Section 15301(c), Existing Facilities, of the CEQA Guidelines.

ATTACHMENTS

Resolution
Bid Summary Chart
Project Map

RESOLUTION NO. _____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, REJECTING THE BID SUBMITTED BY CONSTRUCTION & INDUSTRIAL ROOFING CO., INC. AND AWARDING THE CONSTRUCTION CONTRACT TO AOS INC. DBA SUPERIOR ROOFING FOR THE CITY HALL IMPROVEMENTS – BUILDING 6 ROOF REPLACEMENT (CIP 2024-31) PROJECT AND DETERMINING THE PROJECT IS CATEGORICALLY EXEMPT FROM ENVIRONMENTAL REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (“CEQA”) PER STATE CEQA GUIDELINES SECTION 15301 (c)

WHEREAS, on October 11, 2024, City staff administered a formal bid process in compliance with Santee Municipal Code Section 3.24.100; and

WHEREAS, the City Clerk, on October 31, 2024, publicly opened and examined sealed bids for the City Hall Improvements – Building 6 Roof Replacement (CIP 2024-31) Project (“Project”); and

WHEREAS, the lowest received bid was submitted by Construction & Industrial Roofing Co., Inc. in the amount of \$68,319.50; and

WHEREAS, the bid received by Construction & Industrial Roofing Co., Inc. was deemed non-responsive due to the omission of a required document at the time of bid submission and therefore is rejected; and

WHEREAS, in accordance with Santee Municipal Code section 3.24.100(E), staff has determined that the bid submitted by AOS Inc. dba Superior Roofing conforms in all material respects to the requirements set forth in the invitation for bids; and

WHEREAS, AOS Inc. dba Superior Roofing was found to be the lowest responsive and responsible bidder with their total bid amount of \$90,879.00; and

WHEREAS, staff recommends awarding the construction contract to AOS Inc. dba Superior Roofing in the amount of \$90,879.00; and

WHEREAS, staff requests authorization for the Director of Engineering/City Engineer to approve change orders in a total amount not to exceed \$13,632.00 for unforeseen items and additional work associated with the Project; and

WHEREAS, the project is categorically exempt from environmental review pursuant to Section 15301(c) of the State CEQA Guidelines.

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

SECTION 1: The Recitals provided above are true and correct and are hereby incorporated into this Resolution.

SECTION 2: The bid submitted by Construction & Industrial Roofing Co., Inc. was deemed non-responsive by Staff due to the omission of a required document at the time of bid submission and is rejected.

RESOLUTION NO. _____

SECTION 3: The construction contract for the City Hall Improvements – Building 6 Roof Replacement (CIP 2024-31) Project is awarded to AOS Inc. dba Superior Roofing as the lowest responsive and responsible bidder in the amount of \$90,879.00 and the City Manager is authorized to execute all necessary contract documents on behalf of the City.

SECTION 4: The Director of Engineering/City Engineer, is authorized to approve change orders in an amount not to exceed \$13,632.00 for unforeseen items and additional work associated with the Project.

SECTION 5: The project is categorically exempt from environmental review under State CEQA Guidelines Section 15301(c), Existing Facilities.

SECTION 6: The documents and materials associated with this Resolution that constitute the record of proceedings on which these findings are based are located at Santee City Hall, 10601 Magnolia Avenue, Santee, CA 92071. The City Clerk is the custodian of record of those proceedings.

SECTION 7: This Resolution shall take effect immediately upon its passage.

ADOPTED by the City Council of the City of Santee, California, at a Regular meeting thereof held this 13th day of November, 2024 by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

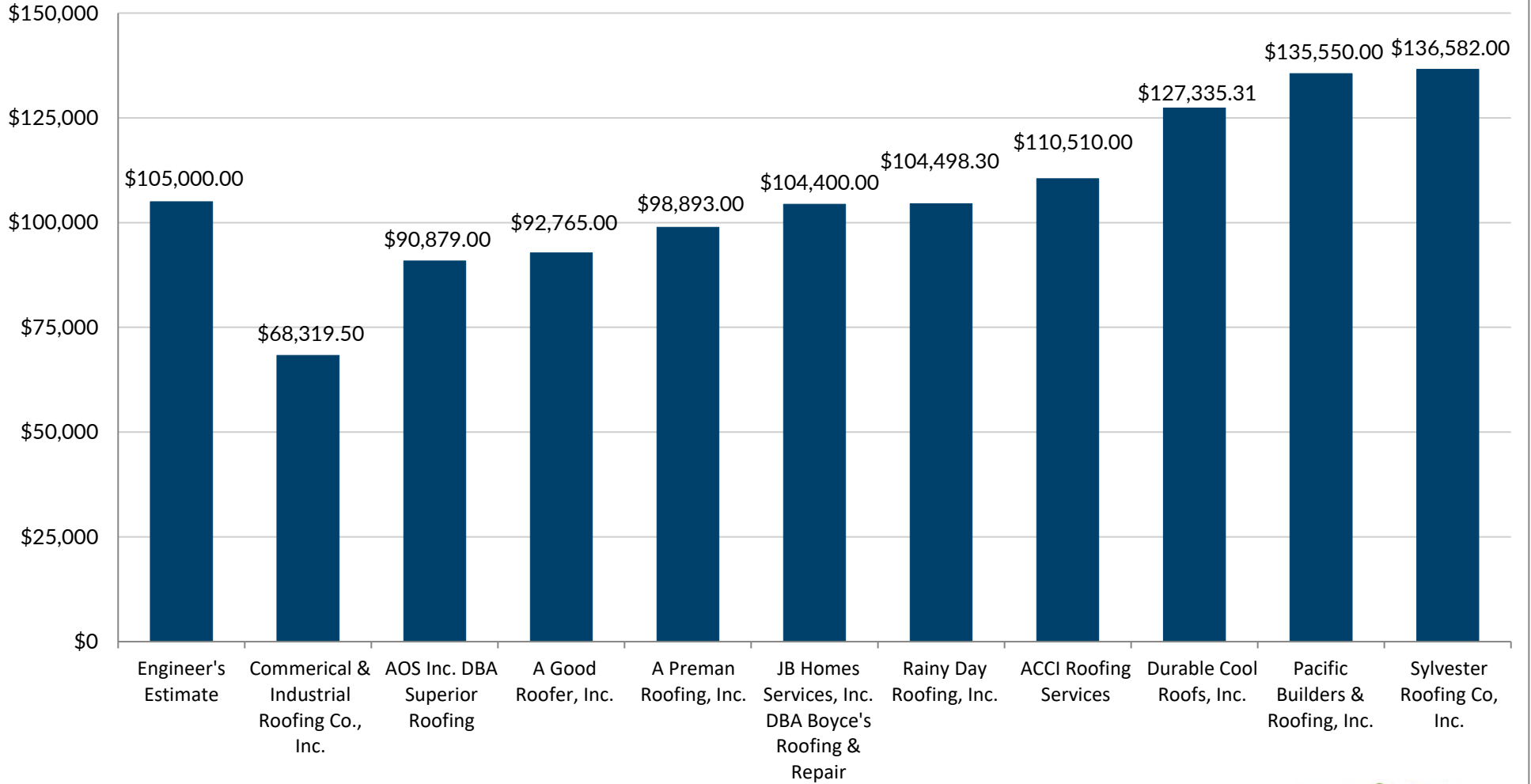
APPROVED:

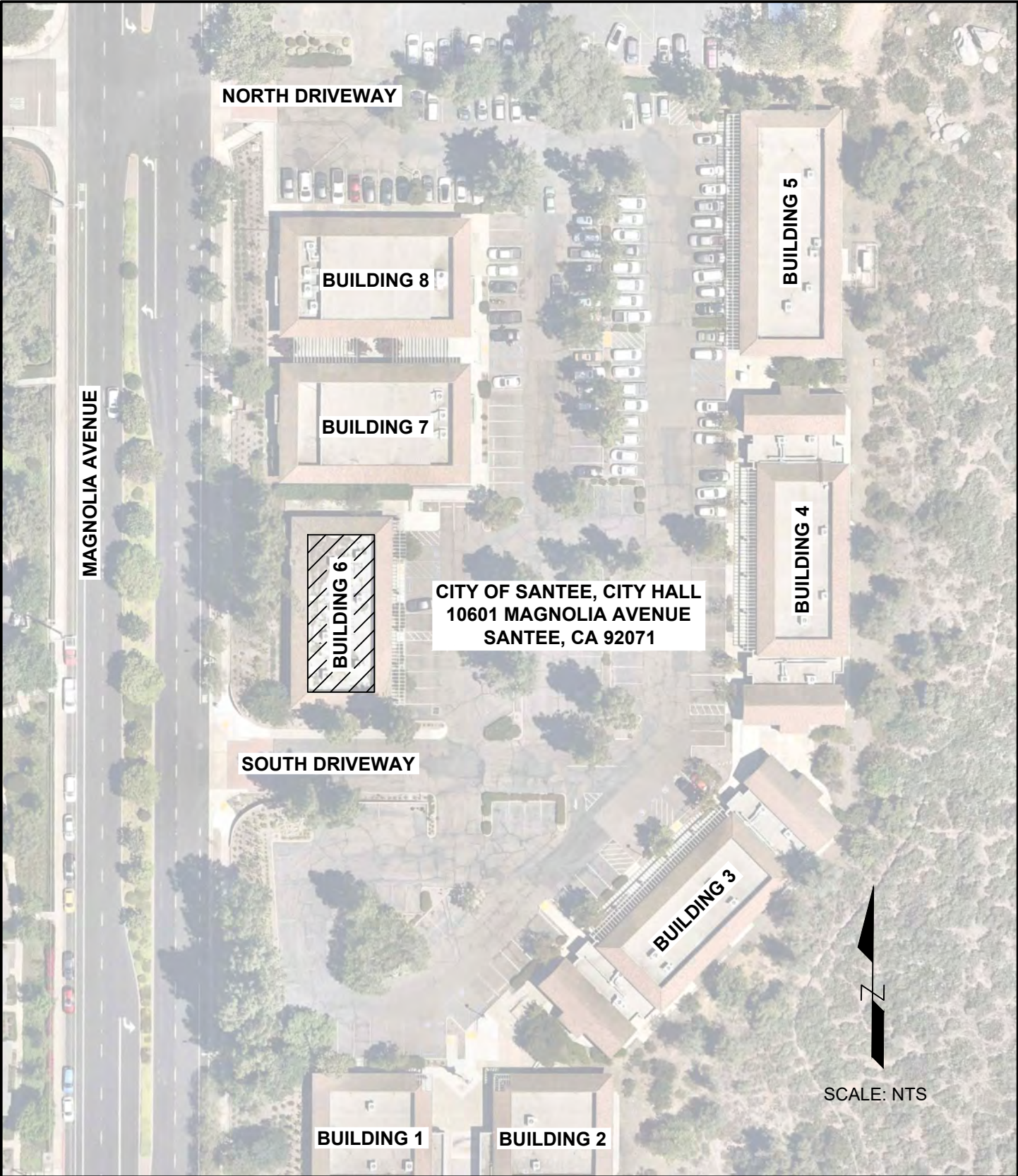
JOHN W. MINTO, MAYOR

ATTEST:

JAMES JEFFRIES, CITY CLERK

CITY HALL IMPROVEMENTS - BUILDING 6 ROOF REPLACEMENT CIP 2024-31

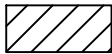




CITY OF SANTEE, CALIFORNIA - DEPARTMENT OF ENGINEERING


PROJECT MAP

ROOF REPLACEMENT



MEETING DATE November 13, 2024

ITEM TITLE RESOLUTION OF THE CITY COUNCIL FINDING IN SUPPORT OF AND AUTHORIZING THE PURCHASE OF ONE NEW 2025 FORD E450 CHASSIS WITH REMOUNT OF EXISTING AMBULANCE MODULE ONTO THE NEW CHASSIS AND TRADE-IN OF A 2017 FORD E450 CHASSIS, ALL WITH BRAUN NORTHWEST, INC. PER HGACBUY CONTRACT AM10-23

DIRECTOR/DEPARTMENT Justin Matsushita, Fire Department 

SUMMARY

This item requests City Council authorization to purchase one (1) new 2025 Ford E450 chassis from Braun Northwest, Inc., and to remove the existing ambulance North Star #2730-3, 171" Module from its 2017 Ford E450 chassis, Vehicle #187 (V-187), and remount and refurbish the ambulance module onto the new chassis. Select add-on items will be purchased separately from other vendors. Braun Northwest, Inc., will accept V-187 as a trade-in.

Santee Municipal Code 3.24.130 authorizes the City to join with other public jurisdictions in cooperative purchasing plans or programs as determined by the purchasing agent to be in the City's best interest. On October 1, 2023, HGACBuy, a cooperative purchasing program of the Houston-Galveston Area Council of Governments, of which the City is a member, completed a competitive request for proposals process for the purchase of Ambulances, EMS, and Other Special Service Vehicles. Based on evaluation criteria such as pricing, selection and variety of products offered, customer support and the ability to meet the contract requirements, which are similar to the procedures and criteria set forth in Santee Municipal Code 3.24.100, Braun Northwest, Inc. was awarded HGACBuy Contract #AM10-23; and awarded Product AM23CE05-Remount of North Star Module onto a Ford E450.

The purchase of a new 2025 Ford E450 chassis from Braun Northwest, Inc., and removal and remount of V-187 ambulance module onto the new chassis is \$190,087.38. This purchase price includes optional liquid front spring suspension and modification of the interior cabinets to install a vertical plenum air conditioner unit. Staff recommends certain additional add-ons, for graphics and replacement radios, in an amount not to exceed \$11,514.20, for a total of \$201,601.58. Staff also recommends that the City Council authorize the City Manager to approve additional expenditures for unforeseen changes in the amount of \$9,504.37, which is a 5% contingency, for a grand total of \$211,105.95. Santee's Purchasing Ordinance requires City Council approval of all purchases exceeding \$50,000. Thus, Staff recommends that the City Council approve utilizing HGACBuy Contract #AM10-23 to purchase one (1) new 2025 Ford E450 with the remount of the ambulance module, add-ons, and a 5% contingency fund in the amount of \$211,105.95.

FINANCIAL STATEMENT *HS*

Funding of \$200,320 for this vehicle is included in the FY 2024-25 Vehicle Replacement Fund budget. Due to increasing the contingency fund from \$5,000 to 5% of the purchase price and adding an extended warranty beyond the base warranty, the purchase price is now \$211,105.95. An additional transfer and appropriation of \$10,786.00 is requested from the Emergency Medical Services Fund to fully fund the vehicle purchase.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *MRE*

Adopt Resolution:

1. Authorizing the purchase of a new 2025 Ford E450 chassis from Braun Northwest, Inc., including trade-in of 2017 Ford E450 chassis credit of <\$500>, removal and remount of V-187 ambulance module onto the new chassis for an amount not to exceed \$190,087.38; and
2. Authorizing the City Manager to approve additional expenditures for unforeseen changes in an amount not to exceed \$9,504.37 (5% contingency); and
3. Authorizing the open market purchase of select add-ons, such as graphics and replacement radios in an amount not to exceed \$11,514.20; and
4. Authorizing the appropriation of \$10,786.00 from the Emergency Medical Services Fund Reserve to the FY 2024-25 Vehicle Replacement Fund budget; and
5. Authorizing the City Manager to execute all necessary documents to accomplish the purchase, trade-in, and remount with Braun Northwest, Inc.

ATTACHMENT

Staff Report
Resolution

STAFF REPORT

RESOLUTION AUTHORIZING PURCHASE OF A NEW 2025 FORD E450 CHASSIS WITH REMOUNT OF EXISTING AMBULANCE MODULE ONTO THE NEW CHASSIS AND TRADE-IN OF A 2017 FORD E450 CHASSIS, ALL WITH BRAUN NORTHWEST, INC. PER HGACBUY CONTRACT AM10-23

November 13, 2024

Funding in the amount of \$200,320 is included in the FY 2024-25 Vehicle Replacement Fund budget to purchase a new 2025 Ford E450 chassis with the remount of an existing ambulance module onto the new chassis and trade-in of a 2017 Ford E450 chassis, all with Braun Northwest, Inc. This resolution also includes the appropriation of an additional \$10,790.95 from the Emergency Medical Services Fund to complete this purchase. This additional appropriation is included to increase the contingency fund from \$5,000 to 5% of the total purchase amount (for a total contingency of \$9,504.37) and to extend the base warranty provided by Braun from three years to five years.

Santee Municipal Code 3.24.130 authorizes the City to join with other public jurisdictions in cooperative purchasing plans or programs as determined by the purchasing agent to be in the City's best interest. On October 1, 2023, HGACBuy, a cooperative purchasing program of the Houston-Galveston Area Council of Governments, of which the City is a member, completed a competitive request for proposals process for the purchase of Ambulances, EMS, and Other Special Service Vehicles. Based on evaluation criteria such as pricing, selection and variety of products offered, customer support and ability to meet the contract requirements, Braun Northwest, Inc. was awarded Product AM23CE05-Remount of North Star Module onto a Ford E450.

It is best practice for the replacement chassis to match or be compatible with the existing ambulance module and others currently utilized by the Fire Department. Based on the compatibility and reliability requirements for emergency response equipment and positive feedback from the City's existing Ford E450s, the Ford chassis provides the best option for remounting the City's existing medic module. It is, therefore, in the City's best interest to purchase the Ford chassis.

Braun Northwest, Inc., of Chehalis, Washington, is a certified Qualified Vehicle Modifier (QVM). The quote reflects pricing pursuant to HGACBuy Contract AM10-23 which was publicly bid and substantially complied with the City's formal bidding procedures in Santee Municipal Code Section 3.24.100. Braun Northwest, Inc. is also an authorized Ford vendor. Braun Northwest, Inc. is the only West Coast vendor that sells and mounts the Braun Northwest North Star medic unit modules, which the City now uses exclusively for its ambulances.

The total projected base cost, including select add-ons and is \$190,087.38. The total purchase is for an amount not to exceed \$211,105.95, which includes add-ons purchased

from separate vendors not to exceed not to exceed \$11,514.20 and the \$9,504.37 (5% contingency) for any unforeseen changes:

1. Base Price HGAC CE05	\$104,412.00
2. Published/unpublished options	\$ 63,980.00
3. HGAC Buy Discount	<\$ 1,500.00>
4. Trade-in – Used Chassis	<\$ 500.00>
SUBTOTAL for one (1) vehicle	\$166,392.00
5. CA sales tax @ 7.75%	\$ 12,895.38
6. Extended Warranty (non-taxable)	\$ 7,200.00
7. Delivery Fee (non-taxable)	\$ 3,000.00
8. HGAC Fee (non-taxable)	\$ 600.00
Total F.O.B. Chehalis, WA	\$190,087.38
9. After-market Add-ons (separate vendors)	\$ 11,514.20
10. Contingency Fund	\$ 9,504.37
TOTAL COST:	\$211,105.95

Staff requests authorization to purchase a new 2025 Ford E450 chassis and remount of an existing ambulance module onto the new chassis from Braun Northwest, Inc., and select add-ons, such as graphics, replacement radios, radio chargers, iPad mounts, extended warranty, etc., for an amount not to exceed \$201,601.58. This total includes \$500.00 credit that the City will receive for the 2017 Ford E450 chassis (V-187). Staff also request that the City Council authorize the City Manager to approve additional expenditures for unforeseen changes in an amount not to exceed \$9,504.37, which is a 5% contingency, for a grand total of \$211,105.95.

RESOLUTION NO. _____

RESOLUTION AUTHORIZING PURCHASE OF A NEW 2025 FORD E450 CHASSIS WITH REMOUNT OF EXISTING AMBULANCE MODULE ONTO THE NEW CHASSIS AND TRADE-IN OF A 2017 FORD E450 CHASSIS, ALL WITH BRAUN NORTHWEST, INC. PER HGACBUY CONTRACT AM10-23

WHEREAS, the aging of City's 2017 Ford E450 chassis, Vehicle #187 ("V-187"), normal mileage, and ordinary wear and tear have compromised the Fire Department's availability of a reliable vehicle; and

WHEREAS, the City desires to purchase one (1) new 2025 Ford E450 chassis, remove an existing ambulance module from V-187, and remount the ambulance module onto the new chassis; and

WHEREAS, selected add-on items are recommended for purchase separately from other vendors to bring the vehicle up to modern use; and

WHEREAS, the City of Santee FY 2024-25 Vehicle Replacement fund budget includes an appropriation of \$200,320.00 to replace the chassis of V-187, and to remount and refurbish its ambulance module; and

WHEREAS, Santee Municipal Code 3.24.130 authorizes the City to purchase equipment and supplies by joining with other public jurisdictions in cooperative purchasing plans or programs from a vendor at a price established by a competitive or competitively negotiated bid by another public agency as long as that bid substantially complied with the formal bidding procedures in Santee Municipal Code Section 3.24.100; and

WHEREAS, on October 1, 2023, HGACBuy, a cooperative purchasing program of the Houston-Galveston Area Council of Governments, of which the City is a member, completed a competitive request for proposals process for the purchase of Ambulances, EMS, and Other Special Service Vehicles; and

WHEREAS, Braun Northwest, Inc., of Chehalis, Washington, was awarded HGACBuy Contract #AM10-23; and

WHEREAS, Braun Northwest, Inc., quote reflects pricing pursuant to HGACBuy Contract AM10-23, which was publicly bid and substantially complies with the City's formal bidding procedures; and

WHEREAS, Braun Northwest, Inc. was awarded Product AM23CE05-Remount of North Star Module onto a Ford E450; and

WHEREAS, Braun Northwest, Inc., will also accept V-187 as a trade-in; and

WHEREAS, due to increasing the contingency fund from \$5,000 to 5% of the purchase price and adding an extended warranty beyond the base warranty, the purchase price is now \$211,105.95, an additional total of \$10,786.00 will need to be appropriated from the Emergency Medical Services Fund Reserve to the FY 2024-25 Vehicle Replacement Fund budget; and

RESOLUTION NO. _____

WHEREAS, this action is not subject to the California Environmental Quality Act (“CEQA”) pursuant to Section 15060(c)(3) because the activity is not a project as defined in Section 15378 of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, as it has no potential for resulting in a physical change to the environment, directly or indirectly; and

WHEREAS, the City Council desires to approve utilizing HGACBuy Contract #AM10-23 to purchase one new 2025 Ford E450 with the remount of the ambulance module and add-ons, and a 5% contingency.

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

SECTION 1. The Recitals provided above are true and correct and are hereby incorporated into this Resolution.

SECTION 2. The City Council of the City of Santee hereby:

1. Authorizes the purchase of a new 2025 Ford E450 chassis from Braun Northwest, Inc., and the removal and remount of the existing ambulance module onto the new Ford chassis by Braun Northwest, Inc., including extended warranty in an amount of \$190,087.38; and
2. Authorizes the City Manager to approve additional expenditures for unforeseen changes in the amount not to exceed \$9,504.37 (5% contingency); and
3. Authorizes the open market purchase of select add-ons, such as graphics and radios, in the amount not to exceed \$11,514.20; and
4. Authorizes the trade-in of V-187, a 2017 Ford E-450 chassis credit in the amount of \$500; and
5. Authorizes the City Manager to transfer and appropriate \$10,786.00 from the Emergency Medical Services Fund to the FY 2024-25 Vehicle Replacement Fund budget; and
6. Authorizes the City Manager to execute all necessary documents to accomplish the purchase, trade-in, and remount with Braun Northwest, Inc.

SECTION 3. The proposed action is not subject to the California Environmental Quality Act (“CEQA”) pursuant to Section 15060(c)(3) because the activity is not a project as defined in Section 15378 of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, as it has no potential for resulting in a physical change to the environment, directly or indirectly.

SECTION 4. If any provision of this Resolution or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of the Resolution which can be given effect without the invalid provision or application,

RESOLUTION NO. _____

and to this end the provisions of this Resolution are severable. The City Council hereby declares that it would have adopted this Resolution irrespective of the invalidity of any particular portion thereof.

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

ADOPTED by the City Council of the City of Santee, California, at a Regular Meeting thereof held this November 13, 2024, by the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

JAMES JEFFRIES, CMC, CITY CLERK

MEETING DATE November 13, 2024

ITEM TITLE RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA AUTHORIZING THE PURCHASE OF NEW STRUCTURAL FIREFIGHTING CLOTHING (TURNOUTS) FROM ALLSTAR FIRE EQUIPMENT INC., PER SOURCEWELL CONTRACT #010424-LIO

DIRECTOR/DEPARTMENT Justin Matsushita, Fire Chief 

SUMMARY

On November 8, 2023, the City Council authorized the purchase of eighteen (18) structural firefighting coats and eighteen (18) pairs of structural firefighting pants (turnouts), however the turnouts were not delivered as ordered, and the delivery was refused. This item requests City Council authorization to now purchase the eighteen (18) structural firefighting coats and eighteen (18) pairs of structural firefighting pants (turnouts) from Allstar Fire Equipment, Inc. This purchase is necessary to outfit new firefighters and to replace existing turnouts that failed annual testing and cannot remain in service.

Santee Municipal Code Section 3.24.130 authorizes the City to join with other public jurisdictions in cooperative purchasing plans or programs as determined by the purchasing agent to be in the City's best interest. On March 26, 2024, Sourcewell, a State of Minnesota local government agency and service cooperative, of which the City is a member, completed a competitive request for proposals process for procurement of firefighting personal protective equipment with related equipment cleaning. Based on evaluation criteria such as pricing, selection, and variety of products offered, customer support and ability to meet the contract requirements, LION First Responder PPE, Inc. was awarded Contract #010424-LIO for the initial term of four years plus three annual options to renew. Allstar Fire Equipment Inc. is the sole source for LION's NFPA 1971 compliant LION® brand turnouts to the municipal fire service market in California. Staff has evaluated the pricing, products and support provided by the contract and the purchasing agent has determined that utilization of Contract #010424-LIO for the purchase of turnouts to be in the City's best interest.

Santee's Municipal Code Section 3.24.180 requires City Council approval of all purchases exceeding \$50,000 in any single fiscal year. Staff recommends utilizing Sourcewell Contract #010424-LIO to purchase eighteen (18) structural firefighting coats and (18) pairs of structural firefighting pants (turnouts) for an amount not to exceed \$66,251.17.

FINANCIAL STATEMENT 

Funds in the amount of \$61,900.54 that were approved for this purchase in FY 23/24 have been carried forward to the FY 24/25 Fire and Life Safety Department budget. Adequate funding for the additional \$4,350.63 required for this purchase is available in the FY 24/25 Fire and Life Safety Department budget.



CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATION *MOS*

Adopt the attached resolution authorizing the purchase of structural firefighting clothing (turnouts) to include eighteen (18) coats and eighteen (18) pairs of pants from Allstar Fire Equipment, Inc. per Sourcewell Contract #010424-LIO for an amount not to exceed \$66,251.17 and authorizing the City Manager to execute all necessary documents.

ATTACHMENT

Resolution

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, AUTHORIZING THE PURCHASE OF NEW LION FIRST RESPONDER PPE STRUCTURAL FIREFIGHTING CLOTHING (TURNOUTS) FROM ALLSTAR FIRE EQUIPMENT, INC. PER SOURCEWELL CONTRACT #010424-LIO

WHEREAS, the City of Santee's ("City") amended FY 24/25 Fire and Life Safety Department operating budget includes funding for the purchase of structural firefighting clothing (turnouts); and

WHEREAS, Santee Municipal Code Section 3.24.130 authorizes the City to join other public jurisdictions in cooperative purchasing plans or programs as determined by the purchasing agent to be in the City's best interest; and

WHEREAS, in March 2024, Sourcewell, a State of Minnesota local government agency and service cooperative, of which the City is a member, completed a competitive request for proposals process for procurement of firefighting personal protective equipment with related equipment cleaning that substantially complied with the formal purchasing procedures as provided in Section 3.24.180 of the Santee Municipal Code; and

WHEREAS, based on evaluation criteria such as pricing, selection and variety of products offered, customer support and ability to meet the contract requirements, LION First Responder PPE, Inc. was awarded Contract #10424-LIO for firefighting personal protective apparel and accessories for an initial term of three years plus three annual options to renew; and

WHEREAS, LION First Responder PPE, Inc. has designated Allstar Fire Equipment Inc. as the sole source for LION's NFPA 1971 compliant LION® brand turnouts, multi-threat CBRN, gloves, hoods and boots to the municipal fire service market in California; and

WHEREAS, staff has evaluated the pricing, products and support provided by the Sourcewell Contract #010424-LIO and desires to use Sourcewell Contract #010424-LIO to purchase eighteen (18) structural firefighting coats and eighteen (18) pairs of structural firefighting pants (turnouts) for the Fire and Life Safety Department to outfit new firefighters and to replace existing turnouts that failed annual testing and cannot remain in service.

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

1. Authorizes the purchase eighteen (18) structural firefighting coats and eighteen (18) pairs of structural firefighting pants (turnouts) from Allstar Fire Equipment, Inc. per Sourcewell Contract #010424-LIO for an amount not to exceed \$66,251.17; and
2. Authorizes the City Manager to execute all necessary documents.

RESOLUTION NO.

ADOPTED by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 13th day of November 2024, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

JAMES JEFFRIES, CITY CLERK

MEETING DATE November 13, 2024

ITEM TITLE REJECTION OF CLAIMS AGAINST THE CITY BY CAMERON MATTHEWS, ANDREW GOLEMBIEWSKI, CHAD WHITE, TAMARA MCANALLY and JOHN EHMKE, AND ACCEPTANCE OF A CLAIM AGAINST THE CITY BY JAMES ROSS

DIRECTOR/DEPARTMENT Rida Freeman, Director of Human Resources 

SUMMARY

A claim was filed against the City of Santee by **Cameron Matthews** on September 18, 2024, for vehicle damage. The claimant states he was driving east on Mission Gorge Rd. on August 22, 2024, when he drove over a steel watermain cover. Mr. Matthews claims this caused \$5,000 of damage to the undercarriage of his 2019 Dodge Challenger. Staff from the Public Services Division of the Community Services Department investigated and responded to inquiries by the City's claims administrator, George Hills. Following research and review of the claim, Risk Management was advised that the City is not liable for the damage or repair costs, as the watermain cover is owned and maintained by Padre Dam Water District. Staff recommends that the City Council reject this claim.

A claim was filed against the City of Santee by **Andrew Golembiewski** on June 10, 2024. The claimant states he was riding his bicycle west bound on June 6, 2024, on the 10600 block of Braverman Drive (intersection of Braverman Dr. and Bundy Dr.) when he rode over loose gravel on the north side of the street. He claims the contact with the gravel caused the bike to jerk and swerve, resulting in pain to his lower back. The claimant initially did not indicate any specific dollar amount, later submitted a request for reimbursement of \$26.64 for a doctor visit and a prescription medication. The claimant is also seeking additional compensation for future medical expenses and "other" financial compensation. Staff from the Public Services Division of the Community Services Department investigated and responded to inquiries by George Hills. Following research and review of the claim, Risk Management was advised that the City is not liable for the claim as the gravel cover at the location does not constitute a dangerous condition. The City did not receive any prior calls, complaints or claims for this location. Staff recommends that the City Council reject this claim.

A claim was filed against the City of Santee by **Chad White** on September 23, 2024, for an injury to his minor child. The claimant states his child was playing near Chet F. Harritt Elementary School located at 8120 Arlette St. in the City of Santee (near Big Rock Park), when a street sign (Mesa Rd./Prospect Ave.) fell on his ankle, causing a sprain. Mr. White is requesting \$4,500 in damages for his son's injury and for pain and suffering; asserting that his son being on crutches ruined a planned hiking vacation and caused "extreme distress". Staff from the Public Services Division of the Community Services Department investigated and responded to inquiries by George Hills. Staff had no prior notice of the loose street sign and repaired the sign the next day following notification. There were no prior calls, complaints or claims regarding the sign before the incident. Signs are inspected on an as-needed basis. When asked about potential causes for a sign to fall, Staff stated that it only typically would occur if impacted by factors such as car accidents, vandalism or deliberate tampering, such as shaking the post or attempting to steal the sign. The claimant told the George Hills claims adjuster that the child was walking home from school with a friend when the friend grabbed the street sign pole, causing the sign to come loose from the top and fall. Staff recommends that the City Council reject this claim.



A claim was filed against the City of Santee by **Tamara McAnally** on October 3, 2024 via her attorney, James F. Sexton, Esq. The claimant states she has experienced pain and numbness due to a faulty chair, while working at the City of Santee (Planning & Building Department) for the period November 2022 to April 24, 2024. Ms. McAnally is requesting \$100,000 in damages for medical expenses and pain and suffering; stating the City did not provide her with the appropriate equipment necessary to perform her job duties, resulting in injury. Ms. McAnally was not an employee of the City of Santee, but was a contract worker. The City has an established professional services agreement with her employer, Esgil – a part of Interwest Consulting Group. In January 2024, the Planning and Building Department staff began to explore options to replace several work chairs in the office with new, fully-adjustable, ergonomic chairs that would be usable by any employee in the department. Staff had the opportunity to test out the proposed new chair prior to it being ordered. Ms. McAnally, a contract worker, was invited to try out the chair and provide feedback. She reported that she approved of the style of chair. The chairs were ordered on January 31, 2024. At that time Ms. McAnally also requested a special back rest (chair padding). A request to her employer was made - to ask that Esgil handle the special request. David Kniff of Esgil advised that their company would be glad to be responsible for the chair pad request and would order it immediately. The Planning and Building Department received their new chairs on February 6, 2024. Following research and review of the claim by George Hills, Risk Management was advised that the City is not liable. Staff recommends that the City Council reject this claim.

A claim was filed against the City of Santee by **John Ehmke** on September 11, 2024 for vehicle damage. The claimant states he was driving on N. Woodside Avenue on September 11, 2024, when he drove over a steel base for a street sign (there was no sign), causing damage to his right front tire, requiring replacement. Mr. Ehmke claims this caused \$400.00 of damage (no receipts were submitted). Following research and review of the claim by George Hills, Risk Management was advised that the City is not liable for the damage or repair costs, as the department had no prior notice of the missing sign and repaired the sign the same day following notification. There were no prior calls, complaints or claims regarding the sign before the incident. Staff recommends that the City Council reject this claim.

A claim was filed against the City of Santee by **James Ross** on September 23, 2024. The claimant states he was driving west-bound on Highway 52 on September 19, 2024, and was stopped in the fast lane when an emergency vehicle struck his driver-side mirror. The Santee Fire Department unit was responding to a call for service with lights activated, and moving at approximately 15 mph. The passenger-side grab rail of Engine 5 made contact with Mr. Ross' mirror. The Fire Department contacted Risk Management promptly, to advise of the incident and confirm the responsibility of the City for the accidental damage. The claimant requested repair costs. Following research and review of the claim by George Hills, the claim adjuster advised Risk Management that the City is liable for reasonable repair costs. The recommendation by George Hills is to settle the claim for \$2,663.26 to cover the repair and rental vehicle costs. Staff recommends that the City Council accept this claim.

Claim documents are on file in the Office of the City Clerk for Council reference.

FINANCIAL STATEMENT

There is no financial impact to the City by rejection of a claim. The cost to the City for one claim (Ross) if accepted by the City Council, is \$2,663.26.

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATION *TMSO*

Take action on claim per Government Code Section 913 - reject claim (Matthews, Golembiewski, White, McAnally and Ehmke) and accept claim (Ross).

ATTACHMENT

None

MEETING DATE November 13, 2024

ITEM TITLE RESOLUTION AUTHORIZING THE APPROPRIATION OF FUNDS FOR THE FLSA DETERMINATION RELATED TO 56-HOUR WORK WEEK BATTALION CHIEFS BASED UPON A NON-EXEMPT STATUS DETERMINATION

DIRECTOR/DEPARTMENT Justin Matsushita, Fire Department *JM*

SUMMARY

This Item asks for the appropriation of funds to the Fire Department's operation budget for fiscal year (FY) 2024.

In Spring of 2024, the City evaluated the position of Fire Battalion Chief, including the duties performed and the needs of the City. Based upon the analysis of duties performed, the position of Fire Battalion Chief has been reclassified as non-exempt under the the Fair Labor Standards Act (FLSA).

Effective February 16, 2023, Fire Battalion Chiefs began receiving overtime pay (1.5 times pay) for all hours worked beyond their respective shift assignments. Fire Battalion Chiefs work on a three platoon 24-hour shift schedule with a regularly recurring work schedule of 24 days, equating to an average of 56-hours worked per week. A FLSA 207(k) partial exemption (29 C.F.R. § 553.210) allows public safety employers to compensate for regular earnings for up to 53 hours in a 7-day work period. Based upon the FLSA 207(k) partial exemption related to this classification, compensation for three overtime hours must be paid when employees work an average of 56-hour work week. Based upon the timing of the reclassification of the position to non-exempt in compliance with the FLSA requirements, the City of Santee will be providing retroactive compensation for Fire Battalion Chiefs from July 1, 2024, to present date, and FLSA pay moving forward.

FINANCIAL STATEMENT *JM*

Funding in the amount of \$15,000 for the FLSA Fire Battalion Chief pay will be appropriated from the General Fund Reserves to the FY 2024-25 Fire Department Operations Budget.

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATION *MDB*

Adopt the Resolution authorizing the appropriation of \$15,000 from General Fund Reserves to Fire Department Operations Budget.

ATTACHMENT

Resolution

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA,
RATIFICATION AUTHORIZING THE APPROPRIATION OF FUNDS FOR THE FLSA
DETERMINATION RELATED TO 56-HOUR WORK WEEK BATTALION CHIEFS
BASED UPON A NON-EXEMPT STATUS DETERMINATION**

WHEREAS, based on a review and analysis of the position of Fire Battalion Chief, the duties of that job, and the needs of the City, the Fire Battalion Chief has been reclassified to be a non-exempt position pursuant to the provisions of the Fair Labor Standards Act (FLSA); and

WHEREAS, effective February 16, 2023, Fire Battalion Chiefs began receiving overtime pay (1.5 times pay) for all hours worked beyond their respective shift assignments; and

WHEREAS, Fire Battalion Chiefs work on a three platoon 24-hour shift schedule with a regularly recurring work schedule of 24 days, equating to 56-hours worked per week on average; and

WHEREAS, the FLSA 207(k) partial exemption (29 C.F.R. § 553.210) allows public safety employers to compensate for regular earnings for up to 53 hours in a 7-day work period; and

WHEREAS, based upon the FLSA 207(k) partial exemption related to this classification, compensation for three overtime hours must be paid when employees work a 56-hour work week; and

WHEREAS, based upon the timing of the reclassification of the position to non-exempt, the City of Santee will be providing retroactive compensation for Fire Battalion Chiefs from July 1, 2024, to present date in compliance with FLSA requirements, and pay for overtime moving forward in compliance with the FLSA.

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

1. Authorizes the appropriation of funds for the FLSA Fire Battalion Chief pay in the amount of \$15,000 from General Fund Reserves to the FY 2024-25 Fire Department Operations Budget.

ADOPTED by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 13th day of November 2024, by the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

JAMES JEFFRIES, CITY CLERK

MEETING DATE November 13, 2024

ITEM TITLE CONTINUATION OF THE OCTOBER 23, 2024 CITY COUNCIL WORKSHOP REGARDING THE CITY OF SANTEE DEVELOPMENT IMPACT FEE NEXUS STUDY AND PROPOSED UPDATES TO DEVELOPMENT IMPACT FEES AND CONTINUATION OF A PUBLIC HEARING TO ADOPT THE NEXUS STUDY AND THE PROPOSED DEVELOPMENT IMPACT FEE SCHEDULE TO JANUARY 8, 2025

DIRECTOR/DEPARTMENT Heather Jennings, Finance *HJ*

SUMMARY

On October 23, 2024, a City Council workshop was held to discuss the draft City of Santee Development Impact Fee Nexus Study and the proposed development impact fee schedule prepared by Harris and Associates. As part of that discussion, the City Council directed staff to come back at the November 13, 2024 meeting with additional information on other agency development impact fee programs and to present a revised draft Development Impact Fee Nexus Study report. The purpose of tonight's meeting is to continue the discussion from October 23, 2024 and present the updated Development Impact Fee Nexus Study report and proposed development impact fee schedule.

To accommodate this further discussion, the noticed public hearing to consider and adopt the Development Impact Fee Nexus Study and the proposed Development Impact Fee Schedule, originally scheduled for tonight, should be opened and continued to January 8, 2025.

California Assembly Bill 1600 allows the City to impose Development Impact Fees (DIFs) on new development within the City. DIFs are a one-time charge on new development that is collected and used by the City to cover the cost of capital facilities, infrastructure, vehicles, and equipment that are required to serve new growth. The last time the City of Santee formally adopted an updated development impact fee schedule was in 2005. Since that time, development impact fees have been automatically adjusted for inflation on July 1 of each year based on the previous year's CPI or by 2 percent, whichever is greater.

Proposed Development Impact Fee Updates: The Development Impact Fee Nexus Study recommends the following changes to the City's development impact fee program: 1) adjustments to existing DIFs, 2) proposed new fees for Fire Facilities, Long Range Planning, and Program Administration, 3) change in methodology for residential fees from a per unit basis to square footage, and 4) adjust fees annually based on the Engineering News Record Construction Cost Index (CCI) instead of CPI.

An overview of residential and commercial/industrial fees charged by cities and the County in the San Diego region is presented in the attached 2021 Building Industry Association of San Diego County Fee Survey. The survey provides detailed information on development impact fee programs for other local agencies and special districts and includes clarifying notes and comments specific to each jurisdiction.



At the October 23, 2024 meeting, staff reported that updates to the draft Nexus Study would be brought back at the November 13, 2024 meeting. The following updates were incorporated in the attached Comprehensive Development Impact Fee Nexus Study report following the workshop:

- The fee amounts used in report Tables 1-2 and 1-3 have been updated to reflect the current FY 24-25 development impact fee amounts resulting in adjustments to the percentage change information shown in the comparison tables.
- The impact fee fund balances were updated to reflect the unaudited balances at June 30, 2024 resulting in adjustments to some fee calculations.
- A duplicate project was removed from the traffic mitigation project list resulting in a decrease in the Traffic Mitigation Fee per square foot.
- All necessary tables and summary tables were updated to reflect the above revisions, including the Program Administration Fee section of the report. The proposed Program Administration Fee was adjusted to reflect 2 percent of the proposed updated fee schedule.

ENVIRONMENTAL REVIEW

No environmental review is required.

FINANCIAL STATEMENT

There is no fiscal impact associated with this item. If the updated development impact fees are adopted at the public hearing on January 8, 2025, the fees would generate additional revenue to construct public facilities and infrastructure necessary to serve new development and cover the costs of updating the City's General Plan documents, prepare master plans and AB602 reporting.

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATION *MDC*

1. Continue the discussion from the October 23, 2024 workshop regarding the updated City of Santee Development Impact Fee Nexus Study and the proposed updates to development impact fees and
2. Open and continue the duly noticed public hearing to January 8, 2025, to consider public testimony and adopt the Development Impact Fee Nexus Study and the proposed development impact fees.

ATTACHMENTS

1. Comprehensive Development Impact Fee Nexus Study
2. Building Industry Association of San Diego County 2021 Fee Survey
3. October 23, 2024 Nexus Study Staff Report



Comprehensive Development Impact Fee Nexus Study

City of Santee

November 2024

Prepared For:



Prepared By:



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Section 1 Executive Summary

Introduction

The City of Santee (City) is a suburban city located in San Diego County (County). Located in the eastern part of the San Diego metropolitan area, Santee is bordered by El Cajon on the south and southeast, the City of San Diego on the west and northwest, and the County of San Diego on east and northeast. The City is located just 18 miles from the Pacific Ocean and is bisected by the San Diego river, a large greenbelt that includes parks, trails, and over 1,100 acres of natural riparian habitat. Santee is connected to the coastline by State Route 52, a six-lane freeway that connects Interstate 5 in La Jolla to State Route 67. State Route 125 also intersects with State Route 52, forming a transportation hub in the heart of the City.

The City was incorporated in 1980 after beginning as a community of ranches originally named Cowleston after founder George A. Cowles. The City was renamed Santee in 1893 after Milton Santee, a local civil engineer and real estate developer. The City features extensive hiking and mountain biking trails, and the 700-acre Town Center district forms a downtown core comprised of business parks, high-density residential and retail businesses. The Town Center Community Park, located along the San Diego River, features a 15-acre sports field complex and an aquatics center.

As of January 1, 2023, the California Department of Finance (DOF) estimates that the City population is 59,227. As the resident population and non-resident employment in the City increase, there exists a correlating rise in the demand for public infrastructure and services to support growth within the City. California's Assembly Bill 1600 (AB1600) adopted in 1987 and codified as California Government Code Section 66000 et. seq., allows the City to impose Development Impact Fees on new development within the City. Development Impact Fees (DIFs) are a one-time charge on new development that is collected and used by the City to cover the cost of capital facilities, vehicles, and equipment that are required to serve new growth.

The City of Santee General Plan 2020 (General Plan) was adopted on August 23, 2003, and is comprised of the following nine elements: Land Use; Housing; Mobility; Recreation; Trails; Conservation; Noise; Safety; and Community Enhancement. The City's Housing Element was adopted in May 2022 in conformance with the 2021-2029 update cycle for jurisdictions in the San Diego Association of Governments (SANDAG) region and was reviewed with the rest of the General Plan to ensure internal consistency. The City's General Plan and updated Housing Element form the basis of the City's current development impact fee program along with land use projections and service population derived from the City Planning Department's land use analysis. As stated in the Housing Element, most of the City's residentially zoned land has already been developed with a diversity of housing types, including single-family homes, mobile home parks,

townhomes, condominiums and apartments. However, several hundred acres within the Specific Plan District and the Town Center District remain undeveloped and available for future housing development.

The Nexus Study is based on the General Plan Buildout, based on the land use projects derived from the Housing Element and City Planning Department's land use analysis. As stated in the Land Use chapter of the General Plan, the City's future is tied to the type and amount of new development it can accommodate at General Plan Buildout. Projecting future buildout capacity requires consideration of several variables and is based on assumed densities (dwelling units per acre) and intensity factors that include allowed lot coverage and floor-to-area ratios (FAR), parking requirements, etc. While some of today's developed lands may change in the coming years, most of the assumed City buildout is on remaining vacant lands planned for residential and employment-generating uses.

The City's Housing Element was adopted May 11, 2022. The Housing Element was updated in conformance with the 2021-2029 update cycle for jurisdictions in the SANDAG region and has been reviewed with the rest of the General Plan to ensure internal consistency. As portions of the General Plan are amended in the future, the Plan (including the Housing Element) will be reviewed to ensure that internal consistency is maintained.

The goal of the City is to develop a fee program that achieves the objectives laid out in the General Plan and associated Master Plans, balances fee levels with desired economic growth, and complies with the legal requirements of the Mitigation Fee Act (AB1600/Government Code Section 66000 et seq.), Assembly Bill 602 (AB602), and the standards established by *Nollan v. California Coastal Commission* (1987) and *Dolan v City of Tigard* (1994) which require that impact fees have an "essential nexus" to each development project they are charged on and must be charged in "rough proportionality" to the impact caused by the new development.

Nexus Study

Purpose

As development occurs in the City, new backbone infrastructure and capital facilities are required to mitigate the increased demand created by new residents and workers. Revenues from DIFs fund the construction of new backbone infrastructure and capital facilities as well as the related administrative costs through the City's fee program. The fee program contains separate fee categories for each type of infrastructure and capital facilities. Incorporated in this Nexus Study (Nexus Study, Study or Report) are the following fees:

- Public Facilities
- Traffic Signal
- Traffic Mitigation

- Drainage
- Parks-in-Lieu
- Fire Facilities
- Long Range Planning
- Program Administration

This Report is designed to satisfy the AB1600 Nexus requirements, AB602 requirements, and provide the necessary technical analysis to support the adoption of the updated fees. The fees will be effective 60 days after the City’s final action establishing and authorizing the collection of the fees.

Results

Updated Fees

Pursuant to AB602 guidance, residential development fees are proposed to be assessed on a per square foot basis. To yield consistency across fees assessed on non-residential land uses, non-residential development fees will be assessed per 1,000 building square foot. The Public Facilities Fee, which funds park and recreation facilities and the Park-in-Lieu, which funds park land acquisition will continue to not be assessed on non-residential development based on the assumption that non-residential development does not generate demand for park facilities. Fees on Accessory Dwelling Units, specialized projects, and rebuild projects are detailed further in Section 12: Implementation and Administration. **Table 1-1** shows a summary of the proposed fees.

Table 1-1: Summary of Proposed Development Impact Fees

Land Use	Public Facilities	Traffic Signal	Traffic Mitigation	Drainage	Park in-Lieu	Fire Facilities	Long Range Planning	Administration ⁽¹⁾	Total
Residential									
<i>(Fee per Square Foot)</i>									
Single Family	\$ 5.21	\$ 0.37	\$ 2.68	\$ 0.35	\$ 6.66	\$ 1.75	\$ 0.08	\$ 0.34	\$ 17.44
Multi-Family	\$ 5.79	\$ 0.29	\$ 2.07	\$ 0.43	\$ 7.41	\$ 1.95	\$ 0.09	\$ 0.36	\$ 18.39
Non-Residential									
<i>(Fee per 1,000 Building Square Foot)</i>									
Commercial	Exempt	\$ 1,884.95	\$ 13,462.20	\$ 1,689.92	Exempt	\$ 887.29	\$ 39.84	\$ 359.28	\$18,323.48
Office	Exempt	\$ 1,040.14	\$ 7,428.64	\$ 631.53	Exempt	\$ 1,950.08	\$ 87.56	\$ 222.76	\$11,360.71
Industrial	Exempt	\$ 240.67	\$ 1,718.83	\$ 1,295.13	Exempt	\$ 195.01	\$ 8.76	\$ 69.17	\$ 3,527.57

Notes:

¹ An administrative fee (2% of each fee) is collected for (1) legal, accounting, and other administrative support and (2) development impact fee program administration costs including revenue collection, revenue and cost accounting, mandated public reporting, and fee justification analysis.

Proposed Fees Comparison with Existing Fees

Table 1-2 compares the Proposed Fees against the Existing Fees for Residential Land Uses. Existing residential fees were converted from a fee per dwelling unit to per square foot. Fees for Fire Facilities, General Plan, and Program Administration are new proposed fees so there are no existing fees to compare to.

Table 1-2: Comparison of Proposed and Existing Development Impact and In-Lieu Fees (Residential)

Single Family	Existing Fee ⁽¹⁾		Proposed Fee		Percentage Change
Public Facilities	\$	3.81	\$	5.21	37%
Traffic Signal	\$	0.22	\$	0.37	68%
Traffic Mitigation	\$	2.15	\$	2.68	25%
Drainage ⁽²⁾	\$	2.07	\$	0.35	-83%
Park in-lieu	\$	4.59	\$	6.66	45%
Fire Facilities	\$	-	\$	1.75	N/A
General Plan	\$	-	\$	0.08	N/A
Administration	\$	-	\$	0.34	N/A
TOTAL	\$	12.84	\$	17.44	36%

Multi Family	Existing Fee ⁽¹⁾		Proposed Fee		Percentage Change
Public Facilities	\$	4.73	\$	5.79	22%
Traffic Signal	\$	0.19	\$	0.29	52%
Traffic Mitigation	\$	1.84	\$	2.07	12%
Drainage	\$	1.60	\$	0.43	-73%
Park in-lieu	\$	5.76	\$	7.41	29%
Fire Facilities	\$	-	\$	1.95	N/A
General Plan	\$	-	\$	0.09	N/A
Administration	\$	-	\$	0.36	N/A
TOTAL	\$	14.12	\$	18.39	30%

Notes:

- 1 Existing fees were converted from a fee per dwelling unit to per square foot using the same residential size assumptions in this study to provide a more accurate comparison to the new fee structure.
- 2 Drainage Fee for existing Single Family takes the average of Land Uses: HL, R1, R1A, and R2.

Table 1-3 compares the Proposed Fees against the Existing Fees for Non-Residential Land Uses. Office and Commercial land uses experience a large increase (126% and 39% respectively), mainly due to the Traffic Signal and Traffic Mitigation fees. The existing fees collected on these two land uses were abnormally low. Furthermore, the assumptions for non-residential development have changed significantly since the prior fee update, which greatly impacted the analysis.

Table 1-3: Comparison of Proposed and Existing Development Impact and In-Lieu Fees (Non-Residential)

Commercial	Existing Fee		Proposed Fee		Percentage Change
Public Facilities		Exempt		Exempt	Exempt
Traffic Signal	\$	1,627.00	\$	1,884.95	16%
Traffic Mitigation	\$	10,090.00	\$	13,462.20	33%
Drainage	\$	1,507.00	\$	1,689.92	12%
Park in-lieu		Exempt		Exempt	Exempt
Fire Facilities	\$	-	\$	887.29	N/A
General Plan	\$	-	\$	39.84	N/A
Administration	\$	-	\$	359.28	N/A
TOTAL	\$	13,224.00	\$	18,323.48	39%

Office	Existing Fee		Proposed Fee		Percentage Change
Public Facilities		Exempt		Exempt	Exempt
Traffic Signal	\$	487.00	\$	1,040.14	114%
Traffic Mitigation	\$	3,023.00	\$	7,428.64	146%
Drainage	\$	1,507.00	\$	631.53	-58%
Park in-lieu		Exempt		Exempt	Exempt
Fire Facilities	\$	-	\$	1,950.08	N/A
General Plan	\$	-	\$	87.56	N/A
Administration	\$	-	\$	222.76	N/A
TOTAL	\$	5,017.00	\$	11,360.71	126%

Industrial	Existing Fee		Proposed Fee		Percentage Change
Public Facilities		Exempt		Exempt	Exempt
Traffic Signal	\$	204.00	\$	240.67	18%
Traffic Mitigation	\$	1,262.00	\$	1,718.83	36%
Drainage	\$	1,507.00	\$	1,295.13	-14%
Park in-lieu		Exempt		Exempt	Exempt
Fire Facilities	\$	-	\$	195.01	N/A
General Plan	\$	-	\$	8.76	N/A
Administration	\$	-	\$	69.17	N/A
TOTAL	\$	2,973.00	\$	3,527.57	19%

Program Administration Fee

The City oversees the implementation and administration of the DIF Program, consistent with the requirements of the Mitigation Fee Act. A two percent (2%) Program Administration Fee is added

to fund the costs of the City's management and ongoing fee program administration, collection, and reporting. This includes costs associated with City staff and consultant time, studies, and administration to support the program. Industry standard ranges from three to six percent (3-6%) of the fee for the administrative component of a development fee program. The administrative functions include, but are not limited to, the following:

- Annual fee adjustments
- Annual fee reporting
- Additional fee reporting every five years
- Posting of nexus studies and fee schedules on the City's website
- Nexus study updates every eight years (an AB602 requirement)
- Master Plans necessary to support the Nexus study updates
- Staff and consultant time related to fee preparation, collection, tracking, and administration
- Staff and consultant time needed to track credits and reimbursements for improvements constructed in the fee program

In addition to the aforementioned administrative activities, the City is responsible for both (i) using fee revenues to plan for and construct required capital facilities and (ii) pursue other funding sources, as required, to bridge financial gaps between what is collected and the actual cost to construct needed facilities. Furthermore, given the additional fee reporting requirements of AB516, posting of information per AB1483, Nexus Study updates every eight years per AB602, and additional staff time to administer this fee program and the potential for a Master Plan in the future to support a Nexus Study update, a two percent (2%) Program Administration Fee is necessary to fund these additional requirements.

Fee Adjustment Procedures

The DIFs may be adjusted periodically to reflect revised facility requirements, receipt of funding from alternative sources (i.e., State or Federal grants), revised facilities or costs, changes in demographics, changes in the average unit square footage, or changes in the land use plan. In accordance with Santee Municipal Code section 12.30.050, Santee Development Impact Fees are automatically adjusted for inflation on July 1 of each year. The inflation adjustment is two percent or based on the previous calendar years increase in the San Diego Consumer Price Index (CPI-U: All Items) as published by the Bureau of Labor Statistics, whichever is higher. The City will amend the current municipal code to reflect adjusting the fees annually on July 1st of each year using the Construction Cost Index (CCI) for the 20-City Average, as reported by Engineering News Record (ENR), for a twelve-month period or a similar published index if the CCI Index is no longer available.

Timing of Fee Payment

Fees will be collected at the time the building permit for the project is issued. All residential projects will pay a fee based on the livable square footage of the residential unit(s). For high-density residential projects (defined in the General Plan as high-density residential development with multi-family dwellings, including apartments and condominiums), the fees will be due at the time of the building permit for each building. For high-density residential projects with communal space, the non-residential communal portion (i.e., clubhouse, maintenance facility, gym, etc.) will not be assessed impact fees as the impact is assumed to be captured in the residential fees. Areas that are accessible by the public (i.e., leasing office) will be charged impact fees according to use.

Section 2 Legal Context and Methodology

Nexus Requirement Summary

AB1600 was enacted by the State of California in 1987 creating the Mitigation Fee Act - Section 66000 et seq. of the Government Code. The Mitigation Fee Act requires that all public agencies satisfy the following requirements when establishing, increasing, or imposing a fee as a condition of approval of a development project:

1. Identify the purpose of the fee.
2. Identify the use to which the fee is to be put. If the use is financing public facilities, the facilities shall be identified.
3. Determine how there is a reasonable relationship between the fees use and the type of development project on which the fee is imposed.
4. Determine how there is a reasonable relationship between the need for the public facility and the type of development project on which the fee is imposed.
5. Determine how there is a reasonable relationship between the amount of the fee and the cost of the public facility or portion of the public facility attributable to the development on which the fee is imposed.

The purpose of this report is to demonstrate that all fee components comply with the Mitigation Fee Act. The assumptions, methodologies, facility standards, costs, and cost allocation factors that were used to establish the nexus between the fees and the development on which the fees will be charged are summarized in subsequent sections of this Report.

AB602

AB602, which was enacted by the State of California in 2021, amended Sections 65940.1 and 66019 of, and added Section 66016.5 to the Government Code. AB602 requires that if a local agency conducts and adopts an impact fee nexus study after January 1, 2022, the local agency shall follow all of the following standards and practices:

1. Before the adoption of an associated development fee, an impact fee nexus study shall be adopted.
2. When applicable, the nexus study shall identify the existing level of service for each public facility, identify the proposed new level of service, and include an explanation of why the new level of service is appropriate.
3. A nexus study shall include information that supports the local agency's actions, as required by subdivision (a) of Section 66001 of the Government Code.
4. If a nexus study supports the increase of an existing fee, the local agency shall review the assumptions of the nexus study supporting the original fee and evaluate the amount of fees collected under the original fee.

5. A nexus study adopted after July 1, 2022, shall calculate a fee imposed on a housing development project proportionately to the square footage of proposed units of the development. A local agency that imposes a fee proportionately to the square footage of the proposed units of the development shall be deemed to have used a valid method to establish a reasonable relationship between the fee charged and the burden posed by the development. A nexus study is not required to comply with the requirements to calculate a fee imposed on a housing development project proportionally to the square footage of the proposed units if the local agency makes the following findings:
 - An explanation as to why square footage is not appropriate metric to calculate fees imposed on housing development project.
 - An explanation that an alternative basis of calculating the fee bears a reasonable relationship between the fee charged and the burden posed by the development.
 - That other policies in the fee structure support smaller developments, or otherwise ensure that smaller developments are not charged disproportionate fees.
6. Large jurisdictions shall adopt a capital improvement plan as a part of the nexus study.
7. All studies shall be adopted at a public hearing with at least 30 days' notice, and the local agency shall notify any member of the public that requests notice of intent to begin an impact fee nexus study of the date of the hearing.
8. Studies shall be updated at least every eight years, from the period beginning on January 1, 2022.
9. The local agency may use the impact fee nexus study template developed by the Department of Housing and Community Development pursuant to Section 50466.5 of the Health and Safety Code.

This report demonstrates that all fee components comply with AB602. An analysis of level of service for each applicable fee component is summarized in subsequent sections of this report. The methodologies performed to calculate the updated fees ensure that the costs for facilities are proportionately spread between existing and future users. Any existing deficiencies were removed and are not charged to new development.

Capital Improvement Plan

AB602 states that large jurisdictions shall adopt a capital improvement plan (CIP) as part of the nexus study. This report includes the facilities to be adopted as the City's CIP for the DIF program in **Appendix A**.

Methodology

Imposed fees require various findings to ensure that a reasonable relationship exists between the fee amount and the cost of the facility or portion of the facility attributable to the new development. Several methodologies are available to determine fee amounts. The most common methodologies are defined by the “Impact Fee Nexus Study Template” prepared for the California Department of Housing and Community Development by Turner Center for Housing Innovation at UC Berkeley. Choosing the appropriate methodology depends on the type of facility for which the fee is calculated and the availability of documentation to support the fee calculation. Following is a discussion of the methodologies available to calculate the separate fee components in this report.

Existing Inventory Method

The existing inventory method, also known as the “incremental method” uses a facility standard based on the ratio of existing facilities to the demand on the facilities by the existing service population on a cost per unit or cost per square foot basis. Under this approach, new development funds the expansion of facilities at the same standard currently serving existing development. By definition, the existing inventory method ensures that no facility deficiencies are spread to future development. This method is often used when a long range plan for new facilities is not available.

Planned Facilities Method

The planned facilities method calculates the proposed fee based on the ratio of planned facilities to the increase in demand associated with new development. This method is appropriate when planned facilities have been defined by a long range master plan or expenditure plan which includes specific facilities and cost estimates. As the Planned Facilities Method relies on a long range master plan that may change as the plan is implemented, fees based on this methodology need to be regularly updated to remain consistent with the project lists and current plans.

System Plan Method

The system plan method utilizes an integrated approach to allocate the cost of existing facilities and the costs of planned facilities to the total development in the study area. This method is appropriate when calculating a systemwide fee in which new development will fund an integrated system of facilities at the future standard attributable to new development. By spreading the costs of an integrated system incorporating the existing facilities and planned facilities costs to the total development in the study area, this ensures that new development only pays their proportional share of the total system costs and is not responsible for rectifying any existing deficiencies.

Section 3 Population and Land Use Assumptions

Land Use Types

To ensure a reasonable relationship between each fee and the type of development paying the fee, different land use types must be distinguished. The land use categories used in this analysis are defined below.

- **Single Family Residential (SFR):** Detached single-family dwelling units. Includes very low density, low density, and age-restricted units.
- **Multi-Family Residential (MFR):** Attached residential projects.
- **Accessory Dwelling Unit (ADU):** A second unit, attached or detached from a SFR.
- **Commercial:** All commercial, retail, educational, hotel/motel development, and mixed-use development.
- **Office:** All general, professional, and medical office development.
- **Industrial:** All manufacturing and warehouse development.

Some developments may include more than one land use type, such as an industrial warehouse with living quarters (a live-work designation) or a planned unit development with both single and multi-family uses. In these cases, the fees will be calculated separately for each land use type.

Growth Forecasts

Growth projections are used as indicators of demand and projected revenue to fund the infrastructure identified in **Appendix A**. The City's existing population and Buildout population projections are critical assumptions used throughout the fee sections that follow in this report. The following resources were used as part of this analysis:

- Estimates of total development through Buildout were based on the City's land use plan from the City's Housing Element Cycle 2021-2029 and the City's Planning Department's land use analysis.
- Population projections were based on the land use projections and the estimated persons per household taken from the US Census American Community Survey.
- Existing population estimates are based on the existing land uses and persons per household taken from the US Census American Community Survey. Existing non-residential worker populations are based on non-residential land use data from the City's Planning Department and the corresponding employment densities.
- Worker projections are based on estimated buildout square footage and the employees per square feet assumption from the USGBC LEED BD+C: New Construction | v4 – Default Occupancy Counts.

Table 3-1 identifies the existing and future residential units and non-residential square feet. The land use information is based on the City’s General Plan, City of Santee Housing Element Cycle 2021-2029, and City planning staff. The Office land use is treated as commercial use in the General Plan and Zoning Ordinance. For purpose of this analysis, 7.6% of Commercial / Office Land growth use is assumed as office space based on current GIS land use office and commercial acres.

Table 3-1: Existing and Future Land Uses

Land Use	Existing	Projected Growth ⁽¹⁾	Total (Buildout)
Residential (Units)			
Single Family	13,801	1,444	15,245
Multi Family	7,447	4,466	11,913
<i>Subtotal Residential</i>	<i>21,248</i>	<i>5,910</i>	<i>27,158</i>
Non-Residential (SF) ⁽¹⁾			
Commercial	2,309,312	1,020,343	3,329,654
Office	189,943	83,924	273,868
Industrial	2,683,296	1,266,299	3,949,595
<i>Subtotal Non-Residential</i>	<i>5,182,551</i>	<i>2,370,566</i>	<i>7,553,117</i>

Notes

¹ Office land use is treated as commercial use in General Plan and Zoning Ordinance. For purpose of this analysis,

7.6% of Commercial/Office Land growth use is assumed as office space based on current GIS land use office and commercial acres.

Table 3-2 identifies the existing service population. Non-residential buildings are typically occupied less than dwelling units, so it is reasonable to assume that average per-worker demand for services is less than average per-resident demand. The 0.37-weighting factor for workers is based upon a 45-hour work week (40 hours of work plus 1 hour lunch break) relative to a resident’s non-working time of 123 hours (168 hours per week less 45 work hours).

Table 3-2: Existing Service Population

Category	Total Persons	Weighting Factor ⁽³⁾	Service Population
Residents ⁽¹⁾	58,086	1.00	58,086
Workers ⁽²⁾	21,968	0.37	8,128
Total	80,054		66,214

Notes:

1 Based on the existing number of units and persons per household assumptions.

2 Employment data based on existing non-residential land use and the corresponding employment densities (Commercial: 1.82, Office: 4.0, Industrial: 0.4).

3 Workers are weighted at 0.37 based on a 45 hour work week relative to a resident’s time of 123 hours (168 hours per week less 45 work hours).

Table 3-3 shows the estimated service population at Buildout.

Table 3-3: Estimated Service Population at Buildout

Category	Total Existing Persons	Total Future Growth	Total Persons	Weighting Factor ⁽³⁾	Service Population
Residents ⁽¹⁾	58,086	14,815	72,901	1.00	72,901
Workers ⁽²⁾	21,968	2,700	24,668	0.37	9,127
Total	80,054	17,515	97,569		82,028

Notes:

- 1 Based on projected growth in units and the resident per unit assumption (2.93 per single family and 2.37 for multi-family).
- 2 Based on projected growth in 1,000 SF of non-residential land use and the corresponding employment densities (Commercial: 1.82, Office: 4.0, Industrial: 0.4).
- 3 Workers are weighted at 0.37 based on a 45 hour work week relative to a resident's time of 123 hours (168 hours per week less 45 work hours).

Occupant Density

Occupant densities ensure a reasonable relationship between the increase in service population and the amount of the fee. Developers pay the fee based on the square footage of additional housing units or building square feet of non-residential development, so the fee schedule must convert service population estimates to these measurements of project size. This conversion is done using the average occupant density factors by land use type shown in **Table 3-4**. The residential density factors were derived from the US Census American Community Survey while the non-residential densities were derived from the U.S. Green Building Council Default Occupancy Counts.

Table 3-4: Persons per Household & Employment Density

Land Use	Density Assumptions	
Residential ⁽¹⁾		
Single Family	2.93	Residents per dwelling unit
Multi-Family	2.37	Residents per dwelling unit
Non-Residential ⁽²⁾		
Commercial	1.82	Employees per 1,000 square feet
Office	4.00	Employees per 1,000 square feet
Industrial	0.40	Employees per 1,000 square feet

Notes:

- 1 Residential residents per dwelling unit extrapolated from American Community Survey 2020 5-Year Estimates for the City of Santee: Table B25032 & B25033.
- 2 Non-Residential employment density's derived from the USGBC LEED BD+C: New Construction | v4 - Default Occupancy Counts.

Average Unit Sizes

To meet AB602 requirement five (5), this Report calculated the average unit size for single family residential and multi-family units based on the estimated average size of planned new development within each land use category in the City. The average unit size is based on the livable square footage of the residential unit for all residential land uses. This Report derived the unit sizes from the City of Santee building permit records.

Basing the average unit size on livable square footage for all residential units is not only consistent with industry standard for fee calculations, it also provides a strong nexus between the impact of the unit and the fee amount. A good example of this industry standard are school fees in California. In California school fees are based on assessable space, which means a quantity equal to the area (expressed in square feet) within the perimeter of a residential structure, not including the carport, walkway, garage, overhang, patio, enclosed patio, detached accessory structure or similar structure.

As stated previously, to accurately capture the impact of a residential project on capital facilities for high-density multi-family residential projects with communal spaces, the communal spaces (i.e., clubhouse, maintenance facility, gym, etc.) will not be assessed impact fees as the impact is assumed to be captured in the residential fees. Areas that contain employees and are accessible by the public (i.e., leasing office) will be charged impact fees according to use. The non-residential area accessible by the public (i.e., leasing office) will be based on the useable size of that area. The usable square footage is the actual area of a space as measured within the demising exterior walls of that space. Including areas that contain employees that are accessible by the public captures the additional impact these new facilities will have on the backbone facilities in the City.

Table 3-5 summarizes the estimated average size of planned new development within each residential land use category utilized for this study.

Table 3-5: Residential Land Use Average Unit Size

Land Use	Average SF Assumption
Residential (Units) ⁽¹⁾	
Single Family	2,200
Multi-Family	1,600

Sources:

¹ City of Santee Building Permit records.

The City will monitor the average size of housing units in the City based on new developments on an annual basis and if the size of units on average are significantly different than anticipated, the fees will be updated as part of the annual update for the fee adjustment to reflect this change in order to ensure the fee program collects the anticipated level of funding.

Section 4 Public Facilities Fee

Background

This section presents an analysis of the need for additional passive and active park facilities and recreational community buildings to accommodate new development in the City and the fees that are necessary in order to ensure that new development provides adequate funding to meet those needs. This Nexus Study updates the methodology of the existing Public Facilities Fee and recommends updated fees.

The Public Facilities Fee is made up of two components, Park Construction and Recreation Facilities such as community centers. Residential development in the City will pay the Public Facilities Fee at building permit issuance.

For the Park Construction Component, the park cost was estimated based on the existing City adopted standard of five (5) acres of developed parkland per 1,000 residents. The Public Facilities Fee is for facility development cost only and does not include parkland acquisition costs, which is acquired through the Quimby Act which requires developers to either dedicate land to satisfy their parkland requirement or pay an in-lieu fee. Please see **Chapter 8** of this study for further detail on the Parks-in-Lieu Fee. The Public Facilities Fee applies only to new residential development.

The Public Facilities Fee also includes the cost of recreation facilities. The Public Facilities Fee recreation component is calculated using the Planned Facilities Methodology taking into account the cost of future recreation facilities.

Service Population

The Public Facilities Fee is not applied to non-residential development because workers typically do not use park and community recreation facilities.

Current Level of Service

Per AB602, when applicable, the nexus study shall identify the existing level of service for each facility, identify the proposed new level of service, and include an explanation of why the new level of service is appropriate. **Table 4-1** describes the existing Public Facilities provided by the City using facility information and valuation based upon Property Insurance valuation.

Table 4-1: Existing Public Facilities

Facility	Address	Size	Cost Per Unit	Total Cost
Recreation Centers		<i>SF</i>		
Santee Teen Center @ Big Rock Park	8125 Arlette St.	1,648	\$	204,387
City Hall - Building 7	10601 - 10629 Magnolia Ave.	6,222	\$	1,333,423
City Hall - Building 8A & 8P	10601 - 10629 Magnolia Ave.	6,222	\$	1,307,487
Subtotal Recreation Centers				\$ 2,845,297
Recreation Facilities		<i>SF</i>		
City of Santee Aquatic Center (operated by YMCA)	10123 Riverwalk Drive	25,116	\$	3,621,546
Town Center Community Park, Sports Complex (operated by Sportsplex USA)	9951 Riverwalk Drive	7,527	\$	3,320,484
Subtotal Recreation Facilities				\$ 6,942,030
Park Facilities		<i>Acre</i>		
Big Rock Park	8125 Arlette St.	5.00	\$ 725,000	\$ 3,625,000
Deputy Ken Collier Park	9206 Via De Cristina	0.51	\$ 725,000	\$ 369,750
Mast Park	9125 Carlton Hills Blvd.	61.16	\$ 725,000	\$ 44,341,000
Mast Park West Trail	9200 Carlton Hills Blvd.	43.26	\$ 725,000	\$ 31,363,500
Shadow Hill Park	9161 Shadow Hill Rd.	5.69	\$ 725,000	\$ 4,125,250
Sky Ranch Park	5850 Cala Lily St.	1.36	\$ 725,000	\$ 986,000
Town Center Park - East	550 Park Center Dr.	55.00	\$ 725,000	\$ 39,875,000
Town Center Park - West	9545 Cuyamaca St.	10.20	\$ 725,000	\$ 7,395,000
Walker Preserve	9500 Magnolia Ave	105.08	\$ 725,000	\$ 76,183,000
West Hills Park	8790 Mast Blvd.	8.41	\$ 725,000	\$ 6,097,250
Woodglen Vista Park	10250 Woodglen Vista Dr.	15.00	\$ 725,000	\$ 10,875,000
Weston Park	9050 Trailmark Way	4.47	\$ 725,000	\$ 3,240,750
Subtotal Park Facilities				\$ 228,476,500
Total Facilities				\$ 238,263,827

Table 4-2 calculates the existing level of service per resident by dividing the total cost of the existing Public Facilities by the existing resident population. The existing level of service exceeds the proposed fee level.

Table 4-2: Existing Level of Service per Resident

Description	Value
Existing Facilities	
Recreation Centers	\$ 2,845,297
Recreation Facilities	\$ 6,942,030
Park Facilities ⁽¹⁾	\$ 228,476,500
<i>Subtotal Facilities</i>	\$ 238,263,827
<i>Soft Costs</i> ⁽²⁾	\$ 95,305,531
<i>Existing Fund Balance</i>	\$ 8,921,073
Total Costs	\$ 342,490,431
Existing Service Population ⁽³⁾	58,086
Total Existing Level of Service per Resident	\$ 5,896.26

Notes:

- 1 Existing Facilities values derived from insurance valuation of existing Recreation buildings and Park Facilities Costs valued at \$725,000/acre.
- 2 Soft Costs include: 10% - Construction Contingency, 15% - Design/Environmental, and 15% - Construction Admin/Inspection.
- 3 Existing Service population comprises of City resident population and worker population (weighted at 0.37 based on a 45 hour work week).

Planned Level of Service

The City has established a goal for parks at five (5) acres of developed public parkland per 1,000 residents, per the General Plan and Parks and Recreation Master Plan. This analysis is based on the existing City standard of five (5) acres of parkland per 1,000 residents, where new development will contribute and develop five (5) acres of developed public parkland per 1,000 residents. New development will be required to meet the standard of five (5) acres of developed public parkland per 1,000 residents with this fee. Applying the General Plan standard to new development is consistent with the Mitigation Fee Act, as outlined in Government Code Section 66001, “A fee shall not include the costs attributable to existing deficiencies in public facilities, but may include the costs attributable to the increased demand for public facilities reasonably related to the development project in order to (1) refurbish existing facilities to maintain the existing level of service or (2) achieve an adopted level of service that is consistent with the general plan”.

As detailed in **Table 4-3**, the existing level of service is identified and exceeds this City Standard. In compliance with Government Code Section 66001, the City Standard is utilized for the Park Facilities Fee as it is a City Standard set by the adopted General Plan. New development is expected to pay the fee that results in meeting the City Standard and will not be used to fund existing deficiencies.

The recreation component is new developments’ fair share of planned recreation facilities in the City.

Table 4-3: Existing Level of Service for Parkland

Description	Acres
Existing Parkland ⁽¹⁾	
Park Acreages	315.14
Existing Service Population ⁽²⁾	58,086
Total Existing Level of Service per Resident	5.43

Notes:

1 Existing parkland data from the City of Santee.

2 Existing Service population comprises of just residents and does not factor in non-residential.

Fee Methodology

The Public Facilities Fee is calculated using the Planned Facilities Methodology taking into account the future recreation facilities and the General Plan Standard taking into account City established park acreage standard new development contributes towards. As stated in the “Impact Fee Nexus Study Template” prepared for the California Department of Housing and Community Development by Turner Center for Housing Innovation at UC Berkeley, the Planned Facility Method “Estimates the costs for future facilities needed to serve new development based on a long range expenditure plan for these future facility costs.” This method is appropriate when planned facilities are mostly for the benefit of new development. Per the “Impact Fee Nexus Template”, the Planned Facilities Methodology estimates the costs for future facilities needed to serve new development based on a long range expenditure plan for these future facility costs. This should include identifying what types of public facilities will be needed in the future to serve new development and their associated costs, which may include refurbishment of existing facilities to maintain the existing level of service or achieving an adopted level of service that is consistent with the General Plan.

The park facilities component uses the Planned Facility Methodology based on the General Plan Standard methodology for calculating the fee. The fees are based on the future developed public parkland needed to maintain the adopted General Plan standard of five (5) acres of parkland per 1,000 residents.

Table 4-4 calculates new developments fair share of recreation facilities based on new future residents as a percentage of the total residents at Buildout.

Table 4-4: Population Allocation for Recreation Facilities

Description	Value
Population	
Existing Service Population (Residents)	58,086
Total Buildout Service Population (Residents)	72,901
Net Future Population	14,815
Population Allocation	
Existing Service Population	80%
Future Additional Population	20%
Total Population	100%

Table 4-5 calculates the Recreation Cost per resident by summing up future planned facilities costs attributable to the fee program, allocates the cost to new development based on population, and divides by the future service population. Planned Recreation Facilities were sourced from the City of Santee’s AB1600 Annual and Five-Year Report (2023).

Table 4-5 shows the percent attributable to new development.

Table 4-5: Planned New Public Facilities

Description	Construction Cost	Size (SF)	Attributable to Fee Program ³	Cost Attributable to Fee Program
Recreation Facilities				
Santee Community Center ⁽¹⁾	\$ 21,000,000	12,500	20%	\$ 4,200,000
Total Recreation Facilities Cost				\$ 4,200,000
Future Service Population ⁽²⁾				14,815
Recreation Cost per Resident				\$ 283.50

Notes:

- 1 Other funding sources for this community center, including existing fund balance, are shown in the adopted Santee CIP 2024.
- 2 Future Service Population does not include workers.
- 3 Costs attributable to the fee program are based on population growth.

Table 4-6 calculates the Park Facilities cost per resident by dividing the cost of park construction per acre by the City standard of 5.0 acres of parkland per 1,000 residents. Fee revenues may be used to construct park improvements and facilities on land dedicated by developers in accordance with the City’s Quimby Ordinance or though land purchased through the payment of the proposed Parks-in-Lieu Fee (see **Chapter 8**).

Table 4-6: Park Facilities Construction Costs per Resident

Park Construction		
Park Construction Cost per Acre ⁽¹⁾	\$	725,000
Required Acres/1,000 Residents ⁽²⁾		5.0
Park Facilities Cost per Resident	\$	3,625.00

Notes:

- 1 Park Construction Cost per acre estimated based on last City Neighborhood park construction cost (Weston Park).
- 2 The City's Parks and Recreation Master Plan sets the City's standard of public parkland at 5 acres for every 1,000 people.

Table 4-7 identifies the public facilities cost per capita by taking the future cost of public facilities improvements and dividing by the future service population.

Table 4-7: Public Facility Cost per Resident

Public Facilities Cost per Resident		
Recreation Cost per Resident	\$	283.50
Park Facilities Cost per Resident	\$	3,625.00
Total Cost per Resident	\$	3,908.50

Fee Summary

The Public Facilities Fee per unit is calculated by multiplying the cost per capita by the average number of residents per unit type (density). The fee per unit must then be converted to a fee per square foot by taking the total fee per unit and dividing by the estimated average unit size for each land use to arrive at the fee per square foot. These calculations are shown in **Table 4-8**.

Table 4-8: Public Facilities Fee Cost Summary

Land Use	Cost Per Resident	Density	Average Unit	
			Size (SF)	Fee
Residential			(per Unit)	(per SF)
Single Family	\$ 3,908.50	2.93	\$ 11,451.91	2,200 \$ 5.21
Multi Family	\$ 3,908.50	2.37	\$ 9,263.15	1,600 \$ 5.79

Capital Improvement Projects and Revenue Projections

Based upon the projected new population growth, new development will contribute roughly 74 acres to the City's park system. Given the nature of new development and the fact that neighborhood parks are typically built and dedicated by the developer, the exact identification of future parks are difficult to predict.

Santee Municipal Code (SMC) Chapter 12.40, Park Lands Dedication establishes the provisions for dedication of land, payment of in-lieu fee or a combination of both for the purpose of providing park and recreation facilities to serve future residents of a subdivision development. In most cases, developers build new neighborhood parks on behalf of the City as a condition of residential subdivision construction and to fulfill their Quimby park acreage dedication requirements. Developer-built parks can often be delivered faster than City-built park projects due to economies of scale as developers are already building within their subdivisions and the constraint in City staff resources. Developers who build and dedicate parks, will be given credits against their park component of the Public Facilities Fee. Due to this requirement, it is not possible nor necessary to include a CIP list for neighborhood parks. Should the park construction component of the Public Facilities Fee be collected, the City will allocate these to new parks through the City’s CIP process.

As for Community Parks, developers typically pay the fee instead of building the community park due to the large size and advanced planning community parks require, however in some cases community parks are built by developers. The Fanita Ranch Specific Plan includes 31.2 acres for a community park, which includes 19.7 active acres and 11.5 passive community park. Per the public park credit provisions set forth in City’s Municipal Code Section 12.40.110, developed park land dedicated to and maintained by the City of Santee will receive up to 100 percent park credit. Developed park land maintained by an HOA and trail systems will receive up to 50 percent credit per the private park credit provisions in SMC Section 12.40.100. Per the Fanita Ranch Specific Plan, the developer plans to dedicate this land. The Community Park is included in the CIP, which is **Table A-1 in Appendix A**.

Table 4-9 summarizes the anticipated Public Facilities Fee revenue. The revenue will be available to expand the City’s Park and Recreation facilities to meet the needs of new residents. Based on the population estimates in this Nexus Study and using the City General Plan standard of 5 acres per 1,000 residents, it is anticipated that approximately 74.08 additional acres of parks facilities are needed to meet the needs of the City, plus recreation facilities, at Buildout at a cost of approximately \$58 million.

Table 4-9: Public Facilities Fee Estimated Revenue at Buildout

Land Use	Proposed Fee ⁽¹⁾	Anticipated Growth	SF Assumptions	Anticipated Fee Collection at Buildout ⁽²⁾
Residential	(per SF)	(units)		
Single Family	\$ 5.21	1,444	2,200	\$ 16,551,128
Multi Family	\$ 5.79	4,466	1,600	\$ 41,373,024
Total				\$ 57,924,152

Notes:

- 1 The proposed fee does not include the administrative portion of the fee.
- 2 Total anticipated fee revenue may differ slightly from cost attributable to fee program due to rounding.

Nexus Requirement Summary

The Public Facilities Fee component of the DIF program meets the Mitigation Fee Act Requirements, as described in this section.

Requirement 1: Identify the purpose of the fee.

The purpose of the Public Facilities Fee is to fund the park and recreation facility needs generated by new development in the City. Each new resident creates a demand for additional park and recreation facilities. The City's adopted standard is to provide 5 acres of parkland for each 1,000 residents. In order to accommodate these needs, new park facilities will be built and/or existing park facilities will be expanded. The City has planned future recreation facilities and each new resident creates a demand for additional recreation facilities. In order to accommodate these needs, new recreation facilities will be built or existing recreation facilities will be expanded. **Table 4-6** and **Table 4-7** calculate the parks and recreation cost per capita based on the City standard for parks and the estimated construction cost and planned recreation facilities.

Requirement 2: Identify the use of the fee.

The Public Facilities Fee will be used to fund new park and recreation development in order to meet the City's General Plan and Parks and Recreation Master Plan standards discussed in this chapter. Park expansion is necessary to meet the City's adopted standards of five acres of parkland for each 1,000 new residents. In most cases, developers build new neighborhood parks on behalf of the City as a condition of residential subdivision construction and to fulfill their Quimby park acreage dedication requirements. The location of the neighborhood parks will be determined based on the location of the new development project, as they are typically located within each development. The recreation component of the fee will be used to fund new or expand existing recreation facilities, such as the planned Community Center. The City has 31.2 acres of community park planned in Fanita Ranch, and it is anticipated that the developer will dedicate this acreage for the City to develop. As future developments come online and the Public Facilities Fee is collected, the City will identify future community park sites to program the remaining acres. The anticipated fee revenue to fund these facilities at Buildout is shown on **Table 4-9**.

Requirement 3: Determine how there is a reasonable relationship between the fee's use and the type of development project on which the fee is imposed.

The fee will be used to fund new parks and recreation facilities that are necessary to serve the increased residents in the City. New residential development generates additional residents which increases the demand for park and recreation facilities. The Public Facilities Fee is calculated using the City's General Plan standard of five (5) acres of park per 1,000 residents and planned recreation facilities. Residential development is responsible for paying its fair share to meet the City's standard and the cost of recreation facilities attributable to new development. Non-residential uses do not pay the fee since they do not generate additional residents and workers have minimal impact on the City's park and recreation system.

Table 4-6 and **Table 4-7** calculate the cost per capita and then allocates the cost to each development type based on the estimated persons per household. **Table 4-8** then calculates the cost per square foot for the residential units based on the estimated average unit size. By basing the fee on the size of the unit and the estimated number of new residents that is anticipated to be generated by the addition of that square footage, the fee is directly correlated to the increased need for new parks.

Requirement 4: Determine how there is a reasonable relationship between the need for the public facility and the type of development project on which the fee is imposed.

Each new residential development is anticipated to generate new residents. The addition of new residents creates the need for new parks and recreation facilities to meet the City's General Plan park standard of five (5) acres per 1,000 residents and planned recreation facilities. The fee is directly correlated to the number of new residents expected to be generated by each type of development. Non-residential development does not pay for parks as non-residential developments do not generate a significant demand for park and recreation facilities. Residential development pays its fair share based on the estimated persons the new unit is expected to generate.

Requirement 5: Determine how there is a reasonable relationship between the amount of the fee and the cost of the public facility or portion of the public facility attributable to the development on which the fee is imposed.

As new residential units are constructed, new park facilities are necessary to meet the City's General Plan standard of 5 acres of park per 1,000 residents. New recreation facilities are necessary based on new developments fair share of the planned facilities. The Public Facilities Fee is calculated by totaling the Recreation (**Table 4-6**) and Park Facilities (**Table 4-7**) costs per resident. The cost per capita is then allocated to each residential land use based on the persons per household each unit is expected to generate and divided by the average unit size in square feet to determine the fee per square foot as shown in **Table 4-8**. Since the need for park and recreation facilities is based on the number of new residents, calculating the fee based on the number of persons each unit is expected to generate and converting to a fee per square feet, ensures that each new residential unit is paying only its fair share of the required facilities.

By determining the fee based on the estimated new residents that would be generated by new development, each new residential unit is paying only its fair share of the facilities required. Non-residential land uses are not assessed a Public Facilities Fee as non-residential development will not generate an increase in park and recreation facility demand.

Section 5 Traffic Signal Fee

Background

This section presents an analysis of the City’s Traffic Signal Fee. The proposed Citywide Traffic Signal Fee covers the costs of maintaining existing traffic signals and construction of new traffic signals to meet the needs of new development. The Traffic Signal Fee uses the System Plan Method to calculate the fee. The System Plan Method utilizes an integrated approach to allocate the cost of existing facilities and the costs of planned facilities to the total development in the study area.

As shown in **Table 5-1**, the future traffic signal facilities costs were developed by the City based on facilities necessary to serve new development.

Table 5-1: Traffic Signal Facilities – Planned Facilities

Facility/Project	Major Street	Minor Street	Unit	Unit Cost	Total Cost
Traffic Signal			Phases		
New Signal - 6 Phase Signal	Magnolia Ave	Princess Joann Rd	6	415,000	\$ 415,000.00
New Signal - 6 Phase Signal	Cottonwood Ave	Riverview Pkwy	6	415,000	\$ 415,000.00
New Signal - 8 Phase Signal	Woodside Ave	Mission Del Magnolia / Riderwood Terrace	8	450,000	\$ 450,000.00
New Signal - 8 Phase Signal	Mission Gorge Rd	Marrokal Ln	6	415,000	\$ 415,000.00
New Pedestrian Signal - Hawk	Mission Gorge Rd	Forester Creek	n/a	220,000	\$ 220,000.00
New Pedestrian Signal - Hawk	Cuyamaca St	South River Trail	n/a	220,000	\$ 220,000.00
New Pedestrian Signal - Hawk	Prospect Ave	Forester Creek	n/a	220,000	\$ 220,000.00
<i>Subtotal Traffic Signal</i>					\$ 2,355,000.00
Traffic Signal Modifications			QTY		
Update/replace traffic signal cabinet and controllers	Various	-	4	\$ 49,000	\$ 196,000.00
Pedestrian Ramp Upgrades	Various	-	11	\$ 9,800	\$ 107,800.00
Audible Pedestrian Signal Button Installation	Various	-	28	\$ 14,000	\$ 392,000.00
Smart Signals and Controller/Detection Upgrades	Various Arterials	-	21	\$ 80,000	\$ 1,680,000.00
Signal Modification	Carlton Oaks Dr	Wethersfield Rd	n/a		\$ 439,000.00
Signal Modification	Mast Blvd	Carlton Hills Blvd	n/a		\$ 203,900.00
<i>Subtotal Traffic Signal Modifications</i>					\$ 3,018,700.00
Communications			QTY		
Install new fiberoptic communication	Magnolia Ave	Park Center to Riverview Pkwy	2,000	\$ 108	\$ 56,000.00
Install new fiberoptic communication	Mission Gorge Rd	Fanita to Father Junipero	10,500	\$ 108	\$ 504,000.00
<i>Subtotal Communications</i>					\$ 560,000.00
Total Traffic Signal Facilities Costs⁽¹⁾					\$ 5,933,700.00

1 Item costs include markup for design (15%), construction admin (15%), Contingency (10%).

Table 5-2 describes the existing Traffic Signal Facilities provided by the City using facility information and valuation based upon Property Insurance valuation.

Table 5-2: Existing Traffic Signal Facilities (page 1 of 2)

Facility	Major Street	Minor Street	Unit	Total Cost
Traffic Signal			Phases	
Traffic Signal City ID #1	Mast Boulevard	West Hills High School	6	\$ 375,000.00
Traffic Signal City ID #2	Mast Boulevard	Weston Drive	8	\$ 410,000.00
Traffic Signal City ID #3	Mast Boulevard	Medina Drive	6	\$ 375,000.00
Traffic Signal City ID #4	Mast Boulevard	Pebble Beach Drive	6	\$ 375,000.00
Traffic Signal City ID #5	Mast Boulevard	Fanita Parkway	8	\$ 410,000.00
Traffic Signal City ID #6	Mast Boulevard	Carlton Hills Boulevard	8	\$ 410,000.00
Traffic Signal City ID #7	Mast Boulevard	Halberns Boulevard	6	\$ 375,000.00
Traffic Signal City ID #8	Mast Boulevard	Cuyamaca Street	8	\$ 410,000.00
Traffic Signal City ID #9	Mast Boulevard	Billeer Drive	6	\$ 375,000.00
Traffic Signal City ID #10	Mast Boulevard	Park Center Drive	6	\$ 375,000.00
Traffic Signal City ID #11	Mast Boulevard	Magnolia Avenue	8	\$ 410,000.00
Traffic Signal City ID #12	Mission Gorge Road	Father Junipero Serra Trail	6	\$ 375,000.00
Traffic Signal City ID #13	Mission Gorge Road	West Hills Parkway	8	\$ 410,000.00
Traffic Signal City ID #14	Mission Gorge Road	Rancho Fanita Drive	6	\$ 375,000.00
Traffic Signal City ID #15	Mission Gorge Road	Big Rock Road	6	\$ 375,000.00
Traffic Signal City ID #16	Mission Gorge Road	Mesa Road	6	\$ 375,000.00
Traffic Signal City ID #17	Mission Gorge Road	Fanita Drive	8	\$ 410,000.00
Traffic Signal City ID #18	Mission Gorge Road	Carlton Hills Boulevard	8	\$ 410,000.00
Traffic Signal City ID #19	Mission Gorge Road	Marketplace / Kohls	8	\$ 410,000.00
Traffic Signal City ID #20	Mission Gorge Road	Post Office / Lowes	6	\$ 375,000.00
Traffic Signal City ID #21	Mission Gorge Road	Town Center Parkway / Olive Lane	8	\$ 410,000.00
Traffic Signal City ID #22	Mission Gorge Road	Cuyamaca Street	8	\$ 410,000.00
Traffic Signal City ID #23	Mission Gorge Road	Mission Greens Road	8	\$ 410,000.00
Traffic Signal City ID #24	Mission Gorge Road	Riverview Parkway / Tamberly Way	8	\$ 410,000.00
Traffic Signal City ID #25	Mission Gorge Road	Coltonwood Avenue	6	\$ 375,000.00
Traffic Signal City ID #26	Mission Gorge Road	Edgemoor Drive	6	\$ 375,000.00
Traffic Signal City ID #27	Mission Gorge Road	Magnolia Avenue / Woodside Avenue	8	\$ 410,000.00
Traffic Signal City ID #28	Cuyamaca Street	Prospect Avenue	8	\$ 410,000.00
Traffic Signal City ID #29	Cuyamaca Street	Buena Vista Avenue	6	\$ 375,000.00
Traffic Signal City ID #30	Cuyamaca Street	Trolley Square	8	\$ 410,000.00
Traffic Signal City ID #31	Cuyamaca Street	Town Center Parkway	8	\$ 410,000.00
Traffic Signal City ID #32	Cuyamaca Street	Riverpark Drive	6	\$ 375,000.00
Traffic Signal City ID #33	Cuyamaca Street	Riverwalk Drive	6	\$ 375,000.00
Traffic Signal City ID #34	Magnolia Avenue	Prospect Avenue	8	\$ 410,000.00
Traffic Signal City ID #35	Magnolia Avenue	Alexander Way	6	\$ 375,000.00
Traffic Signal City ID #36	Magnolia Avenue	Rockvill Street	8	\$ 410,000.00
Traffic Signal City ID #37	Magnolia Avenue	Riverview Parkway / New Frontier	8	\$ 410,000.00
Traffic Signal City ID #38	Magnolia Avenue	Park Center Drive	6	\$ 375,000.00
Traffic Signal City ID #39	Magnolia Avenue	Braverman Drive	6	\$ 375,000.00
Traffic Signal City ID #40	Magnolia Avenue	Carefree Drive	6	\$ 375,000.00
Traffic Signal City ID #41	Magnolia Avenue	2nd Street	6	\$ 375,000.00
Traffic Signal City ID #42	Magnolia Avenue	El Nopal	8	\$ 410,000.00

Table 5-2: Existing Traffic Signal Facilities (page 2 of 2)

Facility	Major Street	Minor Street	Unit	Total Cost
Traffic Signal			Phases	
Traffic Signal City ID #43	Magnolia Avenue	Woodglen Vista / Len Street	8	\$ 410,000.00
Traffic Signal City ID #44	Prospect Avenue	Fanita Drive	8	\$ 410,000.00
Traffic Signal City ID #45	Prospect Avenue	Ellsworth Lane	6	\$ 375,000.00
Traffic Signal City ID #46	Prospect Avenue	Atlas View Drive	6	\$ 375,000.00
Traffic Signal City ID #47	Prospect Avenue	Olive Lane	8	\$ 410,000.00
Traffic Signal City ID #48	Prospect Avenue	Cottonwood Avenue	6	\$ 375,000.00
Traffic Signal City ID #49	Prospect Avenue	Graves Avenue	6	\$ 375,000.00
Traffic Signal City ID #50	Carlton Hills Boulevard	Willowgrove Avenue	6	\$ 375,000.00
Traffic Signal City ID #51	Carlton Hills Boulevard	Carlton Oaks Drive	8	\$ 410,000.00
Traffic Signal City ID #52	Carlton Hills Boulevard	Stoyer Drive	6	\$ 375,000.00
Traffic Signal City ID #53	Carlton Oaks Drive	Fanita Parkway	6	\$ 375,000.00
Traffic Signal City ID #54	Carlton Oaks Drive	Pebble Beach Drive	6	\$ 375,000.00
Traffic Signal City ID #55	Carlton Oaks Drive	Wethersfield Road	8	\$ 410,000.00
Traffic Signal City ID #56	Town Center Parkway	Costco / Walmart	6	\$ 375,000.00
Traffic Signal City ID #57	Town Center Parkway	Buffalo Wild Wings	6	\$ 375,000.00
Traffic Signal City ID #58	Town Center Parkway	Riverview Parkway	8	\$ 410,000.00
Traffic Signal City ID #59	Post Office	Lowes	4	\$ 345,000.00
Traffic Signal City ID #60	Trolley Square South		4	\$ 345,000.00
Traffic Signal City ID #61	Trolley Square North		4	\$ 345,000.00
Traffic Signal City ID #62	Woodside Avenue	Davidann Road	6	\$ 375,000.00
<i>Subtotal Traffic Signal</i>				\$ 24,105,000.00
Communications			LF	
Interconnect	Citywide	Citywide	74,500	\$ 10,430,000.00
Wireless	Citywide	Citywide	12	\$ 46,800.00
<i>Subtotal Communications</i>				\$ 10,476,800.00
Total Facilities				\$ 34,581,800.00

Trips

To calculate the Traffic Signal Fee and the Traffic Mitigation Fee, this study uses Institute of Transportation Engineers (ITE) common Trip Generation Rates sourced from the ITE Trip Generation Manual, 11th Edition as the base for trip generation assumptions. It is based on the average daily trips which means the total of all one-direction vehicle movements with either the origin or destination inside the study site that includes existing, primary, pass by, and diverted linked trips and is calculated in accordance with the procedures contained in Trip Generation Manual, 11th Edition published by the ITE. For the Traffic Signal Fee, these assumptions are used to calculate the total cost per capita. For the Traffic Mitigation Fee, these assumptions are also used to calculate the proportion of planned facilities that are attributable to new development. **Table 5-3** identifies the Trip Rates per land use. The trip rates are multiplied against the land uses from **Table 3-1** in **Section 3** to calculate the vehicle trips.

Table 5-3: Trip Rates per Land Use

Land Use	Unit	Trip Generation Rate
Residential		
Single Family	Per Dwelling Unit	10.00
Multi Family ⁽¹⁾	Per Dwelling Unit	5.64
Non-Residential		
Commercial ⁽²⁾	Per 1,000 Building SF	22.87
Office	Per 1,000 Building SF	12.62
Industrial ⁽³⁾	Per 1,000 Building SF	2.92

Notes:

- 1 Trip Generation for Multi-Family uses the average of the trip generation assumption for multifamily low-rise and mid-rise housing.
- 2 ITE Trip Generation Manual, 10th Edition notes all Retail and Services land uses are entitled to a "pass-by" trip reduction between 40%-60%. This study assumes a 50% trip reduction for commercial/retail center (shop center and strip retail plaza).
- 3 Industrial assumption is the average of general light industrial, industrial park, manufacturing, and warehousing.

To calculate the Existing Trips per land use (as shown in **Table 5-4**), existing residential units and existing non-residential building square footage (per 1,000 SF) is multiplied by the Trips per Unit or Trips per 1,000 square feet assumptions respectively from **Table 5-3**.

Table 5-4: Existing Vehicle Trips

Land Use	Existing Units / SF	Trips per Unit / 1,000 Bldg. SF	Total Trips (Rounded)
Residential			
	<u>Units</u>	<u>per Unit</u>	
Single Family	13,801	10.00	138,010
Multi Family	7,447	5.64	42,001
Non-Residential			
	<u>1,000 Building SF</u>	<u>per 1,000 Building SF</u>	
Commercial ¹	2,309	22.87	52,807
Office	190	12.62	2,398
Industrial	2,683	2.92	7,834
Total			243,050

Notes:

- 1 ITE Trip Generation Manual, 10th Edition notes all Retail and Services land uses are entitled to a "pass-by" trip reduction between 40%-60%. This study assumes a 50% trip reduction for commercial/retail center (strip commercial).

To calculate the New Trips per land use (as shown in **Table 5-5**), projected new residential units and projected new non-residential building square footage (per 1,000 SF) is multiplied by the Trips per Unit or Trips per 1,000 square feet assumptions respectively from **Table 5-3**.

Table 5-5: New Vehicle Trips

Land Use	Additional Units / SF	Trips per Unit / 1,000 Bldg. SF	Total Trips (Rounded)
Residential	<u>Units</u>	<u>per Unit</u>	
Single Family	1,444	10.00	14,440
Multi Family	4,466	5.64	25,188
Non-Residential	<u>1,000 Building SF</u>	<u>per 1,000 Building SF</u>	
Commercial ¹	1,020	22.87	23,327
Office	84	12.62	1,060
Industrial	1,266	2.92	3,697
Total			67,712

Notes:

1 ITE Trip Generation Manual, 10th Edition notes all Retail and Services land uses are entitled to a "pass-by" trip reduction between 40%-60%. This study assumes a 50% trip reduction for commercial/retail center (strip commercial).

Table 5-6 calculates the buildout trips using the buildout land uses multiplied by the Trips per Unit or Trips per 1,000 square feet assumptions respectively from **Table 5-3**.

Table 5-6: Total Vehicle Trips

Land Use	Total Units / SF	Trips per Unit / 1,000 Bldg. SF	Total Trips (Rounded)
Residential	<u>Units</u>	<u>per Unit</u>	
Single Family	15,245	10.00	152,450
Multi Family	11,913	5.64	67,189
Non-Residential	<u>1,000 Building SF</u>	<u>per 1,000 Building SF</u>	
Commercial ¹	3,329	22.87	76,134
Office	274	12.62	3,458
Industrial	3,949	2.92	11,531
Total			310,762

Notes:

1 ITE Trip Generation Manual, 10th Edition notes all Retail and Services land uses are entitled to a "pass-by" trip reduction between 40%-60%. This study assumes a 50% trip reduction for commercial/retail center (strip commercial).

Service Population

Demand for traffic signal facilities is based on the total trips generated at Buildout conditions. The Traffic Signal Fee utilizes the land use trip generation assumptions presented in **Table 5-6** for the various residential and non-residential land uses based on Institute of Transportation Engineers common Trip Generation Rates (average daily trips) sourced from the ITE Trip Generation Manual, 11th Edition.

Cost Summary

The Traffic Signal Fee will fund the expansion and construction of new traffic signal facilities necessary to serve new growth. These facilities will be necessary to meet the demands of the growth of the City at Buildout. The cost for the Traffic Signal Fee is based on the integrated cost of the current and future facilities. As new development occurs, there are additional trips associated with the new development, which correlates to a need for additional traffic signal improvements. The Nexus Study acknowledges that the existing development will also benefit from these transportation improvements once they are constructed and therefore existing development has a fair share of these improvements. New development also benefits from the existing network of traffic signals and improvements and therefore new development will fund the integrated system of facilities at the existing standard attributable to new development.

The City will review the potential funding sources for traffic signal projects to determine the appropriate funding mechanisms as projects move forward as well as identify funding sources through the CIP process and identify action plans in updates to the City's Strategic Plan. It is important for new development to fund their fair share of their impact on transportation facilities.

Fee Methodology

The Traffic Signal Fee uses the System Plan Method to calculate the fee. As stated in the “Impact Fee Nexus Study Template” prepared for the California Department of Housing and Community Development by Turner Center for Housing Innovation at UC Berkeley, the System Plan Method utilizes an integrated approach to allocate the cost of existing facilities and the costs of planned facilities to the total development in the study area. This method is appropriate when calculating a systemwide fee in which new development will fund an integrated system of facilities at the future standard attributable to new development. By spreading the costs of an integrated system incorporating the existing facilities and planned facilities costs to the total development in the study area, this ensures that new development only pays their proportional share of the total system costs and is not responsible for rectifying any existing deficiencies.

The Traffic Signal Fee is calculated based on the cost per trip generated by existing and new development. The total cost of the facilities identified in **Table 5-1** and **Table 5-2** is spread over the anticipated total number of trips at buildout (existing and generated by future development), as shown in **Table 5-6**, to calculate the cost per trip. The cost per trip is calculated by taking the total cost of traffic signal facilities, calculating the existing trips and future additional trips, dividing the total cost by the total trips to derive at a cost per trip. This calculation is shown in **Table 5-7**.

Table 5-7: Traffic Signal Facilities Cost per Vehicle Trip

	Value
Existing Facilities ⁽¹⁾	
Traffic Signal	\$ 24,105,000
Communications	\$ 10,476,800
<i>Subtotal Existing Facilities</i>	<i>\$ 34,581,800</i>
<i>Soft Costs ⁽²⁾</i>	<i>\$ 13,832,720</i>
<i>Existing Fund Balance</i>	<i>\$ 353,190</i>
Total Existing Costs	\$ 48,767,710
New Facilities ⁽³⁾	
Traffic Signal	\$ 2,355,000
Traffic Signal Modifications	\$ 3,018,700
Communications	\$ 560,000
<i>Subtotal New Facilities</i>	<i>\$ 5,933,700</i>
<i>Soft Costs ⁽²⁾</i>	<i>\$ -</i>
Total New Costs	\$ 5,933,700
Total Traffic Signal Cost	\$ 54,701,410
Total Buildout Trip Generation ⁽⁴⁾	310,762
Cost per Trip	\$ 176.02

Notes:

1 Existing Facilities values derived from City Engineer cost estimate of replacement value of existing facilities.

2 Soft Costs include 10% - Construction Contingency, 15% - Design and Environmental, and 15% - Construction Admin/Inspection.

3 Based on new facilities provided by the City.

4 Total Trip Generation derived using existing residential units and non-residential land use assumptions.

The Traffic Signal Fee calculated on **Table 5-7** is the maximum justifiable fee using the System Plan method, but **Table 5-8** shows the fee calculation for the fee used in this analysis based on the facilities necessary to serve new development. The Traffic Signal Fee used in this analysis is calculated based on the cost per trip generated by new development. The total cost of the facilities identified in **Table 5-1** is spread over the anticipated total number of trips at buildout (generated by future development), as shown in **Table 5-5**, to calculate the cost per trip. This calculation is shown in **Table 5-8**.

Table 5-8: Traffic Signal Existing Facilities Cost per Vehicle Trip

Cost per Trip		
Traffic Signal Facilities	\$	5,933,700.00
Less Fund Balance ⁽¹⁾	\$	(353,190.00)
Total Traffic Signal Facilities	\$	5,580,510.00
Additional Trip Generation	\$	67,712
Cost per Trip	\$	82.42

Notes:

1 Fund Balance as of 06/30/2024 and provided by the City's Finance Department.

Fee Summary

The Traffic Signal Fee for new development is calculated by multiplying the cost per trip identified in **Table 5-8** by trip generation rate for each land use. The residential fee per unit is converted to a fee per square foot by dividing the fee per unit by the unit size estimated in **Table 3-5**. **Table 5-9** shows the proposed new Traffic Signal Fees for new development.

Table 5-9: Traffic Signal Fee Summary

Land Use	Cost Per Trip	Trip Generation ⁽¹⁾	Fee	Average Unit Size (SF)	Fee
Residential			(per Unit)		(per SF)
Single Family	\$ 82.42	10.00	\$ 824.20	2,200	\$ 0.37
Multi Family	\$ 82.42	5.64	\$ 464.85	1,600	\$ 0.29
Non-Residential			(per 1,000 SF)		
Commercial ⁽²⁾	\$ 82.42	22.87	\$ 1,884.95		
Office	\$ 82.42	12.62	\$ 1,040.14		
Industrial	\$ 82.42	2.92	\$ 240.67		

Notes:

- 1 Institute of Transportation Engineers common Trip Generation Rates (PM Trip Rate) sourced from the ITE Trip Generation Manual, 11th Edition.
- 2 ITE Trip Generation Manual, 10th Edition notes all Retail and Services land uses are entitled to a "pass-by" trip reduction between 40-60%. This study assumes a 50% trip reduction for commercial.

Reduced Traffic Fee

Residential developments near transit stations generate fewer trips than traditional land use configurations that rely on vehicles as the primary mode of transportation. According to various transportation studies, measurable trip reductions result for projects that are near transit stations and where there are a diversity of land uses that promote connectivity and walkability. To account for the reduced trip rates generated by projects meeting the above characteristics, an additional trip adjustment factor is applied to new residential land uses meeting the following criteria:

1. The housing development is located within one-half mile of a transit station and there is direct access between the project and the transit station along a barrier-free walkable pathway not exceeding one-half mile in length.
2. Convenience retail uses, including a store that sells food, are located within one-half mile of the housing development.
3. The housing development provides either the minimum number of parking spaces required by the local ordinance, or for residential units, no more than one onsite parking space for zero to two bedroom units, and two onsite parking spaces for three or more bedroom units, whichever is less.

For purposes of this reduction, the definition of transit station shall be defined by California Government Code Section 65460.1, “Transit station” means a rail or light-rail station, ferry terminal, bus hub, or bus transfer station. Also, a “housing development” shall be defined by California Government Code Section 66005.1, which is a development project with common ownership and financing consisting of residential use or mixed use where not less than 50 percent of the floorspace is for residential use.

Commercial trips often coincide with other trips (i.e., Person A stops by the store on their way home from work, Person B stops by a restaurant after grocery shopping, etc.) This “pass-by” trip reduction amount is factored into the Commercial trip generation estimates (**Table 5-3**) as well as the fee for commercial land use in **Table 5-9**.

Revenue Projections

Table 5-10 summarizes the anticipated Traffic Signal Fee revenue collected at Buildout. The revenue will be used to fund the traffic signal facilities shown on **Table 5-1**.

Table 5-10: Anticipated Traffic Signal Fee Collection at Buildout

Land Use	Proposed Fee ⁽¹⁾	Anticipated Growth	SF Assumptions	Anticipated Fee Collection at Buildout ⁽²⁾
Residential	(per SF)	(Units)	(SF)	
Single Family	\$ 0.37	1,444	2,200	\$ 1,175,416
Multi Family	\$ 0.29	4,466	1,600	\$ 2,072,224
Non-Residential	(per 1,000 SF)	(1,000 SF)		
Commercial	\$ 1,884.95	1,020.34		\$ 1,923,290
Office	\$ 1,040.14	83.92		\$ 87,289
Industrial	\$ 240.67	1,266.30		\$ 304,760
Total				\$ 5,562,979

Notes:

1 The proposed fee does not include the administrative portion of the fee.

2 Total anticipated fee revenue may differ slightly from cost attributable to fee program due to rounding. Rounded to nearest dollar.

Current Level of Service

Per AB602, when applicable, the nexus study shall identify the existing level of service for each traffic signal facility, identify the proposed new level of service, and include an explanation of why the new level of service is appropriate. As shown on **Table 5-11**, the proposed Traffic Signal Fee is less than the existing level of service.

Table 5-11: Existing Level of Service per Vehicle Trip

Description	Value
Existing Facilities ⁽¹⁾	
Traffic Signal	\$ 24,105,000
Communications	\$ 10,476,800
<i>Subtotal Facilities</i>	\$ 34,581,800
<i>Soft Costs ⁽²⁾</i>	\$ 13,832,720
<i>Existing Fund Balance</i>	\$ 353,190
Total Costs	\$ 48,767,710
Existing Trip Generation ⁽³⁾	243,050
Cost per Trip	\$ 200.65

Notes:

- 1 Existing Facilities values derived from City Engineer cost estimate of replacement value of existing facilities.
- 2 Soft Costs include 10% - Construction Contingency, 15% - Design and Environmental, and 15% - Construction
- 3 Existing Trip Generation derived using existing residential units and non-residential land use assumptions.

Nexus Requirement Summary

The proposed Traffic Signal Fee meets the Mitigation Fee Act Requirements, as described in this section.

Requirement 1: Identify the purpose of the fee.

The purpose of the Traffic Signal Fee is to fund planned traffic signal facilities included in **Table 5-1** to serve future development. In order to accommodate this need, new facilities must be built and/or existing facilities expanded.

Requirement 2: Identify the use of the fee.

The fee will be used to fund the planned traffic signal facilities identified in **Table 5-1** that are necessary to serve increased demand. The City identified these future projects as the facilities that are required to mitigate the impact of new development in the City.

Requirement 3: Determine how there is a reasonable relationship between the fee's use and the type of development project on which the fee is imposed.

The Traffic Signal Fee will be used to fund the new traffic signal facilities and improvements that are necessary to serve the increase in transportation demand due to new development. The cost of

the improvements is spread to each land use based on the number of trips generated by each land use. This correlation to trips ensures that each new development pays their fair share of the transportation costs.

The cost per trip calculations is shown in **Table 5-8**. The fee calculation is shown in **Table 5-9**.

Requirement 4: Determine how there is a reasonable relationship between the need for the public facility and the type of development project on which the fee is imposed.

Each new residential and non-residential development within the City will generate additional trips that incrementally adds to the need for new traffic infrastructure and facilities to serve the increased residents and businesses within the City and ensure that traffic facilities can accommodate the increased demand. These facilities are provided by the City. Each new residential and non-residential development pays an impact fee based on the additional trips that is expected to be generated by the new development. To accommodate these additional trips, new traffic signal improvements will be needed city-wide. Utilizing trips generated by each development ensures that each type of development pays their fair share of the required new traffic signal facilities. This calculation is shown in **Table 5-9**.

Requirement 5: Determine how there is a reasonable relationship between the amount of the fee and the cost of the public facility or portion of the public facility attributable to the development on which the fee is imposed.

The Traffic Signal fee is based on the System Plan Method, which estimates the costs for an integrated system of existing and future facilities. The traffic signal facilities that are necessary for the new development are summarized in the planned improvements presented in **Table 5-1**. The existing traffic signal facilities are shown on **Table 5-2**. Each land use pays their fair share of costs based on the number of trips generated by that land use as shown in **Table 5-7**. The Traffic Signal Fee is calculated based on the cost per trip generated by existing and new development divided by the Buildout service population. The total cost of the facilities identified in **Table 5-1** and **Table 5-2** is spread over the anticipated total number of trips at buildout (existing and generated by future development), as shown in **Table 5-6**, to calculate the cost per trip. Utilizing trips ensures that each development pays their fair share of the cost.

Section 6 Traffic Mitigation Fee

Background

This section presents an analysis of the City’s Traffic Mitigation Fee. The proposed Citywide Traffic Mitigation Fee covers the construction of new traffic facilities to meet the needs of new development.

As shown in **Table 6-1**, the future traffic mitigation facilities were developed by the City of Santee based on facilities necessary to serve new development. Facilities are based on the adopted FY 2024-2028 Capital Improvement Program Budget. The City does not anticipate any future major Traffic Mitigation improvements beyond the facilities identified in the CIP. If the City does determine future Traffic Mitigation improvements need to be added to the fee program, the fee would need to be updated.

Table 6-1: Traffic Mitigation Facilities – Planned Facilities

Facility	Description	Total Project Cost	Percent Attributable to	
			New Development ⁽¹⁾	Fee Program Cost
Traffic Mitigation Facility				
Cottonwood Avenue River Crossing ⁽²⁾	Extend Cottonwood Avenue from Riverview Parkway to northern end of Cottonwood Avenue	\$ 20,786,000	100%	\$ 20,786,000
Cottonwood Avenue Widening and Sidewalk Improvements	Widen Cottonwood Avenue and install street improvements between Mission Gorge Road and Prospect Avenue	\$ 12,130,000	21.79%	\$ 2,643,008
Graves Avenue Street Improvements	Widen Graves Avenue from Pepper Drive to Prospect Avenue	\$ 7,544,000	21.79%	\$ 1,643,764
Magnolia Avenue Widening	Widen the west side of Magnolia Avenue from the San Diego River to Park Avenue	\$ 4,786,000	21.79%	\$ 1,042,823
Median Modification - Mission Gorge Road at Marketplace	Realign center median on Mission Gorge Road at Marketplace and Post office to accommodate existing traffic volumes on Mission Gorge Road.	\$ 560,000	21.79%	\$ 122,019
Olive Lane Improvements	Widen Olive Lane from the Forester Creek Bridge to Mission Gorge Road and install street improvements.	\$ 2,850,000	21.79%	\$ 620,987
Prospect Avenue Improvements - West	Widen Prospect Avenue from Mesa Road to Fanita Drive. Install street improvements and purchase right-of-way.	\$ 21,267,000	21.79%	\$ 4,633,871
Subtotal Traffic Mitigation Facilities		\$ 69,923,000		\$ 31,492,471.65
Soft Cost: Construction Contingency (10%)				\$ 3,149,247.17
Soft Cost: Design and Environmental (15%)				\$ 4,723,870.75
Soft Cost: Construction Administration and Inspection (15%)				\$ 4,723,870.75
Total Traffic Mitigation Facilities Costs				\$ 44,089,460.32

Notes:

- 1 Percent attributable to new development based upon additional trips generated by new development over total existing and new trips.
- 2 Cottonwood Avenue River Crossing project is fully attributable to new development based on conversations with the City and the project is in a fully undeveloped area.

Source:

Adopted FY 2024-2028 Capital Improvement Program Budget.

Service Population

Demand for traffic mitigation facilities is based on the additional trips that will be generated by new development through Buildout conditions. The Traffic Mitigation Fee utilizes the land use trip generation assumptions presented in **Table 6-2** for the various residential and non-residential land uses based on Institute of Transportation Engineers common Trip Generation Rates (PM Trip Rate) sourced from the ITE Trip Generation Manual, 11th Edition.

Table 6-2: Future Additional Trips

Land Use	Additional Units / SF	Trips per Unit / 1,000 Bldg. SF	Total Trips (Rounded)
Residential	<u>Units</u>	<u>per Unit</u>	
Single Family	1,444	10.00	14,440
Multi Family	4,466	5.64	25,188
Non-Residential	<u>1,000 Building SF</u>	<u>per 1,000 Building SF</u>	
Commercial ¹	1,020	22.87	23,327
Office	84	12.62	1,060
Industrial	1,266	2.92	3,697
Total			67,712

Notes:

1 ITE Trip Generation Manual, 10th Edition notes all Retail and Services land uses are entitled to a "pass-by" trip reduction between 40%-60%. This study assumes a 50% trip reduction for commercial/retail center (strip commercial).

Cost Summary

The Traffic Mitigation Fee will fund the expansion and construction of new traffic mitigation facilities necessary to serve new growth. These facilities will be necessary to meet the demands of the growth of the City at Buildout. The percent attributable to new development is calculated as the proportion of new vehicle trips that will be generated by new growth in the City over the total trips at buildout, which is shown below. The cost attributable to the Cottonwood Avenue River Crossing project is 100 percent as this improvement is surrounded by undeveloped land and it is necessary to support new development.

Description	Source	Value
Trips		
Existing Trips	Table 5-4	243,050
Total Buildout Trips	Table 5-6	310,762
Net Future Trips		67,712
Trips Allocation		
Existing Trips		78.21%
Future Trips		21.79%
Total Trips		100.00%

As new development occurs, there are additional trips associated with the new development, which correlates to a need for additional traffic mitigation improvements. The Nexus Study acknowledges that the existing development will benefit from these transportation improvements once they are constructed and therefore existing developments' fair share of the improvements (based on trip generation rates) is allocated to existing development and is not spread to new development.

The City will review the potential funding sources for transportation projects to determine the appropriate funding mechanisms as transportation projects move forward as well as identify funding sources through the CIP process and identify action plans in updates to the City's Strategic Plan. It is important for new development to fund their fair share of their impact on transportation facilities. As new development will impact the existing transportation infrastructure, this is a conservative approach that does not burden new development with any existing deficiencies.

Fee Methodology

The Traffic Mitigation Fee uses the Planned Facilities Method to calculate the fee. As stated in the "Impact Fee Nexus Study Template" prepared for the California Department of Housing and Community Development by Turner Center for Housing Innovation at UC Berkeley, the Planned Facilities Method calculates the proposed fee based on the ratio of planned facilities to the increase in demand associated with new development. This method is appropriate when planned facilities have been defined by a long range master plan or expenditure plan which includes specific facilities and cost estimates. As the Planned Facilities Method relies on a long range master plan that may change as the plan is implemented, fees based on this methodology need to be regularly updated to remain consistent with the project lists and current plans.

In order to distribute the share of project costs to each land use type, the total trips generated by new development must be calculated. To calculate the total number of new trips attributable to new development within the City Buildout, the growth projections, detailed in Chapter 3, are multiplied by the corresponding trip generation rates as derived from the Institute of Transportation

Engineers (ITE). The Traffic Mitigation Fee is calculated based on the cost per trip generated by new development. The total cost of the facilities attributed to new development identified in **Table 6-1** is spread over the anticipated number of trips that will be generated by future development (as shown in **Table 6-2**) to calculate the cost per trip.

Residential trips are calculated by multiplying the anticipated growth in residential units by the corresponding density’s trip generation rates. Non-residential trips were calculated by multiplying the anticipated growth in 1,000 building square feet with the corresponding trip generation rates. Commercial trips often coincide with other trips (i.e., Person A stops by the store on their way home from work, Person B stops by a restaurant after grocery shopping, etc.). Pass-by trips are a subset of trips traveling on a road that stops by a near-by commercial development. They are not new trips. The ITE Trip Generation Manual, 11th Edition notes all Retail and Services land uses are entitled to a "pass-by" trip reduction between forty to sixty percent (40-60%). This study assumes a fifty percent (50%) trip reduction for commercial.

To calculate the total number of new trips attributable to new development through Buildout, the growth projections, detailed in Chapter 3, are multiplied by the corresponding trip generation rates identified in **Table 6-2**.

Table 6-3 calculates the total number of existing trips attributable to existing development. The existing land uses and employees, detailed within Chapter 3, are multiplied by the corresponding trip generation rates identified in **Table 6-3**. **Table 6-3** displays the ITE Trip Generation Manual, 11th Edition trip generation rates for the land use types within this fee program. The existing trips are calculated to determine future developments responsibility as the total transportation cost is allocated between existing and future trips.

Table 6-3: Existing Trips

Land Use	Existing Units / SF	Trips per Unit / 1,000 Bldg. SF	Total Trips (Rounded)
Residential	<u>Units</u>	<u>per Unit</u>	
Single Family	13,801	10.00	138,010
Multi Family	7,447	5.64	42,001
Non-Residential	<u>1,000 Building SF</u>	<u>per 1,000 Building SF</u>	
Commercial ¹	2,309	22.87	52,807
Office	190	12.62	2,398
Industrial	2,683	2.92	7,834
Total			243,050

Notes:

¹ ITE Trip Generation Manual, 10th Edition notes all Retail and Services land uses are entitled to a "pass-by" trip reduction between 40%-60%. This study assumes a 50% trip reduction for commercial/retail center (strip commercial).

The cost per trip is calculated by taking the total cost of the improvements identified as attributable to future within the City and dividing it by the future trips to determine the cost per trip. This calculation is shown in **Table 6-4**.

Table 6-4: Traffic Mitigation Facilities Cost per Vehicle Trip

Cost per Trip	
Traffic Mitigation Facilities	\$ 44,089,460.32
Less Fund Balance ⁽¹⁾	\$ (4,231,223.00)
<i>Total Mitigation Cost</i>	\$ 39,858,237.32
Trip Generation	\$ 67,712
Cost per Trip	\$ 588.64

Notes:

- 1 Fund Balance as of 06/30/2024 and provided by the City's Finance Department.

Fee Summary

The Traffic Mitigation Fee for new development is calculated by multiplying the cost per trip identified in **Table 6-4** by trip generation rate for each land use. The residential fee per unit is converted to a fee per square foot by dividing the fee per unit by the unit size estimated in **Table 3-4**. **Table 6-5** shows the proposed new Traffic Mitigation Fees for new development.

Table 6-5: Traffic Mitigation Fee Summary

Land Use	Cost Per Trip	Trip Generation ⁽¹⁾	Fee	Average Unit Size (SF)	Fee
			(per Unit)		(per SF)
Residential					
Single Family	\$ 588.64	10.00	\$ 5,886.40	2,200	\$ 2.68
Multi Family	\$ 588.64	5.64	\$ 3,319.93	1,600	\$ 2.07
			(per 1,000 SF)		
Non-Residential					
Commercial ⁽²⁾	\$ 588.64	22.87	\$ 13,462.20		
Office	\$ 588.64	12.62	\$ 7,428.64		
Industrial	\$ 588.64	2.92	\$ 1,718.83		

Notes:

- 1 Institute of Transportation Engineers common Trip Generation Rates (PM Trip Rate) sourced from the ITE Trip Generation Manual, 11th Edition.
- 2 ITE Trip Generation Manual, 10th Edition notes all Retail and Services land uses are entitled to a "pass-by" trip reduction between 40-60%. This study assumes a 50% trip reduction for commercial.

Reduced Traffic Fee

Residential developments near transit stations generate fewer trips than traditional land use configurations that rely on vehicles as the primary mode of transportation. According to various

transportation studies, measurable trip reductions result for projects that are near transit stations and where there are a diversity of land uses that promote connectivity and walkability. To account for the reduced trip rates generated by projects meeting the above characteristics, an additional trip adjustment factor is applied to new residential land uses meeting the following criteria:

4. The housing development is located within one-half mile of a transit station and there is direct access between the project and the transit station along a barrier-free walkable pathway not exceeding one-half mile in length.
5. Convenience retail uses, including a store that sells food, are located within one-half mile of the housing development.
6. The housing development provides either the minimum number of parking spaces required by the local ordinance, or for residential units, no more than one onsite parking space for zero to two bedroom units, and two onsite parking spaces for three or more bedroom units, whichever is less.

For purposes of this reduction, the definition of transit station shall be defined by California Government Code Section 65460.1, “Transit station” means a rail or light-rail station, ferry terminal, bus hub, or bus transfer station. Also, a “housing development” shall be defined by California Government Code Section 66005.1, which is a development project with common ownership and financing consisting of residential use or mixed use where not less than 50 percent of the floorspace is for residential use.

Commercial trips often coincide with other trips (i.e., Person A stops by the store on their way home from work, Person B stops by a restaurant after grocery shopping, etc.) This “pass-by” trip reduction amount is factored into the Commercial trip generation estimates (**Table 6-2**) as well as the fee for commercial land use in **Table 6-5**.

Revenue Projections

Table 6-6 summarizes the anticipated Traffic Mitigation Fee revenue collected at Buildout. The revenue will be used to fund the traffic mitigation facilities shown on **Table 6-1**.

Table 6-6: Anticipated Traffic Mitigation Fee Collection at Buildout

Land Use	Proposed Fee ⁽¹⁾	Anticipated Growth	SF Assumptions	Anticipated Fee Collection at Buildout ⁽²⁾
Residential	(per SF)	(units)		
Single Family	\$ 2.68	1,444	2,200	\$ 8,513,824
Multi Family	\$ 2.07	4,466	1,600	\$ 14,791,392
Non-Residential	(per 1,000 SF)	(1,000 SF)	(1,000 SF)	
Commercial	\$ 13,462.20	1,020.34		\$ 13,736,021
Office	\$ 7,428.64	83.92		\$ 623,411
Industrial	\$ 1,718.83	1,266.30		\$ 2,176,554
Total				\$ 39,841,202

Notes:

1 The proposed fee does not include the administrative portion of the fee.

2 Total anticipated fee revenue may differ slightly from cost attributable to fee program due to rounding.

Nexus Requirement Summary

The proposed Traffic Mitigation Fee meets the Mitigation Fee Act Requirements, as described in this section.

Requirement 1: Identify the purpose of the fee.

The purpose of the Traffic Mitigation Fee is to fund new developments’ share of planned traffic mitigation facilities included in **Table 6-1** to serve future development. In order to accommodate this need, new facilities must be built and/or existing facilities expanded.

Requirement 2: Identify the use of the fee.

The fee will be used to fund the planned traffic mitigation facilities identified in **Table 6-1** and detailed in **Appendix B**, that are necessary to serve increased demand. The improvements were identified through the current City Adopted FY 2024-2028 Capital Improvement Program Budget, City identified projects, and additional City discussions, as the facilities that are required to mitigate the impact of new development in the City.

Requirement 3: Determine how there is a reasonable relationship between the fee’s use and the type of development project on which the fee is imposed.

The Traffic Mitigation Fee will be used to fund new developments’ share of the new traffic mitigation facilities and improvements that are necessary to serve the increase in transportation demand due to new development. The cost of the improvements is spread to each land use based on the number of trips generated by each land use. This correlation to trips ensures that each new development pays their fair share of the transportation costs.

The cost per trip calculations is shown in **Table 6-4**. The fee calculation is shown in **Table 6-5**.

Requirement 4: Determine how there is a reasonable relationship between the need for the public facility and the type of development project on which the fee is imposed.

Each new residential and non-residential development within the City will generate additional trips that incrementally adds to the need for new traffic infrastructure and facilities to serve the increased residents and businesses within the City and ensure that traffic facilities can accommodate the increased demand. These facilities were identified through City discussions based on future growth of the City. Each new residential and non-residential development pays an impact fee based on the additional trips that is expected to be generated by the new development. To accommodate these additional trips, new traffic mitigation improvements will be needed city-wide. Utilizing trips generated by each development ensures that each type of development pays their fair share of the required new traffic mitigation facilities. This calculation is shown in **Table 6-4**.

Requirement 5: Determine how there is a reasonable relationship between the amount of the fee and the cost of the public facility or portion of the public facility attributable to the development on which the fee is imposed.

The transportation facilities that are necessary for the new development are summarized in the planned improvements presented in **Table 6-1**. Each land use pays their fair share of costs based on the number of trips generated by that land use as shown in **Table 6-2**. Existing development is netted out from the analysis based on existing trips (calculated on **Table 6-3**), to ensure that future land uses only pays their fair share of the traffic improvements, as calculated in **Table 6-1**. The cost per trip is then spread to each land use based on the Institute of Transportation Engineers common Trip Generation Rates (PM Trip Rate) sourced from the ITE Trip Generation Manual, 11th Edition rates. This calculation is shown in **Table 6-4**. Utilizing trips ensures that each development pays their fair share of the cost.

Section 7 Drainage Fee

Background

The Drainage Fee is collected for the purpose of maintaining and servicing the existing drainage facilities in the City. The Drainage Fee is calculated using the Existing Inventory Methodology. The existing inventory method uses a facility standard based on the ratio of existing facilities to the existing service population on a cost per unit or cost per square foot basis. Under this approach, new development funds the expansion of facilities at the same standard currently serving existing development. By definition, the existing inventory method ensures that no facility deficiencies are spread to future development. This method is often used when a long range plan for new facilities is not available. An inventory of existing drainage facilities was provided by the City using GIS inventory of drainage facilities the City currently operates and maintains.

Current Level of Service

The current level of service is based on the value of the Drainage Facilities as shown below in **Table 7-1**.

To determine the current level of service, the value of the existing drainage facilities the cost per impervious acre is calculated in **Table 7-2** by totaling the costs associated with the existing drainage facilities, adding the existing fund balance, and dividing by the existing developable impervious acres.

Table 7-1: Existing Drainage Facilities

Facility	Quantity	Unit	Cost Per Unit	Total Cost
Inlets				
Catch Basin	331	EA	\$ 10,000	\$ 3,310,000
Type A	51	EA	\$ 10,000	\$ 510,000
Type B	817	EA	\$ 10,000	\$ 8,170,000
Type C	42	EA	\$ 15,000	\$ 630,000
Type J	16	EA	\$ 10,000	\$ 160,000
Other	286	EA	\$ 10,000	\$ 2,860,000
<i>Subtotal Inlets</i>				\$ 15,640,000
Cleanouts				
Type A	700	EA	\$ 8,500	\$ 5,950,000
Type B	119	EA	\$ 10,000	\$ 1,190,000
Other	116	EA	\$ 8,500	\$ 986,000
<i>Subtotal Cleanouts</i>				\$ 8,126,000
Headwalls				
Straight (Type A)	236	EA	\$ 8,000	\$ 1,888,000
Wing (Type U)	106	EA	\$ 8,500	\$ 901,000
Type L	12	EA	\$ 8,000	\$ 96,000
Other	130	EA	\$ 8,000	\$ 1,040,000
<i>Subtotal Headwalls</i>				\$ 3,925,000
Pipelines				
36" Diameter Storm Drain	32,262	LF	\$ 350	\$ 11,291,700
39" Diameter Storm Drain	1,470	LF	\$ 400	\$ 588,000
42" Diameter Storm Drain	27,720	LF	\$ 450	\$ 12,474,000
45" Diameter Storm Drain	616	LF	\$ 475	\$ 292,600
48" Diameter Storm Drain	17,364	LF	\$ 500	\$ 8,682,000
54" Diameter Storm Drain	17,135	LF	\$ 700	\$ 11,994,500
60" Diameter Storm Drain	6,944	LF	\$ 850	\$ 5,902,400
66" Diameter Storm Drain	5,070	LF	\$ 900	\$ 4,563,000
69" Diameter Storm Drain	487	LF	\$ 925	\$ 450,475
72" Diameter Storm Drain	2,739	LF	\$ 950	\$ 2,602,050
84" Diameter Storm Drain	1,150	LF	\$ 1,200	\$ 1,380,000
96" Diameter Storm Drain	487	LF	\$ 1,500	\$ 730,500
<i>Subtotal Pipelines</i>				\$ 60,951,225
Subtotal Facilities				\$ 88,642,225
Soft Costs				
Construction Contingency (10%)				\$ 8,864,223
Design and Environmental (15%)				\$ 13,296,334
Construction Admin / Inspection (15%)				\$ 13,296,334
Total Facilities				\$ 124,099,115

Table 7-2: Drainage Facilities Cost per Impervious Acre

Description	Value
Existing Facilities ⁽¹⁾	
Inlets	\$ 15,640,000
Cleanouts	\$ 8,126,000
Headwalls	\$ 3,925,000
Pipelines	\$ 60,951,225
<i>Subtotal Costs</i>	<i>\$ 88,642,225</i>
<i>Soft Costs</i>	<i>\$ 35,456,890</i>
<i>Existing Fund Balance</i>	<i>\$ 1,524,379</i>
Total Costs	\$ 125,623,494
Existing Impervious Acres ⁽²⁾	6,044
Existing Cost per Impervious Acre	\$ 20,784.83

Notes:

- 1 Existing Facilities values derived from City Engineer cost estimate of replacement value of existing facilities.
- 2 Existing acres in City identified in the Master Drainage Study Update (2023). Excludes park/open space and right of way acres.

Planned Level of Service

The City’s drainage facilities serve both residents and businesses. Demand for services and associated facilities, is based on the City’s impervious acres. The City plans to maintain the current level of service cost per impervious acre, as shown on **Table 7-2**, with appropriate participation from new development. Per AB602, when applicable, the nexus study shall identify the existing level of service for each public facility, identify the proposed new level of service, and include an explanation of why the new level of service is appropriate. This Nexus Study identifies the existing level of service per impervious acre and based on the Nexus Study analysis and discussions with City staff, it has been deemed appropriate to maintain the existing level of service. As described below, this ensures that no facility deficiencies are spread to future development.

Fee Methodology

The Drainage Fee uses the Existing Inventory Method methodology for calculating the fee. As stated in the “Impact Fee Nexus Study Template” prepared for the California Department of Housing and Community Development by Turner Center for Housing Innovation at UC Berkeley, with the Existing Inventory Method “New development will fund the expansion of facilities at the same standard as currently used to service existing development.” The fees are calculated based on the value of current facilities divided by existing impervious area. Future development will fund facilities at this same standard, which assumes that future facilities will be needed at the same level as current drainage facilities.

Fee Summary

The Drainage Fee is distributed across the various land uses by multiplying by the impervious factor assumptions to calculate a fee per acre, which is then divided by residential unit density and non-residential floor area ratio assumptions to calculate the fee per unit. This fee per unit is then divided by the average unit assumption for Single Family and Multi-Family to reach a fee per square foot for residential land uses and a fee per 1,000 square feet for non-residential land uses (as shown in **Table 7-3**).

Table 7-3: Drainage Fee Summary

Land Use	Impervious Factor ⁽¹⁾	Cost per Impervious Acre	Fee per Acre	Residential Unit Density / FAR ⁽²⁾	Fee per Unit	Average Unit Size (SF) / FAR Conversion ⁽³⁾	Fee
					(per Unit)		(per SF)
Residential							
Single Family ⁽⁴⁾	26%	\$ 20,784.83	\$ 5,404.06	7.00	\$ 772.01	2,200	\$ 0.35
Multi Family ⁽⁵⁾	73%	\$ 20,784.83	\$ 15,172.93	22.00	\$ 689.68	1,600	\$ 0.43
Non-Residential							(per 1,000 SF)
Commercial	85%	\$ 20,784.83	\$ 17,667.11	0.24		10.45	\$ 1,689.92
Office	90%	\$ 20,784.83	\$ 18,706.35	0.68		29.62	\$ 631.53
Industrial	95%	\$ 20,784.83	\$ 19,745.59	0.35		15.25	\$ 1,295.13

Notes:

- 1 Impervious Factor identified in the Master Drainage Study Update (2023) Table 3-3. The impervious factor represents an estimate of the percentage of surface area that will generate storm water run-off.
- 2 Residential Unit Density assumes the median of the land use zones included in the Single Family and Multi-Family groupings. Floor Area Ratio based off City provided Impact Fee Unit Assessments Spreadsheet.
- 3 Average unit size based on planned new development in the City of Santee. Floor Area Ratios used to convert EDU per Acre to per KSF: Commercial (0.24), Office (0.68), and Industrial (0.35).
- 4 Single Family includes HL, R1, R1-A, R2, and R7 land use data from the Master Drainage Study Update (2023). Impervious Factor takes the average and Residential Density takes the median of these land use zones.
- 5 Multi Family includes R14 and R22 land use data from the Master Drainage Study Update (2023). Impervious Factor takes the average and Residential Density takes the median of these land use zones.

Capital Improvement Projects and Revenue Projections

Table 7-4 summarizes the anticipated future facilities needed for new development.

Table 7-4: Anticipated Future Drainage Projects

Project ID	Project Name	Construction Cost	Construction Contingency	Subtotal Construction	Design/Permitting	Project Total Cost
Project 1A	Las Colinas Channel Culvert and Upsizing	\$ 2,340,000	\$ 710,000	\$ 3,050,000	\$ 1,220,000	\$ 4,270,000
Project 1B	Cottonwood Ave to Mission Gorge Storm Drain Upsize	\$ 430,000	\$ 130,000	\$ 560,000	\$ 230,000	\$ 790,000
Project 1C	Mission Gorge Culvert Project	\$ 840,000	\$ 260,000	\$ 1,100,000	\$ 440,000	\$ 1,540,000
Project 2	Buena Vista Channel Upsizing	\$ 1,870,000	\$ 570,000	\$ 2,440,000	\$ 980,000	\$ 3,420,000
Project 3.1A	Cottonwood Ave - Las Brisas Dr to Mission Gorge Rd Storm Drain Upsize	\$ 340,000	\$ 110,000	\$ 450,000	\$ 180,000	\$ 630,000
Project 3.1B	Cottonwood Ave - Happy Ln and Mission Gorge Rd Storm Drain Improvements	\$ 140,000	\$ 50,000	\$ 190,000	\$ 80,000	\$ 270,000
Project 3.2	Cottonwood Ave - El Toro Ln and Buena Vista Ave Storm Drain	\$ 220,000	\$ 70,000	\$ 290,000	\$ 120,000	\$ 410,000
Project 3.3	Cottonwood Ave - Prospect Ave and Hwy 52 Storm Drain	\$ 280,000	\$ 90,000	\$ 370,000	\$ 150,000	\$ 520,000
Project 4.1	South Mission Gorge Rd - Olive Ln and Forester Creek Storm Drain Upsize and Extension	\$ 1,380,000	\$ 420,000	\$ 1,800,000	\$ 720,000	\$ 2,520,000
Project 4.2	North Mission Gorge Rd - Town Center Pkwy and Carlton Hills Storm Drain Extension	\$ 200,000	\$ 60,000	\$ 260,000	\$ 110,000	\$ 370,000
Project 5.1	Shadow Hill Rd and Woodside Ave Drainage Improvements	\$ 1,440,000	\$ 440,000	\$ 1,880,000	\$ 760,000	\$ 2,640,000
Project 5.2	Northcote Rd and Woodside Ave Drainage Improvements	\$ 2,420,000	\$ 730,000	\$ 3,150,000	\$ 1,260,000	\$ 4,410,000
Project 6	Pepper Dr and Graves Ave Drainage Improvements	\$ 530,000	\$ 160,000	\$ 690,000	\$ 280,000	\$ 970,000
Project 7	Prospect Ave to San Diego River Storm Drain	\$ 1,420,000	\$ 430,000	\$ 1,850,000	\$ 740,000	\$ 2,590,000
Total Facilities		13,850,000	4,230,000	18,080,000	7,270,000	25,350,000

Source:

City of Santee Master Drainage Study Update, prepared by Rick Engineering Company (July 20, 2023).

Table 7-5 summarizes the anticipated Drainage Fee revenue that will be utilized to fund the construction and/or expansion of drainage facilities that will serve new development.

Table 7-5: Drainage Fee Estimated Revenue at Buildout

Land Use	Proposed Fee ⁽¹⁾	Anticipated Growth	SF Assumptions	Anticipated Fee Collection at Buildout ⁽²⁾
Residential	(per SF)	(units)		
Single Family	\$ 0.35	1,444	2,200	\$ 1,111,880
Multi Family	\$ 0.43	4,466	1,600	\$ 3,072,608
Non-Residential	(per 1,000 SF)	(1,000 SF)		
Commercial	\$ 1,689.92	1020.34		\$ 1,724,293
Office	\$ 631.53	83.92		\$ 52,998
Industrial	\$ 1,295.13	1266.30		\$ 1,640,023
Total				\$ 7,601,802

Notes:

- The proposed fee does not include the administrative portion of the fee.
- Total anticipated fee revenue may differ slightly from cost attributable to fee program due to rounding.

Nexus Requirement Summary

The Drainage Fee component of this DIF Study meets the Mitigation Fee Act Requirements, as described in this section.

Requirement 1: Identify the purpose of the fee.

The purpose of the Drainage Fee is to fund the Drainage Facilities needs generated by new development in the City, such as new or expanded drainage facilities in the City. Each new resident and worker create additional impervious acres which creates a demand for additional drainage facilities. In order to accommodate these needs, new drainage facilities will be built and/or existing facilities will be expanded.

Requirement 2: Identify the use of the fee.

The Drainage Fee will be used to fund new drainage facilities in order to maintain the City's existing level of service. The anticipated new facilities are show on **Table 7-4** and the associated fee revenue at Buildout is shown on **Table 7-5**, which will be used to fund new or expanded drainage facilities.

Requirement 3: Determine how there is a reasonable relationship between the fee's use and the type of development project on which the fee is imposed.

The fee will be used to fund new drainage facilities that are necessary to serve the increased impervious acres in the City. New development generates additional impervious acres which increases the demand for drainage facilities. The existing inventory method uses a facility standard based on the ratio of existing facilities to the existing service population on a cost per unit or cost per square foot basis. Under this approach, new development funds the construction of new facilities or the expansion of facilities at the same standard currently serving existing development. By definition, the existing inventory method ensures that no facility deficiencies are spread to future development.

Table 7-1 identifies the existing drainage facilities and **Table 7-2** calculates the existing cost per impervious acre. The cost per impervious acre is then allocated to each development type based on the impervious factor. The cost per acre is then multiplied by the residential density (dwelling units per acre) and the non-residential floor area ratio for a fee per unit for residential and per 1,000 square feet for non-residential. Finally, the estimated persons per household and employees per 1,000 square feet is applied to the fee. **Table 7-3** calculates the cost per square foot for the residential units based on the estimated average unit size and cost per 1,000 square feet for non-residential. Calculating the fees based on the anticipated impervious acres ensures a reasonable relationship between the fees use and the type of development planned to be built.

Requirement 4: Determine how there is a reasonable relationship between the need for the public facility and the type of development project on which the fee is imposed.

Each new development is anticipated to generate additional impervious acres that require drainage facilities. The addition of new residents and workers creates the need for new or expanded drainage facilities to maintain the City's existing level of service. The Drainage Fee is based on the

additional impervious acres created by the new development and the impervious factor for each land use. This ensures that the need for the facilities is directly related to a particular development's impact.

Requirement 5: Determine how there is a reasonable relationship between the amount of the fee and the cost of the public facility or portion of the public facility attributable to the development on which the fee is imposed.

As new development is constructed, new or expanded drainage facilities are needed to meet the City's existing level of service for drainage facilities. The fee is based on the Existing Inventory Method.

The existing level of service is calculated by taking the total drainage facilities cost and dividing it by the existing impervious acres to derive the existing level of service cost per impervious acre as shown in **Table 7-2**. The fee for each land use is then calculated by multiplying the cost per impervious acre by the impervious factor assumptions to calculate a fee per acre, which is then divided by residential unit density and non-residential floor area ratio assumptions to calculate the fee per unit. This fee per unit is then divided by the average unit assumption for Single Family and Multi-Family to reach a fee per square foot for residential land uses and a fee per 1,000 square feet for non-residential land uses as shown in **Table 7-3**. Since the need for the facilities directly correlates to the addition of new residents and workers, determining the fee based on the projected equivalent residents for each land use ensures that new development pays for their fair share of the required future facilities.

Section 8 Parks-in-Lieu Fee

Background

Parkland acquisition under the Quimby Act allows for developers to either dedicate land to satisfy their parkland requirement or pay an in-lieu fee. Parks-in-lieu fees are not charged on non-residential land uses.

Residential development in the City will pay the Parks-in-Lieu Fee at building permit issuance. The park cost was estimated based on the existing City adopted standard of five (5) acres of parkland per 1,000 residents. Parkland acquisition under the Quimby Act requires developers to either dedicate land to satisfy their parkland requirement or pay an in-lieu fee. The in-lieu fee is dependent upon appraised land cost and thus, the amount should be agreed upon between the City and the developer when the land dedication is triggered. The City has an existing Quimby in-lieu fee (also known as a Park In-Lieu Fee). As noted in the General Plan, Park In-Lieu Fees stem from the Quimby Act. Quimby provides for the dedication of land for parks, or in certain instances (i.e. a subdivision is small), a fee in-lieu of dedicating land is provided. It is important to note that for the Park In-Lieu Fee, infill projects are exempt, and the fee applies primarily to parkland and land improvements in new neighborhoods.

Parkland

AB1191, also known as the Quimby Act, was established by the California State Legislature in 1965 and codified as California Government Code Section 66477. The Quimby Act outlines the requirements for imposing fees or land dedication for park purposes with a minimum of three (3) acres and a maximum of five (5) acres of green space per 1,000 residents. The Quimby Act allows the legislative body of a city or county, by ordinance, to require the dedication of land or impose a requirement of the payment of fees in-lieu thereof, or a combination of both, for park or recreational purposes as a condition to the approval of a tentative tract map or parcel map.

Currently, per the City's municipal code 12.40.060, the applicant for any development must, as a condition of approval of the development, dedicate land, pay fees in lieu of land, or a combination of both, pursuant to that chapter for the purpose of providing park or recreation facilities to serve future residents of such development. As stated in municipal code 12.40.070, the City imposes the in-lieu fee a Parks Land Dedication based on five (5) acres per 1,000 residents or the payment of the in-lieu fee. The amount of a fee in lieu of land to be paid pursuant to this municipal code chapter is set by resolution of the City Council and is based on the City-wide average of land available for park purposes within the urbanized area of the City, plus the estimated cost for developing said land into usable parks. The fee is automatically adjusted for inflation on July 1 of each year. The inflation adjustment is two percent or based on the previous calendar year's increase in the San Diego Consumer Price Index (CPI-U: All Items) as published by the Bureau of Labor

Statistics, whichever is higher. The fees received under this chapter are deposited in the park in lieu fund and must be used for the purchase, development and/or rehabilitation of park and recreational facilities.

Service Population

The Parks-in-Lieu Fee is not applied to non-residential development because workers typically do not use parkland.

Current Level of Service

Per data provide by the City, the City has a total of 315.14 acres of developed parkland as shown in **Table 8-1**. Based on a population of approximately 58,086, there are 5.43 acres of existing parkland per 1,000 persons/residents as shown in **Table 8-2**. Thus, the current parkland is more than the standard of 5 acres per 1,000 people on a citywide level.

Table 8-1: Parkland Inventory List

Facility	Address	Acres
Parks		
Big Rock Park	8125 Arlette St.	5.00
Deputy Ken Collier Park	9206 Via De Cristina	0.51
Mast Park	9125 Carlton Hills Blvd.	61.16
Mast Park West Trail	9200 Carlton Hiulls Blvd.	43.26
Shadow Hill Park	9161 Shadow Hill Rd.	5.69
Sky Ranch Park	5850 Cala Lily St	1.36
Town Center Park - East	550 Park Center Dr.	55.00
Town Center Park - West	9545 Cuyamaca St	10.20
Walker Preserve	9500 Magnolia Ave	105.08
West Hills Park	8790 Mast Blvd.	8.41
Woodglen Vista Park	10250 Woodglen Vista Dr.	15.00
Weston Park	9050 Trailmark Way	4.47
Total Facilities		315.14

Source:

Park data provided by the City of Santee.

Table 8-2: Existing Level of Service per Resident

Description	Acres
Existing Parkland ⁽¹⁾	
Park Acreages	315.14
Existing Service Population ⁽²⁾	58,086
Total Existing Level of Service per Resident	5.43

Notes:

1 Existing parkland data from the City of Santee.

2 Existing Service population comprises of just residents and does not factor in non-residential.

Planned Level of Service

AB1191, also known as the Quimby Act, was established by the California State Legislature in 1965 and codified as California Government Code Section 66477. The Quimby Act outlines the requirements for imposing fees or dedicating land for park purposes with a minimum of three (3) acres and a maximum of five (5) acres of green space per 1,000 residents. The Quimby Act authorized cities to require dedication of land or impose a requirement of the payment of fees in-lieu thereof, or a combination of both, for park and recreational purposes as a condition of approval of a tentative map or parcel map. Per the City’s municipal code section 12.40.060, except as otherwise provided in that section, only the payment of fees is required for developments containing 50 or fewer parcels, except that when a condominium project, stock cooperative, or community apartment project, as those terms are defined in Sections 4105, 4125, and 4190 of the Civil Code, exceed 50 dwelling units, dedication of land may be required, even though the number of parcels may be less than 50. An applicant for a development containing 50 or fewer parcels may offer to dedicate land in lieu of paying fees, in which event the City Council may elect to accept the land or require the payment of fees, or a combination of both, and in making such election will consider the factors set forth in this section,

1. For developments containing more than 50 parcels, the City Council determines whether to require dedication of land, payment of a fee in lieu of land, or a combination of both, for developments containing more than 50 parcels. In making this determination, the City Council considers the following factors:
2. Conformity of lands offered for dedication with the recreation element of the General Plan;
3. The topography, soils, soil stability, drainage, access, location and general utility of land in the development available for dedication;
4. The size and shape of the development and land available for dedication;

5. The amount, usability, and location of publicly owned property available for combination with dedicated lands in the formation of local park and recreation facilities;
6. The recreation facilities to be privately owned and maintained by future residents of the development.

Currently, per the City's municipal code 12.40.060, the applicant for any development must, as a condition of approval of the development, dedicate land, pay fees in lieu of land, or a combination of both, pursuant to this chapter for the purpose of providing park or recreation facilities to serve future residents of such development. As stated in municipal code 12.40.070, the City imposes the in-lieu fee a Parks Land Dedication based on five (5) acres per 1,000 residents or the payment of the in-lieu fee. This analysis is based on the existing Quimby standard of five (5) acres of parkland per 1,000 residents, where new development will contribute and develop five (5) acres of parkland per 1,000 residents. Developers can either dedicate land to satisfy their parkland requirement or pay the in-lieu fee. The City is currently meeting this goal.

Fee Credits

Credit for Private Parks:

As stated in the City's municipal code section 12.40.100, where a development provides a private area for park and recreational purposes and such area is to be privately owned and maintained by the future owner(s) of the development, such area may be credited against up to 50% of the requirement of land dedication or fees payment, if the Director determines that it is in the public interest to do so, and that all of the following standards either have been or will be met prior to approval of the final subdivision map:

- A. That yards, court areas, setbacks, and other open areas, required to be maintained by the zoning and building ordinances and other regulations, will not be included in the computation of such private areas;
- B. That the private ownership and maintenance of the area will be adequately provided for by recorded written agreement, covenants or restrictions;
- C. That the use of the private area is restricted for park and recreational purposes by an open space easement or other instrument approved by the City Attorney;
- D. That the proposed private area is reasonably adaptable for use for park or recreational purposes, taking into consideration such factors as size, shape, topography, geology, access, and location;
- E. That the facilities proposed:

1. Are in substantial accordance with the provisions of the recreation element of the General Plan, or adopted community or specific plans,
2. Are appropriate to the recreation needs of the future residents of the development, and
3. Will substitute for the park lands otherwise required to be dedicated in meeting the recreation needs of the residents.

Credit for Public Parks:

As stated in the City’s municipal code section 12.40.120, when an applicant has dedicated a park to the public to serve a subdivision for which a tentative map was filed, the City Council may, pursuant to Sections 12.40.060 and 12.40.070, allow the following credits for such park:

- A. A credit against up to 100% of the requirement for land dedication;
- B. A credit against up to 100% of fee payment required by this chapter for building permits to construct dwellings on the subdivision lots served by the dedicated public park; or
- C. A credit against fees required for such building permits for the value of improvements to such park installed or constructed by the applicant; provided that such credit must not exceed the value of improvements normally authorized by the City for similar parks.

Fee Methodology

Table 8-3 shows the parkland cost per resident. Based on data from CoStar, completed in August 2023, the estimated cost per acre for parkland acquisition is approximately \$1.0 million.

Table 8-3: Parkland Cost per Resident

Park In-Lieu		
Park Land Cost per Acre ⁽¹⁾	\$	1,000,000
Required Acres/1,000 Residents		5.0
Land Acquisition Cost per Resident	\$	5,000.00

Notes:

¹ Land cost derived from median of CoStar Sale Comps Map & List Report (08/24/2023) provided by the City, rounded to \$1,000,000.

Fee Summary

Currently, per the City’s municipal code 12.40.060, the applicant for any development must, as a condition of approval of the development, dedicate land, pay fees in lieu of land, or a combination of both, pursuant to this chapter for the purpose of providing park or recreation facilities to serve

future residents of such development. As stated in municipal code 12.40.070, the City imposes the in-lieu fee based on five (5) acres per 1,000 residents or the payment of the in-lieu fee. The Parks-in-Lieu Fee per unit is calculated by multiplying the cost per resident by the average number of residents per unit type (density). The fee per unit must then be converted to a fee per square foot (SF) by taking the total fee per unit and dividing by the estimated average unit size for each land use to arrive at the fee per square foot. These calculations are shown in **Table 8-4**.

Table 8-4: Parks-in-Lieu Fee Cost Summary

Land Use	Cost Per Resident	Density	Fee	Average Unit Size (SF)	Fee
Residential			(per Unit)		(per SF)
Single Family	\$ 5,000	2.93	\$ 14,650.00	2,200	\$ 6.66
Multi Family	\$ 5,000	2.37	\$ 11,850.00	1,600	\$ 7.41

Note that applicants can either dedicate land, pay fees in lieu of land, or a combination of both.

Nexus Requirement Summary

The Parks-in-Lieu Fee meets the Mitigation Fee Act Requirements, as described in this section.

Requirement 1: Identify the purpose of the fee.

The purpose of the Parks-in-Lieu Fee is to fund the parkland needs generated by new development in the City. Each new resident creates a demand for parkland. The Quimby standard for the City is five (5) acres of parkland for each 1,000 residents. In order to accommodate these needs, new parkland will be dedicated, an in-lieu fee will be paid for parkland acquisition, or a combination of both. **Table 8-3** calculates the parkland cost per resident based on the City’s Quimby standard for parks and the estimated land acquisition cost.

Requirement 2: Identify the use of the fee.

The Parks-in-Lieu Fee will be used to fund new parkland based on the Quimby standard. New parkland will be dedicated, an in-lieu fee will be paid for parkland acquisition, or a combination of both.

Requirement 3: Determine how there is a reasonable relationship between the fee’s use and the type of development project on which the fee is imposed.

The fee will be used to fund new neighborhood, mini and community parks that are necessary to serve the increased residents in the City. New residential development generates additional residents which increases the demand for parkland. The Parks-in-Lieu Fee is calculated using the

Quimby standard of five (5) acres of park per 1,000 residents. Residential development is responsible for paying its fair share to meet the Quimby requirements. Non-residential uses do not pay the fee since they do not generate additional residents and workers have minimal impact on the City's park system.

Table 8-3 calculates the cost per resident. **Table 8-4** then allocates the cost to each development type based on the estimated persons per household and calculates the cost per square foot for the residential units based on the estimated average unit size. By basing the fee on the size of the unit and the estimated number of new residents that is anticipated to be generated by the addition of that square footage, the fee is directly correlated to the increased need for new parks.

Requirement 4: Determine how there is a reasonable relationship between the need for the public facility and the type of development project on which the fee is imposed.

Each new residential development is anticipated to generate new residents. The addition of new residents creates the need for new parkland to meet the City's Quimby requirement of five (5) acres per 1,000 residents. The fee is directly correlated to the number of new residents expected to be generated by each type of development. Non-residential development does not pay for parks as non-residential developments do not generate a significant demand for parkland. Residential development pays its fair share based on the estimated persons the new unit is expected to generate.

Requirement 5: Determine how there is a reasonable relationship between the amount of the fee and the cost of the public facility or portion of the public facility attributable to the development on which the fee is imposed.

As new residential units are constructed, new parks are necessary to meet the City's Quimby requirement of five (5) acres of park per 1,000 residents. The Parks-in-Lieu Fee is calculated by taking the cost per acre of park acquisition times five (5) acres of parks per 1,000 future residents to determine the cost per resident, as shown in **Table 8-3**. The cost per resident is then allocated to each residential land use based on the persons per household each unit is expected to generate and divided by the average unit size in square feet to determine the fee per square foot as shown in **Table 8-4**. Since the need for parkland is based on the number of new residents, calculating the fee based on the number of persons each unit is expected to generate and converting to a fee per square feet, ensures that each new residential unit is paying only its fair share of the required facilities.

By determining the fee based on the estimated new residents that would be generated by new development, each new residential unit is paying only its fair share of the parkland required to meet the City's Quimby requirement. In order to accommodate these needs, new parkland will be dedicated, an in-lieu fee will be paid for parkland acquisition, or a combination of both. Non-residential land uses are not assessed a Parks-in-Lieu Fee as non-residential development will not generate an increase in parkland demand.

Section 9 Fire Facilities Fee

Background

The Fire Facilities Fee is a new proposed DIF that will be used to help fund the construction of new fire stations and the procurement of apparatus to serve the City. The Fire Facilities Fee is calculated using the System Plan Method. The System Plan Method utilizes an integrated approach to allocate the cost of existing facilities and the costs of planned facilities to the total development in the study area. An inventory of existing fire facilities and equipment was provided by the City using facility information and valuation based upon Property Insurance valuation.

Service Population

Demand for fire facilities is based on the total new residents and employees generated at Buildout conditions.

Cost Summary

The Fire Facilities Fee will fund the construction of new fire stations and apparatus to serve the City. These facilities will be necessary to meet the demands of the growth of the City at Buildout. The cost for the Fire Facilities Fee is based on the integrated cost of the current and future facilities. As new development occurs, there are new residents and employees associated with the new development, which correlates to a need for additional fire improvements. The Nexus Study acknowledges that the existing development will also benefit from these fire improvements once they are constructed and therefore existing development has a fair share of these improvements. New development also benefits from the existing fire facilities and therefore new development will fund the integrated system of facilities at the existing standard attributable to new development.

Table 9-1 shows the City's current fire inventory of fire stations, vehicles and equipment that serve the City.

Table 9-1: Fire Facilities Inventory List

Facility	Description 1	SF	Cost
Fire Stations ⁽¹⁾			
Fire Station 4	8950 Cottonwood Ave.	15,185	\$ -
Fire Station 5	9130 Carlton Oaks Drive	8,118	\$ -
<i>Subtotal Fire Stations</i>			\$ -
Fire Apparatus			
Engine 5	Type I		\$ 559,899.00
Engine 205	Type I		\$ 650,000.00
Engine 4	Type I		\$ 604,402.97
Engine 6128	Type I		\$ 345,000.00
Engine (New Order)	Type I		\$ 1,020,779.97
Brush 4	Type III		\$ 371,036.91
Truck 4	Aerial		\$ 1,080,907.28
Reserve Engine	Type I		\$ 650,000.00
Reserve Engine	Type I		\$ 650,000.00
Medic 4	Ford Ambulance		\$ 254,865.01
Medic 5	Ford Ambulance		\$ 211,501.46
BLS 4	Ford Ambulance		\$ 153,700.00
Reserve Ambulance	Ford Ambulance		\$ 170,050.71
Reserve Ambulance	Ford Ambulance		\$ 160,068.34
Reserve Ambulance	Ford Ambulance		\$ 172,661.16
Patrol 4	Type 6		\$ 280,000.00
<i>Subtotal Fire Apparatus</i>			\$ 7,334,872.81
Support Vehicles			
Carson Trailer	REMS Trailer		\$ 19,200.00
Ford F-150	Squad		\$ 39,123.47
Ford F-150	Battalion 2		\$ 79,058.89
Ford F-150	Battalion 2		\$ 39,123.47
Ford F-250	Mechanic		\$ 51,280.00
Ford F-350	Tow Vehicle		\$ 69,000.00
Ford Explorer	Fire Chief		\$ 36,143.85
Ford Explorer	Fire Marshal		\$ 30,618.41
Ford Explorer		4204	\$ 30,618.41
Ford Escape Hybrid	Pool Car		\$ 27,746.00
Chevy Tahoe		4202	\$ 113,000.00
Polaris			\$ 26,934.70
<i>Subtotal Support Vehicles</i>			\$ 561,847.20
Equipment (outfitting engines, trucks, ambulance, vehicles)			
Type 1 Engine	Equipment Cost	5.00	\$820,850.00
Type 3 Engine	Equipment Cost	1.00	\$133,014.00
Type 6 Engine	Equipment Cost	1.00	\$151,304.00
Truck 4	Equipment Cost	1.00	\$313,016.00
Ambulance	Equipment Cost	6.00	\$897,396.00
Battalion 2	Equipment Cost	2.00	\$109,336.00
Squad	Equipment Cost	1.00	\$124,128.00
Polaris	Equipment Cost	1.00	\$9,000.00
Fire Chief/Deputy Chief Vehicles	Equipment Cost	3.00	\$149,000.00
PPE	Equipment Cost	112.00	\$544,800.00
Tow Vehicle	Equipment Cost	1.00	\$32,520.00
<i>Subtotal Equipment</i>			\$ 3,284,364.00
Total Facilities (Rounded)			\$ 11,181,084

Notes:

- 1 Fire Facilities identified in the Santee Fire Department Community Risk Assessment Long-Range Master Plan (March 2023). Existing cost not included as facilities will be rebuilt and expanded. Fleet maintenance facility is included in the future facilities as well.
- 2 Fire Station Cost is based on appraised insurance value (2017) provided by the City (09/05/23).
- 3 Fire equipment cost provided by the Santee Fire Department (3/18/2024).

Table 9-2 shows the City’s planned fire stations, vehicles and equipment that serve the City.

Table 9-2: Fire Facilities Planned Facilities

Facility	Description	SF/Number	Cost
Fire Stations/Facilities			
Fire Station 4 Rebuild		18,000	\$25,200,000.00
Fire Station 5 Replacement		10,000	\$14,000,000.00
Fire Station 20 Construction ⁽¹⁾		13,000	\$21,000,000.00
Fire Station 28 Construction ⁽¹⁾		10,000	\$16,000,000.00
Fleet Maintenance Facility		4,141	\$5,797,400.00
<i>Subtotal Fire Stations/Facilities</i>			<i>\$81,997,400.00</i>
Fire Apparatus			
Engine 5	Type I		\$1,200,000.00
Engine 205	Type I		\$1,200,000.00
Engine 4	Type I		\$1,200,000.00
Engine 6128	Type I		\$0.00
Brush 4	Type III		\$690,000.00
Truck 4	Aerial		\$2,060,000.00
Patrol 4	Type 6		\$300,000.00
Reserve Engine	Type I		\$1,200,000.00
Reserve Engine	Type I		\$1,200,000.00
Medic 4	Ford Ambulance		\$340,000.00
Medic 5	Ford Ambulance		\$340,000.00
Remount Ambulance	Ford Ambulance		\$340,000.00
Remount Ambulance	Ford Ambulance		\$340,000.00
Remount Ambulance	Ford Ambulance		\$340,000.00
Remount Ambulance	Ford Ambulance		\$340,000.00
<i>Subtotal Fire Apparatus</i>			<i>\$11,090,000.00</i>
Support Vehicles			
Carson Trailer	REMS Trailer		\$16,000.00
Ford F-350	Squad		\$100,000.00
Ford F-150	Battalion 2		\$80,000.00
Ford F-150	Battalion 2		\$80,000.00
Ford F-250	Mechanic		\$80,000.00
Ford Explorer	Deputy Chief		\$57,000.00
Ford Explorer	Fire Marshal		\$57,000.00
Chevy Tahoe	4202		\$98,000.00
Ford Escape Hybrid	Pool Car		\$19,000.00
Polaris	REMS Unit		\$24,000.00
<i>Subtotal Support Vehicles</i>			<i>\$611,000.00</i>
Equipment (outfitting engines, trucks, ambulance, vehicles)			
Type 1 Engine	Equipment Cost	5.00	\$820,850.00
Type 3 Engine	Equipment Cost	1.00	\$133,014.00
Type 6 Engine	Equipment Cost	1.00	\$151,304.00
Truck 4	Equipment Cost	1.00	\$313,016.00
Ambulance	Equipment Cost	6.00	\$897,396.00
Battalion 2	Equipment Cost	2.00	\$109,336.00
Squad	Equipment Cost	1.00	\$124,128.00
Polaris	Equipment Cost	1.00	\$9,000.00
Fire Chief/Deputy Chief Vehicles	Equipment Cost	2.00	\$99,332.00
PPE	Equipment Cost	112.00	\$544,800.00
<i>Subtotal Equipment</i>			<i>\$3,202,176.00</i>
Total Facilities (Rounded)			\$96,900,576.00

Notes:

1 Based on the construction cost of \$21,000,000 for Station 20 based upon the figures the City received from their designer.

Source: Santee Fire Department (3/18/2024).

Fee Methodology

The Fire Facilities Fee uses the System Plan Method to calculate the fee. As stated in the “Impact Fee Nexus Study Template” prepared for the California Department of Housing and Community Development by Turner Center for Housing Innovation at UC Berkeley, the System Plan Method utilizes an integrated approach to allocate the cost of existing facilities and the costs of planned facilities to the total development in the study area. This method is appropriate when calculating a systemwide fee in which new development will fund an integrated system of facilities at the future standard attributable to new development. By spreading the costs of an integrated system incorporating the existing facilities and planned facilities costs to the total development in the study area, this ensures that new development only pays their proportional share of the total system costs and is not responsible for rectifying any existing deficiencies.

The total fire facilities value is divided by the existing service population to establish the level of service per resident/worker as shown in **Table 9-3**.

Table 9-3: Fire Facilities Level of Service per Capita

Description	Value
Existing Facilities ⁽¹⁾	
Fire Stations ⁽²⁾	\$ -
Fire Apparatus	\$ 7,334,873
Support Vehicles	\$ 561,847
Equipment (outfitting engines, trucks, ambulance, vehicles)	\$ 3,284,364
<i>Subtotal Facilities</i>	\$ 11,181,084
<i>Existing Fund Balance</i>	<i>n/a</i>
Total Existing Costs	\$ 11,181,084
New Facilities ⁽³⁾	
Fire Stations/Facilities	\$ 81,997,400
Fire Apparatus	\$ 11,090,000
Support Vehicles	\$ 611,000
Equipment (outfitting engines, trucks, ambulance, vehicles)	\$ 3,202,176
<i>Subtotal Facilities</i>	\$ 96,900,576
Total Future Costs	\$ 96,900,576
Total Fire Costs	\$ 108,081,660
Total Buildout Service Population	82,028
Total Cost per Resident	\$ 1,317.62
Total Cost Service per Worker	\$ 487.52

Notes:

- 1 Fire Facilities identified in the Santee Fire Department Community Risk Assessment Long-Range Master Plan (March 2023).
- 2 Existing cost not included as facilities will be rebuilt and expanded. Fleet maintenance facility is included in the future facilities as well.
- 3 Santee Fire Department (3/18/2024).

Fee Summary

The Fire Facility Fee per unit is calculated by multiplying the cost per capita by the average number of resident equivalents per unit type (density). The cost per capita for non-residential land uses is weighted using the factors shown in **Table 3-4**. For residential uses, the fee per unit must then be converted to a fee per square foot for each unit type by dividing by the average size of each unit. **Table 9-4** summarizes these calculations.

Table 9-4: Fire Facilities Fee Summary

Land Use	Cost Per Resident / Worker	Density	Fee	Average Unit Size (SF)	Fee
Residential			(per Unit)		(per SF)
Single Family	\$ 1,317.62	2.93	\$ 3,860.63	2,200	\$ 1.75
Multi Family	\$ 1,317.62	2.37	\$ 3,122.76	1,600	\$ 1.95
Non-Residential			(per 1,000 SF)		
Commercial	\$ 487.52	1.82	\$ 887.29		
Office	\$ 487.52	4.00	\$ 1,950.08		
Industrial	\$ 487.52	0.40	\$ 195.01		

Current Level of Service

Per AB602, when applicable, the nexus study shall identify the existing level of service for the fire facilities, identify the proposed new level of service, and include an explanation of why the new level of service is appropriate. As shown on **Table 9-5**, the proposed Fire Facilities Fee is less than the existing level of service.

The Fire Facility Fee includes the facilities that are needed to serve the City at buildout and calculates the percentage attributable to new development based on new developments' proportional share of the new facilities. The percentage attributable to new development is then applied to the costs of the facilities. This methodology conservatively ensures that new development is only funding their proportionate share of the total facilities. As shown in the Nexus Study analysis, based on the cost per capita of the existing facilities, the level of service per capita for existing facilities is lower than the level of service planned for build out. This analysis is based on existing and planned facilities and new developments' proportional fair share of these planned facilities; therefore, this Nexus Study makes the required nexus findings per AB 602.

Government Code section 66001(g) states, "A fee shall not include the costs attributable to existing deficiencies in public facilities, but may include the costs attributable to the increased demand for public facilities reasonably related to the development project in order to (1) refurbish existing facilities to maintain the existing level of service, or (2) achieve an adopted level of service that is consistent with the general plan." The CIP, shown in Appendix A, will adopt the new level of service. Furthermore, as shown in **Table 9-3**, the new level of service is the same for both existing residents and new development. The City is not requiring new development to build out at a higher level of service than what is being placed on existing residents at buildout. Rather, the planned level of service, reflected in the City's Capital Improvement Plan for the Fire Facilities Fee, will provide the higher, adopted level of service for both existing residents and future development to be funded by both existing residents and future development. Moreover, the use of a new, increased

level of service is appropriate where, as here, the existing level of service is too low to meet the City’s desired standards and future facility needs.

As residents and employees occupying future development projects become existing residents, they will generate general fund revenues for the City through the payment of property and sales taxes. These general fund revenues can be used for general government purposes throughout the City, including the operation and maintenance of fire and other public facilities and the provision of ongoing government services to the existing population. While the City has the discretion to use general fund revenues to fund the existing population’s fair share costs of future general governmental facilities, these revenues may also be used for any other legal general government service. In contrast, the Fire Facilities fee revenues may only be used to pay for the costs of fire facilities related to new development.

Table 9-5: Fire Facilities Existing Level of Service

Description	Value
Existing Facilities ⁽¹⁾	
Fire Stations (1)	\$ 7,790,819
Fire Apparatus	\$ 7,334,873
Support Vehicles	\$ 561,847
Equipment (outfitting engines, trucks, ambulance, vehicles)	\$ 3,284,364
<i>Subtotal Facilities</i>	\$ 18,971,903
<i>Soft Costs ⁽²⁾</i>	\$ 3,116,328
Total Costs	\$ 22,088,231
Existing Service Population	66,214
Total Existing Level of Service per Resident	\$ 333.59
Total Existing Level of Service per Worker	\$ 123.43

Notes:

- 1 Fire Facilities identified in the Santee Fire Department Community Risk Assessment Long-Range Master Plan (March 2023). Fire station cost included here to show total existing level of service.
- 2 Soft Costs include 10% - Construction Contingency, 15% - Design and Environmental, and 15% - Construction Admin/Inspection. These are applied only to the Fire Stations costs (CIP Structures).

Capital Improvements and Revenue Projections

Table 9-7 summarizes the anticipated Fire Facilities Fees. The revenue will be applied to future fire stations and fire equipment to meet the needs of new development. According to discussions with the Fire Chief, the current fire stations are at full capacity and cannot accommodate any additional expansion to meet additional demand. At full Buildout, an additional two fire stations will be needed. The two additional fire stations will also require fire apparatuses, ambulances, and other equipment. Those costs are also shown on **Table 9-2**. Furthermore, the current stations will

need to be rebuilt/replaced. Finally, the fleet maintenance facility will need to be rebuilt as well. **Table 9-6** shows the construction costs for these facilities are shown below:

Table 9-6: Costs of Future Fire Facilities

Facility	SF/Number	Cost
Fire Stations/Facilities		
Fire Station 4 Rebuild	18,000	\$25,200,000.00
Fire Station 5 Replacement	10,000	\$14,000,000.00
Fire Station 20 Construction	13,000	\$21,000,000.00
Fire Station 28 Construction	10,000	\$16,000,000.00
Fleet Maintenance Facility	4,141	\$5,797,400.00
<i>Subtotal Fire Stations/Facilities</i>		<i>\$81,997,400.00</i>

Table 9-7 shows the anticipated fee revenue at Buildout.

Table 9-7: Anticipated Fire Facilities Estimated Revenue at Buildout

Land Use	Proposed Fee ⁽¹⁾	Anticipated Growth (units)	Average Unit Size (SF)	Anticipated Growth	Anticipated Fee Collection at Buildout ⁽²⁾
Residential	(per SF)			(Total SF)	
Single Family	\$ 1.75	1,444	2,200	3,176,800	\$ 5,559,400.00
Multi Family	\$ 1.95	4,466	1,600	7,145,600	\$ 13,933,920.00
Non-Residential	(per 1,000 SF)	(1,000 SF)			
Commercial	\$ 887.29	1,020.34			\$ 905,337.48
Office	\$ 1,950.08	83.92			\$ 163,650.71
Industrial	\$ 195.01	1,266.30			\$ 246,941.16
Total					\$ 20,809,249.36

Notes:

1 The proposed fee does not include the administrative portion of the fee.

2 Total anticipated fee revenue may differ slightly from cost attributable to fee program due to rounding.

Nexus Requirement Summary

The Fire Facilities Fee component of this DIF Study meets the Mitigation Fee Act Requirements, as described in this section.

Requirement 1: Identify the purpose of the fee.

The purpose of the Fire Facilities Fee is to fund new development's fair-share portion of new fire facilities, such as new fire stations, vehicles and fire equipment required for the additional fire

personnel that are necessary to mitigate the impacts of new development. Each new resident and worker creates a demand for additional fire facilities. In order to accommodate these needs, new fire facilities will be built and/or existing facilities will be expanded per capita/worker.

Requirement 2: Identify the use of the fee.

The Fire Facilities Fee will be used to fund new development's fair-share portion of the fire facilities, new fire stations, vehicles and fire equipment required to serve new development in order to maintain the City's existing level of service. The anticipated fee revenue at Buildout is shown on **Table 9-7**. The capital improvement projects are identified in **Appendix A**.

Requirement 3: Determine how there is a reasonable relationship between the fee's use and the type of development project on which the fee is imposed.

The fee will be used to fund new fire facilities that are necessary to serve the increased residents and workers in the City. New development generates additional residents and workers which increases the demand for fire facilities. The System Plan Method calculates the proposed fee utilizing the totality of the existing and proposed improvements and subsequently dividing by the service population, future development funds an integrated system of facilities at the future standard applicable to new development. As the System Plan Method spreads the totality of fire facilities improvements based on the total demand at the horizon year, existing deficiencies are by definition not being spread to future development.

Table 9-1 identifies the existing fire facilities, **Table 9-2** shows the future fire facilities, and **Table 9-3** calculates the existing cost per capita/worker. Workers are weighted less than residents to reflect lower per capita service demand. Non-residential buildings are typically occupied less than dwelling units, so it is reasonable to assume that average per-worker demand for services is less than average per-resident demand. The 0.37-weighting factor for workers is based upon a 45-hour work week (40 hours of work plus 1 hour lunch break) relative to a resident's non-working time of 123 hours (168 hours per week less 45 work hours).

The cost per capita/worker is then allocated to each development type based on the estimated persons per household and employees per 1,000 square feet. **Table 9-4** calculates the cost per square foot for the residential units based on the estimated average unit size and cost per 1,000 square feet for non-residential. Calculating the fees based on the new residents or employees generated ensures a reasonable relationship between the fees use and the type of development project.

Requirement 4: Determine how there is a reasonable relationship between the need for the public facility and the type of development project on which the fee is imposed.

Each new development is anticipated to generate new residents and workers. The addition of new residents and workers creates the need for new fire facilities to maintain the City's existing level

of service. The Fire Facilities Fee is based on the number of applicable workers and/or residents each new development is expected to generate, thus ensuring that the need for the facilities is directly related to a particular development's impact. New workers generate a smaller demand than a resident, thus one worker is considered, on average, as equivalent to 0.37 that of a resident. The fee for each unit type is calculated in **Table 9-4**.

Requirement 5: Determine how there is a reasonable relationship between the amount of the fee and the cost of the public facility or portion of the public facility attributable to the development on which the fee is imposed.

The Fire Facilities fee is based on the System Plan Method, which estimates the costs for an integrated system of existing and future facilities. The fire facilities that are necessary for the new development are summarized in the planned improvements presented in **Table 9-2**. The existing facilities are shown on **Table 9-1**. **Table 9-3** calculates the total cost per capita based on the total planned and existing cost divided by the Buildout population. The fee for each land use is then calculated by multiplying the cost per capita/worker by the projected number of new resident equivalents that each land use will generate and converting to a fee per square foot for residential and a fee per 1,000 square foot for non-residential land uses as shown in **Table 9-4**. Since the need for the facilities directly correlates to the addition of new residents and workers, determining the fee based on the equivalent residents each land use is expected to generate ensures that each new development pays for their fair share of the required future facilities.

Section 10 Long Range Planning Fee

Background

This section presents an analysis of the new proposed Long Range Planning Fee. The Long Range Planning Fee is a new proposed fee and will be collected for the purpose of contributing to fund updates to the City’s General Plan Elements and Sustainable Santee Plan. The General Plan is made up of multiple elements that are updated periodically to account for changes in the City over time. The State of California requires that among these elements be included: Land Use, Conservation, Noise, Environmental Justice, Circulation, Open Space, Safety, Air Quality, and Housing. The City of Santee combines the Safety and Environmental Justice elements and additionally includes a Recreation element.

The City most recently completed an update to the Housing Element in 2022. The next upcoming scheduled update is the Land Use Element, which will be completed in 2024.

Current Level of Service

Table 10-1 describes the planned components of the General Plan update and the Sustainable Santee Plan and their associated costs. **Table 10-2** calculates new developments fair share of the cost based on the population allocation between existing and new service population.

Table 10-1: Long Range Planning Elements Cost

Long Range Planning Documents	Scheduled		Cost
	Last Updated	Next Update	
General Plan Elements ⁽¹⁾			
Land Use ⁽²⁾	2003	2024	\$ 680,000
Housing ⁽³⁾	2022	2028	\$ 300,000
Mobility ⁽³⁾	2017	2030	\$ 400,000
Recreation (Parks & Recreation Master Plan) ⁽⁴⁾	2017	2030	\$ 75,000
Trails (ATP)	2003	2030	\$ 300,000
Conservation (Subarea Plan) ⁽⁵⁾	2003	2075	\$ 2,800,000
Noise ⁽⁴⁾	2003	2030	\$ 75,000
Safety & Environmental Justice ⁽²⁾	2003	2024	\$ 90,000
Community Enhancement ⁽⁴⁾	2003	2030	\$ 75,000
Total Elements			\$ 4,795,000
Sustainable Santee Plan	2019	TBD	\$ 130,000
Total			\$ 4,925,000

Notes:

- 1 General plan is made up of multiple elements that are updated periodically to account for changes in the City over time.
- 2 Cost is based on the City budgeted amount for planned update.
- 3 Cost based on actual costs of last update.
- 4 Cost based on actual costs of Parks and Recreation Master Plan Update.
- 5 Cost based on actual costs incurred in the Subarea Plan. The Conservation Element includes Open Space, which was funded by Council and is required to be updated sooner than 2075.

Source:

City provided information.

The future developments fair share of the General Plan updates allocated to new development based on the allocation of future population to Buildout population. The total cost for future development is then divided by the future service population to establish the total cost per resident/worker as shown in **Table 10-2**.

Table 10-2: Long Range Planning Cost per Resident/Worker

Description	Value
Future Facilities	
Long Range Planning Updates	\$ 4,925,000
Population	
Existing Service Population	66,214
Total Buildout Service Population	82,028
Net Future Population	15,814
Population Allocation	
Existing Service Population	81%
Future Additional Population	19%
Total Population	100%
Cost Allocation	
Existing Service Population	\$ 3,989,250
Future Additional Population	\$ 935,750
Total	\$ 4,925,000
Total Cost per Resident	\$ 59.17
Total Cost per Worker	\$ 21.89

Planned Level of Service

The City plans to allocate the fair share cost of the Long Range Planning documents to new development, as shown on **Table 10-2**. Per AB602, when applicable, the nexus study shall identify the existing level of service for each public facility, identify the proposed new level of service, and include an explanation of why the new level of service is appropriate. This Nexus Study identified the total cost for future General Plan updates and Sustainable Santee Plan and allocated the cost proportionally between existing and new development. The City will have to use other funding sources such as General Fund revenue or Grants to fund existing developments share of the cost.

Fee Methodology

The Long Range Planning Fee is calculated using the Planned Facility Method. As stated in the “Impact Fee Nexus Study Template” prepared for the California Department of Housing and Community Development by Turner Center for Housing Innovation at UC Berkeley, the Planned Facility Method “Estimates the costs for future facilities needed to serve new development based on a long range expenditure plan for these future facility costs.” This method is appropriate when planned facilities are mostly for the benefit of new development.

The Long Range Planning Fee per unit is calculated by multiplying the cost per resident/worker by the average number of resident/worker equivalents per unit type (density). The cost per capita for non-residential land uses is weighted using the factors shown in **Table 3-4**. For residential uses, the fee per unit must be converted to a fee per square foot for each unit type by dividing by the average size of each unit. **Table 10-3** summarizes these calculations.

Table 10-3: Long Range Planning Fee Summary

Land Use	Cost Per Resident / Worker	Density	Fee	Average Unit Size (SF)	Fee
Residential			(per Unit)		(per SF)
Single Family	\$ 59.17	2.93	\$ 173.37	2,200	\$ 0.08
Multi Family	\$ 59.17	2.37	\$ 140.23	1,600	\$ 0.09
Non-Residential			(per 1,000 SF)		
Commercial	\$ 21.89	1.82	\$ 39.84		
Office	\$ 21.89	4.00	\$ 87.56		
Industrial	\$ 21.89	0.40	\$ 8.76		

Capital Improvement Projects and Revenue Projections

Table 10-1 shows the planned future projects to be funded by this fee. **Table 10-4** summarizes the anticipated Long Range Planning Fee revenues collected at Buildout. To ensure that the City can meet the needs of the growing community, the City may choose to introduce additional elements to the General Plan.

Using actual costs from previous General Plan updates and budgeted costs for future updates, additional elements may cost between \$75,000 and \$2,800,000 each. Revenues collected through development impact fees will not fully fund the currently planned updates. **Table 10-4** shows the approximate Long Range Planning Fee revenues collected at Buildout.

Table 10-4: Anticipated Long Range Planning Fee Estimated Revenue at Buildout

Land Use	Proposed Fee ⁽¹⁾	Anticipated Growth (units)	Anticipated Growth	Anticipated Fee Collection at Buildout ⁽²⁾
Residential	(per SF)		(Total SF)	
Single Family	\$ 0.08	1,444	3,176,800	\$ 254,144.00
Multi Family	\$ 0.09	4,466	7,145,600	\$ 643,104.00
Non-Residential	(per 1,000 SF)	(1,000 SF)		
Commercial	\$ 39.84	1,020.34		\$ 40,650.35
Office	\$ 87.56	83.92		\$ 7,348.04
Industrial	\$ 8.76	1,266.30		\$ 11,092.79
Total				\$ 956,339.17

Notes:

1 The proposed fee includes the administrative portion of the fee.

2 Total anticipated fee revenue may differ slightly from cost attributable to fee program due to rounding.

Nexus Requirement Summary

The Long Range Planning Fee component of this DIF Study meets the Mitigation Fee Act Requirements, as described in this section.

Requirement 1: Identify the purpose of the fee.

The purpose of the Long Range Planning Fee is to fund new development’s fair-share portion of updates to the General Plan elements that are necessary to mitigate the impacts of new development. New residents and workers change the landscape of the City and necessitate updates to the General Plan and Sustainable Santee Plan.

Requirement 2: Identify the use of the fee.

The Long Range Planning Fee will be used to fund new development’s fair-share portion of the General Plan and Sustainable Santee Plan based on the allocation of costs to existing and new development based on the service population. The anticipated fee revenue at Buildout is shown on using actual costs from previous updates and budgeted costs for future updates, additional elements may cost between \$75,000 and \$2,800,000 each. Revenues collected through development impact fees will not fully fund the currently planned updates. **Table 10-4** shows the approximate Long Range Planning Fee revenues collected at Buildout.

Requirement 3: Determine how there is a reasonable relationship between the fee’s use and the type of development project on which the fee is imposed.

The fee will be used to fund new General Plan and Sustainable Santee Plan updates that are necessary to serve the increased residents and workers in the City. New development generates

additional residents and workers which changes the planning landscape of the City. The Planned Facility Method estimates the costs for future facilities needed to serve new development based on a long range expenditure plan for these future facility costs.” **Table 10-1** identifies the future general plan costs and **Table 10-2** new developments fair share of the cost and the cost per resident/worker. Workers are weighted less than residents to reflect lower per capita service demand. Non-residential buildings are typically occupied less intensively than dwelling units, so it is reasonable to assume that average per-worker demand for services is less than average per-resident demand. The 0.37-weighting factor for workers is based upon a 45-hour work week (40 hours of work plus 1 hour lunch break) relative to a resident’s non-working time of 123 hours (168 hours per week less 45 work hours).

The cost per capita/worker is then allocated to each development type based on the estimated persons per household and employees per 1,000 square feet. **Table 10-3** calculates the cost per square foot for the residential units based on the estimated average unit size and cost per 1,000 square feet for non-residential. Calculating the fees based on the new residents or employees generated ensures a reasonable relationship between the fees use and the type of development project.

Requirement 4: Determine how there is a reasonable relationship between the need for the public facility and the type of development project on which the fee is imposed.

Each new development is anticipated to generate new residents and workers. The addition of new residents and workers creates the need for updates to the Long Range Planning documents. The Long Range Planning Fee is based on the number of applicable workers and/or residents each new development is expected to generate, thus ensuring that the need for the updates is directly related to a particular development’s impact. New workers generate a smaller demand than a resident, thus one worker is considered, on average, as equivalent to 0.37 that of a resident. The fee for each unit type is calculated in **Table 10-3**.

Requirement 5: Determine how there is a reasonable relationship between the amount of the fee and the cost of the public facility or portion of the public facility attributable to the development on which the fee is imposed.

As new development is constructed, new updates to the General Plan elements are needed for these planning documents. The fee is based on the Planned Facility Method and the total cost of the future updates is allocated between the existing service population and the new service population. Therefore, new development pays their fair share of the of the costs for of the General Plan and other Long Range Planning documents.

Section 11 Program Administration Fee

Background

The City, with assistance from consultants, oversees the implementation and administration of the existing and future Fee Program, consistent with the requirements of the Mitigation Fee Act. AB602, which came into effect on January 1, 2022, adds additional nexus study requirements. Furthermore, AB1483, which became effective January 1, 2020, requires that public agencies make certain information available on their website, increasing the administrative responsibilities of the City.

A two percent (2%) Administrative Fee is added to fund the costs of the City's management and ongoing fee program administration, collection, and reporting, based on an analysis of the cost administrative cost necessary to support the DIF Program. This includes costs associated with City staff and consultant time, studies, and administration to support the program. Furthermore, AB602, adds additional administration and reporting cities are responsible for meeting. Industry standard ranges from three to six percent (3-6%) of the fee for the administrative component of a development fee program. The administrative functions include, but are not limited to, the following:

- Annual fee adjustments
- Annual fee reporting
- Additional fee reporting every five years
- Posting of nexus studies and fee schedules on the City's website
- Nexus study updates every eight years (an AB602 requirement)
- Master Plans necessary to support the Nexus study updates
- Staff and consultant time related to fee preparation, collection, tracking, and administration
- Staff and consultant time needed to track credits and reimbursements for improvements constructed in the fee program

In addition to the aforementioned administrative activities, the City is responsible for both (i) using fee revenues to plan for and construct required capital facilities and (ii) pursue other funding sources, as required, to bridge financial gaps between what is collected and the actual cost to construct needed facilities. A flat fee will impair the City's ability to abide by AB602's rigorous requirements.

Consistent with the Mitigation Fee Act, the Administrative Fee will be collected to fund the cost of the program administrative activities, such as administration, collection, and reporting. The

costs to administer will vary each year. In addition to annual program reporting activities and additional fee reporting requirements every five years, AB602 requires the Nexus Study must be updated at least every eight years.

Table 11-1 shows the proposed Program Administration Fee as two percent (2%) of the total Impact Fees charged on each project.

Table 11-1: Program Administration Fee

Land Use	Public Facilities	Traffic Signal	Traffic Mitigation	Drainage	Park in-Lieu	Fire Facilities	Long Range Planning	Administration ⁽¹⁾
Residential								
<i>(Fee per Square Foot)</i>								
Single Family	\$ 5.21	\$ 0.37	\$ 2.68	\$ 0.35	\$ 6.66	\$ 1.75	\$ 0.08	\$ 0.34
Multi-Family	\$ 5.79	\$ 0.29	\$ 2.07	\$ 0.43	\$ 7.41	\$ 1.95	\$ 0.09	\$ 0.36
Non-Residential								
<i>(Fee per 1,000 Building Square Foot)</i>								
Commercial	Exempt	\$ 1,884.95	\$ 13,462.20	\$ 1,689.92	Exempt	\$ 887.29	\$ 39.84	\$ 359.28
Office	Exempt	\$ 1,040.14	\$ 7,428.64	\$ 631.53	Exempt	\$ 1,950.08	\$ 87.56	\$ 222.76
Industrial	Exempt	\$ 240.67	\$ 1,718.83	\$ 1,295.13	Exempt	\$ 195.01	\$ 8.76	\$ 69.17

Notes:
 1 An administrative fee (2% of each fee) is collected for (1) legal, accounting, and other administrative support and (2) development impact fee program administration costs including revenue collection, revenue and cost accounting, mandated public reporting, and fee justification analysis.

It is anticipated that administrative costs will continue to increase due to the additional requirements of the state legislation. It is also anticipated that revenue and expenditures will vary year to year due to the cyclical nature of five-year reporting requirements, nexus study updates, and the housing market.

The table below estimates the City’s administrative cost for the fee program and the fee revenue generated. The City’s average annual cost for staff time is based on the City’s current cost related to development impact fee administration. This includes the cost of the Nexus Study, which the City would incur every eight years. Therefore, the annual cost is divided by eight. Given the increase of state legislation, reporting requirements, potential questions, and agreements, the table below estimates additional staff time moving forward. Given the cyclical nature of nexus updates, reporting requirements, and master plans, the cost are shown for those over eight years, based on the escalated cost of the current nexus study, staff time, and other estimated cost. The fee revenue is shown assuming a 2050 Buildout. While the fee revenue is higher, it is assumed that the costs shown are very conservative and a surplus would be needed for additional studies or additional future requirements.

Fiscal Year	Annual Escalation	Staff Time ¹	Nexus Study ²	Master Plan ³	AB1600 Reporting ⁴	Total
Current	3%	\$ 12,346	\$ 7,624	\$ 37,500	\$ 9,074	\$ 66,544
FY 25-26		\$ 12,716	\$ 7,852	\$ 38,625	\$ 9,346	\$ 68,540
FY 26-27		\$ 13,098	\$ 8,088	\$ 39,784	\$ 9,626	\$ 70,596
FY 27-28		\$ 13,491	\$ 8,331	\$ 40,977	\$ 9,915	\$ 72,714
FY 28-29		\$ 13,491	\$ 8,331	\$ 40,977	\$ 9,915	\$ 72,714
FY 29-30		\$ 13,896	\$ 8,581	\$ 42,207	\$ 15,213	\$ 79,895
FY 30-31		\$ 14,312	\$ 8,838	\$ 43,473	\$ 10,669	\$ 77,292
FY 31-32		\$ 14,742	\$ 9,103	\$ 44,777	\$ 10,989	\$ 79,611
FY 32-33		\$ 15,184	\$ 9,376	\$ 46,120	\$ 11,319	\$ 81,999
Total (rounded)		\$ 151,400	\$ 93,500	\$ 459,900	\$ 116,700	\$ 821,500
Annual Average (rounded)		\$ 18,900	\$ 11,700	\$ 57,500	\$ 14,600	\$ 102,700

Average Annual Revenue (assuming 2050 Buildout)⁵ \$ 158,669

¹ Includes average annual staff time based on actual cost incurred by staff over the past two years. Cost related to the Nexus Study was divided by 8 years. Additional staff time related to posting of information per AB 1483, additional staff time to administer this fee program, fee credits/reimbursements, additional legislative requirements and legal review, and other administrative duties related to the fee program. Cost related to the staff time for the master plans is included.

² Projected annual cost based on 8 years for the next Nexus Study update. Based on the current cost for the Nexus Study.

³ Assumes two Master Plans to support the Nexus Study every 8 years. Assumes \$150,000 for each in FY 23-24 cost.

⁴ Assumed additional costs starting in FY 24-25 for AB516 requirements and additional cost in FY 29-30 for the five-year reporting requirements.

⁵ Estimated annual revenue is slightly higher, but the estimated revenue is cyclical in nature and the City is responsible for both (i) using fee revenues to plan for and construct required capital facilities and (ii) pursuing other funding sources, as required, to bridge financial gaps between what is collected and the actual cost to construct needed facilities. The cost shown in this table is conservative for the administrative cost burden for the City.

Nexus Requirement Summary

AB 1600 requires that public agencies satisfy five requirements when establishing, increasing, or imposing a fee as a condition of approval of a development project. The required findings are as follows.

Requirement 1: Identify the purpose of the fee.

The purpose of the Program Administration Fee is to provide the funding necessary to administer and update the Fee Program. This includes consultant and City staff time related to services such as providing fee quotes, updating the fee program, tracking revenue and expenditures, updating the City's website, and preparing annual and five-year reports.

Requirement 2: Identify the use of the fee.

The Program Administration Fee will be used to fund the management and administration of the Fee Program. This includes consultant and City staff time related to services such as posting of nexus studies and fee schedules on the City’s website, annual fee adjustments, annual fee reporting, additional fee reporting every five years, application and tracking of fee credits/reimbursements, periodic nexus study updates, staff and consultant time related to fee preparation, collection, tracking and administration.

Requirement 3: Determine how there is a reasonable relationship between the fee’s use and the type of development project on which the fee is imposed.

New residents and workers that result from new development increases the demand for new infrastructure and facilities. These new infrastructure and facility projects will be funded through the Fee program, which requires City and consultant staff time to manage and administer. The Program Administration Fee is a two percent (2%) mark-up of the DIFs.

Requirement 4: Determine how there is a reasonable relationship between the need for the public facility and the type of development project on which the fee is imposed.

Each new development adds residents or workers to the City and in order to maintain the City’s desired level of service, public facilities, traffic facilities (including traffic signals), drainage, fire facilities must be built and parkland acquired, and general plan documents completed. These facilities are funded through the DIFs. To ensure these fees for new development are administered according to state law, regular updates, tracking and reporting, staff time is required. In addition, City staff must provide fee quotes for new development. To collect the funding for these resulting activities, the Program Administration Fee is based on a two percent (2%) mark-up of the Fee Program as summarized in **Table 11-1**. Using a percentage of the DIFs, ensures that each new development is charged their fair share. A two percent (2%) fee is below the industry standard range of three to six percent (3-6%).

Requirement 5: Determine how there is a reasonable relationship between the amount of the fee and the cost of the public facility or portion of the public facility attributable to the development on which the fee is imposed.

The Program Administration Fee provides the funding to administer the DIFs. Having an adopted a policy of collecting a two percent (2%) mark-up to administer fee programs is slightly below the industry standard and effective. Since this fee is calculated as a mark-up of the other DIFs as summarized in **Table 11-1**, each land use pays for their fair share of the management costs based on their impact to the City’s infrastructure.

Section 12 Implementation and Administration

Implementation

According to the California Government Code, prior to levying a new fee or increasing an existing fee, an agency must hold at least one open and public meeting with at least 30 days' notice. In addition, notice of the time and place of the meeting, including a general explanation of the matter to be considered, and a statement that the data required by this section is available, shall be mailed at least 14 days prior to the meeting to any interested party who files a written request with the local agency for mailed notice of the meeting on new or increased fees or service charges. Any written request for mailed notices shall be valid for one year from the date on which it is filed unless a renewal request is filed. At least ten days prior to this meeting, the agency must make data on infrastructure costs and funding sources available to the public. Notice of the time and place of the meeting and a general explanation of the matter are to be published in accordance with Section 6062a of the Government Code, which states that publication of notice shall occur for ten days in a newspaper regularly published once a week or more. The new or increased fees shall be effective no earlier than 60 days following the final action on the adoption or increase of the fees.

Fee Program Administrative Requirements

The Government Code requires the City to report every year and every fifth year certain financial information regarding the fees. The City must make available within 180 days after the last day of each fiscal year the following information from the prior fiscal year:

1. A brief description of the type of fee in the account or fund.
2. The amount of the fee.
3. The beginning and ending balance in the account or fund.
4. The amount of the fee collected and the interest earned.
5. An identification of each public improvement for which fees were expended and the amount of expenditures.
6. An identification of an approximate date by which time construction on the improvement will commence if it is determined that sufficient funds exist to complete the project.
7. A description of each interfund transfer or loan made from the account and when it will be repaid.
8. Identification of any refunds made once it is determined that sufficient monies have been collected to fund all fee related projects.

Beginning in 2024, the code has been expanded to include and expand on some of the requirements. The following requirement was added:

An identification of each improvement identified pursuant to requirement #6 listed on a previous report and whether construction began on the approximate date noted within that report. If construction did not commence by the approximate date provided in the previous report, identify the reason for the delay and a revised approximate commencement date.

In addition, requirement 8 was expanded to now require the following information:

Identification of any refunds made and the number of persons or entities identified to receive those refunds once it is determined that sufficient monies have been collected to fund all fee related projects.

The City must make this information available for public review and must also present it at the next regularly scheduled public meeting not less than 15 days after this information is made available to the public.

For the fifth fiscal year following the first deposit into the account or fund, and every five years thereafter, the City must make the following findings with respect to any remaining funds in the fee account, regardless of whether those funds are committed or uncommitted:

1. Identify the purpose to which the fee is to be put.
2. Demonstrate a reasonable relationship between the fee and the purpose for which it is charged.
3. Identify all sources and amounts of funding anticipated to complete financing any incomplete improvements.
4. Designate the approximate dates on which funding in item (3) above is expected to be deposited into the fee account.

Based on new legislation, a local agency shall inform a person paying a fee subject of both of the following:

- The person's right to request an audit pursuant to Section 66023.
- The person's right, pursuant to paragraph (1) of subdivision (b), to file a written request for mailed notice of the local agency's meeting to review the information made public pursuant to paragraph (1) of subdivision (b).

A local agency shall provide a person paying a fee subject to this section a link to the page on the local agency's internet website where the information made public pursuant to paragraph (1) of subdivision (b) is available for review.

Fee Adjustment Procedures

The DIFs may be adjusted periodically to reflect revised facility requirements, receipt of funding from alternative sources (i.e., state or federal grants), revised facilities or costs, changes in demographics, changes in the average unit square footage, or changes in the land use plan. In accordance with Santee Municipal Code section 12.30.050, Santee Development Impact Fees are automatically adjusted for inflation on July 1 of each year. The inflation adjustment is two percent or based on the previous calendar years increase in the San Diego Consumer Price Index (CPI-U: All Items) as published by the Bureau of Labor Statistics, whichever is higher. The Municipal Code will need to be updated to adjusting annually on July 1st based on the Construction Cost Index (CCI) for the 20-City Average as reported by Engineering News Record (ENR) for a twelve-month period or a similar published index if the CCI Index is no longer available.

Timing of Fee Payment

Fees will be collected at the time the building permit for the project is issued. All residential projects will pay a fee based on the livable square footage of the residential unit(s). For high-density residential projects, the fee will be due at the time of the building permit for each building. For high-density residential projects, the non-residential communal portion (i.e., clubhouse, maintenance facility, gym, etc.) will not be assessed impact fees as the impact is assumed to be captured in the residential fees. Area that are accessible by the public (i.e., leasing office) will be charged impact fees according to use.

Credits and Reimbursement Policies

The City may provide fee credits or reimbursements to developers who dedicate land or construct eligible facilities. Fee credits or reimbursements may be provided up to the cost of the improvement, as shown in this study, subject to periodic inflation adjustments, or the actual cost paid by the developer, whichever is lower. For construction cost overruns, only that amount shown in the study, subject to periodic inflation adjustments, would be credited or reimbursed. The City will evaluate the appropriate fee credit or reimbursement based on the value of the dedication or improvement. Credits or reimbursements may be repaid based on the priority of the capital improvements, as determined by the City. The City will determine fee credits and reimbursements on a case-by-case basis and possibly through the use of a development agreement.

Administrative Fee

An administrative fee of two (2) percent is included as part of each of the fees and may be used for costs for legal, accounting, and other administrative support and development impact fee program administration costs including revenue collection, revenue and cost accounting, mandated public reporting, and fee justification analysis. Additionally, the administrative fee may be used to fund the impact fee nexus study updated that must be updated at a minimum every eight (8) years

pursuant to AB602. Please refer to the individual fee calculation tables for a breakdown of the administration fee.

Programming Revenues with the CIP

The City should maintain its CIP to adequately plan for future infrastructure needs. The CIP should commit all projected fee revenues and fund balances to specific projects that are necessary to serve growth as described in this report. The use of the CIP provides documentation necessary for the City to hold funds in a project account for longer than five years if necessary to collect sufficient funds to complete a project. In addition, the CIP is required per AB602. This report outlines the projects that are to be funded with the fee program and forms the basis of the CIP, as shown in **Appendix A**.

Fee Reporting

Assembly Bill No. 1483, which became effective January 1, 2020, requires that public agencies make the following information available on their website. The following information must be provided:

1. A current schedule of fees, exactions, and affordability requirements imposed by the city, county, or special district, including any dependent special districts, of the city or county applicable to a proposed housing development project, which shall be presented in a manner that clearly identifies the fees, exactions, and affordability requirements that apply to each parcel.
2. All zoning ordinances and development standards, which shall specify the zoning, design, and development standards that apply to each parcel.
3. The list of information required to be compiled pursuant to Section 65940.
4. The current and five previous annual fee reports or the current and five previous annual financial reports, which were required pursuant to subdivision.
5. An archive of impact fee nexus studies, cost of service studies, or equivalent, conducted by the city, county, or special district on or after January 1, 2018.

Any updates to the above information must be available within 30 days.

Accessory Dwelling Units

An Accessory Dwelling Unit (ADU) is a second unit that is attached or detached from a single-family home. In accordance with Assembly Bill No. 881 approved on October 9, 2019, fees will not be charged for an ADU that is less than 750 square feet. For an ADU that is 750 square feet or larger, the ADU will be charged proportionately in relation to the square footage of the primary dwelling unit. Since the residential fees are now being charged on a square footage basis, ADU fees will be calculated by multiplying the Single-Family Residential fee by the ADU's square footage.

Specialized Development Projects

The fees in this Report may not apply to specialized development projects such as golf courses, cemeteries, sports stadium, or other specialized land uses. For specialized development projects the City will review the development's impacts to determine the applicable fees. The fee rates presented in this Report may be reduced, exempted, or waived under certain circumstances as determined by the City. Any exemption or reduction in fees will be based on the City's independent analysis and review of the subject property. In addition, for reuse, density increasing, or rezone projects, the developer shall only be responsible for paying fees for the intensification of the development. In cases of disaster, impact fees will not be charged on the rebuilding of the structures that were affected by the disaster to the extent that the overall size and use of the new structure is similar to the structure destroyed by the disaster. The City will review the development's increased impacts to determine the applicable fees.

Some developments may include more than one land use type. In these cases, the fee is calculated separately for each land use. The City has the discretion to impose the fees based on the specific aspects of a proposed development regardless of zoning. The fee imposed should be based on the land use type that most closely represents the impacts of the development.

Rebuild or Expansion Projects

For reuse, expansions, density increasing, or rezone projects, the developer shall only be responsible for paying fees for the intensification or expansion. For example, if a homeowner wishes to build an addition to their home that is 100 square feet, the homeowner would be responsible for paying fees for the 100 square foot addition. The City will review the new development's impacts to determine the applicable fees on a case-by-case basis.

In cases of rebuilding a structure after a demolition, impact fees will not be assessed on the rebuild to the extent that the overall size and use of the new structure is similar to the structure prior to demolition. Similarly, in cases of disaster, impact fees will not be charged on the rebuilding of the structures that were affected by the disaster to the extent that the overall size and use of the new structure is the same as the structure destroyed by the disaster. Impact fees for the new structure will be calculated based on the new rebuilt structure and the fees paid for the previous structure, and the difference between these fees will be assessed. No refunds will be made for rebuilds that have a lower impact fee than the previous structure.

Appendix A: Capital Improvement Plan

Table A-1: Capital Improvement Plan (Page 1 of 2)

Projects	Total Project Cost	Other Funding Expected	DIF Project Cost
Public Facilities			
Santee Community Center	\$ 21,000,000	\$ 16,800,000	\$ 4,200,000
Future Park Recreation Facilities (assumes 74.08 acres) ⁽¹⁾	\$ 53,708,000	\$ -	\$ 53,708,000
<i>Subtotal Public Facilities</i>	<i>\$ 74,708,000</i>	<i>\$ 16,800,000</i>	<i>\$ 57,908,000</i>
Traffic Signal			
6 Phase Signal (Magnolia Ave & Princess Joann Rd)	\$ 415,000	\$ -	\$ 415,000
6 Phase Signal (Cottonwood Ave & Riverview Pkwy)	\$ 415,000	\$ -	\$ 415,000
8 Phase Signal (Woodside Ave & Mission Del Magnolia/Riderwood Terrance)	\$ 450,000	\$ -	\$ 450,000
6 Phase Signal (Mission Gorge Rd & Marrokal Ln)	\$ 415,000	\$ -	\$ 415,000
Pedestrian Signal - Hawk (Mission Gorge Rd & Forester Creek)	\$ 220,000	\$ -	\$ 220,000
Pedestrian Signal - Hawk (Cuyamaca St & South River Trail)	\$ 220,000	\$ -	\$ 220,000
Pedestrian Signal - Hawk (Prospect Ave & Forester Creek)	\$ 220,000	\$ -	\$ 220,000
Update/replace traffic signal cabinet and controllers	\$ 196,000	\$ -	\$ 196,000
Pedestrian Ramp Upgrades	\$ 107,800	\$ -	\$ 107,800
Audible Pedestrian Signal Button Installation	\$ 392,000	\$ -	\$ 392,000
Smart Signals and Controller/Detection Upgrades	\$ 1,680,000	\$ -	\$ 1,680,000
Signal Modification (Carlton Oaks Dr & Wethersfield Rd)	\$ 439,000	\$ -	\$ 439,000
Signal Modification (Mast Blvd & Calton Hills Blvd)	\$ 203,900	\$ -	\$ 203,900
Install new fiberoptic communication	\$ 216,000	\$ 160,000	\$ 56,000
Install new fiberoptic communication	\$ 1,134,000	\$ 630,000	\$ 504,000
<i>Subtotal Traffic Signal</i>	<i>\$ 6,723,700</i>	<i>\$ 790,000</i>	<i>\$ 5,933,700</i>
Traffic Mitigation			
Cottonwood Avenue River Crossing	\$ 20,786,000	\$ -	\$ 20,786,000
Cottonwood Avenue Widening and Sidewalk Improvements	\$ 12,130,000	\$ 9,486,992	\$ 2,643,008
Graves Avenue Street Improvements	\$ 7,544,000	\$ 5,900,236	\$ 1,643,764
Magnolia Avenue Widening	\$ 4,786,000	\$ 3,743,177	\$ 1,042,823
Median Modification - Mission Gorge Road at Marketplace	\$ 560,000	\$ 437,981	\$ 122,019
Olive Lane Improvements	\$ 2,850,000	\$ 2,229,013	\$ 620,987
Prospect Avenue Improvements - West	\$ 21,267,000	\$ 16,633,129	\$ 4,633,871
<i>Subtotal Traffic Mitigation</i>	<i>\$ 69,923,000</i>	<i>\$ 38,430,528</i>	<i>\$ 31,492,472</i>

Table A-1: Capital Improvement Plan (Page 1 of 2)

Projects	Total Project Cost	Other Funding Expected	DIF Project Cost
Drainage			
Project 1A	\$ 4,270,000	\$ -	\$ 4,270,000
Project 1B	\$ 790,000	\$ -	\$ 790,000
Project 1C	\$ 1,540,000	\$ -	\$ 1,540,000
Project 2	\$ 3,420,000	\$ -	\$ 3,420,000
Project 3.1A	\$ 630,000	\$ -	\$ 630,000
Project 3.1B	\$ 270,000	\$ -	\$ 270,000
Project 3.2	\$ 410,000	\$ -	\$ 410,000
Project 3.3	\$ 520,000	\$ -	\$ 520,000
Project 4.1	\$ 2,520,000	\$ -	\$ 2,520,000
Project 4.2	\$ 370,000	\$ -	\$ 370,000
Project 5.1	\$ 2,640,000	\$ -	\$ 2,640,000
Project 5.2	\$ 4,410,000	\$ -	\$ 4,410,000
Project 6	\$ 970,000	\$ -	\$ 970,000
Project 7	\$ 2,590,000	\$ -	\$ 2,590,000
<i>Subtotal Drainage</i>	<i>\$ 25,350,000</i>	<i>\$ -</i>	<i>\$ 25,350,000</i>
Park In-Lieu			
Future Park Land (assumes 74.08 acres) ⁽¹⁾	\$ 74,080,000	\$ -	\$ 74,080,000
<i>Subtotal Park In-Lieu</i>	<i>\$ 74,080,000</i>	<i>\$ -</i>	<i>\$ 74,080,000</i>
Fire Facilities⁽²⁾			
Fire Station 4 Rebuild	\$ 25,200,000	\$ -	\$ 25,200,000
Fire Station 5 Replacement	\$ 14,000,000	\$ -	\$ 14,000,000
Fire Station 20 Construction	\$ 21,000,000	\$ -	\$ 21,000,000
Fire Station 28 Construction	\$ 16,000,000	\$ -	\$ 16,000,000
Fleet Maintenance Facility	\$ 5,797,400	\$ -	\$ 5,797,400
<i>Subtotal Fire Facilities</i>	<i>\$ 81,997,400</i>	<i>\$ -</i>	<i>\$ 81,997,400</i>
Long Range Planning			
Land Use Element	\$ 680,000	Potential Grants	\$ 680,000
Housing Element	\$ 300,000	Potential Grants	\$ 300,000
Mobility Element	\$ 400,000	Potential Grants	\$ 400,000
Recreation Element	\$ 75,000	Potential Grants	\$ 75,000
Trails (ATP)	\$ 300,000	Potential Grants	\$ 300,000
Conservation Element (Subarea Plan)	\$ 2,800,000	Potential Grants	\$ 2,800,000
Noise Element	\$ 75,000	Potential Grants	\$ 75,000
Safety & Environmental Justice Element	\$ 90,000	Potential Grants	\$ 90,000
Community Enhancement Element	\$ 75,000	Potential Grants	\$ 75,000
Sustainable Santee Plan	\$ 130,000	Potential Grants	\$ 130,000
<i>Subtotal Long Range Planning</i>	<i>\$ 4,925,000</i>	<i>\$ -</i>	<i>\$ 4,925,000</i>
Total (Rounded)	\$ 337,707,100	\$ 56,020,528	\$ 281,686,572

Notes:

1 The specific location of park improvements will be dictated by the individual developments and cannot be determined at this time. The assumed acreage is calculated using the General Plan standard of 5 acres per 1,000 people and growth assumptions in the City.

2 Fire Facilities identified in the Santee Adopted Capital Improvement Program (Fiscal Years 2024-28) and by the Fire Chief.

2021 Fee Survey



**An overview of residential and commercial/industrial fees
charged by Cities and the County in the San Diego region**



About the

FEE SURVEY

Introduction

The Building Industry Association of San Diego County is proud to present the 33rd survey of regional development fees. The BIA Fee Survey includes residential and commercial/industrial fees, representing a major source of fee-based revenues for local jurisdictions. This survey provides an overview of development related fees charged by selected San Diego County land-use agencies. It is provided as a service and planning tool for BIA members.

Although the survey can be used as a starting point for determining what fee obligations can be expected, it is not intended to be a tool for definitive analysis. While the BIA has made every effort to ensure the accuracy of the Fee Survey, no guarantees are made.

The BIA strongly cautions against comparing impact fee levels by jurisdiction since methodology, approaches, assumptions, and levels of service may vary widely. Thorough evaluation will require site specific analysis on an independent basis.

Methodology

The BIA Fee Survey was compiled using the results from surveys emailed to 15 Cities, San Diego County, 19 sewer districts, 22 water districts and 34 school districts. The Cities of Coronado, Del Mar, and Solana Beach were excluded in this year's commercial/industrial and residential fee surveys as they are regions that are assumed to be built out or have low permit activity.

SANDAG RTCIP Fee adjusted from \$2,533.15 to \$2,583.82.

The City of Imperial Beach did not provide Commercial/Industrial fees as the prototypes suggested for the permits are beyond the City's permitting software ability. This is due to the limited commercial and industrial zones which leads to limited permit issuance for the projects described in the prototypes. If you have any questions regarding these type of fees, please contact the City's Building Inspector.

[Fee survey assumptions can be found on page 3.](#)
[Sewer, Water and School Fees can be found on pages 43-52.](#)

Editorial Comments

Fees continue to increase in key jurisdictions of San Diego County. Since the 2020 survey, jurisdictions have experienced an average 9% increase in fees throughout the region.

Highlighted below are the jurisdictions with the 3 highest reported fees and 3 lowest reported fees. Please note that these fees are based on what would be paid for one new housing unit (SFD scenario, includes sewer/water/school fees):

Highest

- Torrey Highlands (Neighborhood in the City of San Diego): \$166,277
- Chula Vista (East of the 805 freeway): \$91,340
- Oceanside: \$81,337

Lowest

- Poway: \$37,594.75
- Lemon Grove: \$35,342.65
- Imperial Beach: \$33,119.22



ASSUMPTIONS

Single Family Residential: The jurisdictions were asked to calculate the permit issuance, capacity and impact fees on a prototype 4 bedroom, 3 bath single family detached residential dwelling unit with 2,700 square feet of living area, a 600 square foot garage, 240 square foot patio (cover and walls); fireplace; gas & electric hookups; type V, wood frame construction. Along with engineering and processing fees on a prototype 50 lot, 10 acre subdivision with 100,000 cu yds. of grading.

Multi-Family Residential Townhome - attached: A Townhome community of 100 units, all 3 Bedroom, 2.5 Bath units at 1,600 sf., with a 400 sq. ft., 2 car attached garage, Type 5 wood frame construction and assumes a “smart growth” density of 18 du/acre. Figure 10 buildings with 10 units each.

Multi-family Residential Condo - attached: A condo community of 250 units of 5 stories wood over 2 levels parking, type III construction, average unit size of 725 SF, subterranean parking, 1.5-2 acre site.

Apartment: Fees are based on a prototype 3 story, garden style, 250 unit (950 square foot/unit) apartment complex, Type 5 wood frame construction, surface parked in 10 buildings over 10 acres.

Multi-Tenant Industrial: Fees are based on a prototype 50,000 square foot, single story building with 20 restrooms on 3.59 acres. Figures assume type V construction with sprinklers and 25% buildout. Occupancy type: Factory, low hazard.

Industrial: Fees are based on a prototype 50,000 square foot, single story building with 6 restrooms on 3.28 acres. Figures assume type V construction with sprinklers and 10% build out. Occupancy type: Factory, moderate hazard.

Research and Development (20% Mezzanine): Fees are based on a prototype 50,000 square foot, 2 story building with sprinklers with 12 restrooms on 3.28 acres. Figures assume type III construction at 40% build out. Occupancy type: 80/20 Offices/Factory, low hazard.

Flex Office: Fees are based on a new prototype 50,000 square foot, 2 story building with 12 restrooms on 3.1 acres. Figures assume type III construction with sprinklers at 100% build out.

Class A Multi-Tenant Office: Fees are based on a prototype 50,000 square foot, 3 story building with 12 restrooms on 2.73 acres. Figures assume type III construction with sprinklers at 100% build out.

Retail: Fees are based on a prototype 100,000 square foot, 1 story with 25 restrooms on 9.2 acres. Figures assume type V construction with sprinklers at 100% build out.

NOTE: The total cost for each project is subject to the sewer, water, and school fees. When calculating total costs, please refer to the Sewer, Water and School Fees pages (Page 44-52) for the best estimate.

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Commercial/Industrial Fees



Carlsbad - Commercial & Industrial

FEES	MULTI-TENANT INDUSTRIAL	INDUSTRIAL	R&D	FLEX OFFICE	CLASS A MULTI-TENANT OFFICE	RETAIL
Valuation	\$3,451,500	\$3,451,500	\$5,085,000	\$6,456,500	\$6,456,500	\$9,044,000
Valuation Year	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021
Permit Fees						
Plan Check	\$5,889.44	\$5,889.44	\$8,164.21	\$10,075.40	\$10,075.40	\$13,703
Building Permit	\$8,413.48	\$8,413.48	\$11,663	\$14,393.43	\$14,393.43	\$19,575
MPE Permits	\$1,992	\$1,992	\$4,234	\$4,234	\$4,234	\$4,234
Energy	\$170	\$170	\$170	\$170	\$170	\$170
Fire Plan Check	\$3,120	\$3,120	\$3,051	\$2,237	\$2,237	\$2,237
CBSC	\$136	\$136	\$200	\$256	\$256	\$360
License fee	SEE PFF	SEE PFF	SEE PFF	SEE PFF	SEE PFF	SEE PFF
Inspection fee	N/A	N/A	N/A	N/A	N/A	N/A
Seismic	\$725	\$725	\$1,068	\$1,356	\$1,356	\$1,903
Subtotal	\$20,445.92	\$20,445.92	\$28,550.36	\$32,721.83	\$32,721.83	\$42,182.16
Impact/Capacity Fees						
Sewer (1)(1a)	\$58,789	\$58,789	\$58,789	\$27,722	\$27,722	\$117,599
Water (2)	\$35,946	\$35,946	\$35,946	\$35,946	\$35,946	\$35,946
Public Facilities	\$120,803	\$120,803	\$177,975	\$225,978	\$225,978	\$317,135
Traffic (incl signal)	\$104,800	\$65,500	\$52,400	\$131,000	\$131,000	\$524,000
Parks						
Fire						
Drainage/Flood	(3)	(3)	(3)	(3)	(3)	(3)
MSCP						
IT Improvement						
Stormwater	\$304.00	\$304.00	\$304.00	\$304.00	\$304.00	\$304.00
Traffic SR-78						
Other Fees						
Total	\$341,087.42	\$301,788	\$353,964.36	\$453,671.33	\$453,671	\$1,037,166
Cost Per sq ft	\$6.82	\$6.04	\$7.08	\$9.07	\$9.07	\$10.37

PROTOTYPES: All prototypes use 1 1/2 inch water meter

Multi-Tenant Industrial (1-story): 3.59 Acres, 50,000 sq. ft., Type V Construction, Sprinklers, 25% Build Out, 20 Restrooms, Parking 3/1000
 Industrial (1-story): 3.28 Acres, 50,000 sq. ft., Type V Construction, Sprinklers, 10% Build Out, 6 Restrooms
 Research & Development (20% Mezzanine): 3.28 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 40% Build Out, 12 Restrooms
 Flex Office (2-story): 3.1 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 100% Build Out, 12 Restrooms
 Class A Multi-Tenant Office (3-story): 2.73 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 100% Build Out, 12 Restrooms
 Retail: 9.2 Acres, 100,000 sq. ft., Type V Construction with Sprinklers, 100% Build Out, 25 Restrooms

Comments:

- (1) Southeast Carlsbad is served by two sewer districts: Leucadia 760-753-0155 and Vallecitos 760-744-0460
- (1a) Sewer Benefit Area fees range from \$82 - 3,815 per EDU / This estimate uses Benefit Area 'H'
- (2) Southeast Carlsbad is served by two water districts: Vallecitos and Olivenhain 760-753-6466
- (3) Drainage fees vary depending on project location and range from \$2,373 - \$29,887/acre. Please check with City for your project's location.
- (4) Stormwater fees vary, Tier SWPPP, acreage & storm water priority. Contact city for more specifics.

Refer to page 3 for all category assumptions for this survey

Chula Vista - Commercial & Industrial

FEES	MULTI-TENANT INDUSTRIAL	INDUSTRIAL	R&D	FLEX OFFICE	CLASS A MULTI-TENANT OFFICE	RETAIL
Valuation	\$3,283,500	\$3,283,500	\$5,637,500	\$6,166,000	\$6,166,000	\$8,328,000
Valuation Year (5)	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021
Permit Fees						
Plan Check	\$7,275	\$7,643	\$14,526	\$9,963	\$9,963	\$9,833
Building Permit	\$12,543	\$12,682	\$20,813	\$14,250	\$14,250	\$18,567
MPE Permits	\$978	\$978	\$978	\$978	\$978	\$978
Energy						
Fire Plan Check (4)	\$1,615	\$1,615	\$1,975	\$1,975	\$2,620	\$2,015
CBSC	\$132	\$132	\$226	\$247	\$247	\$334
License fee						
Inspection fee	See Building Permit	See Building Permit	See Building Permit	See Building Permit	See Building Permit	See Building Permit
Seismic	\$919	\$919	\$1,579	\$1,726	\$1,726	\$2,332
Subtotal	\$23,462	\$23,970	\$40,096	\$29,139	\$29,784	\$34,058
Impact/Capacity Fees						
Sewer (1,2)	\$73,931	\$22,333	\$44,447	\$44,481	\$44,481	\$92,430
Water (3)	Paid to Water District	Paid to Water District	Paid to Water District	Paid to Water District	Paid to Water District	Paid to Water District
Public Facilities (PFDIF)	\$39,027	\$35,657	\$35,657	\$107,136	\$94,349	\$317,952
Traffic Signal	\$13,105	\$11,973	\$10,643	\$22,632	\$33,219	\$447,782
Traffic (west of 805)	\$144,576	\$132,092	\$293,540	\$416,150	\$366,481	\$1,152,686
Traffic (east of 805)	\$475,119	\$434,092	\$385,859	\$410,270	\$361,302	\$2,164,585
Parks (west of 805)						
Parks (east of 805)						
Fire	Included in PFDIF	Included in PFDIF	Included in PFDIF	Included in PFDIF	Included in PFDIF	Included in PFDIF
Drainage/Flood						
Inclusionary Housing						
MSCP						
IT Improvement						
Stormwater						
Traffic SANDAG	Included in Traffic Fee	Included in Traffic Fee	Included in Traffic Fee	Included in Traffic Fee	Included in Traffic Fee	Included in Traffic Fee
Other Fees						
Total	\$624,644	\$528,025	\$516,702	\$613,658	\$563,134	\$3,056,808
Cost Per sq ft	\$12.49	\$10.56	\$10.33	\$12.27	\$11.26	\$30.57

PROTOTYPES: All prototypes use 1 1/2 inch water meter

Multi-Tenant Industrial (1-story): 3.59 Acres, 50,000 sq. ft., Type 5 Construction, Sprinklers, 25% Build Out, 20 Restrooms, Parking 3/1000

Industrial (1-story): 3.28 Acres, 50,000 sq. ft., Type 5 Construction, Sprinklers, 10% Build Out, 6 Restrooms

Research & Development (20% Mezzanine): 3.28 Acres, 50,000 sq. ft., Type 3 Construction with Sprinklers, 40% Build Out, 12 Restrooms

Flex Office (2-story): 3.1 Acres, 50,000 sq. ft., Type 3 Construction with Sprinklers, 100% Build Out, 12 Restrooms

Class A Multi-Tenant Office (3-story): 2.73 Acres, 50,000 sq. ft., Type 3 Construction with Sprinklers, 100% Build Out, 12 Restrooms

Retail: 9.2 Acres, 100,000 sq. ft., Type 5 Construction with Sprinklers, 100% Build Out, 25 Restrooms

Comments:

(1) Includes sewer admin. fee of \$220.

Assumption that there are equal amounts of Men and Women Restrooms, with Men's including 2 Urinals, 2 Toilets, and 2 Sinks and Women's including 4 toilets and 2 sinks. Men's = 16 EFU; Women's = 20 EFU.

(2) Additional \$265 per EDU if project is in Poggi Canyon sewer basin or \$1,500 per EDU if project is in Salt Creek sewer basin.

EDU is calculated as follows: For Commercial/Industrial 9.43 EDUs per acre in Poggi Canyon and 6.09 EDUs per acre in Salt Creek

(3) Contact Sweetwater Authority or Otay Water District for rates.

(4) Assumes one sprinkler/150 square feet.

(5) Fiscal year

Refer to page 3 for all category assumptions for this survey

City of San Diego - Commercial & Industrial

FEES	MULTI-TENANT INDUSTRIAL (2, 3)	INDUSTRIAL (3)	R&D (3)	FLEX OFFICE (3)	CLASS A MULTI-TENANT OFFICE (3)	RETAIL (3)
Valuation						
Valuation Year	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021
Permit Fees						
Plan Check	\$17,662.32	\$17,662.32	\$22,713.36	\$18,060.12	\$18,060.12	\$30,774.42
Building Permit						
MPE Permits						
Energy						
Fire Plan Check (1)						
CBSC						
License fee						
Building Inspection fee	\$5,246.88	\$5,246.88	\$5,540.64	\$5,059.20	\$5,059.20	\$6,926.82
Seismic	\$1,005.34	\$1,005.34	\$2,089.61	\$2,089.61	\$2,089.61	\$2,563.34
Construction debris collection deposit	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
City Records	\$90	\$90	\$90	\$90	\$90	\$90
General Plan Maintenance	\$451	\$451	\$451	\$451	\$451	\$451
Mapping	\$10	\$10	\$10	\$10	\$10	\$10
Other Agency Collection of fees	\$10	\$10	\$10	\$10	\$10	\$10
Subtotal	\$34,475.54	\$34,475.54	\$40,904.61	\$35,769.93	\$35,769.93	\$50,825.58
Impact/Capacity Fees						
Sewer (4)	\$14,434	\$4,330	\$8,660	\$8,660	\$8,660	\$18,043
Water (4)	\$10,664.50	\$3,199.35	\$6,398.70	\$6,398.70	\$6,398.70	\$13,330.63
Public Facilities (See Community Based DIF/FBA)						
Active Transportation in Lieu Fee (6)						
Traffic (incl signal)						
Parks						
Fire						
Drainage/Flood						
School						
Housing Impact Fee - Linkage Fee (5)	\$0	\$0	\$40,000	\$106,000	\$106,000	\$128,000
IT Improvement						
MSCP						
Stormwater						
Other Fees						
Total	\$59,574.04	\$42,004.89	\$95,963.31	\$156,828.63	\$156,828.63	\$210,199.21
Cost Per sq ft	\$1.19	\$0.84	\$1.92	\$3.14	\$3.14	\$2.10

PROTOTYPES: All prototypes use 1 1/2 inch water meter

Multi-Tenant Industrial (1-story): 3.59 Acres, 50,000 sq. ft., Type V Construction, Sprinklers, 25% Build Out, 20 Restrooms, Parking 3/1000

Industrial (1-story): 3.28 Acres, 50,000 sq. ft., Type V Construction, Sprinklers, 10% Build Out, 6 Restrooms

Research & Development (20% Mezzanine): 3.28 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 40% Build Out, 12 Restrooms

Flex Office (2-story): 3.1 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 100% Build Out, 12 Restrooms

Class A Multi-Tenant Office (3-story): 2.73 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 100% Build Out, 12 Restrooms

Retail: 9.2 Acres, 100,000 sq. ft., Type V Construction with Sprinklers, 100% Build Out, 25 Restrooms

Comments:

General Note: Permit inspection fees for Electrical/Mechanical/Plumbing not included.

(1) Does not include plan check for fire sprinkler; they are based on head count (info not available).

(2) Assumption made for parking square footage based on: 250 units at 725 sq. ft. = 181,250. 181,250/5 floors = 36,250 each floor. 2 floors of parking equal to residential floor footprint 2 X 36,250 = 72,500.

(3) 2% fee increase applied to fee effective July 2017. As part of the proposed fee study presented to City Council, the resolution included language that allows the Development Services Department to increase fees based on the annual Consumer Price Index (CPI) inflation rate. The 2017 CPI inflation rate was 2%.

(4) For Sewer/Water: add \$79 fee to capacity fees for a plan check fee.

(5) The Housing Impact Fee ("Linkage Fee") is assessed to non-residential development per the following rates:

Office = \$2.12 per square foot

Hotel = \$1.28 per square foot

R&D = \$0.80 per square foot

Retail = \$1.28 per square foot

There is no HIF for manufacturing or warehouse uses.

(6) To determine if the Active Transportation In Lieu Fee applies to this project, please input the parcel number in the following calculator:

<https://www.sandiego.gov/sites/default/files/active-transportation-in-lieu-fee-calculator.xlsx>

Refer to page 1 for all category assumptions for this survey

County of San Diego - Commercial & Industrial

FEES	MULTI-TENANT INDUSTRIAL	INDUSTRIAL	R&D	FLEX OFFICE	CLASS A MULTI-TENANT OFFICE	RETAIL
Valuation	\$2,889,000	\$2,889,000	\$5,822,800	\$6,381,500	\$6,381,500	\$8,036,000
Valuation Year	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021
Permit Fees						
Plan Check	\$5,436	\$5,436	\$9,617	\$10,417	\$10,417	\$12,782
Building Permit	\$8,121	\$8,121	\$14,554	\$15,784	\$15,784	\$19,422
MPE Permits	\$533	\$533	\$533	\$533	\$533	\$533
Energy						
Fire Plan Check						
CBSC						
License fee						
Inspection fee						
Seismic	\$812	\$812	\$1,630	\$1,787	\$1,787	\$2,250
Subtotal	\$14,902	\$14,902	\$26,334	\$28,520	\$28,520	\$34,987
Impact/Capacity Fees						
Sewer ⁽¹⁾						
Water ⁽¹⁾						
Public Facilities						
Traffic (incl signal) ⁽²⁾	\$59,781	\$59,781	\$107,229	\$107,229	\$107,229	\$271,470
Parks						
Fire ⁽³⁾	\$29,000	\$29,000	\$29,000	\$29,000	\$29,000	\$58,000
Drainage/Flood ⁽⁴⁾	\$40,500	\$40,500	\$40,500	\$40,500	\$40,500	\$81,000
School ⁽¹⁾						
IT Improvement						
MSCP						
Stormwater						
Other Fees						
Total	\$144,182	\$144,182	\$203,063	\$205,249	\$205,249	\$445,457
Cost Per sq ft	\$2.88	\$2.88	\$4.06	\$4.10	\$4.10	\$4.45

PROTOTYPES: All prototypes use 1 1/2 inch water meter

Multi-Tenant Industrial (1-story): 3.59 Acres, 50,000 sq. ft., Type V Construction, Sprinklers, 25% Build Out, 20 Restrooms, Parking 3/1000

Industrial (1-story): 3.28 Acres, 50,000 sq. ft., Type V Construction, Sprinklers, 10% Build Out, 6 Restrooms

Research & Development (20% Mezzanine): 3.28 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 40% Build Out, 12 Restrooms

Flex Office (2-story): 3.1 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 100% Build Out, 12 Restrooms

Class A Multi-Tenant Office (3-story): 2.73 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 100% Build Out, 12 Restrooms

Retail: 9.2 Acres, 100,000 sq. ft., Type V Construction with Sprinklers, 100% Build Out, 25 Restrooms

Comments:

(1) Other district fees not required. See water/sewer district and school district fees page for appropriate fees.

(2) Average fee rate by land use category Village for the 23 County planning areas. The County TIF fee for residential projects also includes the SANDAG fee.

(3) \$0.58/sq. ft. for fire mitigation fees.

(4) \$0.81/sq. ft. average of 9 special drainage areas.

Refer to page 3 for all category assumptions for this survey

El Cajon - Commercial & Industrial

FEES	MULTI-TENANT INDUSTRIAL	INDUSTRIAL	R&D	FLEX OFFICE	CLASS A MULTI-TENANT OFFICE	RETAIL
Valuation						
Valuation Year	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021
Permit Fees						
Plan Check	\$15,209	\$12,861	\$16,245	\$16,245	\$16,245	\$20,045
Building Permit	\$20,822	\$17,215	\$22,414	\$22,414	\$22,414	\$28,251
MPE Permits						
Energy	\$1,039	\$859	\$1,118	\$1,118	\$1,118	\$1,410
Fire Plan Check						
CBSC	\$200	\$160	\$218	\$218	\$218	\$283
License fee						
Inspection fee	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$500
Seismic	\$1,399	\$1,119	\$1,523	\$1,523	\$1,523	\$1,975
Subtotal	\$40,169	\$33,714	\$43,018	\$43,018	\$43,018	\$52,464
Impact/Capacity Fees						
Sewer	\$24,304	\$7,291	\$14,582	\$14,582	\$14,582	\$982,000
Water						
Public Facilities						
Traffic (incl signal)	\$970	\$970	\$970	\$970	\$970	\$970
Parks						
Fire						
Drainage/Flood						
School						
MSCP						
IT Improvement						
Stormwater	\$1,450	\$4,650	\$3,720	\$5,860	\$5,340	\$4,750
Other Fees	\$25	\$25	\$25	\$25	\$25	\$25
Total	\$66,918	\$46,650	\$62,315	\$64,455	\$63,935	\$1,040,209
Cost Per sq ft	\$1.34	\$0.93	\$1.25	\$1.29	\$1.28	\$10.40

PROTOTYPES: All prototypes use 1 1/2 inch water meter

Multi-Tenant Industrial (1-story): 3.59 Acres, 50,000 sq. ft., Type 5 Construction, Sprinklers, 25% Build Out, 20 Restrooms, Parking 3/1000

Industrial (1-story): 3.28 Acres, 50,000 sq. ft., Type 5 Construction, Sprinklers, 10% Build Out, 6 Restrooms

Research & Development (20% Mezzanine): 3.28 Acres, 50,000 sq. ft., Type 3 Construction with Sprinklers, 40% Build Out, 12 Restrooms

Flex Office (2-story): 3.1 Acres, 50,000 sq. ft., Type 3 Construction with Sprinklers, 100% Build Out, 12 Restrooms

Class A Multi-Tenant Office (3-story): 2.73 Acres, 50,000 sq. ft., Type 3 Construction with Sprinklers, 100% Build Out, 12 Restrooms

Retail: 9.2 Acres, 100,000 sq. ft., Type 5 Construction with Sprinklers, 100% Build Out, 25 Restrooms

Refer to page 3 for all category assumptions for this survey

Encinitas - Commercial & Industrial

FEES	MULTI-TENANT INDUSTRIAL	INDUSTRIAL	R&D	FLEX OFFICE	CLASS A MULTI-TENANT OFFICE	RETAIL
Valuation	\$3,740,000	\$3,740,000	\$4,690,000	\$3,740,000	\$3,740,000	\$5,480,000
Valuation Year	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021
Permit Fees						
Plan Check (1)	\$21,591.71	\$21,591.71	\$25,610.68	\$21,591.71	\$21,591.71	\$28,952.77
Building Permit (2)	\$16,909.27	\$16,909.27	\$20,346.89	\$16,909.27	\$16,909.27	\$23,205.55
MPE Permits (3)	\$3,424.53	\$3,424.53	\$4,128.48	\$3,424.53	\$3,424.53	\$4,713.84
Energy (4)	\$1,712.27	\$1,712.27	\$2,064.24	\$1,712.27	\$1,712.27	\$2,356.94
Fire Plan Check (5)	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000
CBSC	\$150	\$150	\$188	\$150	\$150	\$220
License fee						
Inspection fee						
Seismic	\$1,047	\$1,047	\$1,313	\$1,047	\$1,047	\$1,534
Subtotal	\$53,834.98	\$53,834.98	\$62,651.49	\$53,834.98	\$53,834.98	\$69,983.50
Impact/Capacity Fees						
Sewer (6)	\$3417.00 per EDU/CSD / \$2680.00 per EDU/ESD	\$3417.00 per EDU/CSD / \$2680.00 per EDU/ESD	\$3417.00 per EDU/CSD / \$2680.00 per EDU/ESD	\$3417.00 per EDU/CSD / \$2680.00 per EDU/ESD	\$3417.00 per EDU/CSD / \$2680.00 per EDU/ESD	\$3417.00 per EDU/CSD / \$2680.00 per EDU/ESD
Water (7)						
Public Facilities						
Traffic (incl signal)	\$233,646	\$233,646	\$233,646	\$347,687	\$347,687	\$402,324
Parks						
Fire	\$9,200	\$9,200	\$31,480	\$37,050	\$37,050	\$62,700
Drainage/Flood (8)	\$.21 per sf new impervious	\$.21 per sf new impervious	\$.21 per sf new impervious	\$.21 per sf new impervious	\$.21 per sf new impervious	\$.21 per sf new impervious
School (9)						
MSCP						
IT Improvement						
Stormwater						
Traffic SR-78						
Other Fees						
Total	\$296,681	\$296,681	\$327,777	\$438,572	\$438,572	\$535,008
Cost Per sq ft	\$5.93	\$5.93	\$6.56	\$8.77	\$8.77	\$5.35

PROTOTYPES: All prototypes use 1 1/2 inch water meter

Multi-Tenant Industrial (1-story): 3.59 Acres, 50,000 sq. ft., Type V Construction, Sprinklers, 25% Build Out, 20 Restrooms, Parking 3/1000
 Industrial (1-story): 3.28 Acres, 50,000 sq. ft., Type V Construction, Sprinklers, 10% Build Out, 6 Restrooms
 Research & Development (2-story, 20% Mezzanine): 3.28 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 40% Build Out, 12 Restrooms
 Flex Office (2-story): 3.1 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 100% Build Out, 12 Restrooms
 Class A Multi-Tenant Office (3-story): 2.73 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 100% Build Out, 12 Restrooms
 Retail: 9.2 Acres, 100,000 sq. ft., Type V Construction with Sprinklers, 100% Build Out, 25 Restrooms

Comments:

- (1) Plan check fees include building, engineering, planning and plan check overhead fees.
- (2) Building permit fees include inspection and overhead fees.
- (3) Included in Building Permit. 8% of Adjusted Permit Fee.
- (4) Included in Building Permit. 15% of Base Building Permit Fee.
- (5) Fire Alarm and Fire Sprinkler Plan Check not included; separate review fee paid to 3rd party.
- (6) Encinitas is served by three sewer districts: Encinitas Sanitation; Cardiff Sanitation; Leucadia Wastewater District. Please contact districts for fee information.
- (7) Encinitas is serviced by two water districts: San Dieguito and Olivenhain Water District. Please contact districts for fee information.
- (8) \$.021/sq. ft. impervious area.
- (9) The City of Encinitas is served by three school districts: Encinitas Union School District, Cardiff Elementary School District and San Dieguito Union High School District. Please contact districts for fee information.

Refer to page 3 for all category assumptions for this survey

Escondido - Commercial & Industrial

FEES	MULTI-TENANT INDUSTRIAL	INDUSTRIAL	R&D	FLEX OFFICE	CLASS A MULTI-TENANT OFFICE	RETAIL
Valuation	\$4,069,000	\$3,890,400	\$7,473,600	\$9,180,000	\$9,180,000	\$14,720,000
Valuation Year	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021
Permit Fees						
Plan Check	\$8,734	\$8,413	\$14,864	\$17,935	\$17,935	\$27,910
Building Permit	\$13,436	\$12,943	\$22,868	\$27,593	\$27,593	\$42,939
MPE Permits	\$90	\$90	\$90	\$90	\$90	\$90
Energy Plan Check	\$1,746	\$1,682	\$2,972	\$3,587	\$3,587	\$5,582
Energy Inspection	\$2,687	\$2,588	\$4,573	\$5,518	\$5,518	\$8,587
Disabled Access Plan Check	\$873	\$841	\$1,486	\$1,793	\$1,793	\$2,791
Disabled Access Inspection	\$1,343	\$1,294	\$2,286	\$2,759	\$2,759	\$4,293
Planning Plan Check	\$1,366	\$1,366	\$1,366	\$1,366	\$1,366	\$1,366
Tech Fee	\$1,261	\$1,206	\$2,316	\$2,845	\$2,845	\$4,563
Fire Plan Check	\$275	\$275	\$275	\$275	\$275	\$275
CBSC (Green)	\$162	\$155	\$298	\$367	\$367	\$588
License Fee						
Inspection Fee						
Seismic (SIMP)	\$854	\$816	\$1,569	\$1,927	\$1,927	\$3,091
Subtotal	\$32,827	\$31,669	\$54,963	\$66,055	\$66,055	\$102,075
Impact/Capacity Fees						
Sewer	\$31,500	\$21,000	\$21,000	\$64,000	\$64,000	\$128,000
Water	\$15,640	\$15,640	\$15,640	\$15,640	\$15,640	\$15,640
Public Facilities	\$83,500	\$83,500	\$83,500	\$83,500	\$83,500	\$221,000
Traffic (incl signal)	\$118,500	\$118,500	\$118,500	\$158,000	\$158,000	\$949,000
Parks						
Fire						
Drainage/Flood	\$36,000	\$36,000	\$36,000	\$36,000	\$36,000	\$72,000
MSCP						
IT Improvement						
Stormwater						
Traffic SR-78						
Other Fees (Art)	\$14,400	\$14,400	\$14,400	\$14,400	\$14,400	\$29,400
Total	\$332,367	\$320,709	\$344,003	\$437,595	\$437,595	\$1,517,115
Cost Per sq ft	\$6.65	\$6.41	\$6.88	\$8.75	\$8.75	\$15.17

PROTOTYPES: All prototypes use 1 1/2 inch water meter

Multi-Tenant Industrial (1-story): 3.59 Acres, 50,000 sq. ft., Type V Construction, Sprinklers, 25% Build Out, 20 Restrooms, Parking 3/1000
 Industrial (1-story): 3.28 Acres, 50,000 sq. ft., Type V Construction, Sprinklers, 10% Build Out, 6 Restrooms
 Research & Development (20% Mezzanine): 3.28 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 40% Build Out, 12 Restrooms
 Flex Office (2-story): 3.1 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 100% Build Out, 12 Restrooms
 Class A Multi-Tenant Office (3-story): 2.73 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 100% Build Out, 12 Restrooms
 Retail: 9.2 Acres, 100,000 sq. ft., Type V Construction with Sprinklers, 100% Build Out, 25 Restrooms

Refer to page 3 for all category assumptions for this survey

La Mesa - Commercial & Industrial

FEES	MULTI-TENANT INDUSTRIAL	INDUSTRIAL	R&D	FLEX OFFICE	CLASS A MULTI-TENANT OFFICE	RETAIL
Valuation	50,000 s.f. Ind 25% TI	50,000 s.f. Ind. w/ TI office 5000 s.f.	50,000 s.f. R&D + TI 20,000 s.f. BO 40%	50,000 s.f. office	50,000 s.f. office	100,000 Retail
Valuation Year	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021
Permit Fees						
Plan Check	\$23,831.81	\$21,769.58	\$31,393.32	\$53,848.66	\$49,023.38	\$82,875.64
Building Permit	\$32,574.38	\$30,004.51	\$42,969.39	\$67,274.36	\$73,839.39	\$112,743.65
MPE Permits	\$6,395.00	\$2,839.40	\$5,812.60	\$3,661.20	\$3,998.90	\$6,307.00
Energy	Included	Included	Included	Included	Included	Included
Fire Plan Check	Included	Included	Included	Included	Included	Included
CBSC	Included	Included	Included	Included	Included	Included
License fee	\$74.00	\$74.00	\$74.00	\$74.00	\$74.00	\$74.00
C&D Deposit	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$20,000.00
Seismic	Included	Included	Included	Included	Included	Included
Subtotal	\$72,875.19	\$64,687.49	\$90,249.31	\$122,716.68	\$136,935.67	\$222,000.29
Impact/Capacity Fees						
Sewer	\$28,400	\$8,520	\$17,040	\$17,040	\$17,040	\$35,500.00
Water	contact Helix Water	contact Helix Water	contact Helix Water	contact Helix Water	contact Helix Water	contact Helix Water
Public Facilities						
Traffic (incl signal)						
Parks						
Fire						
Drainage/Flood						
School						
MSCP						
IT Improvement						
Stormwater						
Other Fees						
Total	\$101,275.19	\$73,207.49	\$107,289.31	\$138,886.68	\$153,975.67	\$257,500.29
Cost Per sq ft	\$2.03	\$1.46	\$2.15	\$2.78	\$3.08	\$2.58

PROTOTYPES: All prototypes use 1 1/2 inch water meter

Multi-Tenant Industrial (1-story): 3.59 Acres, 50,000 sq. ft., Type 5 Construction, Sprinklers, 25% Build Out, 20 Restrooms, Parking 3/1000
 Industrial (1-story): 3.28 Acres, 50,000 sq. ft., Type 5 Construction, Sprinklers, 10% Build Out, 6 Restrooms
 Research & Development (20% Mezzanine): 3.28 Acres, 50,000 sq. ft., Type 3 Construction with Sprinklers, 40% Build Out, 12 Restrooms
 Flex Office (2-story): 3.1 Acres, 50,000 sq. ft., Type 3 Construction with Sprinklers, 100% Build Out, 12 Restrooms
 Class A Multi-Tenant Office (3-story): 2.73 Acres, 50,000 sq. ft., Type 3 Construction with Sprinklers, 100% Build Out, 12 Restrooms
 Retail: 9.2 Acres, 100,000 sq. ft., Type 5 Construction with Sprinklers, 100% Build Out, 25 Restrooms

Comments:

Please note: Grading estimate depends on engineer's estimates
 (P) Planning Department
 (Q) Engineering Department

Refer to page 3 for all category assumptions for this survey

Lemon Grove - Commercial & Industrial

FEES	MULTI-TENANT INDUSTRIAL	INDUSTRIAL	R&D	FLEX OFFICE	CLASS A MULTI-TENANT OFFICE	RETAIL
Valuation						
Valuation Year	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021
Permit Fees						
Plan Check	\$12,681	\$12,681	\$12,681	\$12,681	\$12,681	\$25,956
Building Permit	\$26,276	\$26,276	\$26,276	\$26,276	\$26,276	\$52,826
MPE Permits	Included	Included	Included	Included	Included	Included
Energy	Included	Included	Included	Included	Included	Included
Fire Plan Check	Included	Included	Included	Included	Included	Included
CBSC	Included	Included	Included	Included	Included	Included
License fee						
Inspection fee	Included	Included	Included	Included	Included	Included
Seismic	Included	Included	Included	Included	Included	Included
Subtotal	\$38,957	\$38,957	\$38,957	\$38,957	\$38,957	\$78,782
Impact/Capacity Fees						
Sewer (1)	\$21,475	\$21,475	\$21,475	\$21,475	\$21,475	\$70,500
Water (2)						
Public Facilities						
Traffic (incl signal)						
Parks						
Fire						
Drainage/Flood						
School (3)						
Recycling Deposit	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	\$25,000
MSCP						
IT Improvement						
Stormwater						
Other Fees						
Total	\$72,932	\$72,932	\$72,932	\$72,932	\$72,932	\$174,282
Cost Per sq ft	\$1.46	\$1.46	\$1.46	\$1.46	\$1.46	\$1.74

PROTOTYPES: All prototypes use 1 1/2 inch water meter

Multi-Tenant Industrial (1-story): 3.59 Acres, 50,000 sq. ft., Type V Construction, Sprinklers, 25% Build Out, 20 Restrooms, Parking 3/1000

Industrial (1-story): 3.28 Acres, 50,000 sq. ft., Type V Construction, Sprinklers, 10% Build Out, 6 Restrooms

Research & Development (20% Mezzanine): 3.28 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 40% Build Out, 12 Restrooms

Flex Office (2-story): 3.1 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 100% Build Out, 12 Restrooms

Class A Multi-Tenant Office (3-story): 2.73 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 100% Build Out, 12 Restrooms

Retail: 9.2 Acres, 100,000 sq. ft., Type V Construction with Sprinklers, 100% Build Out, 25 Restrooms

Comments:

(1) Lemon Grove is served by one sewer district: Lemon Grove Sanitation-\$1,000 hook-up fee; \$534.62 per EDU capacity fee.

(2) Contact Helix Water District.

(3) Lemon Grove is served by two districts: Lemon Grove School District and Grossmont Union High School District. Please refer to the school fees page for more information.

Refer to page 3 for all category assumptions for this survey

National City - Commercial & Industrial

FEES	MULTI-TENANT INDUSTRIAL	INDUSTRIAL	R&D	FLEX OFFICE	CLASS A MULTI-TENANT OFFICE	RETAIL
Valuation						
Valuation Year	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021
Permit Fees						
Plan Check	\$18,210	\$16,593	\$31,844	\$27,640	\$27,640	\$30,064
Building Permit (1)	\$13,730	\$11,566	\$11,381	\$14,740	\$11,381	\$12,200
MPE Permits						
Energy						
Fire Plan Check						
CBSC						
License fee						
Inspection fee						
Seismic						
Subtotal	\$31,940	\$28,159	\$43,225	\$42,380	\$39,021	\$42,264
Impact/Capacity Fees						
Sewer (2, 2a)	\$2,605.40	\$959.84	\$1,874.04	\$1,874.04	\$1,874.04	\$3,062.50
Water						
Public Facilities						
Traffic (incl signal)						
Parks						
Fire						
Drainage/Flood						
MSCP						
IT Improvement						
Stormwater						
Other Fees						
Total	\$34,545.40	\$29,118.84	\$45,099.04	\$44,254.04	\$40,895.04	\$45,326.50
Cost Per sq ft	\$0.69	\$0.58	\$0.90	\$0.89	\$0.82	\$0.45

PROTOTYPES: All prototypes use 1 1/2 inch water meter

Multi-Tenant Industrial (1-story): 3.59 Acres, 50,000 sq. ft., Type V Construction, Sprinklers, 25% Build Out, 20 Restrooms, Parking 3/1000
 Industrial (1-story): 3.28 Acres, 50,000 sq. ft., Type V Construction, Sprinklers, 10% Build Out, 6 Restrooms
 Research & Development (20% Mezzanine): 3.28 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 40% Build Out, 12 Restrooms
 Flex Office (2-story): 3.1 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 100% Build Out, 12 Restrooms
 Class A Multi-Tenant Office (3-story): 2.73 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 100% Build Out, 12 Restrooms
 Retail: 9.2 Acres, 100,000 sq. ft., Type V Construction with Sprinklers, 100% Build Out, 25 Restrooms

Comments:

- (1) Permit fee includes Inspection.
- (2) Sewer lateral cost at \$6/Lf with a \$300 minimum. Part of sewer construction fee-required to have an "A" license to do work.
- (2a) National City has a formula for their sewer capacity available on City's website.

Refer to page 3 for all category assumptions for this survey

Oceanside - Commercial & Industrial

FEES	MULTI-TENANT INDUSTRIAL	INDUSTRIAL	R&D	FLEX OFFICE	CLASS A MULTI-TENANT OFFICE	RETAIL
Valuation	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000
Valuation Year	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021
Permit Fees						
Plan Check	\$7,698.60	\$7,698.60	\$7,698.60	\$7,698.60	\$7,698.60	\$8,371.65
Building Permit	\$20,485.95	\$20,485.95	\$20,485.95	\$12,787.95	\$12,787.95	\$18,591.30
MPE Permits	Included	Included	Included	Included	Included	Included
Energy	Included	Included	Included	Included	Included	Included
Fire Plan Check & Inspection	\$4,097.31	\$4,097.31	\$4,097.31	\$4,097.31	\$4,097	\$5,392.59
Water	\$1,154.79	\$1,154.79	\$1,154.79	\$1,154.79	\$1,155	\$1,255.74
License fee						
Inspection fee						
Seismic	\$668	\$668	\$668	\$966	\$966	\$1,239
Subtotal	\$33,436.65	\$33,436.65	\$33,436.65	\$25,738.65	\$25,738.55	\$33,611.28
Impact/Capacity Fees						
Sewer	\$38,971	\$38,971	\$38,971	\$38,971	\$38,971	\$38,971
Water	\$46,994	\$46,994	\$46,994	\$46,994	\$46,994	\$46,994
Public Facilities	\$45,100	\$45,100	\$45,100	\$45,100	\$45,100	\$90,200
Traffic (incl signal)	\$72,350	\$72,350	\$72,350	\$90,000	\$90,000	\$723,000
Parks						
Fire						
Drainage/Flood	\$35,200	\$35,200	\$35,200	\$35,200	\$35,200	\$84,800
MSCP						
IT Improvement						
Stormwater						
Traffic SR-78						
Other Fees						
Total	\$272,051.65	\$272,051.65	\$272,051.65	\$282,003.65	\$282,003.55	\$1,017,576.28
Cost Per sq ft	\$5.44	\$5.44	\$5.44	\$5.64	\$5.64	\$10.18

PROTOTYPES: All prototypes use 1 1/2 inch water meter

Multi-Tenant Industrial (1-story): 3.59 Acres, 50,000 sq. ft., Type V Construction, Sprinklers, 25% Build Out, 20 Restrooms, Parking 3/1000

Industrial (1-story): 3.28 Acres, 50,000 sq. ft., Type V Construction, Sprinklers, 10% Build Out, 6 Restrooms

Research & Development (20% Mezzanine): 3.28 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 40% Build Out, 12 Restrooms

Flex Office (2-story): 3.1 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 100% Build Out, 12 Restrooms

Class A Multi-Tenant Office (3-story): 2.73 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 100% Build Out, 12 Restrooms

Retail: 9.2 Acres, 100,000 sq. ft., Type V Construction with Sprinklers, 100% Build Out, 25 Restrooms

Refer to page 3 for all category assumptions for this survey

Poway - Commercial & Industrial

FEES	MULTI-TENANT INDUSTRIAL*	INDUSTRIAL*	R&D*	FLEX OFFICE*	CLASS A MULTI-TENANT OFFICE*	RETAIL*
Valuation	\$3,360,125	\$3,044,150	\$4,859,300	\$5,345,500	\$5,345,500	\$7,062,000
Valuation Year	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021
Permit Fees						
Plan Check	\$13,395.32	\$12,395.54	\$18,137.96	\$19,675.61	\$19,675.61	\$25,104.82
Building Permit	\$12,153.76	\$11,250.00	\$16,440.90	\$17,830.86	\$17,830.86	\$22,738.62
MPE Permits	\$2,724.48	\$2,521.14	\$3,689.07	\$4,001.82	\$4,001.82	\$5,106.06
Energy	\$1,816.31	\$1,680.75	\$2,459.39	\$2,667.88	\$2,667.88	\$3,404.04
Fire Plan Check						
CBSC	\$1,210.88	\$1,120.50	\$1,639.59	\$1,778.59	\$1,778.59	\$2,269.36
License fee						
Inspection fee						
Seismic	\$941.08	\$852.60	\$1,360.80	\$1,496.88	\$1,496.88	\$1,977.36
Subtotal	\$32,241.83	\$29,820.53	\$43,727.71	\$47,451.64	\$47,451.64	\$60,600.26
Impact/Capacity Fees						
Sewer	\$8,076	\$8,076	\$8,076	\$72,950	\$72,950	\$145,900
Water	\$8,474	\$8,474	\$8,474	\$8,474	\$8,474	\$8,474
Public Facilities						
Traffic (incl signal)	\$69,300	\$69,300	\$106,650	\$166,350	\$166,350	\$332,700
Parks						
Fire	\$2,034	\$2,034	\$6,102	\$3,883	\$3,883	\$7,766
Drainage/Flood	\$4,308	\$3,936	\$3,936	\$3,720	\$3,276	\$11,040
IT Improvement						
MSCP						
Stormwater						
Other Fees						
Total	\$124,434	\$121,640	\$176,965	\$302,829	\$302,385	\$566,480
Cost Per sq ft	\$2.49	\$2.43	\$3.54	\$6.06	\$6.05	\$5.66

PROTOTYPES: All prototypes use 1 1/2 inch water meter

Multi-Tenant Industrial (1-story): 3.59 Acres, 50,000 sq. ft., Type V Construction, Sprinklers, 25% Build Out, 20 Restrooms, Parking 3/1000

Industrial (1-story): 3.28 Acres, 50,000 sq. ft., Type V Construction, Sprinklers, 10% Build Out, 6 Restrooms

Research & Development (20% Mezzanine): 3.28 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 40% Build Out, 12 Restrooms

Flex Office (2-story): 3.1 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 100% Build Out, 12 Restrooms

Class A Multi-Tenant Office (3-story): 2.73 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 100% Build Out, 12 Restrooms

Retail: 9.2 Acres, 100,000 sq. ft., Type V Construction with Sprinklers, 100% Build Out, 25 Restrooms

*Assuming 2 fixtures per restroom.

Refer to page 3 for all category assumptions for this survey

San Marcos - Commercial & Industrial

FEES	MULTI-TENANT INDUSTRIAL	INDUSTRIAL	R&D	FLEX OFFICE	CLASS A MULTI-TENANT OFFICE	RETAIL
Valuation						
Valuation Year	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021
Permit Fees						
Plan Check	\$1,310	\$1,310	\$1,310	\$3,650	\$3,650	\$1,310
Building Permit	\$19,420	\$18,748	\$26,278	\$27,930	\$27,930	\$53,693
MPE Permits						
Energy						
Fire Plan Check	\$150	\$150	\$150	\$150	\$150	\$150
CBSC	\$94	\$94	\$178	\$278	\$278	\$1,281
License fee						
Inspection fee						
Seismic	\$494	\$494	\$935	\$1,946	\$1,946	\$244
Subtotal	\$21,468	\$20,796	\$28,851	\$33,954	\$33,954	\$56,678
Impact/Capacity Fees						
Sewer (1)						
Water (1)						
Public Facilities						
Traffic (incl signal)	\$193,767	\$177,035	\$288,506	\$272,673	\$240,128	\$1,158,409
Parks						
Fire	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000	\$34,000
Drainage/Flood	\$23,306	\$21,294	\$21,294	\$20,125	\$17,723	\$59,726
MSCP			\$649	\$614	\$541	\$1,822
IT Improvement	\$531	\$485	\$485	\$459	\$404	\$1,362
Stormwater	\$2,466	\$2,253	\$2,253	\$2,130	\$1,876	\$6,320
Traffic SR-78	\$92,019	\$84,073	\$166,394	\$157,263	\$138,493	\$545,137
Other Fees						
Total	\$350,557	\$322,936	\$525,432	\$504,218	\$450,119	\$1,863,454
Cost Per sq ft	\$7.01	\$6.46	\$10.51	\$10.08	\$9.00	\$18.63

PROTOTYPES: All prototypes use 1 1/2 inch water meter

Multi-Tenant Industrial (1-story): 3.59 Acres, 50,000 sq. ft., Type V Construction, Sprinklers, 25% Build Out, 20 Restrooms, Parking 3/1000

Industrial (1-story): 3.28 Acres, 50,000 sq. ft., Type V Construction, Sprinklers, 10% Build Out, 6 Restrooms

Research & Development (20% Mezzanine): 3.28 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 40% Build Out, 12 Restrooms

Flex Office (2-story): 3.1 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 100% Build Out, 12 Restrooms

Class A Multi-Tenant Office (3-story): 2.73 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 100% Build Out, 12 Restrooms

Retail: 9.2 Acres, 100,000 sq. ft., Type V Construction with Sprinklers, 100% Build Out, 25 Restrooms

Comments:

(1) The City of San Marcos is served by Vallecitos Water District. Please refer to the water/sewer fees page for more information.

Refer to page 3 for all category assumptions for this survey

Santee - Commercial & Industrial

FEES	MULTI-TENANT INDUSTRIAL	INDUSTRIAL	R&D	FLEX OFFICE	CLASS A MULTI-TENANT OFFICE	RETAIL
Valuation	Provided by Applicant	Provided by Applicant	Provided by Applicant	Provided by Applicant	Provided by Applicant	Provided by Applicant
Valuation Year	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021
Permit Fees						
Plan Check	\$3,729.17	\$2,625.29	\$9,538.73	\$9,383.98	\$9,384	\$13,840
Building Permit	\$3,729	\$2,625	\$9,538.73	\$9,383.98	\$9,384	\$13,840.17
MPE Permits	\$7,023.48	\$5,410.34	\$5,293	\$5,174	\$5,173.59	\$7,888.50
Energy						
Fire Plan Check	\$1,208	\$1,208	\$1,063	\$1,795	\$1,795	\$2,395
CBSC						
License fee						
Inspection fee						
Seismic	Valuation Dependent	Valuation Dependent	Valuation Dependent	Valuation Dependent	Valuation Dependent	Valuation Dependent
Subtotal	\$15,689.82	\$11,868.92	\$25,433.46	\$25,736.55	\$25,736.55	\$37,964.31
Impact/Capacity Fees						
Sewer (1)						
Water (1)						
Traffic	\$52,050	\$52,050	\$99,800	\$124,750	\$124,750	\$832,600
Traffic Signal	\$8,450	\$8,450	\$16,080	\$20,100	\$20,100	\$134,300
Parks						
Fire						
Drainage/Flood	\$111,960	\$111,960	\$80,860	\$130,620	\$120,254	\$323,440
MSCP						
IT Improvement						
Stormwater						
Other Fees						
Total	\$188,149.82	\$184,328.92	\$222,173.46	\$301,206.55	\$290,840.55	\$1,328,304.31
Cost Per sq ft	\$3.76	\$3.69	\$4.44	\$6.02	\$5.82	\$13.28

PROTOTYPES: All prototypes use 1 1/2 inch water meter

Multi-Tenant Industrial (1-story): 3.59 Acres, 50,000 sq. ft., Type V Construction, Sprinklers, 25% Build Out, 20 Restrooms, Parking 3/1000

Industrial (1-story): 3.28 Acres, 50,000 sq. ft., Type V Construction, Sprinklers, 10% Build Out, 6 Restrooms

Research & Development (20% Mezzanine): 3.28 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 40% Build Out, 12 Restrooms

Flex Office (2-story): 3.1 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 100% Build Out, 12 Restrooms

Class A Multi-Tenant Office (3-story): 2.73 Acres, 50,000 sq. ft., Type III Construction with Sprinklers, 100% Build Out, 12 Restrooms

Retail: 9.2 Acres, 100,000 sq. ft., Type V Construction with Sprinklers, 100% Build Out, 25 Restrooms

Assumptions:

Impervious Areas:	400 SF paving per required parking space
RETAIL:	Assume 10-acre site. Impervious area = 100,000 + (100,000/250)*400 = 260,000 SF (60% impervious)
OFFICE-CLS A:	2.73-acre site. Impervious area = 16,667 + ((50,000/250)*400 sf) = 96,667 SF (81% Impervious)
OFFICE-FLEX:	3.1-acre site. Impervious area = 25,000 + ((50,000/250)*400) = 105,00 SF (78% Impervious)
R&D:	3.28-acre site. Impervious area = 25,000 + ((50,000/500)*400 sf) = 65,000 SF (45% Impervious)
INDUSTRIAL:	3.28-acre site. Impervious area = 50,000 + ((50,000/500)*400) = 90,000 SF (63% Impervious)
MULTI-TENANT INDUST:	3.59-acre site. Impervious area = 50,000 + ((50,000/500)*400) = 90,000 SF (58% Impervious)

MPE Permits:

RETAIL:	Industrial and Retail restrooms contain four fixtures/bathroom - two sinks and two water closets All industrial retail is assumed to have 1600 amps All buildings are assumed to have 0-15 Devices for fire spaces and 201-350 Fire Sprinkler System Heads
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Comments:

(1) The City of Santee is served by Padre Dam Municipal Water District. Please refer to the water/sewer fees page for more information.

Refer to page 3 for all category assumptions for this survey

Vista - Commercial & Industrial

FEES	MULTI-TENANT INDUSTRIAL	INDUSTRIAL	R&D	FLEX OFFICE	CLASS A MULTI-TENANT OFFICE	RETAIL
Valuation	\$3,471,500.00	\$3,471,500.00	\$7,505,500.00	\$7,505,500.00	\$7,505,500.00	\$9,350,000.00
Valuation Year	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021	2020-2021
Permit Fees						
Plan Check	\$7,582.12	\$7,582.12	\$10,089.42	\$10,089.42	\$10,089.42	\$11,140.50
Building Permit	\$28,632.92	\$28,632.92	\$60,866.18	\$60,866.18	\$60,866.18	\$76,595.50
MPE Permits						
Energy						
Fire Plan Check	\$1,440.60	\$1,440.60	\$1,916.99	\$1,916.99	\$1,916.99	\$2,116.70
CBSC						
License fee						
State Revolving Fee	\$139.00	\$139.00	\$301.00	\$301.00	\$301.00	\$374.00
Seismic	\$972.02	\$972.02	\$2,101.54	\$2,101.54	\$2,101.54	\$2,618.00
Subtotal	\$38,766.66	\$38,766.66	\$75,275.13	\$75,275.13	\$75,275.13	\$92,844.70
Impact/Capacity Fees						
Sewer (1)	\$69,430.60	\$63,435.20	\$63,435.20	\$59,954.00	\$52,798.20	\$177,928.00
Water						
Public Facilities	\$27,980.46	\$25,564.32	\$25,564.32	\$24,105.60	\$21,228.48	\$71,539.20
Traffic (incl signal)	\$256,500.00	\$256,500.00	\$256,500.00	\$627,500.00	\$627,500.00	\$1,556,000.00
Parks						
Fire	\$8,702.16	\$7,950.72	\$7,950.72	\$9,048.90	\$7,968.87	\$26,854.80
Drainage/Flood (2)	\$6,135.31	\$5,605.52	\$5,605.52	\$5,297.90	\$4,665.57	\$15,722.80
School						
MSCP						
IT Improvement						
Stormwater						
Traffic SR-78						
Aerial Apparatus (3)					\$16,666.67	
Total	\$407,515.19	\$397,822.42	\$434,330.89	\$801,181.53	\$806,102.92	\$1,940,889.50
Cost Per sq ft	\$8.15	\$7.96	\$8.69	\$16.02	\$16.12	\$19.41

PROTOTYPES: All prototypes use 1 1/2 inch water meter

Multi-Tenant Industrial (1-story): 3.59 Acres, 50,000 sq. ft., Type 5 Construction, Sprinklers, 25% Build Out, 20 Restrooms, Parking 3/1000

Industrial (1-story): 3.28 Acres, 50,000 sq. ft., Type 5 Construction, Sprinklers, 10% Build Out, 6 Restrooms

Research & Development (20% Mezzanine): 3.28 Acres, 50,000 sq. ft., Type 3 Construction with Sprinklers, 40% Build Out, 12 Restrooms

Flex Office (2-story): 3.1 Acres, 50,000 sq. ft., Type 3 Construction with Sprinklers, 100% Build Out, 12 Restrooms

Class A Multi-Tenant Office (3-story): 2.73 Acres, 50,000 sq. ft., Type 3 Construction with Sprinklers, 100% Build Out, 12 Restrooms

Retail: 9.2 Acres, 100,000 sq. ft., Type 5 Construction with Sprinklers, 100% Build Out, 25 Restrooms

Comments:

(1) Vista is served by two sewer districts: Vista Sanitation \$4,835 per EDU and Buena Sanitation - \$6,192 per EDU. Please contact appropriate agency.

(2) Fee based on drainage basin: \$1709 - \$3700 per acre.

(3) Aerial apparatus fee.



Residential Fees



Carlsbad - Residential

Permit Issuance Fee	SFD	MFU 100 Townhome (4), 100 units w/attached garages, type V construction at 18 du/acre, 10 bldgs. w/10 units each	MFU 250 Unit Condo, podium construction (type III), 5-story, underground parking, 1.5-2 acre site	Apartment (*), 250 units, garden style, 3 story bldg., type V construction, surface parking, 10 buildings on 10 acres
Valuation	\$440,647	\$25,825,200	\$31,821,700	\$38,060,000
Valuation Year	2020-2021	2020-2021	2020-2021	2020-2021
Permit Fees				
Plan Check (2)	\$1,285.59	\$370.56	\$181.64	\$216.39
Master/Subsequent Check Fee	HOURLY RATE IF NEEDED	HOURLY RATE IF NEEDED	HOURLY RATE IF NEEDED	HOURLY RATE IF NEEDED
Building Permit (1) (2)	\$1,836.55	\$1,190	\$725	\$309.13
MPE Permits	\$340	\$340	\$340	\$16.93
Energy	\$170	\$170	\$170	\$170
Fire Plan Check/PERMIT	\$371	\$133.14	\$17.39	\$88.45
CBSC**	\$16	\$8	\$4	\$6.03
Inspection fee	N/A	N/A	N/A	N/A
License fee	SEE PFF	SEE PFF	SEE PFF	SEE PFF
Seismic**	\$93	\$54.00	\$27	\$31.97
Subtotal	\$4,112.14	\$2,266.15	\$1,465.43	\$838.90
Impact/Capacity Fees				
Sewer (7)	\$2,117	\$2,117	\$2,117	\$2,117
Water (10)	\$9,808	\$570.05	\$912.74	\$912.74
Public Facilities (PF) (6)	\$15,422.64	\$9,039	\$4,455	\$5,328.40
Traffic (incl signal) (8)				
Parks	\$7,649	\$6,190	\$6,190	\$6,190
Fire/EMS	N/A	N/A	N/A	N/A
Police	-	-	-	-
Library	-	-	-	-
Drainage/Flood (3)	\$4,969	\$4,969	\$11,170	\$11,170
School	PAID TO DISTRICT	PAID TO DISTRICT	PAID TO DISTRICT	PAID TO DISTRICT
Inclusionary Housing	(5) - either \$4,515.00 or \$2,915.00 depends when the lot was split	(5a) 15% of total project units will need to be provided onsite or buy credits into an affordable housing project if available.	(5a) 15% of total project units will need to be provided onsite or buy credits into an affordable housing project if available.	(5a) 15% of total project units will need to be provided onsite or buy credits into an affordable housing project if available.
Special District Fee	-	-	-	-
IT Improvement	-	-	-	-
MSCP	-	-	-	-
Stormwater	\$304	\$304	\$304	\$304
Traffic SANDAG	\$3,390	\$2,712	\$2,712	\$2,034
Traffic SR-78				
Other Fees (9)				
Total Cost Per Unit	\$47,771.78	\$28,167.02	\$29,326.21	\$28,895.04

Comments:

(1) Permit fee includes Inspection.

(2) City offers a discount if projected phases are identical floor plans/exterior features.

(3) Drainage/Flood fees vary depending on land use, project location and project acreage. Fee ranges from \$2,373 - \$29,887/acre. Costs reported above are for the assumed 'prototype'.

MFD assumed in Area B/medium runoff with 2 AC lots. Multifamily and Apartment are Area B with high runoff over stated acreage.

(4) Assumes Local Facility Management Zone 1.

(5) City's inclusionary zoning policy is a "must build" over 6 units. 6 units and under can pay the in-lieu fee of \$4,515 per unit.

(5a) Recent changes to state law now allow cities to include rental projects in their inclusionary housing ordinance. A limited number of sites require 20%. Contact City for more information

(6) PFF Fees are 3.5% of valuation.

(7) Sewer Connection \$998 + Sewer Benefit Area (fee range \$82 - 3,815 per EDU/This estimate uses Benefit Area 'H')

(8) Bridge and Thoroughfare District cost vary depending on location and range from \$0 - \$20,280/DU.

(9) There are potential Agriculture Conversion Mitigation Fees of \$10,000/AC and depending on habitat impact, cost of Habitat Impact Fees range from \$3,437/AC - \$34,365/AC.

(10) Assumes 1"potable water service for SFD, one 2" potable service per building on Townhomes, four 2" potable services for 250 unit condo/apartment. Meter sizing and impact fees subject to change on fixture/demand. These are a one time cost and do not apply per unit.

(*) Assumed average of 1,000 SF each unit.

(**) Based on valuation, paid at permit issuance.

Refer to page 3 for all category assumptions for this survey

Chula Vista - Residential

Permit Issuance Fee	SFD	MFU 100 Townhome, 100 units w/attached garages, type V construction at 18 du/acre, 10 bldgs. w/10 units each	MFU 250 Unit Condo, podium construction (type III), 5-story, underground parking, 1.5-2 acre site (4)	Apartment, 250 units, garden style, 3 story bldg., type V construction, surface parking, 10 buildings on 10 acres
Valuation	\$425,138	\$22,550,400	\$26,872,425	\$31,190,875
Valuation Year (8)	2020-2021	2020-2021	2020-2021	2020-2021
Permit Fees				
Plan Check	\$2,895	\$349	\$125	\$85
Master/Subsequent Check Fee (1)	\$350	\$4	\$1	\$1
Building Permit	\$2,793	\$859	\$223	\$280
MPE Permits	\$139	\$139	\$139	\$139
Energy				
Fire Plan Check	Included in Plan Check	Included in Plan Check	Included in Plan Check	Included in Plan Check
CBSC	\$18	\$9	\$4	\$5
Inspection fee	Included in Building Permit	Included in Building Permit	Included in Building Permit	Included in Building Permit
License fee				
Seismic	\$55	\$29	\$14	\$16
Subtotal	\$6,250	\$1,389	\$507	\$527
Impact/Capacity Fees				
Sewer (2)	\$3,937	\$3,074.68	\$3,074.68	\$3,074.68
Water	Contact Appropriate Water District	Contact Appropriate Water District	Contact Appropriate Water District	Contact Appropriate Water District
Public Facilities (PFDIF)	\$11,175	\$10,569	\$10,569	\$10,569
Traffic Signals	\$405.60	\$324.48	\$243.36	\$243.36
Traffic Fees (east of 805) (5)	\$14,705	\$11,764	\$8,823	\$8,823
Traffic Fees (west of 805) (5)	\$4,474	\$3,579	\$2,684	\$2,684
Parks (east of 805) (5)	\$20,695	\$15,360	\$15,360	\$15,360
Parks (west of 805) (5)	\$13,013	\$9,659	\$9,659	\$9,659
Fire/EMS	Included in PFDIF	Included in PFDIF	Included in PFDIF	Included in PFDIF
Police	Included in PFDIF	Included in PFDIF	Included in PFDIF	Included in PFDIF
Library	Included in PFDIF	Included in PFDIF	Included in PFDIF	Included in PFDIF
Drainage/Flood				
Inclusionary Housing				
Special District Fee				
IT Improvement				
MSCP				
Stormwater				
Traffic SANDAG	Included in Traffic Fee	Included in Traffic Fee	Included in Traffic Fee	Included in Traffic Fee
Total Cost Per Unit (7)	\$57,167.97	\$42,481.32	\$38,577.18	\$38,596.86

Comments:

- (1) Additional plan check fee after 3rd submittal (includes Building & Fire review)
- (2) Includes \$45 sewer admin fee. Additional \$265 per EDU if project is in Poggi Canyon sewer basin; or \$1,500 per EDU if project is in Salt Creek sewer basin.
- (3) Additional DIF for pedestrian bridges if project is located in Otay Ranch Village 1,2,5, or 6 add \$931 per SF DU and \$690 per MF DU; or Otay Ranch Village 11 add \$2,641 per SF DU and \$1,958 per MF DU; or EUC/Millenia add \$615.13 per SF DU and \$456.10 per MF DU.
- (4) Assumes 17,500 SF parking garage.
- (5) For our Traffic fees and Park fees, applicants pay either the west fee, or the east fee, but not both.
- (6) Total Cost Per Unit reports Traffic and Parks Fees for East of the I-805.
- (7) Per unit costs are provided for projects on the east side of I-805, which is a conservative assumption.
- (8) Fiscal year.

Refer to page 3 for all category assumptions for this survey

City of San Diego - Residential

Permit Issuance Fee	SFD (1, 5, 6)	MFU 100 Townhome (1, 5, 6), 100 units w/attached garages, type V construction at 18 du/acre, 10 bldgs. w/10 units each	MFU 250 Unit Condo (1, 2, 4, 5), podium construction (type III), 5 story, underground parking, 1.5-2 acre site	Apartment, 250 units (1, 3, 4, 5), garden style, 3 story bldg., type V construction, surface parking, 10 buildings on 10 acres
Valuation				
Valuation Year	2020-2021	2020-2021	2020-2021	2020-2021
Permit Fees				
Plan Check (8)	\$3,536	\$19,018	\$70,482	\$34,031
Master/Subsequent Check Fee				
Building Permit (6)				
MPE Permits				
Energy				
Construction debris collection deposit	\$1,416	\$80,000	\$40,000	\$95,000
City Records	\$45	\$45	\$90	\$90
General Plan Maintenance	\$275	\$275	\$275	\$275
Mapping	\$10	\$10	\$10	\$10
Other Agency Collection of fees	\$10	\$10	\$10	\$10
Fire Plan Check				
CBSC				
License fee				
Inspection fee (building)	\$2,424	\$80,488	\$34,767	\$55,350
Seismic	\$53	\$3,259	\$6,471	\$8,249
Subtotal	\$7,769	\$183,105	\$152,105	\$193,015
Impact/Capacity Fees				
Sewer (7)				
Water (7)	\$347	\$3,468	\$4,661	\$785
Public Facilities (10)	\$130,393	\$9,127,800	\$22,819,500	\$22,819,500
Active Transportation In-Lieu Fee (11)				
Neighborhood Enhancement In-Lieu Fee (12)				
Transportation				
Parks				
Fire				
Drainage/Flood				
School				
Inclusionary Housing (9)	\$18,981	\$1,124,800	\$1,274,187.50	\$1,669,625
Library				
IT Improvement				
MSCP				
Stormwater				
Traffic SANDAG (RTCIP)	\$3,009	\$240,800	\$602,000	\$602,000
Total	\$160,499	\$10,679,973	\$24,852,454	\$25,284,926
Cost Per Unit		\$106,799.73	\$99,409.81	\$101,139.70

Comments:

- (1) Does not include plan check for fire sprinkler. They are based on head count (info not available).
- (2) Assumption made for parking square footage based on: 250 units at 725 s.f. = 181,250. 181,250/5 floors = 36,250 each floor. 2 floors of parking equal to residential floor footprint 2 X 36,250 = 72,500.
- (3) Does not include water/sewer capacity plan check, they are based on EDU (info not available).
- (4) Permit inspection fees for Electrical/Mechanical/Plumbing not included.
- (5) 2% fee increase applied to fee effective July 2018. As part of the proposed fee study presented to City Council, the resolution included language that allows the Development Services Department to increase fees based on the annual Consumer Price Index (CPI) inflation rate. The 2018 CPI inflation rate was 2%.
- (6) City of San Diego does not charge for a building permit, it is included inspection fee.
- (7) City of San Diego reported a permit fee charge for water/sewer hook-ups, which was reported here. To calculate water and sewer impact fees, refer to the Water and Sewer Fee Charts.
- (8) City of San Diego charges a different rate for first additional and each subsequent unit fee. This fee is charged when repetitive SDU, DUP, or townhomes are identical and are submitted at the same time. The applicable inspection fee will be charged for each structure based on size of the building. Please refer to DSD information Bulletin 501 for more information (<https://www.sandiego.gov/sites/default/files/dsdib501.pdf>).
- (9) Beginning July 1, 2020 the City of San Diego will enforce new Affordable Housing Regulations that were adopted December 2019. The numbers listed above follow the current Inclusionary Affordable Housing Fee. Please contact the City or refer to their website for more information (<https://www.sandiego.gov/development-services/news-programs/ahrep>).
- (10) For Fee Survey purposes, Public Facility Fees were calculated for the Torrey Highlands neighborhood (FBA Fees). Please refer to the DIF & FBA Fees Charts.
- (11) To determine if the Active Transportation In Lieu Fee applies to this project, please input the parcel number in the following calculator: <https://www.sandiego.gov/sites/default/files/active-transportation-in-lieu-fee-calculator.xlsx>
- (12) Only required if the developer opts-in to the Housing Solutions incentive programs. Applicants have the option to build a public promenade with recreation and mobility amenities or pay \$9.00 per square foot of lot area for projects under 95 feet in height or \$11.00 per square foot for projects over 95 feet in height.

Refer to page 1 for all category assumptions for this survey

City of San Diego - Communities - DIF

PUBLIC FACILITY FEES

COMMUNITY	Transportation	Park	Library	Fire	Per DU	C/I \$1,000S; TRAN \$/ADT	C/I \$1,000; FIRE/SF GBA	RTCIP SFU	RTCIP MFU
URBANIZED									
Barrio Logan	\$1,136	\$11,946	\$388	\$563	\$14,033	\$163	\$563	\$3,009.00	\$2,408.00
Carmel Mountain Ranch								\$3,009.00	\$2,408.00
Clairemont Mesa	\$360	\$3,858	\$899	\$129	\$5,246	\$52	\$129	\$3,009.00	\$2,408.00
College Area	\$2,195	\$11,828	\$853	\$557	\$15,433	\$314	\$557	\$3,009.00	\$2,408.00
Downtown	\$1,408	\$5,857	\$0	\$1,244	\$8,509	\$352	\$2,862 (A)	\$3,009.00	\$2,408.00
Encanto Neighborhoods	\$2,188	\$7,201	\$39	\$471	\$9,899	\$312	\$471	\$3,009.00	\$2,408.00
Fairbanks Ranch								\$3,009.00	\$2,408.00
Golden Hill	\$1,757	\$11,646	\$0	\$272	\$13,676	\$251	\$272	\$3,009.00	\$2,408.00
Kearny Mesa	\$529	\$8,169	\$513	\$81	\$9,292	\$75	\$81	\$3,009.00	\$2,408.00
La Jolla	\$966	\$4,399	\$361	\$182	\$5,909	\$211	\$182	\$3,009.00	\$2,408.00
Linda Vista (B)	\$847	\$761	\$362	\$232	\$2,202	\$121	\$344 (B)	\$3,009.00	\$2,408.00
Mid City	\$621	\$12,075	\$400	\$287	\$13,383	\$89	\$287	\$3,009.00	\$2,408.00
Midway/Pacific Highway	\$3,762	\$3,757	\$0	\$165	\$7,684	\$538	\$165	\$3,009.00	\$2,408.00
Miramar Ranch North								\$3,009.00	\$2,408.00
Mission Beach	\$3,677	\$0	\$0	\$0	\$3,677	\$526	\$0	\$3,009.00	\$2,408.00
Mission Valley	\$1,066	\$11,525	\$413	\$247	\$13,251	\$152	\$247	\$3,009.00	\$2,408.00
Navajo	\$3,282	\$3,506	\$1,022	\$133	\$7,943	\$469	\$133	\$3,009.00	\$2,408.00
North Park	\$755	\$5,902	\$425	\$78	\$7,160	\$108	\$78	\$3,009.00	\$2,408.00
Ocean Beach	\$875	\$5,917	\$800	\$419	\$8,011	\$125	\$419	\$3,009.00	\$2,408.00
Old Town San Diego	\$1,913	\$1,825	\$0	\$452	\$4,189	\$273	\$452	\$3,009.00	\$2,408.00
Otay Mesa-Nestor	\$896	\$12,276	\$239	\$498	\$13,909	\$128	\$498	\$3,009.00	\$2,408.00
Pacific Beach	\$395	\$2,237	\$212	\$148	\$2,993	\$57	\$148	\$3,009.00	\$2,408.00
Peninsula	\$1,517	\$2,424	\$0	\$155	\$4,097	\$217	\$155	\$3,009.00	\$2,408.00
Rancho Bernardo	\$1,362	\$850	\$673	\$19	\$2,905	\$194	\$19	\$3,009.00	\$2,408.00
San Pasqual SFR/MFR	\$2,071/\$1,450	\$0	\$0	\$0	\$2,071/\$1,450	\$207	\$0	\$3,009.00	\$2,408.00
San Ysidro	\$1,454	\$9,194	\$278	\$95	\$11,021	\$207	\$95	\$3,009.00	\$2,408.00
Serra Mesa	\$1,948	\$4,870	\$488	\$724	\$8,030	\$279	\$724	\$3,009.00	\$2,408.00
Skyline-Paradise Hills	\$1,059	\$4,562	\$1,035	\$284	\$6,940	\$152	\$284	\$3,009.00	\$2,408.00
Southeastern San Diego	\$988	\$8,914	\$10	\$54	\$9,965	\$141	\$54	\$3,009.00	\$2,408.00
South University City	\$254	\$614	\$717	\$730	\$2,314	\$36	\$104	\$3,009.00	\$2,408.00
Subarea II SFR/MFR (C)					\$41,864/\$29,305	(C)	(C)	\$3,009.00	\$2,408.00
Tierrasanta	\$13,199	\$3,041	\$884	\$774	\$17,898	\$1,886	\$774	\$3,009.00	\$2,408.00
Tijuana River Valley								\$3,009.00	\$2,408.00
Torrey Hills								\$3,009.00	\$2,408.00
Torrey Pines	\$572	\$10,578	\$0	\$0	\$11,149	\$82	\$0	\$3,009.00	\$2,408.00
Uptown	\$1,101	\$10,660	\$266	\$107	\$12,133	\$158	\$107	\$3,009.00	\$2,408.00
Via de la Valle	\$0	\$0	\$0	\$0	\$3,940	\$0	\$0	\$3,009.00	\$2,408.00

Comments:

(A) \$2,862 fee for Non-residential covers Fire (\$870) and Park & Recreation (\$1,992).

(B) \$344 fee for non-residential is per 1,500 sq. ft.

(C) Subarea II Fees vary by non-residential use type.

(D) To determine if the Active Transportation In Lieu Fee (i.e. impact fee for VMT) applies to this project, please input the parcel number in the following calculator:

<https://www.sandiego.gov/sites/default/files/active-transportation-in-lieu-fee-calculator.xlsx>

(E) Only required if the developer opts-in to the Housing Solutions incentive programs. This fee is not an impact fee. Applicants have the option to build a public promenade with recreation and lot area for projects under 95 feet in height or \$11.00 per square foot for projects over 95 feet in height.

KEY:

ADT - Average Daily Trip

SF - Square Foot

GBA - Gross Building Area

DIF - Development Impact Fee

FBA - Facilities Benefit Assessment

RTCIP - Regional Transportation Congestion Improvement Program

Refer to page 1 for all category assumptions for this survey

City of San Diego - Communities - FBA Fees

PUBLIC FACILITY FEES

COMMUNITY	SFU	MFU	COMM. AC	IND. AC	INST. AC	Employment Center/AC	Non-Residential Per ADT	RTCIP SFU	RTCIP MFU
URBANIZING									
Black Mountain Ranch	\$40,915	\$28,641 / \$15,548 (A)	\$6,956 (B)		\$135,429	\$3,682 (B)			
Carmel Valley	\$33,298	\$23,309	\$123,534	\$114,876	\$118,872				
Del Mar Mesa	\$125,709	\$93,613	\$275,490					\$3,009	\$2,408
Mira Mesa	\$38,256	\$26,779	\$236,805	\$83,016 / \$90,284 / \$71,921 / \$108,647					
North University City	\$33,074	\$23,152					\$2,228		
Otay Mesa (West. and East)	\$41,297	\$36,707					\$676		
Pacific Highlands Ranch	\$54,486 / \$37,052 (C)	\$38,142	\$439,599	\$0	\$156,299	\$293,064			
Rancho Encantada	\$4,990	\$3,492						\$3,009	\$2,408
Rancho Penasquitos	\$36,622	\$25,636	\$219,732					\$3,009	\$2,408
Sabre Springs	\$7,765	\$5,436	\$1,356	\$686				\$3,009	\$2,408
Scripps Miramar Ranch	\$28,325	\$19,828	\$110,751	\$66,847	\$38,239			\$3,009	\$2,408
Torrey Highlands (D)	\$130,393	\$91,278	\$786,270 / \$233,403 / \$1,052,272	\$0	\$195,590	\$701,344			

Comments:

- (A) Senior Housing
- (B) Assessment per 1,000 SF of gross building area
- (C) Del Mar Highlands Estates only
- (D) Excludes Fairbanks Highlands
- (E) To determine if the Active Transportation In Lieu Fee (i.e. impact fee for VMT) applies to this project, please input the parcel number in the following calculator: <https://www.sandiego.gov/sites/default/files/active-transportation-in-lieu-fee-calculator.xlsx>
- (F) Only required if the developer opts-in to the Housing Solutions incentive programs. This fee is not an impact fee. Applicants have the option to build a public promenade with recreation and mobility amenities or pay \$9.00 per square foot of lot area for projects under 95 feet in height or \$11.00 per square foot for projects over 95 feet in height.

KEY:

- ADT - Average Daily Trip
- SF - Square Foot
- GBA - Gross Building Area
- DIF - Development Impact Fee
- FBA - Facilities Benefit Assessment
- RTCIP - Regional Transportation Congestion Improvement Program

Refer to page 1 for all category assumptions for this survey

County of San Diego - Residential

Permit Issuance Fee	SFD(*)	MFU 100 Townhome, 100 units w/attached garages, type V construction at 18 du/acre, 10 bldgs. w/10 units each	MFU 250 Unit Condo, podium construction (type III), 5-story, underground parking, 1.5-2 acre site	Apartment, 250 units, garden style, 3 story bldg., type V construction, surface parking, 10 buildings on 10 acres
Valuation (1)	\$388,854	\$20,866,400	\$29,745,300	\$28,654,375
Valuation Year	2020-2021	2020-2021	2020-2021	2020-2021
Permit Fees				
Plan Check	\$2,704 (2)	\$311	\$175	\$174
Master/Subsequent Check Fee	\$2,771 / \$847 (3)	N/A	N/A	N/A
Building Permit	\$2,488 (4) / \$2,074 (5) / \$1,320 (5)	\$486	\$271	\$263
MPE Permits		\$533	\$533	\$533
Energy				
Fire Plan Check				
CBSC				
License fee				
Inspection fee				
Seismic	\$51	\$58	\$33	\$32
Subtotal	\$8,014	\$1,389	\$1,013	\$1,002
Impact/Capacity Fees				
Sewer (6)				
Water (6)				
Public Facilities (PF)				
Traffic (incl signal) (7)	\$4,143	\$3,623	\$3,623	\$3,623
Parks (8)(9)	\$6,650	\$6,041	\$6,041	\$6,041
Fire (10)	\$1,914	\$1,160	\$421	\$551
Drainage/Flood (11)	\$2,046	\$1,220	\$442	\$580
School (6)				
Inclusionary Housing				
Special District Fee				
IT Improvement				
MSCP				
Stormwater				
Traffic SANDAG	\$2,584	\$2,584	\$2,583.82	\$2,583.82
Total Cost Per Unit	\$25,351	\$16,017	\$14,124	\$14,380

Comments:

(*) To clarify the response for Single Family Dwelling (SFD) building permit fees, we included fees for a custom single family residence, tract model single family residence and tract subsequent phase single family residence.

(1) Patio covers under 300 sq. ft. are exempt from permit/plan check.

(2) Plan check fee for custom home.

(3) Plan check fee for Model Home/Subsequent fee for Production Home.

(4) Permit fee for custom home.

(5) Permit fee for Model Home/Subsequent fee for Production Home.

(6) Check with water/sewer or school district based on your project location.

(7) Average fee rate by land use category Village for the 23 County planning areas. For residential development only, the TIF fee payment also includes the SANDAG fee/portion.

(8) Average based on various districts. Fees range from \$4,468 - \$9,555. (Single Family)

(9) Average based on various districts. Fees range from \$3,396 - \$10,126. (Multi-Family)

(10) \$0.58/sq. ft. for fire mitigation fees.

(11) \$0.62/sq. ft. average of 9 special drainage areas.

Refer to page 3 for all category assumptions for this survey

El Cajon - Residential

Permit Issuance Fee	SFD	MFU 100 Townhome, 100 units w/attached garages, type V construction at 18 du/acre, 10 bldgs. w/10 units each	MFU 250 Unit Condo, podium construction (type III), 5 story, underground parking, 1.5-2 acre site	Apartment, 250 units, garden style, 3 story bldg., type V construction, surface parking, 10 buildings on 10 acres
Valuation	Client provides valuation	Client provides valuation	Client provides valuation	Client provides valuation
Valuation Year	2020-2021	2020-2021	2020-2021	2020-2021
Permit Fees				
Plan Check	\$3,423	\$230,306	\$71,592	\$105,184
Master/Subsequent Check Fee				
Building Permit	\$3,019	\$198,286	\$107,436	\$136,150
MPE Permits				
Energy	\$151	\$9,967	\$169,950	\$169,950
Fire Plan Check				
CBSB	\$16	\$1,000	\$1,160	\$1,210
Inspection fee	\$500	\$50,000	\$125,000	\$50,000
License fee	\$300	\$18,800	\$47,000	\$47,000
Seismic	\$51	\$6,453	\$8,117	\$3,901
Subtotal	\$7,461	\$514,812	\$530,255	\$513,395
Impact/Capacity Fees				
Sewer	\$3,472	\$347,200	\$868,000	\$874,770
Water				
Public Facilities (PF)				
Traffic (incl signal)		\$27,000	\$67,500	\$67,500
Parks				
Fire/EMS				
Police				
Library				
Drainage/Flood				
School				
Inclusionary Housing				
Special District Fee				
IT Improvement				
MSCP				
Stormwater	\$215	\$308,000	\$770,000	\$770,000
Traffic SANDAG	\$2,533.15	\$253,315	\$253,315	\$633,287.50
Total	\$13,681.15	\$1,450,327	\$2,489,070	\$2,858,953
Cost Per Unit		\$14,374.26	\$11,347.16	\$11,306.80

Refer to page 3 for all category assumptions for this survey

Encinitas - Residential

Permit Issuance Fee	SFD	MFU 100 Townhome, 100 units w/attached garages, type V construction at 18 du/acre, 10 bldgs. w/10 units each	MFU 250 Unit Condo (1), podium construction (type II), 5-story, underground parking, 1.5-2 acre site (A)	Apartment (2), 250 units, garden style, 3 story bldg., type V construction, surface parking, 10 buildings on 10 acres
Valuation	\$285,000	\$16,800,000 (\$168K/unit)		\$21,000,000 (\$84K/unit)
Valuation Year	2020-2021	2020-2021		2020-2021
Permit Fees				
Plan Check (3)	\$3,859	\$2,118		\$1,293
Master/Subsequent Check Fee				
Building Permit (4)	\$2,677	\$1,809		\$1,429
MPE Permits (5)	\$481	\$314		\$185
Energy (6)	\$262	\$171		\$100.65
Fire Plan Check (7 SFD, 8 MFD)	\$448	\$288		\$134
CBSC	\$12	\$7		\$4
Inspection fee				
License fee				
Seismic	\$37	\$22		\$11
Subtotal	\$7,775	\$4,728		\$3,156.84
Impact/Capacity Fees				
Sewer (9)	\$3417.00/EDU-CSD \$2680.00/EDU-ESD	1 EDU/unit \$341,700 CSD \$268,000 ESD		.8 EDU/unit \$683,346 CSD \$536,536 ESD
Water (10)				
Public Facilities (PF)				
Traffic (incl signal)	\$20	\$20		\$1,129.52
Parks (11)	\$11,928	\$8,013		\$8,013
Fire/EMS	\$675	\$451		\$451
Police				
Library				
Drainage/Flood (12)	\$.21 per sf new impervious	\$.21 per sf new impervious		\$.21 per sf new impervious
School (13)				
Inclusionary Housing (14)				
Special District Fee				
IT Improvement				
MSCP				
Stormwater				
Traffic SANDAG	2583.82 + \$20.00 (+\$516.76 for RR)	\$2583.82 + \$20.00 per unit		\$2583.82 + \$20.00 per unit
Traffic SR-78				
Total Cost Per Unit	\$23,002.31	\$15,816.07		\$15,354.18

Comments:

- (1) No fee information for MFU 250-unit condo since not allowed by zoning on a 1.5-2.0 acre site.
- (2) Encinitas does not allow 3 stories. Fees assume 2-story construction.
- (3) Plan check fees include building, engineering, planning and plan check overhead fees.
- (4) Building permit fee includes Inspection and overhead charges.
- (5) Included in Building Permit. 8% of Adjusted Permit Fee.
- (6) Included in Building Permit. 15% of Base Building Permit Fee.
- (7) Fire plan check includes sprinkler check and inspection applies to SFR only.
- (8) Fire Alarm and Fire Sprinkler Plan Check not included; separate review fee paid to 3rd party for multi family dwelling projects.
- (9) Encinitas is served by three sewer districts: Encinitas Sanitation; Cardiff Sanitation; Leucadia Wastewater District. Please contact districts for fee information.
- (10) Encinitas is serviced by two water districts: San Dieguito and Olivenhain Water District. Please contact districts for fee information.
- (11) Parks fees include park development and acquisition, open space, trails, and community facilities fees.
- (12) \$0.21/sq. ft. impervious area. Not enough information in the development scenarios to provide this calculation.
- (13) The City of Encinitas is served by the Encinitas Union School District, Cardiff Elementary School District, and San Dieguito Union High School District. Please refer to school fees page
- (14) For housing projects with 7 or more units: 15% at low-income level or 10% at very-low income level or City Council approved in-lieu fee on case-by-case basis. Applicable for both ownership and rental developments.

City does not envision this type of development because of Measure A

Refer to page 3 for all category assumptions for this survey

Escondido - Residential

Permit Issuance Fee	SFD	MFU 100 Townhome, 100 units w/attached garages, type V construction at 18 du/acre, 10 bldgs. w/10 units each	MFU 250 Unit Condo, podium construction (type III), 5-story, underground parking, 1.5- 2 acre site	Apartment, 250 units, garden style, 3 story bldg., type V construction, surface parking, 10 buildings on 10 acres
Valuation	\$476,077	\$2,772,480 (per bldg/10 units each)	\$33,071,600	\$3,736,250 (per bldg/25 units each)
Valuation Year	2020-2021	2020-2021	2020-2021	2020-2021
Permit Fees				
Plan Check	\$1,776	\$6,808	\$62,624	\$8,609
Master/Subsequent Check Fee				
Building Permit	\$2,733	\$10,475	\$96,345	\$13,245
MPE Permits	\$90	\$90	\$90	\$90
Engery Plan Check	\$355	\$1,361	\$12,524	\$1,721
Energy Permit/Inspection	\$546	\$2,095	\$19,269	\$2,649
Fire Plan Check	\$150	\$150	\$150	\$150
Planning Plan Check	\$556	\$1,366	\$1,366	\$1,366
CBSC (Green)	\$20	\$111	\$334	\$150
Inspection fee				
License fee				
Seismic (SIMP)	\$48	\$277	\$3,307	\$373
Subtotal	\$6,274	\$22,733	\$196,009	\$28,353
Impact/Capacity Fees				
Sewer	\$7,500	\$75,000	\$1,406,250	\$187,500
Water	\$7,930	\$79,300	\$877,500	\$87,750
Public Facilities (PF) (2)	\$4,872	\$48,720	\$1,218,135	\$160,600
Traffic Local	\$4,109	\$20,540	\$513,570	\$51,350
Parks	\$6,849	\$6,533	\$6,533	\$6,533
Art In Public Places	\$210	\$4,200	\$53,775	\$6,525
Police				
Library				
Drainage/Flood	\$1,092	\$4,600	\$115,000	\$11,500
Inclusionary Housing				
Special District Fee				
IT Improvement				
MSCP				
Stormwater				
Traffic SANDAG	\$2,533	\$25,330	\$645,758	\$64,578
Traffic SR-78				
Total Cost Per Building	\$41,369.00	\$286,956.00	\$5,032,530.16	\$604,689.00

Comments:

(1) The Region of Influence Infrastructure Fee in some areas is \$1,500/DU.

Refer to page 3 for all category assumptions for this survey

Imperial Beach - Residential

Permit Issuance Fee	SFD	MFU 100 Townhome*, 100 units w/attached garages, type V construction at 18 du/acre, 10 bldgs. w/10 units each	MFU 250 Unit Condo*, podium construction (type III), 5 story, underground parking, 1.5-2 acre site	Apartment, 250 units*, garden style, 3 story bldg., type V construction, surface parking, 10 buildings on 10 acres
Valuation	\$249,660	\$1,328,000 per building	\$22,257,500	\$1,828,750 per building
Valuation Year	2020-2021	2020-2021	2020-2021	2020-2021
Permit Fees				
Plan Check	\$1,898.83	\$6,821.82	\$74,980.37	\$8,453.33
Master/Subsequent Check Fee				
Building Permit	\$2,921.28	\$10,495.11	\$115,354.41	\$13,005.12
MPE Permits	\$502	\$5,020	\$62,375	\$6,175.00
Energy				
Fire Plan Check	\$400	(2)	(2)	(2)
CBSC	\$9	\$54	\$891	\$74.00
Inspection fee				
License fee				
Seismic	\$32.46	\$172.64	\$2,893.48	\$237.74
Residential Construction Tax	\$1,200	\$11,000	\$225,000	\$22,500.00
Grading	\$289.50			
Other (1)	\$2	\$2	\$2	\$2.00
Subtotal	\$7,255.07	\$33,566	\$481,496	\$50,447
Impact/Capacity Fees				
Sewer	\$5,373	\$53,730	\$1,343,250	\$134,325.00
Water (3)				
Public Facilities (PF)				
Traffic (incl signal)				
Parks				
Fire/EMS				
Police				
Library				
Drainage/Flood				
School (4)				
Inclusionary Housing				
Special District Fee				
IT Improvement				
MSCP				
Stormwater				
Traffic SANDAG	\$2,583.82	\$25,331.50	\$633,287.50	\$25,331.50
*Total	\$15,211.89	\$112,627	\$2,458,034	\$210,104
Cost Per Unit		\$11,262.71	\$9,832.14	\$21,010.37

Comments:

*Fees are reported per building cost for MFU scenarios.

(1) Imaging Fee

(2) Varies upon project - Contact the Fire department for permit, plan check, inspection fees.

(3) Imperial Beach is served by California American Water. Please contact the district for more information.

(4) Imperial Beach is served by two school districts: Sweetwater Union High School District and South Bay Union School District. Please refer to the school fees page for more information.

Refer to page 3 for all category assumptions for this survey

La Mesa - Residential

Permit Issuance Fee	SFD	MFU 100 Townhome, 100 units w/attached garages, type V construction at 18 du/acre, 10 bldgs. w/10 units each	MFU 250 Unit Condo, podium construction (type III), 5 story, underground parking, 1.5-2 acre site	Apartment, 250 units, garden style, 3 story bldg., type V construction, surface parking, 10 buildings on 10 acres
Valuation	1 unit SFD - 2,700 s.f. + 600 s.f. garage	10 units - 16,000 s.f. SFD + 4,000 s.f. garage	250 units - 181,250 s.f. condo + 36,250 s.f. garage	25 units - 23,750 s.f./bldg
Valuation Year	2020-2021	2020-2021	2020-2021	2020-2021
Permit Fees				
Plan Check	\$5,149.94	\$19,469.07	\$170,194.88	\$29,028.62
Building Permit	\$6,930.26	\$26,576.88	\$233,738.83	\$39,718.53
MPE Permits	\$1,124.00	\$5,788.00	\$74,789.70	\$74,789.70
Energy	Included	Included	Included	Included
Fire Plan Check	Included	Included	Included	Included
CBSC	Included	Included	Included	Included
records fees	\$43.14	\$50.88	\$417.86	\$112.16
C&D deposit	\$540	\$4,000	\$43,500	\$43,500
Seismic	Included	Included	Included	Included
Subtotal	\$13,787.34	\$55,884.83	\$522,641.27	\$187,149.01
Impact/Capacity Fees				
Sewer	\$5,680	\$56,800	\$1,420,000	\$1,420,000
Water	contact Helix Water	contact Helix Water	contact Helix Water	contact Helix Water
Public Facilities				
Traffic (incl signal)				
Parks + Quimby (where app.)	\$5,441	\$54,410	\$986,250	\$986,250
Fire				
Drainage/Flood				
School				
Inclusionary Housing				
MSCP				
IT Improvement				
Stormwater				
Traffic SANDAG	\$2,533.15	\$25,332	\$633,288	\$633,288
Other Fees				
Total	\$27,441.49	\$192,426.33	\$3,562,178.77	\$3,226,686.51
Cost Per Unit		\$19,242.63	\$14,248.72	\$12,906.75

Refer to page 3 for all category assumptions for this survey

Lemon Grove - Residential

Permit Issuance Fee	SFD	MFU 100 Townhome, 100 units w/attached garages, type V construction at 18 du/acre, 10 bldgs. w/10 units each	MFU 250 Unit Condo, podium construction (type III), 5-story, underground parking, 1.5-2 acre site	Apartment, 250 units, garden style, 3 story bldg., type V construction, surface parking, 10 buildings on 10 acres
Valuation				
Valuation Year	2020-2021	2020-2021	2020-2021	2020-2021
Permit Fees				
Plan Check (2)	\$2,574	\$97.48 (2)	\$307.72	\$384.34
Master/Subsequent Check Fee	Included	Included	Included	Included
Building Permit (1, 2)	\$4,627	\$1988.20 (2)	\$607.57	\$710.76
MPE Permits	Included	Included	Included	Included
Energy	Included	Included	Included	Included
Fire Plan Check	Included	Included	Included	Included
CBSC (4)	Included	Included	Included	Included
Inspection fee	Included	Included	Included	Included
License fee	N/A	N/A	N/A	N/A
Seismic (4)	Included	Included	Included	Included
Subtotal	\$7,201	\$2,085.68	\$915.29	\$1,095.10
Impact/Capacity Fees				
Sewer	\$2,255	\$601.80	\$601.80	\$601.80
Water	Contact Helix Water District	Contact Helix Water District	Contact Helix Water District	Contact Helix Water District
Public Facilities (PF)	N/A	N/A	N/A	N/A
Traffic (incl signal)	N/A	N/A	N/A	N/A
Parks	\$900	\$639	\$639	\$639
Fire/EMS	N/A	N/A	N/A	N/A
Police	N/A	N/A	N/A	N/A
Library	N/A	N/A	N/A	N/A
Drainage/Flood	N/A	N/A	N/A	N/A
School (3)				
Recycling Deposit	\$675	\$400	\$181.28	\$237.50
Inclusionary Housing	N/A	N/A	N/A	N/A
Special District Fee	N/A	N/A	N/A	N/A
IT Improvement	N/A	N/A	N/A	N/A
MSCP	N/A	N/A	N/A	N/A
Stormwater	N/A	N/A	N/A	N/A
Traffic SANDAG	\$2,533.15	\$2,533.15	\$2,533.15	\$2,533.15
Total Cost Per Unit	\$13,563.65	\$6,259.63	\$4,870.52	\$5,106.55

Comments:

- (1) Permit fee includes Inspection.
- (2) City offers a discount if projected phases are identical floor plans/exterior features.
- (3) Lemon Grove is served by two districts: Lemon Grove School District and Grossmont Union High School District. Please refer to school fees page for more information.
- (4) Based on valuation, paid at permit issuance.

Refer to page 3 for all category assumptions for this survey

National City - Residential

Permit Issuance Fee	SFD	MFU 100 Townhome, 100 units w/attached garages, type V construction at 18 du/acre, 10 bldgs. w/10 units each	MFU 250 Unit Condo, podium construction (type III), 5 story, underground parking, 1.5-2 acre site	Apartment, 250 units, garden style, 3 story bldg., type V construction, surface parking, 10 buildings on 10 acres
Valuation	Client provides valuation	Client provides valuation	Client provides valuation	Client provides valuation
Valuation Year	2020-2021	2020-2021	2020-2021	2020-2021
Permit Fees				
Plan Check (2)	\$4,938.84	\$1,219.36	\$346.68	\$346.68
Master/Subsequent Check Fee				
Building Permit (1) (2)	\$5,303.00	\$754.11	\$105.71	\$105.71
MPE Permits				
Energy				
Fire Plan Check				
CBSC				
Inspection fee				
License fee				
Seismic				
Subtotal	\$10,241.84	\$1,973.47	\$452.39	\$452.39
Impact/Capacity Fees				
Sewer (3)	\$777.00	\$190.61		
Water				
Public Facilities (PF)				
Traffic (incl signal)				
Parks	\$858.00	\$692.00	\$692.00	\$692.00
Fire/EMS	\$126.00	\$102.00	\$102.00	\$102.00
Police	\$318.00	\$25.70	\$257.00	\$257.00
Library	\$172.00	\$139.00	\$139.00	\$139.00
Drainage/Flood				
Inclusionary Housing				
Special District Fee				
IT Improvement				
MSCP				
Stormwater				
Traffic SANDAG	\$2,548.15	\$2,548.15	\$2,548.15	\$2,548.15
Total Cost Per Unit	\$15,040.99	\$5,670.93	\$4,190.54	\$4,190.54

Comments:

(*) Based on valuation, paid at permit issuance.

(1) Permit fee includes Inspection.

(2) City offers a discount if projected phases are identical floor plans/exterior features.

(3) Sewer lateral cost at \$6/Lf with a \$300 minimum. Sewer contractor required to have an "A" license to do work in Public Right of Away. National City has a formula for their sewer capacity available on City's website.

Refer to page 3 for all category assumptions for this survey

Oceanside - Residential

Permit Issuance Fee	SFD	MFU 100 Townhome (*), 100 units w/attached garages, type V construction at 18 du/acre, 10 bldgs. w/10 units each	MFU 250 Unit Condo (*), podium construction (type III), 5-story, underground parking, 1.5-2 acre site	Apartment, 250 units, garden style, 3 story bldg., type V construction, surface parking, 10 buildings on 10 acres
		Per Unit	Per Unit	Per Unit
Valuation				
Valuation Year	2020-2021	2020-2021	2020-2021	2020-2021
Permit Fees				
Plan Check	\$2,134.00	\$616	\$61.42	280
Master/Subsequent Check Fee				
Building Permit	\$3,985.55	\$3,149	\$153.80	376
MPE Permits	Included	Included	Included	Included
Energy	Included	Included	Included	Included
Fire Plan Check & Inspection (1)	\$1,223	\$753	\$43.04	\$130.52
Water Plan Check	\$320	\$92	\$9.21	\$41.53
Inspection fee				
License fee				
Seismic	\$50	\$50	\$100	\$100
Other (9)	\$733	\$632	\$18	\$348
Subtotal	\$8,445.75	\$5,292.81	\$385.47	\$1,275.45
Impact/Capacity Fees				
Sewer (2)	\$7,794	\$7,794	\$2,546 (6)	\$2,546 (8)
Water (3, 3a, 3b)	\$14,598	\$469.95	3055.12	3055.12
Public Facilities (PF)	\$2,621	\$2,621	\$2,621	\$2,621
Traffic (incl signal & SANDAG)	\$3,616	\$2,893	\$2,893	\$2,484
Parks	\$4,431	\$4,431	\$4,431	\$4,431
Fire/EMS				
Police				
Library				
Drainage/Flood	\$2,054	\$976	\$467	\$467
School (4)				
Inclusionary Housing				
Special District Fee				
IT Improvement				
MSCP				
Stormwater				
Traffic SR-78				
Total Cost Per Unit	\$43,559.75	\$24,477.76	\$16,398.59	\$16,412.57

Comments:

- (1) 20% Bldg Plan Check and Building Permit.
- (2) Based on wastewater buy-in fee for single-family residential.
- (3) The above water and wastewater buy-in fees were last revised January 1, 2021. Assumed all full bathrooms have bath tub. Water buy in fees include cost to install meter, City water system capacity fee (O&M of existing infrastructure, replacement or existing facilities, etc), SDCWA Capacity Charge, SDCWA Water Treatment Capacity Charge. SDCWA charges are collected by the City through water buy-in fees. These fees are pass-through charges to SDCWA.
- (3a) Based on 3/4" mtr.
- (3b) There is a reclaimed water mitigation fee if reclaimed water is not constructed onsite. The fee can be 80% of the cost of the potable water construction.
- (4) Oceanside is served by 4 districts in permit area. Please refer to the school fees page to determine the fee.
- (5) Building based at 10 buildings.
- (6) Based on two 2" meters for each building. At 5 buildings, capacity is for total of ten (10) 2" meters. Construction of service or lateral to public main ("hook-up charge") is not included.
- (7) Based on 1.5" meter for each building. At 10 buildings, capacity fee is for total of ten (10) 1.5" meters. Construction of service or lateral to public main ("hook-up charge") is not included.
- (8) Based on one 2" meter for each building. At 10 buildings, capacity is for total of ten (10) 2" meters. Construction of service or lateral to public main ("hook-up charge") is not included. The water capacity fee is based on 10 buildings.
- (9) Surcharges: General Plan 10% permit & Tech 2% permit (\$478) and FEMA certification (\$255).
- (*) Assumes 2.5 bathrooms/unit.

Refer to page 3 for all category assumptions for this survey

Poway - Residential

Permit Issuance Fee	SFD	MFU 100 Townhome (2), 100 units w/attached garages, type V construction at 18 du/acre, 10 bldgs. w/10 units each	MFU 250 Unit Condo (4) podium construction (type III), 5 story, underground parking, 1.5-2 acre site	250 MFU Apartment (2,4,5), garden style, 3 story bldg., type V construction, surface parking, 10 buildings on 10 acres
Valuation	\$387,509	\$22,610,000	\$26,119,328	\$28,044,000
Valuation Year	2020-2021	2020-2021	2020-2021	2020-2021
Permit Fees				
Plan Check	\$2,575.91	\$91,218.50	\$78,569.81	\$91,489.25
Master/Subsequent Check Fee				
Building Permit	\$2,530.98	\$89,627.60	\$77,199.50	\$82,702.14
MPE Permits	\$523.92	\$18,552.90	\$15,980.31	\$18,607.98
Energy	\$379.65	\$13,444.10	\$11,579.93	\$12,405.32
Fire Plan Check	\$250	\$12,000.00	\$10,875	\$45,744.63
CBSC	\$16	\$910.00	\$1,045	\$1,122
Inspection fee				
License fee				
Seismic	\$50.44	\$2,939.30	\$3,395.60	\$3,645.72
Subtotal	\$6,326.90	\$228,692.40	\$198,645.15	\$255,717.04
Impact/Capacity Fees				
Sewer	\$5,836	\$583,600	\$1,459,000	\$1,459,000
Water	\$5,448	\$544,800	\$1,362,000	\$1,362,000
Public Facilities (PF)				
Traffic (incl signal)				
Parks	\$4,562	\$359,400	\$898,500	\$898,500
Fire/EMS	\$122	\$9,615.00	\$24,038	\$24,038
Drainage/Flood (1)	\$1,200	\$6,660	\$2,400	\$12,000
Inclusionary Housing	\$500	\$50,000	\$125,000	\$125,000
Special District Fee				
IT Improvement				
MSCP				
Stormwater				
Traffic SANDAG (included in Traffic fee above)	\$2,583.82	\$258,382.00	\$645,955.00	\$645,955
Traffic SR-78				
Total Cost	\$26,578.75	\$2,041,149.40	\$4,715,537.65	\$4,782,209.54
Total Cost Per Unit	\$26,578.75	\$20,411.49	\$18,862.15	\$19,128.84

Comments:

- (1) Fee is per acre. Total cost for project is \$90,000.
- (2) Estimate is based on structure size, not unit.
- (3) Cost per building.
- (4) City of Poway zoning codes do not allow more than 2 stories, except in Poway Road Specific Plan, up to 4 stories is permissible.
- (5) For 250 MFU Apartment, assume 1,200 sf per unit; 300k sf total floor area, and 30k sf per building.

Refer to page 3 for all category assumptions for this survey

San Marcos - Residential

Permit Issuance Fee	SFD	MFU 100 Townhome, 100 units w/attached garages, type V construction at 18 du/acre, 10 bldgs. w/10 units each	MFU 250 Unit Condo, podium construction (type III), 5-story, underground parking, 1.5-2 acre site	Apartment, 250 units, garden style, 3 story bldg., type V construction, surface parking, 10 buildings on 10 acres
Valuation	Client provides valuation	Client provides valuation	Client provides valuation	Client provides valuation
Valuation Year	2020-2021	2020-2021	2020-2021	2020-2021
Permit Fees				
Plan Check	\$807	\$90	\$90	\$90
Master/Subsequent Check Fee				
Building Permit	\$1,392	\$687.26	\$760.06	\$625.66
MPE Permits				
Energy	Included	Included		
Fire Plan Check	\$150	\$1.50	\$0.60	\$0.60
CBSC	\$13	\$6.80	\$6.79	\$6.79
Inspection fee				
License fee				
Seismic	\$30	\$17	\$22.07	\$22.07
Subtotal	\$2,392	\$802.56	\$879.52	\$745.12
Impact/Capacity Fees				
Sewer				
Water				
Public Facilities (PF)				
Traffic (incl signal)	\$4,343	\$1,643.86	\$1,643.86	\$1,643.86
Parks	\$6,251	\$6,251	\$6,251	\$6,251
Fire/EMS	\$1,122	\$544	\$510	\$510
Police				
Library				
Drainage/Flood	\$1,298	\$2,272.20	\$51.94	\$259.68
Inclusionary Housing	\$9,300	\$9,300	\$9,300	
Special District Fee				
IT Improvement	\$44	\$44	\$44	\$44
MSCP	\$103	\$103	\$103	\$103
Stormwater	\$221	\$221	\$221	\$221
Traffic SANDAG	\$2,583.82	\$2,583.82	\$2,583.82	\$2,583.82
Traffic SR-78	\$3,204	\$1,923	\$1,923	\$1,923
Total Cost Per Unit	\$30,861.68	\$25,688.44	\$23,511.14	\$14,284.48

Refer to page 3 for all category assumptions for this survey

Santee - Residential

Permit Issuance Fee	SFD (1) CUSTOM HOME	MFU 100 Townhome (5), 100 units w/attached garages, type V construction at 18 du/acre, 10 bldgs. w/10 units each	MFU 250 Unit Condo (2, 3, 6), podium construction (type III), 5-story, underground parking, 1.5-2 acre site	Apartment (2, 7), 250 units, garden style, 3 story bldg., type V construction, surface parking, 10 buildings on 10 acres
Valuation	Client provides valuation	Client provides valuation	Client provides valuation	Client provides valuation
Valuation Year	2020-2021	2020-2021	2020-2021	2020-2021
Permit Fees				
Plan Check	\$2,870.18	\$3,370.84	\$13,214.06	\$6,757.58
Master/Subsequent Check Fee	\$173.02/hour	\$173.02/hour	\$173.02/hour	\$173.02/hour
Building Permit	\$2,870.18	\$3,370.84	\$13,214.06	\$6,757.58
MPE Permits (4)	\$1,072.30	\$7,870.00	\$133,400.20	\$15,710.20
Energy				
Fire Plan Check	\$574	\$2,620	\$2,374	\$3,111
CBSC	Valuation Dependent	Valuation Dependent	Valuation Dependent	Valuation Dependent
Inspection fee	\$173.02/hour	\$173.02/hour	\$173.02/hour	\$173.02/hour
License fee				
Seismic	Valuation Dependent	Valuation Dependent	Valuation Dependent	Valuation Dependent
Subtotal	\$6,812.66	\$14,611.68	\$162,202.32	\$29,225.36
Impact/Capacity Fees				
Sewer	Paid to Water District	Paid to Water District	Paid to Water District	Paid to Water District
Water	Paid to Water District	Paid to Water District	Paid to Water District	Paid to Water District
Public Facilities (PF)	\$6,923	\$6,243	\$6,243	\$6,243
Traffic	\$3,808	\$2,435	\$2,435	\$2,435
Traffic Signal	\$402	\$252	\$252	\$252
Parks	\$8,334	\$7,598	\$7,598	\$7,598
Fire/EMS				
Police				
Library				
Drainage/Flood	\$3,093	\$2,115	\$2,115	\$2,115
School	Contact School District	Contact School District	Contact School District	Contact School District
Inclusionary Housing				
Special District Fee				
IT Improvement				
MSCP				
Stormwater				
Traffic SANDAG(RTCIP)	\$2,583.82	\$2,583.82	\$2,583.82	\$2,583.82
Total Cost	\$31,956.48	\$35,080.30 (5)	\$176,990.08 (6)	\$49,323.44 (7)

Comments:

- (1) SFD based on IBC Class R-3 Dwellings- Production Phase - 2700 square feet, 600 SF garage, 240 SF covered wooden patio; fireplace, gas & electrical.
- (2) Condo and Apartment Units assume 1 bed and 1 bath per unit.
- (3) Assumption that all of the Condo units are in one building.
- (4) MPE Assumptions (Per Unit): 3 fixtures per full bathroom, 2 fixtures per half bathroom, 8 20A circuits+ 1 30A circuit; 3 gas fixtures; 1 Sewer Line per building, 1 HVAC - AC Residential/furnace per unit, 1 Permit Issuance Fee.
- (5) Fees are based on structure, not units. 10 units/building
- (6) Fee for all 250 in one building
- (7) Fees are based on structure, not units. Assuming 25 units/building

Refer to page 3 for all category assumptions for this survey

Vista - Residential

Permit Issuance Fee	SFD	MFU 100 Townhome (*), 100 units w/attached garages, type V construction at 18 du/acre, 10 bldgs. w/10 units each	MFU 250 Unit Condo(*), podium construction (type III), 5-story, underground parking, 1.5-2 acre site	Apartment (*), 250 units, garden style, 3 story bldg., type V construction, surface parking, 10 buildings on 10 acres
Valuation	\$354,255.00	\$19,289,600.00	\$23,475,500.00	\$26,842,250.00
Valuation Year	2020-2021	2020-2021	2020-2021	2020-2021
Permit Fees				
Plan Check	\$2,718.25	\$22,214.50	\$27,028.40	\$30,900.45
Master/Subsequent Check Fee				
Building Permit	\$4,040.85	\$158,410.90	\$192,777.96	\$220,421.03
MPE Permits				
Energy				
Fire Plan Check	\$516.47	\$4,220.76	\$5,135.40	\$5,871.09
CBSC				
Inspection fee				
License fee				
State Revolving Fee	\$15	\$772	\$940	\$1,074
Seismic	\$46.05	\$2,507.65	\$3,051.82	\$3,489.49
Subtotal	\$7,336.62	\$188,125.81	\$228,933.58	\$261,756.06
Impact/Capacity Fees				
Sewer (1)	\$4,835	\$483,500	\$1,208,750	\$846,125
Water				
Public Facilities (PF)	\$1,218	\$121,800	\$304,500	\$304,500
Traffic (incl signal)	\$2,816.13	\$270,349	\$675,872.50	\$675,872.50
Parks	\$7,961.56	\$790,164	\$1,975,410	\$1,975,410
Fire/EMS	\$379	\$37,900	\$94,750	\$94,750
Police				
Library				
Drainage/Flood (2)	\$427.25	\$30,762	\$2,563.50	\$17,090.00
School				
Inclusionary Housing				
Special District Fee				
IT Improvement				
MSCP				
Stormwater				
Traffic SANDAG	\$2,816.13	\$180,232	\$450,580	\$450,580
Traffic SR-78				
Aerial Aparatus fee(3)			\$108,750	\$79,166.66
Total	\$27,789.69	\$2,102,832.81	\$5,050,109.58	\$4,705,250.22
Cost Per Unit		\$21,028.33	\$20,200.44	\$18,821.00

Comments:

(*) Valuation/Fees were reported based per building. We have taken those figures and applied it to the entire project, therefore fees are reported entirely in the **TOTAL** section.

(1) Vista is served by two sewer districts: Vista Sanitation \$4,835. per EDU and Buena Sanitation - \$6,192 per EDU. In this scenario, Vista Sanitation is the sewer district. Please check to see which district your project is located in.

(2) Fee based on drainage basin - \$1709-\$3700 per acre.

(3) Aerial Apparatus fee



Subdivision Fees



South County Subdivision/Engineering Fees

ENGINEERING AND PUBLIC WORKS (PROJECT)

AGENCY	IMPERIAL BEACH	LEMON GROVE	CHULA VISTA	NATIONAL CITY
Grading Plan Check		Included in Grading Permit	Full Cost Recovery, Initial Deposit: < 1,000 CY = \$6,000; 1,001-10,000 CY = \$12,000; 10,001 - 100,000 CY = \$15,000; > 100,000 CY \$20,000	Actual cost with an initial deposit equal to 3% of engineers cost estimate or \$5,000 which ever is greater
Grading Permit		Min = \$2,500 Dep Maj = \$7,000 Dep	Full Cost Recovery, Initial Deposit: < 1,000 CY = \$3,000; 1,001-10,000 CY = \$6,000; 10,001 - 100,000 CY = \$15,000; > 100,000 CY \$20,000	\$396
Improvement Plan Check		1-4 DU = \$2,500 Dep 5-25 DU = \$7,000 Dep Over 25 DU = \$15,000 Dep	Valuation < \$10,000 = \$290; > \$10,000 = Full Cost Recovery, Initial Deposit: \$10,001-\$100,000 = \$4,500; \$100,001-\$500,000 = \$15,000; >\$500,000 = \$20,000	Initial deposit equal to 3% of engineers cost estimate or \$5,000 which ever is greater
Improvement Inspection		\$500	Valuation < \$10,000 = \$680; > \$10,000 = Full Cost Recovery, Initial Deposit: \$10,001-\$100,000 = \$4,000; \$100,001-\$500,000 = \$15,000; >\$500,000 = \$20,000	Actual cost (time and material)
Geotechnical/Soils Review				Actual cost included in plan check fee
Landscaping Plan Check		\$150 Dep	Minor \$330, Major \$2,035	Actual cost included in plan check fee
Stormwater		\$150 Dep		Minimum of \$5,000 deposit

SUBDIVISION PROCESSING FEES

MINOR SUBDIVISION	IMPERIAL BEACH	LEMON GROVE	CHULA VISTA	NATIONAL CITY
Annex	N/A	N/A	Full Cost Recovery Deposit of \$4,000 <20 acres; \$6,000 21-100 acres; \$10,000 > 100 acres	\$9,940
Compliance	N/A	\$150 Dep	\$100	\$2,690
Design Review (DR)	N/A	N/A	Full Cost Recovery Admin \$10,000 Deposit; Publ. Hearing \$20,000 Deposit	
Development Agreement	N/A	\$500 Dep	Full Cost Recovery	
General Plan Ammendment	Full Cost Recovery, \$5,000 Dep	\$3,000 Dep	Full Cost Recovery, \$20,000 Deposit	\$9,940
Tenative Parcel Map	Full Cost Recovery, \$2,500	\$3,000 Dep	Full Cost Recovery, \$5,000 Deposit	\$6,500
Final Map	Full Cost Recovery, \$2,000	\$6,000 Dep	Full Cost Recovery, <50 Lots \$7,500 Deposit, >50 Lots \$15,000 Deposit	Actual cost with minimum: Parcel Map \$5,000 Deposit Subdivision Map \$10,000 Deposit
Planned Development (PRD)	N/A	\$2,000 Dep	Full Cost Recovery, \$20,000 Deposit	\$7,890
Planned Development (PCD)	N/A	\$2,000 Dep	Full Cost Recovery, \$20,000 Deposit	
Rezone	Full Cost Recovery, \$3,000	\$1,000 Dep	Full Cost Recovery, \$10,000 Deposit	\$9,940
Sensitive Land/Resources	N/A	N/A	Full Cost Recovery, \$7,500 Deposit	
Special Use Permit (major CUP)	Full Cost Recovery, \$2,000	\$1,500 Dep	Full Cost Recovery, \$10,000 Deposit	\$7,890
Site Development Plan	Full Cost Recovery, \$3,000	\$150 Dep	\$2,300	\$2,840
Specific Plan	Full Cost Recovery	\$3,000 Dep	Full Cost Recovery, \$20,000 Deposit	\$9,940
Variance	Full Cost Recovery, \$1,800 Dep	\$750 Dep	Full Cost Recovery, \$9,000 Deposit	\$8,020

MAJOR SUBDIVISION - ASSUME 50 LOTS ON 10 ACRES

MAJOR SUBDIVISION	IMPERIAL BEACH	LEMON GROVE	CHULA VISTA	NATIONAL CITY
Tentative Map	Full Cost Recovery, \$3,000 Dep	\$4,500 Dep	Full Cost Recovery, \$10,000 Deposit	\$9,940
Final Map	Full Cost Recovery, \$2,000 Dep	\$12,000 Dep	Full Cost Recovery, \$7,500 Deposit	Actual Cost (time and material)
Environmental Initial Study	Full Cost Recovery, \$3,000 Dep	Included	Full Cost Recovery, \$10,000 Deposit	\$7,270
Environmental Impact Report	Full Cost Recovery, \$8,000 Dep	Prepared by Developer	Full Cost Recovery, \$20,000 Deposit	
Other				

Refer to page 3 for all category assumptions for this survey

East County Subdivision/Engineering Fees

ENGINEERING AND PUBLIC WORKS (PROJECT)			
AGENCY	EL CAJON	SANTEE	LA MESA
Grading Plan Check	5% of the first \$50K, of est. site improvements costs plus 3% of the costs between \$50K and \$100K; 2% of the costs between \$100,000 and \$250,000; 1% of the costs above \$250,000 min. of \$1,000	\$5,500 Deposit-full cost recovery	\$1,167 for 2 sheets + \$507 each additional sheet. \$1,061 or 10% Eng. Est.
Grading Permit	N/A	No Additional Charge	\$7,781
Improvement Plan Check	6.5% of 1st \$50K, of est. site improvements costs; 4% of costs between \$50K and \$100K; 1.5% of costs between \$100K and 250K and 1% of the costs > \$250K, with a \$1K min. 1% of est. for each review after 3	\$4,000 Deposit-full cost recovery	10% of EoR Cost Estimate (P) \$444 or 4% EoR cost estimate (Q)
Improvement Inspection	3.5% of the est. cost of construction (min. \$500) (Soil Testing not included)	\$3,000 Deposit-full cost recovery	\$772 or 5.5% EoR cost estimate
Geotechnical/Soils Review	N/A	\$1,000 Deposit-full cost recovery	\$159
Landscaping Plan Check	N/A	N/A	
Stormwater	N/A	N/A	4% of EoR Cost Estimate

SUBDIVISION PROCESING FEES

MINOR SUBDIVISION	EL CAJON	SANTEE	LA MESA
Annex	\$2,120 per acre	N/A	\$10,193
Compliance	\$1,150	\$350/\$2,500 with boundary adj.	\$1,240
Design Review (DR)	N/A	\$4,500	\$1,602 small; \$2,755 large
Development Agreement	\$10,000 Deposit	\$10,000 deposit	
General Plan Ammdment	\$3,680	\$13,000 Deposit	\$12,898
Tentative Parcel Map	\$3,885 + \$26/lot	\$10,000 Deposit	\$4,967
Final Map	N/A	Deposit \$1,000/Sheet	\$4,107 + \$316 per lot
Planned Development (PRD)	\$7,100	N/A	\$4,567
Planned Development (PCD)	\$7,100	N/A	
Rezone	\$4,335	\$10,000 Deposit	\$11,668
Sensitive Land/Resources	N/A	4D/rule determination \$1,500	
Special Use Permit (major CUP)	\$5,525	\$4,500 Deposits	\$3,518
Site Development Plan	\$4,095	N/A	\$1,191, \$3,171, \$4,149
Specific Plan	\$6,260	\$10,000 Deposit	\$12,898
Variance	\$1,075	\$2,500 Deposit	\$1,777 small; \$3,495 large

MAJOR SUBDIVISION - ASSUME 50 LOTS ON 10 ACRES

MINOR SUBDIVISION	EL CAJON	SANTEE	LA MESA
Tentative Map	\$6,355 + \$74/lot	\$16,000 Deposit	\$6,416 (P) \$1,131 (Q)
Final Map	N/A	\$1,000/sheet	
Environmental Initial Study	\$5,355 + \$263/each req'd report (up to 2 reviews)	\$386	\$888 + \$1,950
Environmental Impact Report	10,000 Deposit	\$20,000 Deposit	\$7,048
Other		\$6,500 Design Review	\$541 + \$1,480 extended IS

Comments:

- (P) Planning Department
- (Q) Engineering Department

Refer to page 1 for all category assumptions for this survey

North Coastal Subdivision/Engineering Fees

ENGINEERING AND PUBLIC WORKS (PROJECT)

AGENCY	CARLSBAD	ENCINITAS	OCEANSIDE
Grading Plan Check	\$2,008 (1)	\$1,747/sheet	Based on Cost Estimate
Grading Permit	\$1,055 (1)	5% of approved construction estimate	\$1,550
Improvement Plan Check	\$31,630 (2)	\$2,230/sheet	Based on Cost Estimate
Improvement Inspection	\$17,806 (2)	5% of approved construction estimate	Based on Cost Estimate
Geotechnical/Soils Review	\$1200 (4)	included	\$378
Landscaping Plan Check	Flat fee plus % based on total valuation	\$168/sheet private; \$348/sheet public	\$3,432
Stormwater	SWQMP Review (5,7): \$1543; SWQMP inspection (5,7): \$1,404; Grading SWPPP review (5): \$1,741; Grading SWPPP inspection (5): \$5,664; Building review/inspection (5): \$3,040	SWPPP \$830; \$168/sheet; NPDES Inspection (NI & NG) ≤ \$100,000 ACE - 1% of ACE; NPDES Inspection (NI & NG) > \$100,000 ACE - \$1,000 plus 0.6% of ACE; SWCSM Minor Revision -\$1,392; SWCSM Major Revision -\$2,330	Deposit \$4,000

MINOR SUBDIVISION	CARLSBAD	ENCINITAS	OCEANSIDE
Annex	\$1,851	\$3,430	
Coastal Development Permit (Minor)	\$938	\$1600 (8)	
Certificate of Compliance	\$1,144	\$670	Deposit
Design Review (DR)		\$1,275 staff review, \$2,750 to \$4,800 Planning Commission review	
Development Agreement	Deposit \$10,000 increments	Cost + 50% overhead; initial deposit \$13,000 to \$20,000	Deposit
General Plan Amendment	0-5 acres = \$4,677; over 5 acres = \$6,747	Cost + 50% overhead; initial deposit \$13,000 to \$20,000	Deposit
Tentative Parcel Map	\$4,169	\$4555 (9)	Deposit
Final Map	\$3,678	\$355 (Planning); \$2,400/sheet (Engineering) (9)	Deposit
Planned Development (PRD)	4 or less units = \$3,304; 5 or more = \$9,161	\$6,000	
Planned Development (PCD)	4 or less units = \$3,304; 5 or more = \$9,161	\$6,000	
Rezone	0-5 acres = \$5,373; 5.1 or more acres = \$7,279	Cost + 50% overhead; initial deposit \$20,000	\$7,424
Sensitive Land/Resources/HMP	4283 (6)		
Special Use Permit (major CUP)	SUP: \$3,757 (Major CUP: \$4,913)	\$6,000	Deposit
Site Development Plan	4 or less units = \$4,895; 5 or more = \$12,416		\$6,435
Specific Plan	\$38,247	Cost + 50% overhead; initial deposit \$13,000 to \$20,000	Deposit
Variance	\$3,098	\$1,580 staff review; \$1,865 to \$3,810 Planning Commission review	\$4,000

MAJOR SUBDIVISION	CARLSBAD	ENCINITAS	OCEANSIDE
Tentative Map	\$18,043	\$13,000 + \$650/lot (10)	Deposit
Final Map	\$8,193	\$520 (Planning); \$2,112/sheet (Engineering) (10)	Deposit
Environmental Initial Study	\$1,894	\$5,055 (in-house), \$1,055 contract admin + 3rd-party cost (external)	Deposit
Environmental Impact Report	\$21,982 (11)	\$4,485 contract admin + 3rd-party cost	Deposit
Other	(4)		

Comments:

- (1) Grading fees based on quantity. Assumed 1,000 cy of material.
- (2) Improvements assume a minimum fee for estimates over \$1,000,001.
- (3) GIS
- (4) Costs generally included unless 3rd party review req'd by City Engineer. 3rd party cost covered by applicant with deposit.
- (5) Stormwater fees vary depending on acreage, storm water priority. Contact city for more specifics. Costs assuming using prototype project information.
- (6) Varies depending on scope. Cost assumes impact to existing habitat to be preserved. Contact city for more specifics.
- (7) Project assumes a priority development project (PDP) for water quality purposes. Contact city for more specifics.
- (8) City does not have a Coastal Development Permit (Minor) but does have a Coastal Development Permit
- (9) Minor Subdivisions involve 2-4 lots
- (10) Major Subdivisions involve 5+ lots
- (11) Review fee (+ fully burdened hourly rate after first 160 hours of project planner, or 40 hours of project engineer). Review of EIR only.

North Inland Cities Subdivision/Engineering Fees

ENGINEERING AND PUBLIC WORKS (PROJECT)**

AGENCY	ESCONDIDO	POWAY	SAN MARCOS	VISTA
Grading Plan Check	\$750 per shr. \$2,500 min.	\$1,367 - \$10,000 (deposit)*	\$2,630	\$3,261 - \$15,434
Grading Permit	\$265	\$264	\$829	\$2,834 - \$8,594
Improvement Plan Check	\$1,500 min.	\$1,128 min - \$5,000 (deposit)*	\$25,325	\$3,544 - \$15,866
Improvement Inspection	\$1,000 min.	\$659 min - \$15,000 (deposit) *	\$37,500	\$1,378 - \$7,597
Geotechnical/Soils Review				
Landscaping Plan Check	\$1,040 min.	\$720 min.*	2% cost est.	\$1,320
Other		Stormwater Inspection: \$1,054	Landscape inspection: 2.5% cost estimate	Stormwater Review for Priority Project: \$6,800

Comments:

* Fees are tiered and based on project cost estimates.

**Each figure above is a fee unless specially indicated.

SUBDIVISION PROCESSING FEES

MINOR SUBDIVISION	ESCONDIDO	POWAY	SAN MARCOS	VISTA
Annex	\$3,740 + \$790/DU	N/A	\$1,500	\$6,958
Compliance	\$815	\$770	\$750	\$597
Design Review (DR)	\$450 minor, \$985 MASR	\$1,622		
Development Agreement	Cost Recovery + Noticing	\$3,000	\$2,500 + Legal Cost	
General Plan Amendment	< 5 ac = \$5185	\$1,917	\$2,500	\$9,284
Tentative Parcel Map	\$2,635	\$2,711	\$2,090	\$3,138
Final Map	\$995 + \$1,000 + \$50/lot	\$1,100/sht	\$800 + \$40/lot	\$3,117
Planned Development (PRD)	Master plan: \$5,940 / Precise plan: \$3,150	\$1,917	\$3,476	\$6,539
Planned Development (PCD)	Same as (PRD)	\$1,917		
Rezone	< 5 ac = \$3,900; > 5 ac + \$5,100	\$1,917	\$872	\$8,855
Special Use Permit (major CUP)	\$4,915 major, \$2,175 minor	\$1,597	\$3,476	\$6,958
Site Development Plan	\$2,540 major; \$1,025 minor	N/A	\$2,470	\$6,520
Specific Plan	Cost Recovery + Noticing	\$5,479	\$2,860	\$12,195
Variance	Single family: \$1,825 / Other: \$2,030	\$319	\$200 sfr	\$2,196
Other			\$564	

MAJOR SUBDIVISION - ASSUME 50 LOTS ON 10 ACRES

MAJOR SUBDIVISION	ESCONDIDO	POWAY	SAN MARCOS	VISTA
Tentative Map	\$4,790	\$4,174	\$2,690 + \$50/lot	\$9,558
Final Map	\$995 + \$1,000/sht + \$50/lot	\$1,100 per sht	\$800 + \$40/lot	\$5,723
Environmental Initial Study	\$2,405	\$635	\$3,720	\$9,196
Environmental Impact Report	\$3,120 + \$234 per tech. study	\$5,000	Cost + 25%	Cost + 20%
Other	Fish & Wildlife Fee ND: \$2,216.25 / EIR: \$3,078.25	Fish & Wildlife Fee ND: \$2,354.75 / EIR: \$3,271	CA Dept. of Fish & Wildlife Fee ND: \$2,216.25 / EIR: \$3,078.25	CA Dept. of Fish & Wildlife Fee ND/MND: \$1,877 / EIR: \$2,607

Refer to page 3 for all category assumptions for this survey



Sewer Fees



2021 Sewer District Fees

	Buena CSD				Cardiff SD (C)				Carlsbad MWD (7)			
Fees	SFD	APT	TWNHM	CONDO	SFD	APT	TWNHM	CONDO	SFD	APT	TWNHM	CONDO
Capacity	\$6,405	\$4,483.50	\$6,405	\$6,405	\$3,417	\$3,417	\$3,417	\$3,417	\$982			
Inspection												
Application												
Installation												
Annexation Fee												
Densification												
Other					\$40 (12)	\$40 (12)	\$40 (12)	\$40 (12)	\$1,726			
Total	\$6,405	\$4,483.50	\$6,405	\$6,405	\$3,457	\$3,457	\$3,457	\$3,457	\$2,708			
	Encinitas SD (C)				Escondido UWD (C)				Fallbrook PUD (C, 20,21)			
Fees	SFD	APT	TWNHM	CONDO	SFD	APT	TWNHM	CONDO	SFD	APT	TWNHM	CONDO
Capacity	\$2,680	\$2,680	\$2,680	\$2,680	\$7,500	\$5,625 (2)	\$7,500	\$7,500 (2)	\$7,115	\$5,692	\$5,692	\$5,692
Inspection												
Application												
Installation												
Annexation Fee												
Densification												
Other	\$40 (10)	\$40 (10)	\$40 (10)	\$40 (10)	\$23.27 (14)	\$23.27 (14)	\$23.27 (14)	\$23.27 (14)				
Total	\$2,720	\$2,720	\$2,720	\$2,720	\$7,523.27	\$5,648.27	\$7,523.27	\$5,648.27	\$7,115	\$5,641	\$5,641	\$5,641
	Lemon Grove SD (16)				Leucadia WD				National City (6)			
Fees	SFD (A)	APT (B)	TWNHM (B)	CONDO (B)	SFD (A)	APT (C)	TWNHM (C)	CONDO (C)	SFD	APT	TWNHM	CONDO
Capacity	\$3,509	\$35,090	\$35,090	\$3,509	\$5,089	\$5,089	\$5,089	\$5,089	\$1,930	\$1,450.00	\$1,450.00	\$1,930.00
Inspection												
Application												
Installation												
Annexation Fee												
Densification												
Other	\$363.90	\$159,225	\$63,690	\$159,225								
Total	\$4,128.10	\$194,315	\$98,780	\$162,815	\$5,089	\$5,089	\$5,089	\$5,089	\$1,930	\$1,450.00	\$1,450.00	\$1,930.00
	City of Oceanside				Olivenhain MWD (1)				Otay WD			
Fees	SFD (A)	APT (B)	TWNHM (B)	CONDO (B)	SFD (A)	APT (A)	TWNHM	CONDO	SFD	APT	TWNHM	CONDO
Capacity	\$7,794	\$623,540.00	\$389,710.00	\$116,914.00	\$2,330	\$2,330	-\$11	\$11	\$8,336.44	(11)	(11)	(11)
Inspection												
Application												
Installation												
Annexation Fee					\$8,560	\$8,560						
Densification												
Other												
Total	\$7,794	\$623,540.00	\$389,710.00	\$116,914.00	\$10,890	\$10,890			\$8,336.44			
	Padre Dam MWD (19)				Ramona MWD (12)				Rainbow MWD			
Fees	SFD (C)	APT (C)	TWNHM (C)	CONDO (C)	SFD (A)	APT (A)	TWNHM (A)	CONDO (A)	SFD	APT	TWNHM	CONDO
Capacity	\$3,804	\$2,536	\$3,112	\$3,112	SM \$15,379.09; SV \$15,005.59	SM \$15,379.09; SV \$15,005.59	SM \$15,379.09; SV \$15,005.59	SM \$15,379.09; SV \$15,005.59	\$16,951	\$11,301	\$14,126	\$11,301
Inspection												
Application												
Installation												
Annexation Fee												
Densification												
Other	\$3,072	\$2,048	\$2,513	\$2,513	SM \$821.57; SV \$779.75 (13)	SM \$821.57; SV \$779.75 (13)	SM \$821.57; SV \$779.75 (13)	SM \$821.57; SV \$779.75 (13)	\$1,100 (5)	\$1,100 (5)	\$1,100 (5)	\$1,100 (5)
Total	\$6,876	\$4,584	\$5,625	\$5,625	SM \$16,200.66; SV \$15,785.34	SM \$16,200.66; SV \$15,785.34	SM \$16,200.66; SV \$15,785.34	SM \$16,200.66; SV \$15,785.34	\$18,051	\$12,401	\$15,226	\$12,401

Refer to page 49 for all footnotes for sewer district fees

Refer to page 3 for all category assumptions for this survey

2021 Sewer District Fees

Sewer Districts (con't)

Fees	City of San Diego				Vallecitos WD (9)				Valley Center MWD (A,3)				Vista CSD			
	SFD (A)	APT (A)	TWNHM (A)	CONDO (A)	SFD (A)	APT (C)	TWNHM (C)	CONDO (C)	SFD (3a)	APT (3b)	TWNHM (3c)	CONDO (3b)	SFD	APT	TWNHM	CONDO
Capacity	\$4,124	\$3,402.30	\$3,670	\$2,474.40	\$13,051	\$9,396.72	\$9,657.74	\$9,396.72	\$8,935	\$8,935	\$8,935	\$8,935	\$5,327	\$3,728.90	\$5,327	\$5,327
Inspection									\$1,400	\$1,400 (17)	\$1,400 (18)	\$1,400 (17)				
Application																
Installation																
Annexation Fee																
Densification																
Other	\$25 (8)	\$25 (8)	\$25 (8)	\$25 (8)												
Total	\$4,149	\$3,427.30	\$3,695.36	\$2,499.40	\$13,051	\$9,396.72	\$9,657.74	\$9,396.72	\$10,335	\$10,335	\$10,335	\$10,335	\$5,327	\$3,728.90	\$5,327	\$5,327

Refer to page 3 for all category assumptions for this survey

Comments:

(A) Costs quoted are per EDU.

(B) Costs are quoted per project based on scenario on page 3

(C) Costs quoted as per unit

(1) Pricing is for 4S Ranch.

(2) Units with 3 or more bedrooms are charged \$7,500 per unit. Units with less than 3 bedrooms are charged \$5,625.

(3) The District has 2 sewer service areas, the LMCWRF (Lower Moosa Canyon Water Reclamation Facility) and the WVRWRF (Woods Valley Ranch Water Reclamation Facility). Capacity fees shown are for the District's LMCWRF Service Area. Capacity fees and charges for the District's WVRWRF Service Area would be on a project by project basis. This facility has no additional capacity available in the WVRWRF at this time. A facility expansion would be required to provide additional sewer service. Multi-family units are currently assigned a 1 EDU capacity requirement.

(3a) Connection fee=\$150, Inspection Deposit=\$1,250 (refunded after scheduling inspection and inspection is completed without additional cost).

(3b) \$1,400 represents total connection charge for apartment complex or one condominium building. Assumes all apartment buildings connected to private sewer within the complex and one connection to the District's system. Connection Fee: \$150; Inspection Deposit: \$1,250 (refunded after scheduling inspection and inspection is completed without additional cost).

(3c) \$1,400 represents total connection charge for each building. Assumes all Townhome buildings connected to private building sewer within one connection to the District's system for each building. Connection Fee: \$150; Inspection Deposit: \$1,250 (refunded after scheduling inspection and inspection is completed without additional cost).

(4) Listed amount is for a single 4 inch meter. Additional meters may be required as determined by the Engineer of work. Padre Dam capacity fee would remain the same regardless of the number of meters.

(5) Other charge = cost for each sewer lateral connection. SFD = 1.2 EDU, Apartment = .8 EDU, Townhome = 1.0 EDU, Condo = .8 EDU

(5a) 1.2 EDU for SFD; .8 EDU per unit for Scenarios B-D

(6) For Apartment projects the fee is \$1,160/1 bdrm; \$1,450/2bdrm; \$1,930/3 bdrm with an additional \$480/ea. Add'l bdrm. National City has a formula for their sewer capacity on City's website.

(7) District has 13 benefit areas with varying costs per EDU.

(8) Inspection Connection Fee

(9) District reported fees on SFD as/lot. On Multi-family scenarios, fees reported as/DU.

(10) District charges a \$40 processing fee per permit.

(11) District does not anticipate a multifamily development of this size in our sewer service area. Did not report costs for these scenarios.

(12) District is split into SM=Santa Maria and SV=San Vincente.

(13) Pro-rated yearly service charge.

(14) Wastewater service monthly charge - per unit.

(15) Annual sewer service fee.

(16) Fees reported for scenarios B, C, & D, are for the entire assumed project.

(17) Total cost per building.

(18) Cost per building.

(19) Other charge is to send waste to San Diego Metro treatment plant for disposal

(20) Annexation to the District is \$11,389.

(21) Lateral installation fee-- ≤ 15' Length, ≤ 8' Depth \$ 3,500; ≤ 15' Length, > 8' Depth \$ 5,422; > 15'- 30' Length, ≤ 8' Depth \$ 7,443; > 15'- 30' Length, > 8' Depth \$ 9,586; > 30' Length, Any Depth \$ T&M; County Road Inspection fee \$ 1,402; Paving ≤ 15' \$ 1,470; Paving 16'-30' \$ 2,462



Water Fees



2021 Water District Fees

Fees	Borrego WD (16)				Carlsbad MWD				Escondido UWD			
	SFD	APT	TWNHM	CONDO	SFD (B,18)	APT (B,18)	TWNHM (B,7b)	CONDO (B,7a)	SFD (B,14)	APT (B,19)	TWNHM (B,19)	CONDO (B,19)
Capacity	\$5,516				\$4,455	\$28,514	\$75,041	\$48,241	\$7,930	\$877,500	\$351,000	\$46,780
SDCWA capacity					\$5,312	\$27,622	\$87,117	\$50,995	\$8,482	\$86,936	\$86,936	\$50,890
SDCWA Treatment					\$148	\$770	\$5,437	\$2,457				
Hook-on Fee												
Lateral Fee												
Installation	\$4,100.22								\$4,550	\$14,833	\$14,833	\$12,983
Meter Cost	\$35.12								\$500			
Annexation Fee												
Other												
Total	\$9,651.34				\$9,915	\$56,906	\$167,595	\$101,693	\$21,462	\$979,269	\$452,769	\$110,653

Fees	Fallbrook PUD (E)				Helix WD (D)				Lakeside WD			
	SFD	APT	TWNHM	CONDO	SFD (A)	APT (17) (B)	TWNHM (14)(B)	CONDO (26)(B)	SFD	APT (B)	TWNHM (B)	CONDO (B)
Capacity	\$5,778	\$94,770	\$94,770	\$55,477	\$6,953	\$44,036	\$11,588	\$27,812	\$4,387	\$312,500	\$135,000	\$377,500
SDCWA capacity	\$5,460	\$89,544	\$89,544	\$52,416	\$5,448	\$28,329	\$8,717	\$16,344	\$5,460	\$89,544	\$89,544	\$52,416
SDCWA Treatment									\$147			
Hook-on Fee												
Lateral Fee					\$10,000 (5)	\$10,000 (5)	\$10,000 (5)	\$10,000 (5)	\$7,270	\$18,000 (30)	\$18,000 (30)	\$18,000 (30)
Installation												
Meter Cost										\$270/\$370 (25)		
Annexation Fee										\$3,279 (15)		
Other					\$306 (13)	\$865 (13)	\$353 (13)	\$655 (13)				
Total	\$11,238	\$184,314	\$184,314	\$107,893	\$22,707	\$82,230	\$30,658	\$54,811	\$17,264	\$420,044	\$242,544	\$407,916

Fees	City of Oceanside (C,28)				Olivenhain MWD (1, 1a)				Otay WD			
	SFD	APT	TWNHM	CONDO	SFD	APT	TWNHM	CONDO	SFD (B,7)	APT (B, 7b)	TWNHM (B,7a)	CONDO (B,7b)
Capacity	\$9,138	\$1,919	\$3,061	\$351	\$10,399	\$7,279			\$11,128.79	\$278,219.75	\$178,060.64	\$278,219.75
SDCWA capacity	\$5,448	\$1,133.16	\$1,634.40	\$209.21	\$5,460	\$5,460			\$5,312	\$87,117	\$50,995	\$87,117
SDCWA Treatment	\$146	\$95.70	\$238.90	\$55.40					\$148	\$2,427	\$1,421	\$2,427
Hook-on Fee												
Lateral Fee												
Installation					\$650	\$600			\$112.51	\$677.43	\$677.43	\$677.43
Meter Cost	\$615	\$174.30	\$435.70	\$105.60					\$305.96	\$3,862.73	\$2,220.66	\$3,862.73
Annexation Fee									\$2,011.70	\$52,792.50	\$33,787.20	\$52,792.50
Other									95.52 (6)	\$3,862.73 (6)	\$3,862.73 (6)	\$3,862.73(6)
Total	\$15,347	\$3,323	\$5,370	\$722	\$16,509	\$13,339			\$19,214.48	\$428,959.14	\$271,024.66	\$428,959.14

Fees	Padre Dam MWD				Rainbow MWD				Ramona MWD			
	SFD (A)	APT (B)	TWNHM (B)	CONDO(B,4)	SFD	APT (B)	TWNHM (B,17)	CONDO (B,7b)	SFD (A)	APT (B)	TWNHM (B)	CONDO (B)
Capacity	\$9,002	\$1,856,750.00	\$832,700	\$2,081,750	\$10,401	\$208,020	\$62,406	\$208,020	\$8,740	TBD	\$874,000	TBD
SDCWA capacity	\$5,460	\$89,544	\$89,544	\$89,544	\$5,460	\$89,544	\$28,392	\$89,347	\$5,448	\$89,347	\$89,347	\$52,301
SDCWA Treatment												
Hook-on Fee												
Lateral Fee												
Installation									\$3,095	\$3,949	\$3,949	\$3,949
Meter Cost												
Annexation Fee												
Other					\$1,325	\$2,475	\$1,685	\$2,475				
Total	\$14,462	\$1,946,294	\$922,244	\$2,171,294	\$17,186	\$300,039	\$92,483	\$299,842	\$17,283	\$93,296	\$967,296	\$56,250

Fees	Rincon Del Diablo (8, 8a)				City of San Diego				San Dieguito WD (23, 24)			
	SFD (A)	APT (B)	TWNHM (B)	CONDO (B)	SFD (A)	APT (B)	TWNHM (B)	CONDO (B)	SFD	APT	TWNHM	CONDO
Capacity	\$5,992	\$149,809	\$149,809	\$95,877	\$3,047	\$628,443.75	\$271,173	\$457,050.00	\$3,300	\$54,120	\$54,120	\$31,680
SDCWA capacity	\$5,460	\$89,544	\$89,544	\$52,416	\$5,448	\$89,339	\$89,339	\$52,296	\$5,413	\$88,772	\$88,772	\$51,964
SDCWA Treatment												
Hook-on Fee												
Lateral Fee												
Installation					\$110.00	\$7,291.08	\$7,291.08	\$443.00	\$925	(8)	(8)	(8)
Meter Cost												
Annexation Fee												
Other	\$2,435	\$2,435	\$2,435	\$2,435	\$254 (29)	\$318 (29)	\$318 (29)	\$508 (29)	\$2,150 (11)			
Total	\$13,887	\$235,745	\$241,788	\$235,745	\$8,859	\$725,391.83	\$367,803.08	\$509,789.00	\$11,788	\$142,892	\$142,892	\$83,644

Refer to page 3 for all category assumptions for this survey

Refer to page 53 for all footnotes for water district fees

All fee totals are the calculated cost, based on the page 3 assumptions *PER PROJECT*, please refer to issues identified & noted in the footnotes

2020 Water District Fees

Water Districts (con't)

Fees	Santa Fe Irrigation (3)				Sweetwater Authority				Vallecitos WD			
	SFD	APT (B,8)	TWNHM (B,8)	CONDO (B)	SFD (C)	APT (B)	TWNHM (B)	CONDO (B)	SFD (C)	APT (C)	TWNHM (C)	CONDO (C)
Capacity	\$17,636	\$587,867	\$587,867	\$235,147	\$5,778	\$663,380	\$323,600	\$663,380	\$7,935	\$3,808.00	\$4,443.60	\$3,174.00
SDCWA capacity	\$5,460	\$89,455	\$89,544	\$52,416	\$5,460	\$89,544	\$89,544	\$52,416	\$5,460	\$909	\$1,136	\$795
SDCWA Treatment												
Hook-on Fee												
Lateral Fee												
Installation	\$3,570 (10)			\$6,215 (8)	(8)	(8)	(8)	(8)				
Meter Cost												
Annexation Fee												
Other	\$170 (11)	\$170 (11)	\$170 (11)						\$181 (27)	\$5.79 (27)	\$7.24 (27)	\$5.07 (27)
Total	\$26,836	\$677,492	\$677,492	\$293,778	\$11,238	\$752,924	\$413,144	\$715,796	\$13,576	\$4,722.33	\$5,586.52	\$3,974.05

Fees	Valley Center MWD				Vista Irrigation (C)				Yuima MWD			
	SFD (C,9a)	APT (C,9)	TWNHM (C,9)	CONDO (C,9)	SFD (21)	APT (22)	TWNHM (22)	CONDO (22)	SFD (18)	APT (12)	TWNHM (12)	CONDO (12)
Capacity	\$4,950	\$3,300	\$3,300	\$3,300	\$10,514	\$420	\$1,051	\$269	\$3,002			
SDCWA capacity	\$5,460	\$5,460	\$5,460	\$5,460	\$5,460	\$358	\$895	\$209	\$5,312			
SDCWA Treatment									\$148			
Hook-on Fee					\$795	21a	21a	21a				
Lateral Fee					\$4,975	21a	21a	21a				
Installation									\$4,095			
Meter Cost												
Annexation Fee												
Other	\$2,400 (2)	\$1,433	\$1,433	\$1,433								
Total	\$12,810	\$10,193	\$10,193	\$10,193	\$21,744	\$778	\$1,946	\$478	\$12,557			

All fee totals are the calculated either per-unit cost or per scenario cost from page 3, unless otherwise noted in

Refer to page 53 for all footnotes for water district fees

Refer to page 3 for all category assumptions for this survey

2020 Water District Fees

Water Districts (con't)

Refer to page 3 for all category assumptions for this survey

Comments:

- (A) Costs quoted are per EDU.
- (B) Costs are quoted per project based on scenario on page 3
- (C) Costs reported as per unit, based on scenarios on page 3
- (D) District reported meter sizes as follows: SFD-3/4"; APT-2"; TWNHM-1"; Condo-1.5" Recommend call District with project specific questions
- E District reports the following costs on SDF: Svc Line- \$2318; Paving < 15' - \$1807
Paving > 15' - \$3615; County Insp/Public Rd - \$1402; RP install w/meter - \$475 MF scenarios T&M for same items.
- (1) Pricing is for Area B, 4S Ranch.
- (1a) District did not report Townhome or Condo project costs.
- (2) Includes charges for 3/4 inch meter drop in, 3/4 inch backflow device, separate 1 inch fire service meter; assumes service lateral installed with subdivision improvements.
- (3) District capacity fees are based on the meter size, not the number of dwelling units. Determining the fees depends on how big the meter needs to be to supply the building or buildings.
- (4) Listed amount is for a single 4" meter. Additional meters may be required as determined by the Engineer of work. Padre Dam capacity fee would remain the same regardless of the number of meters.
- (5) Approximate lateral installation cost. Service installation will require the District to perform an estimate to establish a deposit. Call district for details.
- (6) New meter box fee.
- (7) Jurisdiction requires fire sprinklers. Fixture unit count confirms a 3/4" is adequate. Meter upsize to a 1" meter due to fire sprinkler requirements. 1" meter sold at 3/4" District and SDCWA capacity fees.
- (7a) Fees based on 3" standard water meter.
- (7b) Fees based on 4" standard water meter.
- (8) Installation charge based on actual costs incurred (time & materials).
- (8a) Other Fees/Charges includes \$320 for the cost of the meter & setting it and \$2,115 for the cost to install the water service by District staff.
- (9) Assumes installation of a separate 5/8 inch meter for each apartment, condominium or townhome, a common fire service meter service for each building and a separate irrigation meter for common areas. Connection and capacity charges for fire service and irrigation meters have not been included. The SDCWA does not provide capacity charges for less than 3/4 inch meter sizes, 3/4 inch meter charges were used for the SDCWA capacity charges shown.
- (9a) Engineering and processing fees for review and approval of a 50 lot, 10 acre subdivision w/100,000 CY of grading would be on a cost basis. The developer would post a plan review deposit and provide additional funding as needed for plan review, approval processing and inspection.
- (10) Fire Sprinklers (Meter size accomodates fire sprinklers).
- (11) Other fees / charges are for: Meter installation fee - \$925; Plan check fee - \$2,150- Inspection fees (varies withvalue of improvements)
- (12) District does not anticipate this type of development.
- (13) connection estimate fees.
- (14) Fees based on a 1" meter.
- (15) \$3,279 fee charged per acre.
- (16) Borrego WD did not participate in this year's survey. Fees are reported from 2015-2016 Survey.
- (17) Fees based on a 2" meter.
- (18) Fees based on 3/4" meter for SFD; for Apts-Assume 2" water meter per building. See Notes (1) & (2)--(1) Fees are based on meter size, so dwelling unit fees are determined by taking the total fee divided by the total number of proposed units.
- (19) For this scenario, the recommended meter size was used, however, the jurisdiction typically sees a different water meter set-ups for these types of scenarios. Sometimes one master meter that is sub-metered behind the master meter, or 1"-2" meter serving each building.
- (20) Fees reported for scenarios B, C, & D, are for the entire assumed project.
- (21) Fire dept. and VID approval for 1" meter upsized solely for fire protection on SFD. Other fees may apply dependent upon project requirements and improvements.
- (21a) Meter hanging and lateral installations are on a time & materilas basis
- (22) Apt and Twnhm scenarios projected on a 4" meter, Condo on a 3" meter
- (23) SFD scenarios assume a 3/4" domestic and 1" meter for fire sprinklers. Townhome & Condo scenario assumes this 4" meter meter setup for each of the 10 buildings. Apartment assumes 3" meter. Fees reported for 1 building.
- (24) Fire line capacity fee varies based on size of the fire line. Contact district for more information.
- (25) \$270 for 3/4"; \$370 for 1"
- (26) Fees based on a 1.5" meter.
- (27) District charges for meter transmitter units that are installed on each meter for remote reading.
- (28) Scenario B: assumes ten 4" meters; Scenario C: assumes ten 4" meters; Scenario D: assumes ten 3" meters
- (29) wet tap fee
- (30) Service Lateral Deposit plus meter set = \$18,000. Does not include backflow assembly installation.



School Fees



2021 School District Fees

School District	Level 1 Res. Fee	Level 1 Res. Dev. Just. Study	Level 1 COMM/IND. School Fee	Level 2/3 Nexus Study Non Res. Dev.	Level 2/3 School Fee	School FAC. Needs Analysis
Alpine	\$2.34 sq ft	Yes	\$0.19 sq ft	No	No/No	No
Bonsall Unified	\$3.48 sq ft	Yes	\$0.56 sq ft	Yes	\$4.85 per sq ft. (Level 2)	Yes
Borrego Springs*	\$2.62 sq ft	Yes	\$0.42 sq ft			
Cajon Valley Union	\$2.53 sq ft	Yes	\$0.41 sq ft	No	No/No	No
Cardiff	\$0.8951 sq ft	No	\$0.144 sq ft	No	No/No	No
Carlsbad Unified	\$4.08 sq ft	Yes	\$0.66 sq ft	Yes	No/No	No
Chula Vista Elementary	\$1.80sq ft	Yes	\$0.29 sq ft	Yes	No/No	No
Coronado Unified*	\$3.20 sq ft	Yes	\$0.51 sq ft	Yes		No
Dehesa	\$1.63 sq ft	No	\$0.26 sq ft	No	No/No	No
Del Mar Union	\$1.80 sq ft	Yes	\$0.29 sq ft	Yes	No/No	No
Encinitas Union	\$1.94 sq ft	Yes	\$0.31 sq ft	No	No/No	No
Escondido Union High	\$1.93 sq ft	Yes	\$0.31 sq ft	No	No/No	No
Escondido Union	\$2.00 sq ft	Yes	\$0.32 sq ft	No	No/No	Yes
Fallbrook Union Elementary	\$2.72 sq ft	Yes	\$0.44 sq ft	Yes	No/No	No
Fallbrook Union High (2)	\$1.16 sq ft	No	\$0.19 sq ft	No	No/No	No
Grossmont Union High	\$1.20 sq ft	Yes	\$0.19 sq ft	No	No/No	No
Jamul-Dulzura Union	\$1.20 sq ft	Yes	\$0.19 sq ft	Yes	No/No	No
Julian Union*	\$1.19 sq ft	No	\$0.47 sq ft	No		No
La Mesa-Spring Valley	\$1.27 sq ft	Yes	\$0.20 sq ft	No	No/No	No
Lakeside Union	\$2.53 sq ft	Yes	\$0.41sq ft	Yes	No/No	No
Lemon Grove	\$2.16 sq ft	Yes	\$0.35 sq ft	Yes	No/No	No
Mountain Empire Unified	\$3.79 sq ft	Yes	\$0.61 sq ft	Yes	No/No	No
National (5)	\$1.41 sq ft	Yes	\$0.22 sq ft (6)	No	No/No	No
Oceanside Unified (7)	\$4.08 sq ft	Yes	\$0.66 sq ft	Yes	No/No	No
Poway Unified	\$4.08 sq ft	Yes	\$0.66 sq ft	Yes	No/No	Yes
Ramona Unified	\$3.48 sq ft	Yes	\$0.56 sq ft	No	No/No	No
Rancho Santa Fe (4c)	\$2.16sq ft	Yes	\$0.35 sq ft	Yes	No/No	No
San Diego Unified	\$4.08 sq ft	Yes	\$0.66 sq ft	No	No/No	No
San Dieguito Union High (4c)	\$2.14 sq ft	Yes	\$0.35 sq ft	Yes	No/No	No
San Marcos Unified	\$4.08sq ft	Yes	\$0.66 sq ft	Yes	\$4.44 sq ft (Level 2)	Yes
San Pasqual Union (1)	\$3.98 sq ft (1a)	No	\$0.61 sq ft (1b)	No	No/No	No
Santee	\$2.38 sq ft	Yes	\$0.41 sq ft	Yes	\$3.38 (Level 2)	No
San Ysidro (3c)	\$2.49 sq ft	Yes	\$0.40 sq ft	No	No/No	Yes
Solana Beach	\$1.94 sq ft	Yes	\$0.09 sq ft	No	No/No	No
South Bay Union	\$1.67 sq ft	No	\$0.27 sq ft	No	No/No	No
Sweetwater Union (3)	\$3.87 sq ft (3a)	Yes	\$0.63 sq ft (3b)	No	No/No	No
Vallecitos	\$2.53 sq ft	Yes	\$0.41 sq ft	No	No/No	No
Valley Center-Pauma Unified	\$4.08 sq ft	Yes	\$0.66 sq ft	Yes	No/No	No
Vista Unified	\$4.08 sq ft	Yes	\$0.66 sq ft	No	No/No	No
Warner Unified*	\$3.20 sq ft	Yes	\$0.51 sq ft	Yes		No

Comments:

(1) District collects fees for San Pasqual Union and Escondido High School. San Pasqual receives 2/3 and Escondido receives 1/3.

(1a) Residential fee distribution: San Pasqual: \$2.72 / Escondido High: \$1.26.

(1b) Commercial/Industrial fee distribution: San Pasqual: \$.44 / Escondido High: \$0.203.

(2) District also collects fees for Fallbrook Union Elementary and Vallecitos School District.

(3) Fee distribution based on Grades 9-12 schools and Grades 7-12 schools.

(3a) Residential fee distribution: \$1.59 (9-12) & \$2.28 (7-12).

(3b) Commercial/Industrial fee distribution: \$0.26 (9-12) & \$0.37 (7-12).

(3c) San Ysidro charges the maximum Level I fee split \$2.49 for San Ysidro and \$1.59 to Sweetwater HS District, Commercial/Industrial split .40/.26 respectively

(4c) San Dieguito collects for Rancho Santa Fe Elementary District, Solana Beach Elementary District and Del Mar Union Elementary District. In Rancho Santa Fe, the fee breakdown is as follows: Residential fees: \$2.16 for Rancho Santa Fe, \$1.44 for San Dieguito; Commercial fees: \$0.35 for Rancho Santa Fe, \$0.23 for San Dieguito.

(5) School fees begin at 500 sq. ft. and above.

(6) For rental self storage, the fee is \$0.14 sq. ft.

(7) for hotel/motel and self-storage construction, District assesses \$0.476/SF and \$0.027/SF, respectively

(*) BIA did not survey these districts for 2020-2021. The numbers reported are from the 2015-2016 survey.

(**) BIA did not survey these districts for 2020-2021. The numbers reported are from the 2018-2019 survey.

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**BUILDING INDUSTRY
ASSOCIATION OF
SAN DIEGO COUNTY**



**Attachment 3 – Previously provided October 23, 2024,
Staff Report provided for reference.**

STAFF REPORT

**CITY COUNCIL WORKSHOP TO REVIEW AND DISCUSS THE CITY
OF SANTEE DEVELOPMENT IMPACT FEE NEXUS STUDY AND
PROPOSED DEVELOPMENT IMPACT FEES**

**CITY COUNCIL MEETING
OCTOBER 23, 2024**

BACKGROUND

The purpose of this workshop is to review and discuss the findings and recommendations made in the Comprehensive Development Impact Fee Nexus Study and the proposed updates to Development Impact Fees (DIFs or Impact Fees) prepared by Harris & Associates.

California's AB1600, adopted in 1987 and codified as California Government Code Section 66000 et. seq., allows the City to impose Development Impact Fees on new development within the City. DIFs are a one-time charge on new development that is collected and used by the City to cover the cost of capital facilities, infrastructure, vehicles, and equipment that are required to serve new growth.

As provided in the City of Santee Impact Fee Ordinance, Santee collects impact fees from new development to pay for the costs of constructing public facilities which are reasonably related to the impacts of the new development. The City of Santee currently assesses drainage, traffic and traffic signal impact fees on non-residential and residential development, and park-in-lieu and public facilities fees on new residential development. The schedule of established fees may be amended from time to time by resolution of the City Council. They can also be updated administratively by an annual inflation factor that is included as part of the adopting resolution.

The last time the City of Santee conducted a formal Development Impact Fee update was in 2005. Since that time, development impact fees have been automatically adjusted for inflation on July 1 of each year based on the previous year's increase in the San Diego Consumer Price Index (CPI-U) or by 2.0 percent, whichever is higher.

City staff is recommending an updated Comprehensive Development Impact Fee Nexus Study and recommended Development Impact Fee Schedule in accordance with the Mitigation Fee Act (California Government Code Section 66000 et seq.), as amended by AB 602.

DISCUSSION

A Development Impact Fee Nexus Study (Nexus Study or Report) is an analysis required by California law that demonstrates the need for additional backbone infrastructure and facilities to serve anticipated growth and identifies the associated costs of those infrastructure facilities and how these costs are recovered through development impact fees.

The Mitigation Fee Act requires that all public agencies satisfy the following requirements when establishing, increasing, or imposing a fee as a condition of approval of a development project:

1. Identify the purpose of the fee.
2. Identify the use to which the fee is to be put. If the use is financing public facilities, the facilities shall be identified.
3. Determine how there is a reasonable relationship between the fees use and the type of development project on which the fee is imposed.
4. Determine how there is a reasonable relationship between the need for the public facility and the type of development project on which the fee is imposed.
5. Determine how there is a reasonable relationship between the amount of the fee and the cost of the public facility or portion of the public facility attributable to the development on which the fee is imposed.

The purpose of the Nexus Study is to demonstrate that all fee components comply with the Mitigation Fee Act. The assumptions, methodologies, facility standards, costs, and cost allocation factors that were used to establish the nexus between the fees and the development on which the fees will be charged are summarized in the Nexus Study.

AB602 requires that when applicable, the Nexus Study identifies the existing level of service for each public facility, identifies the proposed new level of service, and includes an explanation of why the new level of service is appropriate. The Nexus Study meets this requirement and includes a CIP to be adopted as part of the Nexus Study.

The Nexus Study report prepared by Harris & Associates satisfies the AB1600 Nexus requirements, AB602 requirements, and provides the necessary technical analysis to support the adoption of updated development impact fees.

In September 2024, Harris & Associates and City staff met with the development community through the Building Industry Association (BIA) as part of the process to receive feedback on the draft report and the proposed fee schedule. Harris & Associated provided a presentation to the BIA and provided a draft report following the meeting. After reviewing the draft report, the BIA had no additional comments or questions regarding the report or the proposed development impact fees. In addition, numerous attempts were made to contact representatives of the Association of General Contractors (AGC) but all attempts were unsuccessful as there was no response from the AGC. The BIA and AGC did not have any questions or comments to be considered by the City Council pursuant to Government Code section 66019.

FEE ANALYSIS

The City completed the last nexus study for the Impact Fees in 2005. At that time the list of projects was amended and the fees for both residential and non-residential were updated based upon the revised project list and revised project construction costs; however, the city has not completed a fee study for the Impact Fees since that time. Because of the extended amount of time, the need to update the project list and construction costs, and to comply with

AB602, the City began a new nexus fee study for the Impact Fees with Harris & Associates. Harris & Associates worked with City staff to update the land uses, assumptions in the analysis, project list, construction costs, and ensuring compliance with AB602.

Currently, Santee collects the following Impact Fees: Public Facilities Fee, Traffic Signal Fee, Traffic Mitigation Fee, Drainage Fee, Park In-Lieu Fee, and RTCIP Fee. The RTCIP Fee is updated annually by SANDAG and therefore, was not included in the Nexus Study. Funds from each of these Impact Fees are maintained in separate accounts until expended pursuant to the requirements of each Impact Fee. The description and purpose of each of these Impact Fees are set forth below:

Public Facilities Fee — The Public Facilities Fee is collected from new development for the installation of passive and active park facilities and for the construction of community buildings/recreation facilities. Public Facilities Fees collected from new development projects are maintained in the Public Facilities Fund.

Traffic Signal Fee — The Traffic Signal Fee is collected from new development for the installation of needed traffic signals identified from the City’s traffic signal needs list and the Nexus Study CIP, once adopted. Traffic Signal Fees collected from new development projects are maintained in the Traffic Signal Fund.

Traffic Mitigation Fee — The Traffic Mitigation Fee is collected from new development for the installation of needed improvements identified in the Circulation Element of the City’s General Plan and the Nexus Study CIP, once adopted. Traffic Mitigation Fees collected from new development projects are maintained in the Traffic Mitigation Fund.

Drainage Fee — The Drainage Fee is collected from new development for the installation of needed drainage improvements identified in the City’s latest master drainage facility study and the Nexus Study CIP, once adopted.

Park In-Lieu Fee — The Park In-Lieu Fee is collected from new development for the acquisition and development of park facilities. Park In-Lieu Fees collected from new development projects are maintained in the Park In-Lieu Fund.

The Nexus Study includes the following proposed new development impact fees:

Fire Facilities Fee — The Fire Facilities Fee is a new proposed DIF that will be collected from new development that will be used to help fund the construction of new fire stations and the procurement of apparatus to serve the City.

Long Range Planning — The Long Range Planning Fee is a new proposed fee and will be collected from new development for the purpose of contributing to fund updates to the City’s General Plan Elements and Sustainable Santee Plan. The General Plan is made up of multiple elements that are updated periodically to account for changes in the City over time. The State of California requires that among these elements be included: Land Use, Conservation, Noise, Environmental Justice, Circulation, Open Space, Safety, Air Quality, and Housing. The City of

Santee combines the Safety and Environmental Justice elements and additionally includes a Recreation element.

Program Administration — The Program Administration Fee is a new proposed fee to be collected from new development. There have been recent changes in the Mitigation Fee Act which governs the collection of impact fees. AB602 went into effect in 2022 and added Section 66016.5 to the Mitigation Fee Act and imposed several new requirements on impact fees. Three of those requirements directly impact administration of the City’s development impact fee program. First, AB602 requires that nexus studies be updated every eight years, from the period beginning on January 1, 2022. Second, AB602 requires that all fee studies shall calculate a fee imposed on a housing development project proportionately to the square footage of proposed units in the development, unless certain findings are made, and a local agency that imposes the fee utilizing this method shall be deemed to have used a valid method to establish the reasonable relationship between the fee charged and the burden posed by the development. Third, AB602 states that large jurisdictions shall adopt a CIP as part of the nexus study.

A two percent (2%) Program Administrative Fee is proposed to be added to fund the costs of the City’s management and ongoing fee program administration, collection, and reporting, based on an analysis of the administrative cost necessary to support the DIF Program. This includes costs associated with City staff and consultant time, studies, and administration to support the program and the recent additional administration requirements created by AB602. The proposed 2 percent fee is below the industry standard of 3 to 6 percent.

The Comprehensive Development Impact Fee Nexus Study provides an in-depth analysis of each of the impact fee categories, as well as, supporting detail of how the proposed development impact fees meet the requirements of the Mitigation Fee Act.

SUMMARY OF NEXUS STUDY RECOMMENDATIONS

The following is an overview of the recommended updates to the City’s development impact fee program found in the Development Impact Fee Nexus Study:

1. Adjustments to the existing development impact fees are recommended based on the findings in the Nexus Study.
2. Three new development impact fees are being proposed for Fire Facilities, Long-Range Planning and Program Administration as discussed earlier in this report.
3. A change in the methodology for calculating residential impact fees from a per unit basis to square footage was applied to comply with the proportionality requirement of AB602.
4. It is recommended that annual fee adjustments be based on the Engineering News Record Construction Cost Index instead of the Consumer Price Index. This change would require an update to the City’s Municipal Code.

The proposed Development Impact Fees are provided in the table below. The proposed updates to the fees are described in detail in the Development Impact Fee Nexus Study.

Staff Report – Development Impact Fee Nexus Study Workshop
 October 23, 2024

Land Use	Public Facilities	Traffic Signal	Traffic Mitigation	Drainage	Park in-Lieu	Fire Facilities	Long Range Planning	Administration ⁽¹⁾
Residential <i>(Fee per Square Foot)</i>								
Single Family	\$ 5.21	\$ 0.39	\$ 2.82	\$ 0.35	\$ 6.66	\$ 1.75	\$ 0.08	\$ 0.35
Multi-Family	\$ 5.79	\$ 0.30	\$ 2.19	\$ 0.43	\$ 7.41	\$ 1.95	\$ 0.09	\$ 0.36
Non-Residential <i>(Fee per 1,000 Building Square Foot)</i>								
Commercial	Exempt	\$ 1,946.24	\$ 14,182.60	\$ 1,684.85	Exempt	\$ 887.29	\$ 39.84	\$ 374.82
Office	Exempt	\$ 1,073.96	\$ 7,826.17	\$ 629.63	Exempt	\$ 1,950.08	\$ 87.56	\$ 231.35
Industrial	Exempt	\$ 248.49	\$ 1,810.81	\$ 1,291.25	Exempt	\$ 195.01	\$ 8.76	\$ 71.09

Notes:

1 An administrative fee (2% of each fee) is collected for (1) legal, accounting, and other administrative support and (2) development impact fee program administration costs including revenue collection, revenue and cost accounting, mandated public reporting, and fee justification analysis.

The City recognizes that because there has not been an update to the Nexus study since 2005, the maximum allowable fees would be a considerable increase over the existing fee currently applied to development. The following table compares the proposed fees against the existing fees for residential land uses. Existing residential fees were converted from a fee per dwelling unit to per square foot. Fees for Fire Facilities, General Plan, and Program Administration are new proposed fees so there are no existing fees to compare to.

Comparison of Proposed and Existing Development Impact and In-Lieu Fees (Residential)

Single Family	Existing Fee ⁽¹⁾	Proposed Fee	Percentage Change
Public Facilities	\$ 3.67	\$ 5.21	42%
Traffic Signal	\$ 0.21	\$ 0.39	83%
Traffic Mitigation	\$ 2.07	\$ 2.82	36%
Drainage ⁽²⁾	\$ 1.99	\$ 0.35	-82%
Park in-lieu	\$ 4.42	\$ 6.66	51%
Fire Facilities	\$ -	\$ 1.75	N/A
General Plan	\$ -	\$ 0.08	N/A
Administration	\$ -	\$ 0.35	N/A
TOTAL	\$ 12.36	\$ 17.61	42%

Multi Family	Existing Fee ⁽¹⁾	Proposed Fee	Percentage Change
Public Facilities	\$ 4.56	\$ 5.79	27%
Traffic Signal	\$ 0.18	\$ 0.30	63%
Traffic Mitigation	\$ 1.78	\$ 2.19	23%
Drainage	\$ 1.54	\$ 0.43	-72%
Park in-lieu	\$ 5.54	\$ 7.41	34%
Fire Facilities	\$ -	\$ 1.95	N/A
General Plan	\$ -	\$ 0.09	N/A
Administration	\$ -	\$ 0.36	N/A
TOTAL	\$ 13.60	\$ 18.52	36%

Notes:

- Existing fees were converted from a fee per dwelling unit to per square foot using the same residential size assumptions in this study to provide a more accurate comparison to the new fee structure.
- Drainage Fee for existing Single Family takes the average of Land Uses: HL, R1, R1A, and R2.

The table below provides a comparison of the proposed fees against the existing fees for non-residential land uses. Office and Commercial land uses experience a large increase (144% and 50% respectively), mainly due to the Traffic Signal and Traffic Mitigation fees. The existing fee collected on these two land uses were abnormally low. Furthermore, the assumptions for non-residential development have changed significantly since the prior fee update, which greatly impacted the analysis.

Comparison of Proposed and Existing Development Impact and In-Lieu Fees (Non-Residential)

Commercial	Existing Fee		Proposed Fee		Percentage Change
Public Facilities		Exempt		Exempt	Exempt
Traffic Signal	\$	1,568.00	\$	1,946.24	24%
Traffic Mitigation	\$	9,721.00	\$	14,182.60	46%
Drainage	\$	1,452.00	\$	1,684.85	16%
Park in-lieu		Exempt		Exempt	Exempt
Fire Facilities	\$	-	\$	887.29	N/A
General Plan	\$	-	\$	39.84	N/A
Administration	\$	-	\$	374.82	N/A
TOTAL	\$	12,741.00	\$	19,115.64	50%

Office	Existing Fee		Proposed Fee		Percentage Change
Public Facilities		Exempt		Exempt	Exempt
Traffic Signal	\$	470.00	\$	1,073.96	129%
Traffic Mitigation	\$	2,913.00	\$	7,826.17	169%
Drainage	\$	1,452.00	\$	629.63	-57%
Park in-lieu		Exempt		Exempt	Exempt
Fire Facilities	\$	-	\$	1,950.08	N/A
General Plan	\$	-	\$	87.56	N/A
Administration	\$	-	\$	231.35	N/A
TOTAL	\$	4,835.00	\$	11,798.75	144%

Industrial	Existing Fee		Proposed Fee		Percentage Change
Public Facilities		Exempt		Exempt	Exempt
Traffic Signal	\$	197.00	\$	248.49	26%
Traffic Mitigation	\$	1,216.00	\$	1,810.81	49%
Drainage	\$	1,452.00	\$	1,291.25	-11%
Park in-lieu		Exempt		Exempt	Exempt
Fire Facilities	\$	-	\$	195.01	N/A
General Plan	\$	-	\$	8.76	N/A
Administration	\$	-	\$	71.09	N/A
TOTAL	\$	2,865.00	\$	3,625.41	27%

The DIFs may be adjusted periodically to reflect revised facility requirements, receipt of funding from alternative sources (i.e., state or federal grants), revised facilities or costs, changes in demographics, changes in the average unit square footage, or changes in the land use plan. In accordance with Santee Municipal Code section 12.30.050, Santee Development Impact Fees are automatically adjusted for inflation on July 1 of each year. The inflation adjustment is two percent or based on the previous calendar years increase in the San Diego Consumer Price Index (CPI-U: All Items) as published by the Bureau of Labor Statistics, whichever is higher. If the Development Impact Fee Nexus Study is approved, the Municipal Code would need to be updated to adjust fees annually on July 1st based on the Construction Cost Index (CCI) for the 20-City Average as reported by Engineering News Record (ENR) for a twelve-month period or a similar published index if the CCI Index is no longer available.

PUBLIC HEARING REQUIREMENTS

According to the California Government Code, prior to levying a new fee or increasing an existing fee, an agency must hold at least one open and public meeting with at least 30 days' notice. In addition, notice of the time and place of the meeting, including a general explanation of the matter to be considered, and a statement that the data required by this section is available, shall be mailed at least 14 days prior to the meeting to any interested party who files a written request with the local agency for mailed notice of the meeting on new or increased fees or service charges. Any written request for mailed notices shall be valid for one year from the date on which it is filed unless a renewal request is filed. At least ten days prior to this meeting, the agency must make data on infrastructure costs and funding sources available to the public. Notice of the time and place of the meeting and a general explanation of the matter are to be published in accordance with Section 6062a of the Government Code, which states that publication of notice shall occur for ten days in a newspaper regularly published once a week or more. The new or increased fees shall be effective no earlier than 60 days following the final action on the adoption or increase of the fees.

To meet the above noticing requirements, the Notice of Public Hearing was published in the East County Californian on October 11, 2024, and will be published two additional times on November 1 and November 8, 2024. Staff mailed two letters to interested parties on October 11, 2024. Both the BIA and SDG&E had a written request for notification of fee increases on file with the City Clerk. The Notice of Public Hearing was also posted outside the City Council Chambers on October 11, 2024. The final draft Development Impact Fee Nexus Study will be available for public review in the City Clerk's Office and made available on the City's website on November 1, 2024.

The public hearing to adopt the Development Impact Fee Nexus Study and the proposed updates to the development impact fees, is currently scheduled on November 13, 2024. If the proposed development impact fees are approved, the new fees would take effect at least 60 days following the public hearing on January 13, 2025.

ENVIRONMENTAL DETERMINATION


This action is exempt from the California Environmental Quality Act (CEQA) as it does not constitute a project, as defined by Section 15378 of the State CEQA Guidelines. Therefore, no environmental review is required.

RECOMMENDATION

It is recommended that the City Council conduct the public workshop to review and discuss the Comprehensive Development Impact Fee Nexus Study and the proposed updated development impact fees. It is further recommended that the City Council conduct a public hearing on November 13, 2024, to consider public testimony and adopt the Comprehensive Development Impact Fee Nexus Study and the proposed updated development impact fees.

MEETING DATE November 13, 2024

ITEM TITLE PUBLIC HEARING AND INTRODUCTION AND FIRST READING OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, AMENDING SANTEE MUNICIPAL CODE, TITLE 13, "ZONING" REGARDING ACCESSORY STRUCTURES IN THE FRONT YARD (CASE FILE: ZOA-2024-0003)

DIRECTOR/DEPARTMENT Sandi Sawa, Planning & Building 

SUMMARY Currently, the Santee Municipal Code (SMC) prohibits accessory structures in residential front and exterior side yards. In September 2023 and May 2024, City Council held two workshops to discuss potential changes to the SMC to allow accessory structures in the front and exterior side yards and directed staff to return with proposed changes to the SMC.

The proposed changes include adding a new definition for a "Front Yard Accessory Structure", which would allow for an open detached or attached structure within the front or exterior side yards. A front yard residential accessory structure would include, but not be limited to, covered patios, carports, pergolas, gazebos and similar ornamental structures not used for storage.

In addition, the definition for "Temporary Structure" has been revised to clarify that these types of structures are to provide shade only and do not include footings or anchoring such as shade sails.

Development criteria including, but not limited to, setbacks, building height, and size is discussed in the attached Staff Report.

ENVIRONMENTAL REVIEW The amendment of the Santee Municipal Code, as set forth in the attached Ordinances, is not a project subject to the California Environmental Quality Act (CEQA), pursuant to State CEQA Guidelines section 15378, as it is an administrative activity of government and the Ordinances do not have the potential to result in either a direct or reasonably foreseeable indirect physical change in the environment. Even if the amendments are considered a project under CEQA, they are exempt from CEQA review pursuant to State CEQA Guidelines section 15061(b)(3) as the Ordinances do not have the potential to result in either a direct or reasonably foreseeable indirect physical change in the environment.

FINANCIAL STATEMENT 

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

CITY ATTORNEY REVIEW N/A Completed



RECOMMENDATIONS *MSB*

1. Open, conduct, and close the public hearing on the Ordinance amending Title 13; and
2. Introduce and conduct the first reading of that Ordinance; and
3. Set and conduct the second reading for December 11, 2024.

ATTACHMENTS

Staff Report

Ordinance Amending Title 13

Redline (strikeout/underline) of the text, indicating all proposed revisions

STAFF REPORT

PUBLIC HEARING AND INTRODUCTION AND FIRST READING OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, AMENDING SANTEE MUNICIPAL CODE , TITLE 13, “ZONING” REGARDING ACCESSORY STRUCTURES IN THE FRONT YARD (CASE FILE: ZOA-2024-0003)

CITY COUNCIL MEETING
November 13, 2024

A. **BACKGROUND**

Pursuant to Santee Municipal Code (SMC) Section 13.10.040 and Section 13.10.050A, accessory structures are prohibited in front and exterior side yards in Residential zoning districts. In September 2023 and May 2024, City Council held two workshops to discuss potential changes to the SMC to allow accessory structures in the front and exterior side yards and directed staff to return with proposed changes to the SMC.

The proposed changes would allow accessory structures in the front and exterior side yards along with criteria including, but not limited to, setbacks, height, and size, which is further discussed in this report.

B. **OVERVIEW OF EXISTING REGULATIONS**

SMC Section 13.10.040 provides minimum standards for residential development, including minimum front and exterior side yard setbacks. SMC Section 13.10.050A allows for attached and detached residential accessory structures to encroach within the interior side and rear yards only. Currently, detached accessory structures are prohibited to be placed in front of the main structure.

SMC Title 11, Buildings and Construction, exempts detached accessory structures 120 square feet or less from requiring a building permit. However, structures not requiring a building permit are subject to other requirements in the SMC such as zoning and fire codes. Any proposed changes to the building exemption requirements in SMC Title 11 Buildings and Construction prompted by changes to the setback standards would be presented to City Council early next year.

C. **SUMMARY OF PROPOSED REVISIONS**

Based on input from the previous City Council workshops, proposed changes to the development criteria to allow accessory structures in the front and exterior side

yards and temporary accessory structures have been identified below as “New” or “Existing to be revised”. A full strikeout and underlined “redline” version of the text, which indicates all the proposed changes, is attached to the Council Agenda Statement.

DEFINITIONS:

Proposed Front Yard Accessory Structure “Subordinate, non-habitable open detached or attached structure within the front yard or exterior side yard. Front yard residential accessory structures would include, but not be limited to, covered patios, carports, pergolas, gazebos, arbors, and similar ornamental structures not used for storage.”

Existing to be revised Temporary Structure “an accessory structure (shade only) without any foundation, footing or anchoring and which is removed when the designated time period, activity, or use for which the temporary structure was erected has ceased.”

LOCATION:

New Any front yard accessory structure shall not encroach into the public right-of-way or block vehicular access to the garage.

SETBACKS:

New Front setback: A carport over the existing driveway shall provide a minimum five-foot setback from the front property line. Other allowed front yard accessory structures shall provide a minimum ten-foot setback from the front property line.

New Side setback: All front yard accessory structures shall provide a minimum five-foot setback from the exterior and interior side property lines.

HEIGHT:

New Front yard accessory structures shall not exceed a maximum 16 feet in height or the roofline of the single-story residence, whichever is lower.

SIZE:

New Front yard accessory structures shall not exceed a maximum of 170 square feet.

NUMBER OF STRUCTURES:

New A total of two front yard accessory structures are permitted in the front and exterior side yards combined.

SEPARATION DISTANCE:

New The minimum distance between front yard accessory structures is five feet.

ANCHORING:

New Structures must be adequately anchored and bolted to ensure stability and prevent displacement. Weighted anchoring is not permitted.

MATERIALS:

New Structures shall be well maintained. Any torn, bent or dilapidated structure shall be replaced or removed.

PAVING:

New Front yard accessory structures are exempt from the paving requirements in SMC Section 13.10.060.

D. RECOMMENDATION

Staff requests that City Council:

1. Open, conduct, and close the public hearing on the Ordinance amending Title 13; and
2. Introduce and conduct the first reading of that Ordinance; and
3. Set and conduct the second reading for December 11, 2024.

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY
OF SANTEE, CALIFORNIA, AMENDING TITLE 13 OF THE
SANTEE MUNICIPAL CODE, “ZONING” REGARDING
ACCESSORY STRUCTURES IN THE FRONT YARD**

WHEREAS, the City of Santee, California (“City”) is a municipal corporation, duly organized under the constitution and laws of the State of California; and

WHEREAS, two City Council workshops were held in 2023 and 2024 and City Council directed staff to update the Santee Municipal Code (“SMC”) to allow accessory structures in the front and exterior side yards; and

WHEREAS, on November 13, 2024, the City Council held a duly-noticed public hearing to consider the Ordinance, including: (1) the public testimony and agenda reports prepared in connection with the Ordinance, (2) the policy considerations discussed therein, and (3) the consideration and recommendation by the City Council; and

WHEREAS, the City Council scheduled and held a second reading of proposed revisions to Title 13 on December 11, 2024; and

WHEREAS, all legal prerequisites to the adoption of the Ordinance have occurred.

NOW, THEREFORE, the City Council of the City of Santee does ordain as follows:

SECTION 1. Incorporation. The recitals above are each incorporated by reference and adopted as findings by the City Council.

SECTION 2. CEQA. The amendment of the Santee Municipal Code, as set forth in the attached Ordinances, is not a project subject to the California Environmental Quality Act (CEQA), pursuant to State CEQA Guidelines section 15378, as it is an administrative activity of government and the Ordinances do not have the potential to result in either a direct or reasonably foreseeable indirect physical change in the environment. Even if the amendments are considered a project under CEQA, they are exempt from CEQA review pursuant to State CEQA Guidelines section 15061(b)(3) as the Ordinances do not have the potential to result in either a direct or reasonably foreseeable indirect physical change in the environment.

SECTION 3. General Plan. The City Council hereby finds that the adoption of the Ordinance is consistent with the General Plan as a matter of law under Government Code section 66314(c).

SECTION 4. Code Amendment. Section 13.10.50A of the Santee Municipal Code is hereby amended and restated to read in its entirety as provided in Exhibit “A-1,” attached hereto and incorporated herein by reference.

SECTION 5. Effective Date. This Ordinance takes effect 30 days after its adoption.

SECTION 6. Publication. The City Clerk is directed to certify to the adoption of this Ordinance and post or publish this Ordinance as required by law.

SECTION 7. Custodian of Records. The custodian of records for this Ordinance is the City Clerk and the records comprising the administrative record are located at City Clerk's office located at 10601 Magnolia Avenue, Santee, CA 92071 or by email at clerk@cityofsanteca.gov.

SECTION 8. Severability. If any provision of this Ordinance or its application to any person or circumstance is held to be invalid by a court of competent jurisdiction, such invalidity has no effect on the other provisions or applications of the Ordinance that can be given effect without the invalid provision or application, and to this extent, the provisions of this Ordinance are severable. The City Council declares that it would have adopted this Ordinance irrespective of the invalidity of any portion thereof.

INTRODUCED AND FIRST READ at a Public Hearing held at a Regular Meeting of the City Council of the City of Santee, California, on the 13th day of November, and thereafter **ADOPTED** at a Regular Meeting of the City Council held on this 11th day of December 2024, by the following vote to wit:

AYES:

NOES:

ABSENT:

APPROVED

JOHN MINTO, MAYOR

ATTEST:

JAMES JEFFRIES, CITY CLERK

EXHIBIT A-1

Updated Accessory Structure Regulations

(follows this page)

13.04.140 Definitions

"Structure, front yard residential" means a subordinate, non-habitable open detached or attached structure within the front yard or exterior side yard. Front yard residential accessory structures would include, but not be limited to, covered patios, carports, pergolas, arbors, and similar ornamentals structures not used for storage."

"Structure, temporary" means an accessory structure (shade only) without any foundation or footings and which is removed when the designated time period, activity, or use for which the temporary structure was erected has ceased.

13.10.050 Special development criteria.

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

A. Attached and Detached Residential Accessory Structures.

1. Attached and detached residential accessory structures (including, but not limited to, unenclosed patio covers, cabanas, garages, carports, and storage buildings) may encroach in a required interior side yard or rear yard, except as required in Table 13.10.040A, subject to the following limitations:
 - a. Height. The maximum height for accessory structures is 16 feet (one story).
 - b. Rear Yard Setback. Attached or detached residential accessory structures or additions may be located five feet from the rear property line, excluding eave overhang.
 - c. Side Yard Setback. Attached or detached residential accessory structures may be located five feet from the side interior property line, excluding eave overhang. Attached and detached residential accessory structures may not encroach into required exterior side yard setbacks.
 - d. Front Yard and ~~Exterior~~ Corner Side Yard. Enclosed attached and detached accessory structures shall comply with the minimum front and exterior side yard setbacks in Table 13.10.040.A. No detached enclosed residential accessory structure shall be placed in front of the main structure. Front yard accessory structures shall comply with subsection B.
 - e. Size. The maximum allowable gross floor area for all detached residential accessory structures in conjunction with an existing single-family residence shall not exceed 50% of the living area of the primary residence. A 400-square-foot detached garage is permitted in all cases if a garage does not currently exist on site.

- f. Additional Standards for Accessory Structures. The following items may be allowed in an accessory structure, such as a garage, workshop, cabana, or similar structure, with recording of a City-approved deed restriction:
 - i. Wet bar/kitchen.
 - ii. Wash basin (sink and drain).
 - iii. Bathroom.
- 2. Sea cargo containers are prohibited.

B. Front Yard Accessory Structures.

1. Structures within the front yard or exterior side yards (including but not limited to, covered patios, carports, pergolas, arbors, and similar ornamentals structures not used for storage, subject to the following limitations:

a. Height. The maximum height shall not exceed 16 feet or the roofline of the single-story residence, whichever is lower.

b. Setbacks. A carport over the existing driveway shall provide a minimum five-foot setback from the front property line. Other allowed front yard accessory structures shall provide a minimum ten-foot setback from the front property line. All front yard accessory structures shall provide a minimum five-foot setback from the exterior and interior side property lines.

c. Size. The maximum allowable gross floor area shall not exceed 170 square feet for each structure.

d. Number of Structures. A total of two structures are permitted in the front and exterior side yards combined.

e. Separation Distance. The minimum distance between front yard accessory structures is five feet.

f. Anchoring. Structures must be adequately anchored and bolted to ensure stability and prevent displacement. Weighted anchoring is not permitted.

g. Materials. Structures shall be well maintained. Any torn, bent or dilapidated structure shall be replaced or removed.

h. Paving. Front yard accessory structures are exempt from the paving requirements in SMC Section 13.10.060.

i. Garage Access: Posts shall not block vehicular access to the garage.

j. Structures shall meet the California Building Standards Code and the Fire Code.

C. Temporary Structures.

1. Structures shall be well maintained. Any torn, bent or dilapidated structure shall be replaced or removed.

2. Foundation, footing, or anchoring are not permitted.

DB. Projections into Yards.

1. Eaves, roof projections, awnings, and similar architectural features may project into required yards a maximum distance of two feet, provided such appendages are supported only at, or behind, the building setback line.

2. Fireplace chimneys, bay windows, balconies, fire escapes, exterior stairs and landings and similar architectural features and equipment for pools and air conditioning may project into required yards a maximum distance of two feet, provided such features shall be at least three feet from a property line. Equipment must be screened with materials and colors that blend with the building design.

3. Uncovered decks, platforms, uncovered porches, and landing places which do not extend above the first floor level of the main building and are not at any point more than 32 inches above grade, may project into any front or corner side yard a maximum distance of 10 feet, and project into any rear or interior side yard up to the property line. Where not extending above the first floor level but where greater than 32 inches above grade, must be at least five feet from all side property lines and 10 feet from the rear and front property lines.

4. Projections Over a Slope. If a structure is constructed such that it projects over a slope, and the structure is visible from a public street, the underside of the structure shall either be enclosed or landscaping shall be provided to screen the structure from public view to the satisfaction of the Director.

5. Two-story additions may encroach a maximum of five feet into the required rear yard setback if the Director determines that the encroachment is necessary for a continuation and extension of the architectural design, style, and function of the structure.

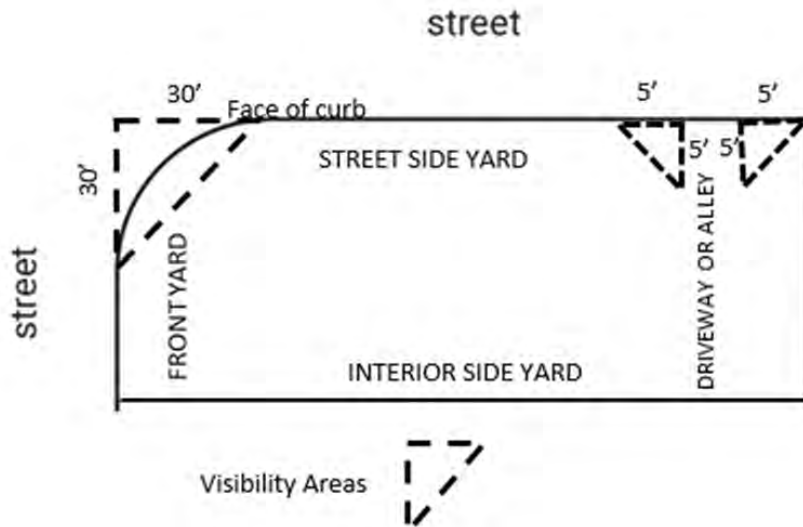
EE. Projections Above Height Limits. Except as provided for in Chapter 13.34, flues, chimneys, antennas, elevators, other mechanical equipment, utility, and mechanical features may exceed the height limit of the base district in Table 13.10.040A by no more than 15 feet, provided such feature shall not be used for habitable space and appropriate

screening is provided as determined by the Director. Architectural appurtenances to churches and other religious institutions involving a steeple, or cross combination thereof, and clock towers, may exceed the maximum height of the base district if it is determined through the development review permit or conditional use permit process that architectural compatibility and appropriate building scale are achieved and maintained.

FD. Variable Front Yard Provisions. Front setbacks required by the base district may be averaged on the interior lots within a new single-family detached or detached condominium subdivision. Additions to single-family homes in established residential subdivisions shall be allowed to build to the preestablished front yard setback of the subdivision without the need for a variance.

GE. Fences, Walls and Hedges. The following provisions regarding fences, walls and hedges shall apply to all residential districts.

1. Fences, walls, hedges, or similar view obstructing structures or plant growth that reduce visibility and the safe ingress and egress of vehicles or pedestrians shall not exceed a height of three and one-half feet in the front yard. A combination of solid and open fences (e.g., wrought iron, chain link, Plexiglas) not exceeding six feet in height may be located in a required front yard or visibility clearance area, provided such fences are constructed with at least 90% of the top two and one-half feet of their vertical surface open, and nonview-obscuring.
2. Fences or walls, not exceeding six feet in height, may be located in a required exterior side yard, rear, or interior side yard. Walls required by the City for noise mitigation may be up to eight feet in height and may be located within the exterior side yard setback or rear setback adjacent to a street. The noise wall shall be designed such that it does not reduce visibility and the safe ingress and egress of vehicles or pedestrians.
3. A visibility clearance area shall be required on lots adjacent to an alley, driveway or street in which nothing shall be erected, placed, planted or allowed to grow exceeding three and one-half feet in height. Such area shall consist of a triangular area measured along the face of curb bounded by the alley, driveway, or street right-of-way lines of such lots and a line joining points along said alley, driveway, or street lines from the point of intersection as shown in the Visibility Area diagram below. The distance may be reduced if the Director determines that the reduced distance would not create a public health and safety hazard. The distance may be increased if the Director determines that a greater distance is required to maintain public health and safety.



4. Outdoor recreation court fences not exceeding 12 feet in height shall be located five feet from any rear or side property lines, except when adjacent to outdoor recreation courts on adjacent properties.

5. Barbed wire, concertina wire, or similar security devices are not allowed in residential zones.

6. Walls constructed next to a mobility element street shall be constructed with decorative materials to the satisfaction of the Director. Anti-graffiti surfaces shall be provided pursuant to Chapter 7.16.

HF. Swimming Pools, Spas and Recreational Courts.

1. Swimming pools, spas, tennis courts, basketball courts, or similar paved outdoor recreational courts, shall not be located in any required front yard, and shall be located no closer than three feet from any rear, side or corner side property line.

2. Outdoor lighting poles and fixtures are permitted not to exceed 12 feet in height. Any such lighting shall be designed to project light downward and shall not create glare on adjacent properties.

IG. Mobile Home Parks. For mobile home park development provisions, refer to Chapter 13.22.

JH. Use of Required Yards.

1. Street Yards. Except as otherwise permitted, a street yard shall be used only for landscaping, pedestrian walkways, driveways, or off-street parking.

2. Rear and Interior Side Yards. Except as otherwise permitted, these yards shall be used only for landscaping, pedestrian walkways, driveways, off-street parking or loading, recreational activities or similar accessory activities.

K†. Lights. All public parking areas shall be adequately lighted. All lighting shall be designed and adjusted to reflect light away from any road or street, and away from any adjoining premises. All lights and illuminated signs shall be shielded or directed so as to not cause glare on adjacent properties or to motorists.

(Ord. 566 § 3, 2019; Ord. 591 § 2, 2021; Ord. 599 § 2, 2022; Ord. 611 § 2, 2023; Ord. 615, 6/26/2024)

MEETING DATE November 13, 2024

ITEM TITLE PUBLIC HEARING AND INTRODUCTION AND FIRST READING OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, AMENDING SANTEE MUNICIPAL CODE TITLE 13 (ZONING) REGARDING ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS TO COMPLY WITH RECENT CHANGES IN STATE LAW AND FINDING THE ACTION TO BE STATUTORILY EXEMPT FROM CEQA UNDER SECTION 21080.17 OF THE PUBLIC RESOURCES CODE (CASE FILE ZOA-2024-0003)

DIRECTOR/DEPARTMENT Shawn Hagerty, City Attorney

SUMMARY

In September 2024, the California Legislature approved, and the Governor signed into law, two new bills — AB 2533 and SB 1211 — that amend state accessory dwelling unit (“ADU”) law. Both AB 2533 and SB 1211 take effect January 1, 2025. To remain valid, the City’s ADU ordinance must comply with requirements imposed by AB 2533 and SB 1211.

The new laws, as reflected in the proposed ordinance, apply to unpermitted ADUs and JADUs, replacement parking requirements, and multifamily ADUs. AB 2533 modifies existing law to prohibit a city from denying a permit to legalize an unpermitted ADU or JADU that was constructed before January 1, 2020 if the denial is based on the ADU/JADU not complying with applicable building, state or local ADU standards and revises an exception to this prohibition to situations in which the city finds that correcting the violation is necessary to comply with the Health and Safety Code section 17920.3 regarding substandard buildings. SB1211 prohibits a city from requiring replacement parking when an uncovered parking space is replaced with an ADU, defines “livable space”, and increases the number of detached ADUs that lots with an existing multifamily dwelling may have.

Adopting the proposed ordinance ensures that the City’s ADU ordinance will be valid under AB 2533 and SB 1211.

This item does not address whether ADUs that are approved under this ordinance will be subject to Mitigation Act Fees. At the September 25, 2024 City Council Meeting, Council directed that the issue of ADU impact fees be brought back in connection with Council’s consideration of the upcoming Comprehensive Development Impact Fee Nexus Study, the discussion of which is ongoing. Currently, therefore, approved ADUs measuring 750 square feet or more would be subject to payment of development impact fees in an amount based upon the ADU’s square footage in proportion to the square footage of the associated residential dwelling. Council may provide direction to waive or modify these fees at any time.

ENVIRONMENTAL REVIEW

The proposed ordinance is statutorily exempt from review under the California Environmental Quality Act (“CEQA”) under Public Resources Code section 21080.17.



FINANCIAL STATEMENT *HY*

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

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATIONS *MDB*

1. Open, conduct, and close the Public Hearing on the Ordinance Amending Title 13; and
2. Introduce and conduct the First Reading of the Ordinance; and
3. Set and conduct the Second Reading of the Ordinance on December 11, 2024.

ATTACHMENTS

Staff Report

Redline (strikeout/underline) of the text indicating all proposed revisions

Ordinance Amending Title 13

STAFF REPORT

PUBLIC HEARING AND INTRODUCTION AND FIRST READING OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, AMENDING SANTEE MUNICIPAL CODE TITLE 13 (ZONING) REGARDING ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS TO COMPLY WITH RECENT CHANGES IN STATE LAW AND FINDING THE ACTION TO BE STATUTORILY EXEMPT FROM CEQA UNDER SECTION 21080.17 OF THE PUBLIC RESOURCES CODE (CASE FILE ZOA-2024-0003)

CITY COUNCIL MEETING

November 13, 2024

INTRODUCTION:

The ordinance proposed for City Council consideration will amend and restate Section 13.10.045 of the Santee Municipal Code (“SMC”) to comply with recent changes to state law that impose new limits on local authority to regulate Accessory Dwelling Units (“ADUs”) and Junior Accessory Dwelling Units (“JADUs”). Both Assembly Bill (AB) 2533 and Senate Bill (SB) 1211 take effect January 1, 2025. To remain valid, the City’s ADU ordinance must comply with requirements imposed by AB 2533 and SB 1211. Adopting the proposed ordinance ensures that the City’s ADU ordinance will be valid under AB 2533 and SB 1211.

This item does not address whether ADUs that are approved under this ordinance will be subject to the Mitigation Fee Act. At the September 25, 2024 City Council meeting, Council directed that the issue of ADU impact fees be brought back in connection with Council’s consideration of the Comprehensive Development Impact Fee Nexus Study, the discussion of which is ongoing. Currently, therefore, approved ADUs measuring 750 square feet or more will be subject to payment of development impact fees in an amount based upon the ADU’s square footage in proportion to the square footage of the associated residential dwelling in accordance with state law. Council may provide direction to waive or modify these fees at any time.

BACKGROUND AND ANALYSIS:

In 2024, the California Legislature approved, and the Governor signed into law, two new bills — AB 2533 and SB 1211 — that further amend state ADU law as summarized below.

Government Code section 65854 requires the planning commission or, as here, a City Council that carries out the functions of a planning commission, to hold a public hearing on amendments to a zoning ordinance, including regulations relating to the use of buildings, structures, and land. Accordingly, Council must conduct a public hearing on the proposed Ordinance Amending Title 13. Notice of this hearing was published in the East County Californian, a newspaper of general circulation within the City of Santee at least ten days prior to the original hearing date of November 13, 2024, as required (Gov Code §§ 65090 and 65854).

Revisions required of SMC Section 13.10.045 are attached.

AB 2533 – Unpermitted ADUs and JADUs

Subject to limited exceptions, existing state law prohibits a city from denying a permit to legalize an unpermitted ADU that was constructed before January 1, 2018, if the denial is based on the ADU not complying with applicable building, state or local ADU standards. One exception allows a city to deny a permit to legalize an ADU if the city makes a written finding that correcting the violation is necessary to protect the health and safety of the public or the occupants of the structure.

AB 2533 changes this by: (1) expanding the above prohibition to also include JADUs; (2) moving the construction-cutoff date from January 1, 2018, to January 1, 2020; and (3) replacing the above exception with a requirement that local agencies find that correcting the violation is necessary to comply with the standards specified in Health and Safety Code section 17920.3 (Substandard Buildings). (See amended Gov. Code, § 66332(a)–(f).)

SB 1211 – Replacement Parking Requirements; Multifamily ADUs

Replacement Parking

Existing state law prohibits the City from requiring off-street parking spaces to be replaced when a garage, carport or covered parking structure is demolished in conjunction with the construction of, or conversion to, an ADU.

SB 1211 amends this prohibition to now also prohibit a city from requiring replacement parking when an uncovered parking space is demolished for or replaced with an ADU. (See amended Gov. Code, § 66314(d)(11).)

Multifamily ADUs

SB 1211 further defines *livable space* in connection with converted ADUs inside a multifamily dwelling structure. Existing state law requires the City to ministerially

approve qualifying building-permit applications for ADUs within “portions of existing multifamily dwelling structures that are not used as livable space, including, but not limited to, storage rooms, boiler rooms, passageways, attics, basements, or garages” The term “livable space” is not defined by existing state ADU law.

SB 1211 changes this by adding a new definition: “‘Livable space’ means a space in a dwelling intended for human habitation, including living, sleeping, eating, cooking, or sanitation.” (See amended Gov. Code, § 66313(e).)

SB 1211 also increases the number of detached ADUs that lots with an existing multifamily dwelling can have. Existing state law allows a lot with an existing or proposed multifamily dwelling to have up to two detached ADUs.

Under SB 1211, a lot with an *existing* multifamily dwelling can have up to eight detached ADUs, or as many detached ADUs as there are primary dwelling units on the lot, whichever is less. (See amended Gov. Code, § 66323(a)(4)(A)(ii).) SB 1211 does not alter the number of ADUs that a lot with a *proposed* multifamily dwelling can have — the limit remains at two. (See amended Gov. Code, § 66323(a)(4).)

ENVIRONMENTAL REVIEW:

Under California Public Resources Code section 21080.17, CEQA does not apply to the adoption of an ordinance by a city or county implementing the provisions of Article 2 of Chapter 13 of Division 1 of Title 7 of the California Government Code, which is California’s ADU law and which also regulates JADUs, as defined by section 66313. Therefore, the adoption of the proposed ordinance is statutorily exempt from CEQA in that it implements state ADU law.

RECOMMENDATION:

Staff requests the City Council:

1. Open, conduct, and close the Public Hearing on the Ordinance amending Title 13
2. Introduce and conduct the First Reading of the Ordinance
3. Set and conduct the second reading for December 11, 2024

ATTACHMENT 1

REDLINED VERSION OF AMENDED AND RESTATED § 13.10.045

Santee Municipal Code § 13.10.045 - Accessory dwelling units

- A. **Purpose.** The purpose of this section is to allow and regulate accessory dwelling units (ADUs) and junior accessory dwelling units (JADUs) in compliance with [Chapter 13 of Division 1 of Title 7 of the California Government Code, Sections 65852.2 and 65852.22](#).
- B. **Effect of Conforming.** An ADU or JADU that conforms to the standards in this section will not be:
1. Deemed to be inconsistent with the City's general plan and zoning designation for the lot on which the ADU or JADU is located.
 2. Deemed to exceed the allowable density for the lot on which the ADU or JADU is located.
 3. Considered in the application of any local ordinance, policy, or program to limit residential growth.
 4. Required to correct a nonconforming zoning condition, as defined in subsection (C)(910) below. This does not prevent the City from enforcing compliance with applicable building standards in accordance with Health and Safety Code Section 17980.12.
- C. **Definitions.** As used in this section, terms are defined as follows:
1. "Accessory dwelling unit" or "ADU" means an attached or a detached residential dwelling unit that provides complete independent living facilities for one or more persons and is located on a lot with a proposed or existing primary residence. An accessory dwelling unit also includes the following:
 - a. An efficiency unit, as defined by Section 17958.1 of the California Health and Safety Code; and
 - b. A manufactured home, as defined by Section 18007 of the California Health and Safety Code.
 2. "Accessory structure" means a structure that is accessory and incidental to a dwelling located on the same lot.
 3. "Attached accessory dwelling unit" means an attached ADU that shares at least one wall with the primary dwelling.
 4. "Complete independent living facilities" means permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the single-family or multifamily dwelling is or will be situated.

5. "Detached accessory dwelling unit" means a detached ADU that does not share any wall with the primary dwelling.
6. "Efficiency kitchen" means a kitchen that includes each of the following:
 - a. A cooking facility with appliances.
 - b. A food preparation counter and storage cabinets that are of a reasonable size in relation to the [ADU; size of the ADU or JADU.](#)
7. "Junior accessory dwelling unit" or "JADU" means a residential unit that satisfies all of the following:
 - a. It is no more than 500 square feet in size.
 - b. It is contained entirely within an existing or proposed single-family residence. An enclosed use within the residence, such as an attached garage, is considered to be a part of and contained within the single-family residence.
 - c. It includes its own separate sanitation facilities or shares sanitation facilities with the existing or proposed single-family residence.
 - d. Contains its own separate bathroom or, if it does not include a separate bathroom, contains an interior entrance to the main living area of the existing or proposed single-family residence.
 - e. Contains an exterior entrance that is separate from the main entrance to the proposed or existing single-family residence.
 - f. It includes an efficiency kitchen, as defined in subsection (C)(6) above.
8. ["Livable space" means a space in a dwelling intended for human habitation, including living, sleeping, eating, cooking, or sanitation.](#)
- ~~9.~~ "Living area" means the interior habitable area of a dwelling unit, including basements and attics, but does not include a garage or any accessory structure.
- ~~9.10.~~ "Nonconforming zoning condition" means a physical improvement on a property that does not conform with current zoning standards.
- ~~10.11.~~ "Passageway" means a pathway that is unobstructed clear to the sky and extends from a street to one entrance of the ADU or JADU.
- ~~11.12.~~ "Proposed dwelling" means a dwelling that is the subject of a permit application and that meets the requirements for permitting.
- ~~12.13.~~ "Public transit" means a location, including, but not limited to, a bus stop or train station, where the public may access buses, trains, subways, and other forms of transportation that charge set fares, run on fixed routes, and are available to the public.

~~13.14.~~ "Tandem parking" means that two or more automobiles are parked on a driveway or in any other location on a lot, lined up behind one another.

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

1. **Zoning.**

a. An ADU or JADU subject only to the limited requirements in subsection (F) below may be created on a lot in a residential or mixed-use zone.

b. An ADU or JADU subject to the requirements in subsection (G) below may be created on a lot that is zoned to allow single-family dwelling residential use or multifamily dwelling residential use.

c. In accordance with Government Code section 66333(a), a JADU may only be created on a lot zoned for single-family residences.

2. **Fire Sprinklers.** Fire sprinklers are required in an ADU if sprinklers are required in the primary residence. The construction of an ADU does not trigger a requirement for fire sprinklers to be installed in the existing primary dwelling.

3. **Rental Term.** No ADU or JADU may be rented for a term that is shorter than 30 days. This prohibition applies regardless of when the ADU or JADU was created.

4. **No Separate Conveyance.** An ADU or JADU may be rented, but, except as otherwise provided in Government Code Section ~~65852.2666341~~, no ADU or JADU may be sold or otherwise conveyed separately from the lot and the primary dwelling (in the case of a single-family lot) or from the lot and all of the dwellings (in the case of a multifamily lot).

5. **Building and Safety.**

a. Subject to subsection (D)(5)(b) below, all ADUs and JADUs must comply with all local building code requirements.

b. Construction of an ADU does not constitute a Group R occupancy change under the local building code, as described in Section 310 of the California Building Code, unless the building official or Code Compliance officer makes a written finding based on substantial evidence in the record that the construction of the ADU could have a specific, adverse impact on public health and safety. Nothing in this subsection (D)(5)(b) prevents the City from changing the occupancy code of a space that was uninhabitable space or that was only permitted for nonresidential use and was subsequently converted for residential use in accordance with this section.

6. **Owner Occupancy.**

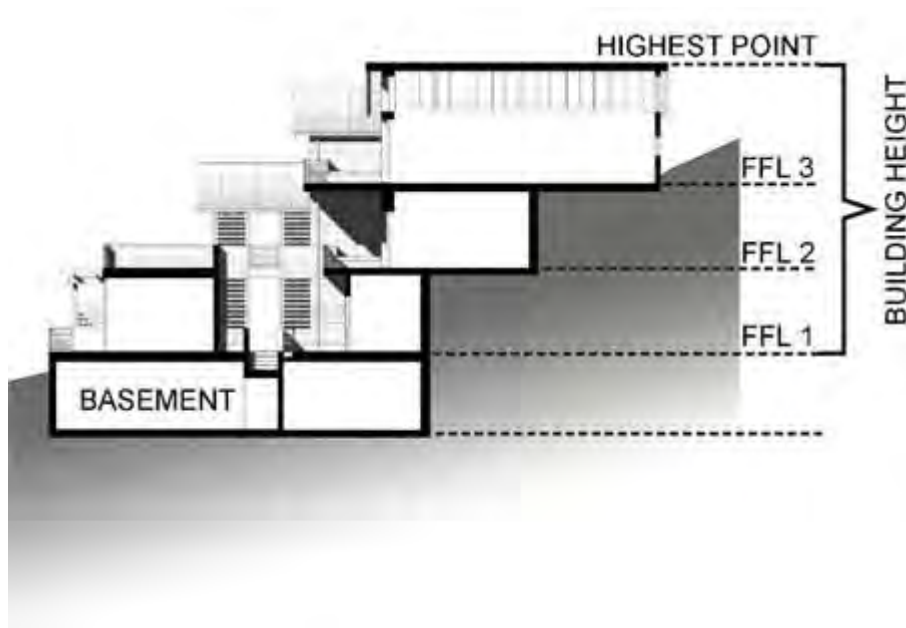
- a. ~~ADUs created under this section on or after January 1, 2020 are not subject to an~~ is not subject to any owner-occupancy requirement.
- b. ~~Unless applicable law requires otherwise, all ADUs that are permitted on or after January 1, 2025 are subject to an owner-occupancy requirement. A natural person with legal or equitable title to the property must reside on the property as the person's legal domicile and permanent residence.~~
- eb. As required by state law, all JADUs are subject to an owner-occupancy requirement. A natural person with legal or equitable title to the property must reside on the property, in either the primary dwelling or JADU, as the person's legal domicile and permanent residence. However, the owner-occupancy requirement of this paragraph does not apply if the property is entirely owned by another governmental agency, land trust, or housing organization. As required by Government Code Section 65852.22(a)(3), a deed restriction meeting the requirements of Government Code Section 65852.22(a)(3) must be recorded and filed.

7. **Height.**

- a. Except as otherwise provided by subsections (D)(7)(b) and (D)(7)(c) below, a detached ADU created on a lot with an existing or proposed single family or multifamily dwelling unit may not exceed 16 feet in height.
- b. A detached ADU may be up to 18 feet in height if it is created on a lot with an existing or proposed single family or multifamily dwelling unit that is located within one-half mile walking distance of a major transit stop or a high quality transit corridor, as those terms are defined in Section 21155 of the Public Resources Code, and the ADU may be up to two additional feet in height (for a maximum of 20 feet) if necessary to accommodate a roof pitch on the ADU that is aligned with the roof pitch of the primary dwelling unit.
- c. A detached ADU created on a lot with an existing or proposed multifamily dwelling that has more than one story above grade may not exceed 18 feet in height.
- d. An attached ADU may not exceed the maximum height limit for the applicable zone, as provided in the table below.

Residential District	HL	R-1	R-1A	R-2	R-7	R-14	R-22	R-30
Maximum Height	35 feet (two stories)	35 feet (two stories)	35 feet (two stories)	35 feet (two stories)	35 feet (three stories)	45 feet (four stories)	55 feet (five stories)	55 feet (five stories)

- e. For purposes of this subsection (D)(7), height means the vertical distance, excluding foundations or understructures or basements, between the elevation of the finished floor level and the peak of the structure. For purposes of this subsection (D)(7), "finished floor level" means the uppermost surface of a floor without any applied finishes, typically the screed finish of a concrete slab or foundation. Multiple finished floor levels may exist in a building or complex of buildings on a site depending on topographical conditions, however the height calculation shall be based on the maximum length between a finished floor level of a structure and the highest point of that structure (see diagram below).



E. Action on Building Permit Application.

1. Applications to create an ADU or JADU in accordance with this section will be considered and approved ministerially, without discretionary review or a hearing.
2. The City must approve or deny an application to create an ADU or JADU within 60 days from the date that the City receives a complete application. If the City has

not approved or denied the completed application within 60 days, the application is deemed approved unless either:

- a. The applicant requests a delay, in which case the 60-day time period is tolled for the period of the requested delay, or
 - b. When an application to create an ADU or JADU is submitted with a permit application to create a new single-family or multifamily dwelling on the lot, the City may delay acting on the permit application for the ADU or JADU until the City acts on the permit application to create the new single-family or multifamily dwelling, but the application to create the ADU or JADU will still be considered ministerially without discretionary review or a hearing.
3. If the City denies an application to create an ADU or JADU, the City must provide the applicant with comments that include, among other things, a list of all the defective or deficient items and a description of how the application may be remedied by the applicant. Notice of the denial and corresponding comments must be provided to the applicant within the 60-day time period established by subsection (E)(2) above.
 4. A demolition permit for a detached garage that is to be replaced with an ADU is reviewed with the application for the ADU and issued at the same time.

F. ADUs and JADUs Subject to Limited Requirements.

1. If an ADU or JADU complies with each of the general requirements in subsection D above, it is allowed with only a building permit in the following scenarios:
 - a. **Converted on Lot with Single-Family Residence.** One ADU as described in this subsection (F)(1)(a) and one JADU on a lot with a proposed or existing single-family residence on it, where the ADU or JADU:
 - i. Is either: within the space of a proposed single-family residence; within the existing space of an existing single-family residence; or (in the case of an ADU only) within the existing space of an accessory structure, plus up to 150 additional square feet if the expansion is limited to accommodating ingress and egress.
 - ii. Has exterior access that is independent of that for the single-family residence.
 - iii. Has side and rear setbacks sufficient for fire and safety, as dictated by applicable building and fire codes.

iv. The JADU complies with the requirements of Government Code Section ~~65852.22~~66333 through 66339, including, but not limited to, recording a deed restriction in accordance with subsection (a)(3) thereof.

b. Limited Detached or Attached on Lot with Single-Family Residence. One detached or attached, new-construction ADU on a lot with a proposed or existing single-family residence (in addition to any JADU that might otherwise be established on the lot under subsection (F)(1)(a) above), if the ADU satisfies the following limitations:

i. The side- and rear-yard setbacks are at least four feet.

ii. The total floor area is 800 square feet or smaller.

iii. The peak height does not exceed the applicable height limit provided in subsection (D)(7) above.

c. Converted on Multifamily Lot. One or more ADUs within portions of existing multifamily dwelling structures that are not used as livable space, including, but not limited to, storage rooms, boiler rooms, passageways, attics, basements, or garages, if each converted ADU complies with state building standards for dwellings. Under this subsection (F)(1)(c), at least one converted ADU is allowed within an existing multifamily dwelling, and up to 25% of the existing multifamily dwelling units may each have a converted ADU under this paragraph.

d. Limited Detached on Multifamily Lot. No more than two detached ADUs on a lot that has an existing or proposed multifamily dwelling, or up to eight detached ADUs on a lot with an existing multifamily dwelling, if each detached ADU satisfies the following limitations:

i. The side- and rear-yard setbacks are at least four feet. If the existing multifamily dwelling has a rear or side yard setback of less than four feet, the City will not require any modification to the multifamily dwelling as a condition of approving the ADU.

ii. The peak height does not exceed the applicable height limit provided in subsection (D)(7) above.

G. ADUs Subject to Additional Objective Requirements.

A proposed ADU that does not conform to the standards set forth in subsection (F) is allowed with only a building permit if it complies with all of the objective standards set forth below.

1. **Maximum Size.**
 - a. The maximum size of a detached or attached ADU subject to this subsection (G) is 1,200 square feet.
 - b. Application of other development standards in this subsection (G), such as lot coverage or open space, might further limit the size of the ADU, but no application of lot coverage, front setback, or open-space requirements may require the ADU to be less than 800 square feet.
2. **Setbacks.**
 - a. An ADU that is subject to this subsection (G) must conform to the applicable front yard set-back as provided in the table below, subject to subsection (G)(1)(b) above.

Residential District	HL	R-1	R-1A	R-2	R-7	R-14	R-22	R-30
Front Setbacks (in feet)	30	20	20	20	20	10	10	10

- b. An ADU that is subject to this subsection (G) must conform to four-foot side- and rear-yard setbacks.
 - c. No setback is required for an ADU that is subject to this subsection (G) if the ADU is constructed in the same location and to the same dimensions as an existing structure.
3. **Lot Coverage.** No ADU subject to this subsection (G) may cause the total lot coverage of the lot to exceed the maximum for the applicable zone, as shown in the table below, subject to subsection (G)(1)(b) above.

Residential District	HL	R-1	R-1A	R-2	R-7	R-14	R-22	R-30
Maximum Lot Coverage	25%	30%	35%	40%	55%	60%	70%	75%

4. **Minimum Private Open Space.** No ADU subject to this subsection (G) may cause the total percentage of open space of the lot to fall below the minimum for the applicable zone, as shown in the table below, subject to subsection (G)(1)(b) above.

Residential District	HL	R-1	R-1A	R-2	R-7	R-14	R-22	R-30
Private Open Space (in sq. feet per unit)	—	—	—	—	100	100	60	60

5. Passageway. No passageway, as defined by subsection (C)(10) above, is required for an ADU.
6. Parking.
 - a. Generally. One off-street parking space is required for each ADU. The parking space may be provided in setback areas or as tandem parking, as defined by subsection (C)(~~13~~14) above.
 - b. Exceptions. No parking under subsection (G)(6)(a) is required in the following situations:
 - i. The ADU is located within one-half mile walking distance of public transit, as defined in subsection (C)(~~12~~13) above.
 - ii. The ADU is located within an architecturally and historically significant historic district.
 - iii. The ADU is part of the proposed or existing primary residence or an accessory structure under subsection (F)(1)(a) above.
 - iv. When on-street parking permits are required but not offered to the occupant of the ADU.
 - v. When there is an established car share vehicle stop located within one block of the ADU.
 - vi. When the permit application to create an ADU is submitted with an application to create a new single-family or new multifamily dwelling on the same lot, provided that the ADU or the lot satisfies any other criteria listed in subsections (G)(6)(b)(i) through (v) above.
 - c. No Replacement. When a garage, carport, or covered parking structure is demolished in conjunction with the construction of an ADU or converted to an ADU, those off-street parking spaces are not required to be replaced.

- d. **Parking Space Size.** Each unclosed parking space shall be at least nine feet wide and 19 feet long. Each parking space that is provided in an enclosed garage shall be at least 12 feet wide and 20 feet long and have at least seven and a half feet vertical clearance.
 7. **Historical Protections.** The architectural treatment of an ADU to be constructed on or within 600 feet of a lot that has an identified historical resource listed in the California Register of Historic Resources must comply with all applicable objective ministerial requirements imposed by the Secretary of Interior.
- H. **Fees.**
1. **Impact Fees.**
 - a. No impact fee is required for an ADU that is less than 750 square feet in size. For purposes of this subsection (H), "impact fee" means a "fee" under the Mitigation Fee Act (Gov. Code Section 66000(b)) and a fee under the Quimby Act (Gov. Code Section 66477). "Impact fee" here does not include any connection fee or capacity charge for water or sewer service.
 - b. Any impact fee that is required for an ADU that is 750 square feet or larger in size must be charged proportionately in relation to the square footage of the primary dwelling unit. (E.g., the floor area of the ADU, divided by the floor area of the primary dwelling, times the typical fee amount charged for a new dwelling.)
 - c. All applicable development impact fees for an ADU proposed to be constructed on a lot with a proposed or existing single family residence shall be waived for a five-year trial period, commencing on September 27, 2019, and ending on September 27, 2024.
- I. **Nonconforming Zoning Code Conditions, Building Code Violations, and Unpermitted Structures.**
1. **Generally.** The City will not deny an ADU or JADU application due to a nonconforming zoning condition, building code violation, or unpermitted structure on the lot that does not present a threat to the public health and safety and that is not affected by the construction of the ADU or JADU.
 2. **Unpermitted ADUs Constructed Before [20182020](#).**
 - a. **Permit to Legalize.** As required by state law, the City may not deny a permit to legalize an existing but unpermitted ADU [or JADU](#) that was constructed before January 1, [20182020](#), if denial is based on either of the following grounds:

- i. The ADU or JADU violates applicable building standards, or
 - ii. The ADU or JADU does not comply with the state ADU or JADU law (~~Government Code Section 65852.2~~) or this ADU ordinance (Santee Municipal Code Section 13.10.045).
- b. Exceptions:
- i. _____ Notwithstanding subsection (I)(2)(a) above, the City may deny a permit to legalize an existing but unpermitted ADU or JADU that was constructed before January 1, ~~2018~~2020, if the City makes a finding that correcting a violation is necessary to ~~protect the health and safety of the public or of occupants of the structure~~comply with the standards specified in California Health and Safety Code section 17920.3.
 - ii. _____ Subsection (I)(2)(a) above does not apply to a building that is deemed to be substandard in accordance with California Health and Safety Code Section 17920.3.

(Ord. 572 § 1, 2020; Ord. 597 § 4, 2022; Ord. 606 § 4, 2022; Ord. 609 § 4, 2023; Ord. 615, 6/26/2024)

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTEE AMENDING SECTION 13.10.045 OF THE CITY OF SANTEE MUNICIPAL CODE RELATING TO ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS AND FINDING THE ACTION TO BE STATUTORILY EXEMPT FROM CEQA UNDER PUBLIC RESOURCES CODE § 21080.17

WHEREAS, the City of Santee, California (“City”) is a municipal corporation, duly organized under the constitution and laws of the State of California; and

WHEREAS, state law authorizes cities to act by ordinance to provide for the creation and regulation of accessory dwelling units (“ADUs”) and junior accessory dwelling units (“JADUs”); and

WHEREAS, in recent years, the California Legislature has approved, and the Governor has signed into law, numerous bills that, among other things, amend various sections of the Government Code to impose new limits on local authority to regulate ADUs and JADUs; and

WHEREAS, in 2024, the California Legislature approved, and the Governor signed into law, Assembly Bill 2533 (“AB 2533”) and Senate Bill 1211 (“SB 1211”), which further amend state ADU law; and

WHEREAS, AB 2533 and SB 1211 take effect on January 1, 2025, and for the City’s ADU ordinance to remain valid, it must be amended to reflect the requirements of AB 2533 and SB 1211; and

WHEREAS, the City desires to amend its local regulatory scheme for the construction of ADUs and JADUs to reflect AB 2533’s and SB 1211’s changes to state law; and

WHEREAS, on November 13, 2024, the City Council held a duly-noticed public hearing to consider the Ordinance, including: (1) the public testimony and agenda reports prepared in connection with the Ordinance, (2) the policy considerations discussed therein; and

WHEREAS, the City Council scheduled and held a second reading of proposed revisions to Title 13 on December 11, 2024; and

WHEREAS, all legal prerequisites to the adoption of the Ordinance have occurred.

NOW, THEREFORE, the City Council of the City of Santee does ordain as follows:

SECTION 1. Incorporation. The recitals above are each incorporated by reference and adopted as findings by the City Council.

SECTION 2. CEQA. Under California Public Resources Code section 21080.17, the California Environmental Quality Act (“CEQA”) does not apply to the adoption of an ordinance by a city or county implementing the provisions of Article 2 of Chapter 13 of Division 1 of Title 7 of the California Government Code, which is California’s ADU law and which also regulates JADUs, as defined by section 66313. Therefore, adoption of the Ordinance is statutorily exempt from CEQA in that it implements state ADU law.

ORDINANCE NO. _____

SECTION 3. General Plan. The City Council hereby finds that the adoption of the Ordinance is consistent with the General Plan as a matter of law under Government Code section 66314(c).

SECTION 4. Code Amendment. Section 13.10.045 of the Santee Municipal Code is hereby amended and restated to read in its entirety as provided in Exhibit "A-1," attached hereto and incorporated herein by reference.

SECTION 5. Effective Date. This Ordinance takes effect 30 days after its adoption.

SECTION 6. HCD Submittal. In accordance with Government Code section 66326, the City Clerk is directed to submit a copy of this Ordinance to the California Department of Housing and Community Development within 60 days after adoption.

SECTION 7. Publication. The City Clerk is directed to certify to the adoption of this Ordinance and post or publish this Ordinance as required by law.

SECTION 8. Custodian of Records. The custodian of records for this Ordinance is the City Clerk and the records comprising the administrative record are located at City Clerk's office located at 10601 Magnolia Avenue, Santee, CA 92071 or by email at clerk@cityofsanteeca.gov.

SECTION 9. Severability. If any provision of this Ordinance or its application to any person or circumstance is held to be invalid by a court of competent jurisdiction, such invalidity has no effect on the other provisions or applications of the Ordinance that can be given effect without the invalid provision or application, and to this extent, the provisions of this Ordinance are severable. The City Council declares that it would have adopted this Ordinance irrespective of the invalidity of any portion thereof.

INTRODUCED AND FIRST READ at a Regular Meeting of the City Council of the City of Santee, California, on the 13th day of November 2024, and thereafter **ADOPTED** at a Regular Meeting of the City Council held on this 11th day of December 2024, by the following vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN MINTO, MAYOR

ATTEST:

JAMES JEFFRIES, CITY CLERK

ORDINANCE NO. _____

EXHIBIT A-1

Amended ADU Regulations

(follows this page)

ORDINANCE NO. _____

Santee Municipal Code § 13.10.045 - Accessory dwelling units

- A. **Purpose.** The purpose of this section is to allow and regulate accessory dwelling units (ADUs) and junior accessory dwelling units (JADUs) in compliance with Chapter 13 of Division 1 of Title 7 of the California Government Code.
- B. **Effect of Conforming.** An ADU or JADU that conforms to the standards in this section will not be:
1. Deemed to be inconsistent with the City's general plan and zoning designation for the lot on which the ADU or JADU is located.
 2. Deemed to exceed the allowable density for the lot on which the ADU or JADU is located.
 3. Considered in the application of any local ordinance, policy, or program to limit residential growth.
 4. Required to correct a nonconforming zoning condition, as defined in subsection (C)(10) below. This does not prevent the City from enforcing compliance with applicable building standards in accordance with Health and Safety Code Section 17980.12.
- C. **Definitions.** As used in this section, terms are defined as follows:
1. "Accessory dwelling unit" or "ADU" means an attached or a detached residential dwelling unit that provides complete independent living facilities for one or more persons and is located on a lot with a proposed or existing primary residence. An accessory dwelling unit also includes the following:
 - a. An efficiency unit, as defined by Section 17958.1 of the California Health and Safety Code; and
 - b. A manufactured home, as defined by Section 18007 of the California Health and Safety Code.
 2. "Accessory structure" means a structure that is accessory and incidental to a dwelling located on the same lot.
 3. "Attached accessory dwelling unit" means an attached ADU that shares at least one wall with the primary dwelling.
 4. "Complete independent living facilities" means permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the single-family or multifamily dwelling is or will be situated.
 5. "Detached accessory dwelling unit" means a detached ADU that does not share any wall with the primary dwelling.
 6. "Efficiency kitchen" means a kitchen that includes each of the following:
 - a. A cooking facility with appliances.
 - b. A food preparation counter and storage cabinets that are of a reasonable size in relation to the size of the ADU or JADU.
 7. "Junior accessory dwelling unit" or "JADU" means a residential unit that satisfies all of the following:

ORDINANCE NO. _____

- a. It is no more than 500 square feet in size.
 - b. It is contained entirely within an existing or proposed single-family residence. An enclosed use within the residence, such as an attached garage, is considered to be a part of and contained within the single-family residence.
 - c. It includes its own separate sanitation facilities or shares sanitation facilities with the existing or proposed single-family residence.
 - d. Contains its own separate bathroom or, if it does not include a separate bathroom, contains an interior entrance to the main living area of the existing or proposed single-family residence.
 - e. Contains an exterior entrance that is separate from the main entrance to the proposed or existing single-family residence.
 - f. It includes an efficiency kitchen, as defined in subsection (C)(6) above.
8. "Livable space" means a space in a dwelling intended for human habitation, including living, sleeping, eating, cooking, or sanitation.
 9. "Living area" means the interior habitable area of a dwelling unit, including basements and attics, but does not include a garage or any accessory structure.
 10. "Nonconforming zoning condition" means a physical improvement on a property that does not conform with current zoning standards.
 11. "Passageway" means a pathway that is unobstructed clear to the sky and extends from a street to one entrance of the ADU or JADU.
 12. "Proposed dwelling" means a dwelling that is the subject of a permit application and that meets the requirements for permitting.
 13. "Public transit" means a location, including, but not limited to, a bus stop or train station, where the public may access buses, trains, subways, and other forms of transportation that charge set fares, run on fixed routes, and are available to the public.
 14. "Tandem parking" means that two or more automobiles are parked on a driveway or in any other location on a lot, lined up behind one another.
- D. **General Provisions.** The following requirements apply to all ADUs and JADUs that are approved under subsections (F) and (G) below.
1. **Zoning.**
 - a. An ADU or JADU subject only to the limited requirements in subsection (F) below may be created on a lot in a residential or mixed-use zone.
 - b. An ADU or JADU subject to the requirements in subsection (G) below may be created on a lot that is zoned to allow single-family dwelling residential use or multifamily dwelling residential use.
 - c. In accordance with Government Code section 66333(a), a JADU may only be created on a lot zoned for single-family residences.
 2. **Fire Sprinklers.** Fire sprinklers are required in an ADU if sprinklers are required in the primary residence. The construction of an ADU does not trigger a requirement for fire sprinklers to be installed in the existing primary dwelling.
 3. **Rental Term.** No ADU or JADU may be rented for a term that is shorter than 30 days. This prohibition applies regardless of when the ADU or JADU was created.

ORDINANCE NO. _____

4. **No Separate Conveyance.** An ADU or JADU may be rented, but, except as otherwise provided in Government Code Section 66341, no ADU or JADU may be sold or otherwise conveyed separately from the lot and the primary dwelling (in the case of a single-family lot) or from the lot and all of the dwellings (in the case of a multifamily lot).

5. **Building and Safety.**
 - a. Subject to subsection (D)(5)(b) below, all ADUs and JADUs must comply with all local building code requirements.

 - b. Construction of an ADU does not constitute a Group R occupancy change under the local building code, as described in Section 310 of the California Building Code, unless the building official or Code Compliance officer makes a written finding based on substantial evidence in the record that the construction of the ADU could have a specific, adverse impact on public health and safety. Nothing in this subsection (D)(5)(b) prevents the City from changing the occupancy code of a space that was uninhabitable space or that was only permitted for nonresidential use and was subsequently converted for residential use in accordance with this section.

6. **Owner Occupancy.**
 - a. ADUs created under this section on or after January 1, 2020 are not subject to an owner-occupancy requirement.

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

7. **Height.**
 - a. Except as otherwise provided by subsections (D)(7)(b) and (D)(7)(c) below, a detached ADU created on a lot with an existing or proposed single family or multifamily dwelling unit may not exceed 16 feet in height.

 - b. A detached ADU may be up to 18 feet in height if it is created on a lot with an existing or proposed single family or multifamily dwelling unit that is located within one-half mile walking distance of a major transit stop or a high quality transit corridor, as those terms are defined in Section 21155 of the Public Resources Code, and the ADU may be up to two additional feet in height (for a maximum of 20 feet) if necessary to accommodate a roof pitch on the ADU that is aligned with the roof pitch of the primary dwelling unit.

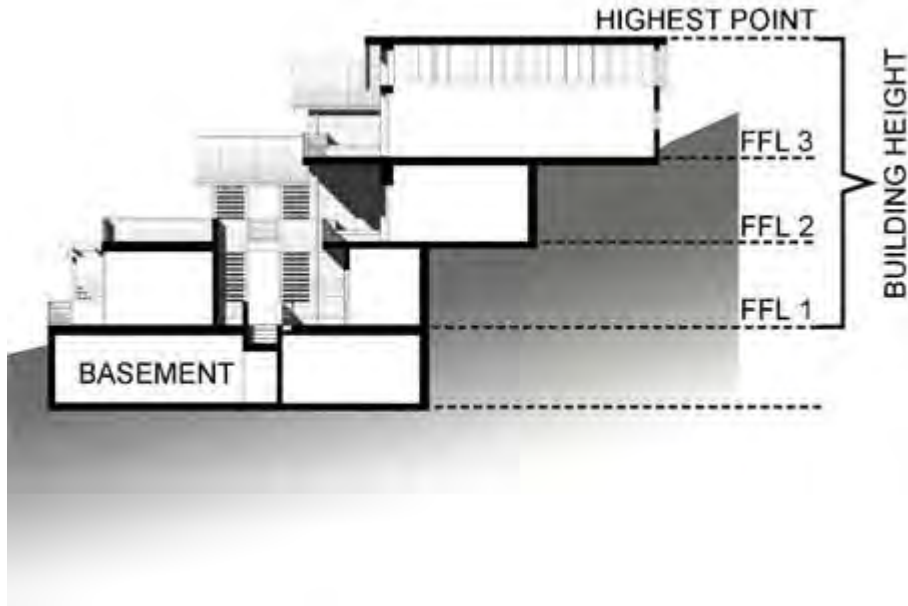
 - c. A detached ADU created on a lot with an existing or proposed multifamily dwelling that has more than one story above grade may not exceed 18 feet in height.

 - d. An attached ADU may not exceed the maximum height limit for the applicable zone, as provided in the table below.

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Residential District	HL	R-1	R-1A	R-2	R-7	R-14	R-22	R-30
Maximum Height	35 feet (two stories)	35 feet (two stories)	35 feet (two stories)	35 feet (two stories)	35 feet (three stories)	45 feet (four stories)	55 feet (five stories)	55 feet (five stories)

- e. For purposes of this subsection (D)(7), height means the vertical distance, excluding foundations or understructures or basements, between the elevation of the finished floor level and the peak of the structure. For purposes of this subsection (D)(7), "finished floor level" means the uppermost surface of a floor without any applied finishes, typically the screed finish of a concrete slab or foundation. Multiple finished floor levels may exist in a building or complex of buildings on a site depending on topographical conditions, however the height calculation shall be based on the maximum length between a finished floor level of a structure and the highest point of that structure (see diagram below).



E. Action on Building Permit Application.

1. Applications to create an ADU or JADU in accordance with this section will be considered and approved ministerially, without discretionary review or a hearing.
2. The City must approve or deny an application to create an ADU or JADU within 60 days from the date that the City receives a complete application. If the City has not approved or denied the completed application within 60 days, the application is deemed approved unless either:
 - a. The applicant requests a delay, in which case the 60-day time period is tolled for the period of the requested delay, or

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- b. When an application to create an ADU or JADU is submitted with a permit application to create a new single-family or multifamily dwelling on the lot, the City may delay acting on the permit application for the ADU or JADU until the City acts on the permit application to create the new single-family or multifamily dwelling, but the application to create the ADU or JADU will still be considered ministerially without discretionary review or a hearing.
 - 3. If the City denies an application to create an ADU or JADU, the City must provide the applicant with comments that include, among other things, a list of all the defective or deficient items and a description of how the application may be remedied by the applicant. Notice of the denial and corresponding comments must be provided to the applicant within the 60-day time period established by subsection (E)(2) above.
 - 4. A demolition permit for a detached garage that is to be replaced with an ADU is reviewed with the application for the ADU and issued at the same time.
- F. ADUs and JADUs Subject to Limited Requirements.
- 1. If an ADU or JADU complies with each of the general requirements in subsection D above, it is allowed with only a building permit in the following scenarios:
 - a. Converted on Lot with Single-Family Residence. One ADU as described in this subsection (F)(1)(a) and one JADU on a lot with a proposed or existing single-family residence on it, where the ADU or JADU:
 - i. Is either: within the space of a proposed single-family residence; within the existing space of an existing single-family residence; or (in the case of an ADU only) within the existing space of an accessory structure, plus up to 150 additional square feet if the expansion is limited to accommodating ingress and egress.
 - ii. Has exterior access that is independent of that for the single-family residence.
 - iii. Has side and rear setbacks sufficient for fire and safety, as dictated by applicable building and fire codes.
 - iv. The JADU complies with the requirements of Government Code Section 66333 through 66339.
 - b. Limited Detached or Attached on Lot with Single-Family Residence. One detached or attached, new-construction ADU on a lot with a proposed or existing single-family residence (in addition to any JADU that might otherwise be established on the lot under subsection (F)(1)(a) above), if the ADU satisfies the following limitations:
 - i. The side- and rear-yard setbacks are at least four feet.
 - ii. The total floor area is 800 square feet or smaller.
 - iii. The peak height does not exceed the applicable height limit provided in subsection (D)(7) above.
 - c. Converted on Multifamily Lot. One or more ADUs within portions of existing multifamily dwelling structures that are not used as livable space, including, but not limited to, storage rooms, boiler rooms, passageways, attics, basements, or

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garages, if each converted ADU complies with state building standards for dwellings. Under this subsection (F)(1)(c), at least one converted ADU is allowed within an existing multifamily dwelling, and up to 25% of the existing multifamily dwelling units may each have a converted ADU under this paragraph.

d. Limited Detached on Multifamily Lot. No more than two detached ADUs on a lot that has an existing or proposed multifamily dwelling, or up to eight detached ADUs on a lot with an existing multifamily dwelling, if each detached ADU satisfies the following limitations:

i. The side- and rear-yard setbacks are at least four feet. If the existing multifamily dwelling has a rear or side yard setback of less than four feet, the City will not require any modification to the multifamily dwelling as a condition of approving the ADU.

ii. The peak height does not exceed the applicable height limit provided in subsection (D)(7) above.

G. ADUs Subject to Additional Objective Requirements.

A proposed ADU that does not conform to the standards set forth in subsection (F) is allowed with only a building permit if it complies with all of the objective standards set forth below.

1. Maximum Size.

a. The maximum size of a detached or attached ADU subject to this subsection (G) is 1,200 square feet.

b. Application of other development standards in this subsection (G), such as lot coverage or open space, might further limit the size of the ADU, but no application of lot coverage, front setback, or open-space requirements may require the ADU to be less than 800 square feet.

2. Setbacks.

a. An ADU that is subject to this subsection (G) must conform to the applicable front yard set-back as provided in the table below, subject to subsection (G)(1)(b) above.

Residential District	HL	R-1	R-1A	R-2	R-7	R-14	R-22	R-30
Front Setbacks (in feet)	30	20	20	20	20	10	10	10

b. An ADU that is subject to this subsection (G) must conform to four-foot side- and rear-yard setbacks.

c. No setback is required for an ADU that is subject to this subsection (G) if the ADU is constructed in the same location and to the same dimensions as an existing structure.

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3. Lot Coverage. No ADU subject to this subsection (G) may cause the total lot coverage of the lot to exceed the maximum for the applicable zone, as shown in the table below, subject to subsection (G)(1)(b) above.

Residential District	HL	R-1	R-1A	R-2	R-7	R-14	R-22	R-30
Maximum Lot Coverage	25%	30%	35%	40%	55%	60%	70%	75%

4. Minimum Private Open Space. No ADU subject to this subsection (G) may cause the total percentage of open space of the lot to fall below the minimum for the applicable zone, as shown in the table below, subject to subsection (G)(1)(b) above.

Residential District	HL	R-1	R-1A	R-2	R-7	R-14	R-22	R-30
Private Open Space (in sq. feet per unit)	—	—	—	—	100	100	60	60

5. Passageway. No passageway, as defined by subsection (C)(10) above, is required for an ADU.

6. Parking.
- a. Generally. One off-street parking space is required for each ADU. The parking space may be provided in setback areas or as tandem parking, as defined by subsection (C)(14) above.
 - b. Exceptions. No parking under subsection (G)(6)(a) is required in the following situations:
 - i. The ADU is located within one-half mile walking distance of public transit, as defined in subsection (C)(13) above.
 - ii. The ADU is located within an architecturally and historically significant historic district.
 - iii. The ADU is part of the proposed or existing primary residence or an accessory structure under subsection (F)(1)(a) above.
 - iv. When on-street parking permits are required but not offered to the occupant of the ADU.
 - v. When there is an established car share vehicle stop located within one block of the ADU.
 - vi. When the permit application to create an ADU is submitted with an

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application to create a new single-family or new multifamily dwelling on the same lot, provided that the ADU or the lot satisfies any other criteria listed in subsections (G)(6)(b)(i) through (v) above.

- c. No Replacement. When a garage, carport, or covered parking structure is demolished in conjunction with the construction of an ADU or converted to an ADU, those off-street parking spaces are not required to be replaced.
 - d. Parking Space Size. Each unclosed parking space shall be at least nine feet wide and 19 feet long. Each parking space that is provided in an enclosed garage shall be at least 12 feet wide and 20 feet long and have at least seven and a half feet vertical clearance.
 - 7. Historical Protections. The architectural treatment of an ADU to be constructed on or within 600 feet of a lot that has an identified historical resource listed in the California Register of Historic Resources must comply with all applicable objective ministerial requirements imposed by the Secretary of Interior.
 - H. Fees.
 - 1. Impact Fees.
 - a. No impact fee is required for an ADU that is less than 750 square feet in size. For purposes of this subsection (H), "impact fee" means a "fee" under the Mitigation Fee Act (Gov. Code Section 66000(b)) and a fee under the Quimby Act (Gov. Code Section 66477). "Impact fee" here does not include any connection fee or capacity charge for water or sewer service.
 - b. Any impact fee that is required for an ADU that is 750 square feet or larger in size must be charged proportionately in relation to the square footage of the primary dwelling unit. (E.g., the floor area of the ADU, divided by the floor area of the primary dwelling, times the typical fee amount charged for a new dwelling.)
 - c. All applicable development impact fees for an ADU proposed to be constructed on a lot with a proposed or existing single family residence shall be waived for a five-year trial period, commencing on September 27, 2019, and ending on September 27, 2024.
 - I. Nonconforming Zoning Code Conditions, Building Code Violations, and Unpermitted Structures.
 - 1. Generally. The City will not deny an ADU or JADU application due to a nonconforming zoning condition, building code violation, or unpermitted structure on the lot that does not present a threat to the public health and safety and that is not affected by the construction of the ADU or JADU.
 - 2. Unpermitted ADUs Constructed Before 2020.
 - a. Permit to Legalize. As required by state law, the City may not deny a permit to legalize an existing but unpermitted ADU or JADU that was constructed before January 1, 2020, if denial is based on either of the following grounds:
 - i. The ADU or JADU violates applicable building standards, or
 - ii. The ADU or JADU does not comply with the state ADU or JADU law or this ADU ordinance (Santee Municipal Code Section 13.10.045).

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b. Exceptions:

- i. Notwithstanding subsection (I)(2)(a) above, the City may deny a permit to legalize an existing but unpermitted ADU or JADU that was constructed before January 1, 2020, if the City makes a finding that correcting a violation is necessary to comply with the standards specified in California Health and Safety Code section 17920.3.
- ii. Subsection (I)(2)(a) above does not apply to a building that is deemed to be substandard in accordance with California Health and Safety Code Section 17920.3.

(Ord. 572 § 1, 2020; Ord. 597 § 4, 2022; Ord. 606 § 4, 2022; Ord. 609 § 4, 2023; Ord. 615, 6/26/2024)

MEETING DATE November 13, 2024

ITEM TITLE PUBLIC HEARING AND INTRODUCTION AND FIRST READING OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, AMENDING TABLE 13.12.030A AND TABLE 13.14.030A OF THE SANTEE MUNICIPAL CODE TITLE 13 (ZONING) REGARDING COMMERCIAL/OFFICE AND INDUSTRIAL USE REGULATIONS APPLICABLE TO CAR WASH FACILITIES (CASE FILE ZOA-2024-0003) AND FINDING THE ACTION TO BE EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

DIRECTOR/DEPARTMENT Shawn Hagerty, City Attorney

SUMMARY

On September 11, 2024, City Council considered an urgency interim ordinance to establish a development moratorium on new car wash facilities in order to gather and assess information about their impacts and inform Council's ability to best protect the public's safety, health, and welfare. In lieu of a moratorium, Council directed staff to update the Santee Municipal Code ("SMC") to ensure that all permitted car wash facilities are reviewed under the conditional use permit ("CUP") process which requires City Council approval.

The proposed ordinance will amend SMC Table 13.12.030A, subsection B(10)(d), and Table 13.14.030A, subsection C(6)(d), to require a CUP in the Neighborhood Commercial (NC), Light Industrial (IL), and General Industrial (IG) districts. Currently, car wash facilities require a minor conditional use permit ("MCUP") in the NC zoning district and are permitted in the IL and IG zoning districts.

ENVIRONMENTAL REVIEW

The proposed ordinance is statutorily exempt from review under the California Environmental Quality Act ("CEQA") under Public Resources Code section 21080.17.

FINANCIAL STATEMENT *HS*

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

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATIONS *MAB*

1. Open, conduct, and close the Public Hearing on the Ordinance Amending Title 13; and
2. Introduce and conduct the First Reading of the Ordinance; and
3. Set and conduct the Second Reading of the Ordinance on December 11, 2024.

ATTACHMENTS

Ordinance Amending Title 13 Table 13.12.030A and Table 13.14.030A Regarding Commercial/Office and Industrial Use Regulations



ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTEE AMENDING TABLE 13.12.030A AND TABLE 13.14.030A OF SANTEE MUNICIPAL CODE TITLE 13 (ZONING) REGARDING COMMERCIAL/OFFICE AND INDUSTRIAL USE REGULATIONS APPLICABLE TO CAR WASH FACILITIES (CASE FILE ZOA-2024-0003) AND FINDING THE ACTION TO BE STATUTORILY EXEMPT FROM ENVIRONMENTAL REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

WHEREAS, the City of Santee, California (“City”) is a municipal corporation, duly organized under the constitution and laws of the State of California; and

WHEREAS, the City desires to amend its Commercial/Office and Industrial use regulations to require a conditional use permit (CUP) for new car wash facilities proposed in the Neighborhood Commercial, Light Industrial, and General Industrial zoning districts; and

WHEREAS, on November 13, 2024, the City Council held a duly-noticed public hearing to consider the Ordinance, including: (1) the public testimony and agenda reports prepared in connection with the Ordinance and (2) the policy considerations discussed therein; and

WHEREAS, the City Council scheduled and held a second reading of proposed revisions to Title 13 on December 11, 2024; and

WHEREAS, all legal prerequisites to the adoption of the Ordinance have occurred.

NOW, THEREFORE, the City Council of the City of Santee does ordain as follows:

SECTION 1. Incorporation. The recitals above are each incorporated by reference and adopted as findings by the City Council.

SECTION 2. CEQA. The amendment of the Santee Municipal Code, as set forth in the attached Ordinance is not a project subject to the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines section 15378, as it is an administrative activity of government and the Ordinance does not have the potential to result in either a direct or reasonably foreseeable indirect physical change in the environment. Even if the amendments are considered a project under CEQA, they are exempt from CEQA review pursuant to State CEQA Guidelines section 15061(b)(3) as the Ordinance does not have the potential to result in either a direct or reasonably foreseeable indirect physical change in the environment.

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SECTION 3. Code Amendments.

Table 13.12.030A of the Santee Municipal Code is hereby amended as follows:

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

Use	OP	NC	GC
B. Services			
10. Automotive services, including automobiles, trucks, motorcycles, boats, mopeds, recreational vehicles, or other similar vehicles as determined by the Director.			
d. Washing and detailing including full service car wash, self-service car wash, and/or express car wash <u>facilities.</u>	—	MC <u>C</u>	C

Table 13.14.030A of the Santee Municipal Code is hereby amended as follows:

**Table 13.14.030A
Use Regulations for Industrial Districts**

Use	IL	IG
C. Services		
6. Automotive services, including automobiles, trucks, motorcycles, boats, mopeds, recreational vehicles, or other small vehicles as determined by the Director. All vehicles shall be stored on site and shall not occupy any required parking space, access aisle or landscape area		
d. Washing <u>and detailing including full service car wash, self-service car wash, and/or express car wash facilities. (coin and automatic)</u>	<u>P</u> <u>C</u>	<u>P</u> <u>C</u>

SECTION 4. General Plan. The City Council hereby finds that the adoption of the Ordinance is consistent with the General Plan as a matter of law under Government Code section 66314(c).

SECTION 5. Effective Date. This Ordinance takes effect 30 days after its adoption.

SECTION 6. Publication. The City Clerk is directed to certify to the adoption of this Ordinance and post or publish this Ordinance as required by law.

SECTION 7. Custodian of Records. The custodian of records for this Ordinance is the City Clerk and the records comprising the administrative record are located at City Clerk's office located at 10601 Magnolia Avenue, Santee, CA 92071 or by email at clerk@cityofsanteca.gov.

SECTION 8. Severability. If any provision of this Ordinance or its application to any person or circumstance is held to be invalid by a court of competent jurisdiction, such invalidity has no effect on the other provisions or applications of the Ordinance that can be given effect without the invalid provision or application, and to this extent, the

ORDINANCE NO. _____

provisions of this Ordinance are severable. The City Council declares that it would have adopted this Ordinance irrespective of the invalidity of any portion thereof.

INTRODUCED AND FIRST READ at a Regular Meeting of the City Council of the City of Santee, California, on the 13th day of November 2024, and thereafter **ADOPTED** at a Regular Meeting of the City Council held on this 11th day of December 2024, by the following vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN MINTO, MAYOR

ATTEST:

JAMES JEFFRIES, CITY CLERK

MEETING DATE November 13, 2024

ITEM TITLE AMERICAN RESCUE PLAN ACT (ARPA) EXPENDITURE PLAN FINAL UPDATE AND RESOLUTION AUTHORIZING THE TRANSFER OF ARPA FUNDS TO THE GENERAL FUND TO FUND A PORTION OF THE FISCAL YEAR 2024-25 SAN DIEGO SHERIFF CONTRACT AND AUTHORIZING THE CITY MANAGER TO MAKE ALL AS-NEEDED FINAL ARPA ALLOCATIONS ON DECEMBER 31, 2024

DIRECTOR/DEPARTMENT Heather Jennings, Finance 

SUMMARY

On July 14, 2021, the City Council was presented with information regarding the American Rescue Plan Act (ARPA). Included in the presentation was a discussion of the eligible expenditure categories and suggested ranges for funding allocations by major category. On August 11, 2021, a preliminary expenditure plan was presented to the City Council for additional discussion and public input. On September 8, 2021, an ARPA expenditure plan was adopted by the City Council. On December 8, 2021, one modification was made to the ARPA expenditure plan to bridge a funding gap in the Town Center Community Park West Field 1 Upgrades project. In January 2022, the Treasury released its "Final Rule." The Final Rule allowed the City to presume its entire ARPA allocation, \$7,325,525, as Lost Public Sector Revenue and thus benefiting the City the considerable flexibility in how funds could be used. This allowed the City to fund a wide variety of City services and capital projects/infrastructure improvements with ARPA funds. On April 13, 2022, the City Council reallocated funding now that the City was able to categorize the ARPA funding as Lost Revenue Replacement. During the FY 2024-2028 Capital Improvement Program Budget, ARPA funding was reallocated again to better leverage and utilize available funding. On October 11, 2023, the City Council reallocated \$300,000 from the Hazard Mitigation Grant Program and \$200,000 from Homelessness Regional Support to support the construction of a temporary Fire Station. On December 13, 2023 the City Council was presented with a report on how ARPA funds had been used to date and reallocated funding to support the homelessness effort and provide business support. During the mid-year budget update, February 28, 2024, ARPA funds that were previously committed for Capital Improvement Program (CIP) projects were swapped out with General Funds and those ARPA funds were used to support the FY 2023-24 Sheriff Contract. In addition, funds were also allocated to support City Attorney costs associated with the River Ordinance enforcement.

In accordance with the Final Rule, ARPA funds must be spent or committed by December 31, 2024. The purpose of this report is to provide a final update as to how ARPA funds have been used to date and to propose final uses for the remaining balance of \$424,721.

FINANCIAL STATEMENT

The remaining balance of \$424,721 in ARPA funding is proposed to be transferred to the General Fund and used to cover ARPA approved expenditures such as payment to the San Diego Sheriff's contract, offsetting the General Fund expenditure. These offset General Fund dollars would then be available for other uses. Staff recommends that the funds are set aside for future uses related to the Town Center Specific Plan implementation.

CITY ATTORNEY REVIEW

N/A Completed

RECOMMENDATION *MDC*

1. Adopt the final ARPA Expenditure Plan, reflecting any adjustments as directed by City Council. Staff also requests that the City Council authorize the City Manager to adjust funding allocations as needed, consistent with City Council's stated priorities. This includes any final allocations on December 31, 2024, as needed in order to utilize all ARPA funding.
2. Adopt the attached resolution authorizing the transfer of \$424,721 from the ARPA fund to the General Fund to be applied to the cost of the Fiscal Year 2024-25 San Diego Sheriff contract.

ATTACHMENT

Staff Report
Resolution

STAFF REPORT
AMERICAN RESCUE PLAN ACT
EXPENDITURE PLAN UPDATE

CITY COUNCIL MEETING
November 13, 2024

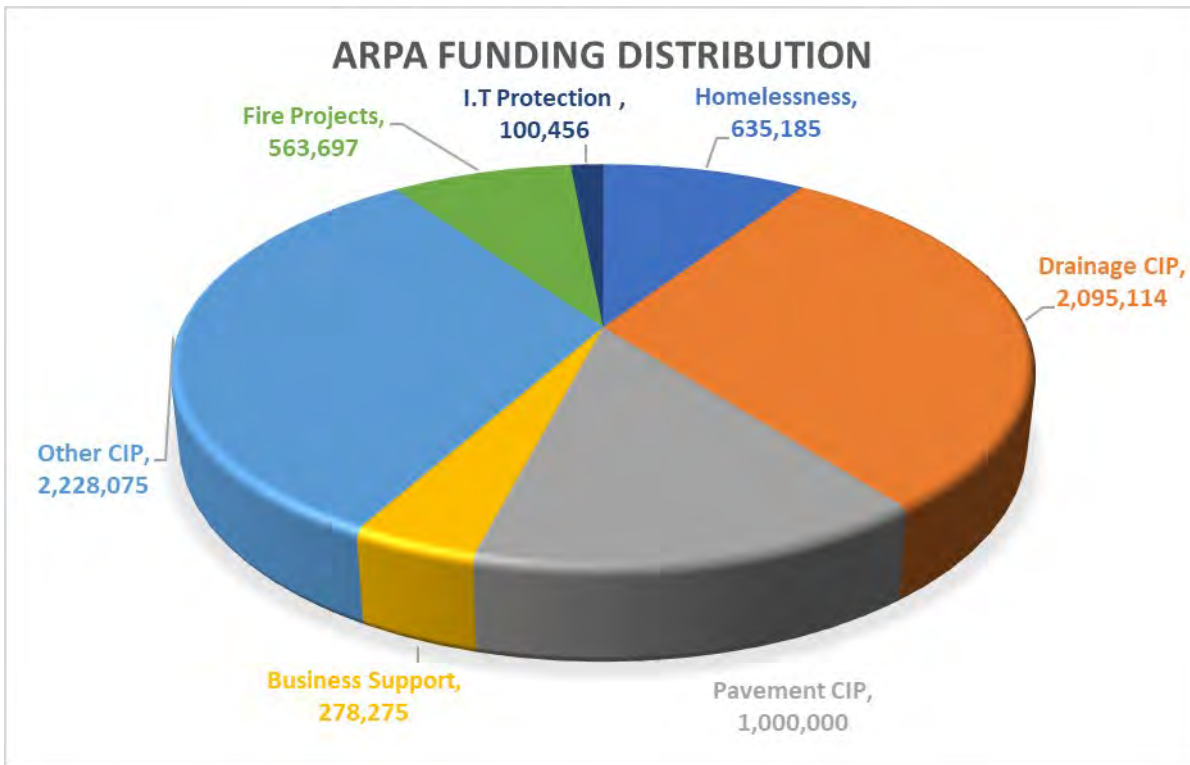
DISCUSSION

On July 14, 2021, the City Council was presented with information regarding the American Rescue Plan Act (ARPA). Included in the presentation was a discussion of the eligible expenditure categories and suggested ranges for funding allocations by major category. On August 11, 2021, a preliminary expenditure plan was presented to the City Council for additional discussion and public input. On September 8, 2021, an ARPA expenditure plan was adopted by the City Council. On December 8, 2021, one modification was made to the ARPA expenditure plan to bridge a funding gap in the Town Center Community Park West Field 1 Upgrades project. In January 2022, the Treasury released its "Final Rule." The Final Rule allowed the City to presume its entire ARPA allocation, \$7,325,525, as Lost Public Sector Revenue and thus benefiting the City the considerable flexibility in how funds could be used. This allowed the City to fund a wide variety of City services and capital projects/infrastructure improvements with ARPA funds. On April 13, 2022, the City Council reallocated funding now that the City was able to categorize the ARPA funding as Lost Revenue Replacement. During the FY 2024-2028 Capital Improvement Program Budget, ARPA funding was reallocated again to better leverage and utilize available funding. On October 11, 2023, the City Council reallocated \$300,000 from the Hazard Mitigation Grant Program and \$200,000 from Homelessness Regional Support to support the construction of a temporary Fire Station. On December 13, 2023 the City Council was presented with a report on how ARPA funds had been used to date and reallocated funding to support the homelessness effort and provide business support. During the mid-year budget update, February 28, 2024, ARPA funds that were previously committed for Capital Improvement Program (CIP) projects were swapped out with General Funds and those ARPA funds were used to support the FY 2023-24 Sheriff Contract. In addition, funds were also allocated to support City Attorney costs associated with the River Ordinance enforcement.

In accordance with the Final Rule, ARPA funds need to be spent or committed by December 31, 2024. This staff report will provide an update on how ARPA funds have been used and will propose final uses for the remaining balance. To certify that funds will be committed and spent in time and to address changing priorities, staff recommends that the City Council consider the proposed final allocations as further detailed in this report.

ARPA Allocation

The distribution of ARPA funding is combined in the following chart by category. The ARPA funding that was originally allocated to fund certain CIP projects, but subsequently swapped out with General Fund dollars, is included in the chart as this was the original intent of the funding. As is evident in the chart, the City has been able to address a variety of the City Council priorities by using ARPA funding.



ARPA Spending Update

Below is an update of the uses of ARPA funds.

CIP Allocations, \$5,923,645

- Master Drainage Study, \$416,182
- Staffing Support for technology enhancements, SDI Consultant, \$100,000
- TCCP West Field Improvement, \$250,000
- Sandstone Drive and Woodpecker Way CMP, \$140,096
- CMP Replacement, \$917,304
- Storm Drain Trash Diversion, \$621,532
- Pavement Repair and Rehabilitation, \$1,000,000
- Community Center, \$156,595
- City Cybersecurity Protection, \$100,000
- Broadband/Fiber Optics at City Hall, \$1,068,996
- San Diego Hazard Mitigation Grant Match, \$652,940
- Temporary Fire Station, \$500,000

Homelessness, \$635,185

- ALPHA Project, \$149,482
- East County Transitional Living Center, \$228,168
- PATH, \$169,935
- Homelessness Forester Creek, \$4,000
- East County Homeless Task Force, \$3,000
- Human Services & Open Space Coordinator (PT), \$30,600
- River Ordinance Enforcement Ordinance, \$50,000

Other Projects, \$341,972

- Fire Station 5 Improvements, \$63,697
- Support to Non-Profits, \$227,875
- Support to Brews and Bites, \$10,400
- Empower East County Business Fund Project, \$40,000

Final Allocation, \$424,721

- Recommendation:
 - Set aside funding for the future Town Center Specific Plan Implementation. Using the mechanism of transferring funds to the General Fund to pay for a portion of the FY 2024-25 Sheriff contract, General Fund funding originally budgeted for the Sheriff contract would be redirected and set aside for future priorities. Funds could be used for the following items related to the Town Center Specific Plan Implementation:
 - Public infrastructure (example, thematic lighting)
 - Small business assistance
 - Art program assistance
 - Entertainment opportunities
 - Matching funds for infrastructure projects, etc.

REQUESTED ACTION

Staff recommends that the City Council adopt the final ARPA Expenditure Plan, reflecting any adjustments as directed by the City Council. Staff also requests that the City Council authorize the City Manager to adjust funding allocations as needed, consistent with the City Council's stated priorities. This includes any final allocations on December 31, 2024 as needed in order to utilize all ARPA funding.

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA
AMENDING THE OPERATING BUDGET FOR FISCAL YEAR 2024-25 BY
APPROPRIATING FUNDS FOR THE TRANSFER OF AMERICAN RESCUE PLAN
ACT (ARPA) FUNDING TO THE GENERAL FUND AND AUTHORIZING THE CITY
MANAGER TO MAKE ANY FINAL AS-NEEDED ARPA ALLOCATIONS ON
DECEMBER 31, 2024, IN ORDER TO UTILIZE ALL ARPA FUNDING**

WHEREAS, the City Manager has submitted and presented to the City Council for its review and approval a final updated expenditure plan for the American Rescue Plan Act (ARPA) funding; and

WHEREAS, within the final ARPA expenditure plan, the City Manager recommends a transfer of the \$424,721 remaining ARPA funding to the General Fund to be applied to the Fiscal Year 2024-25 San Diego Sheriff contract thus releasing that portion of the General Fund’s obligation to the contract; and

WHEREAS, in accordance with the Final Rule, ARPA funds need to be spent or committed by December 31, 2024. In order to utilize all ARPA funding by the December 31, 2024, deadline, the City Council directs the City Manager to make any final as-needed allocations of ARPA funding before December 31, 2024.

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

Section 1: The transfer of ARPA funds to the General Fund for the purpose of funding a portion of the San Diego Sheriff contract through December 31,2024, is approved and adopted.

Section 2: The City Manager is authorized to make any final as-need adjustment to the allocation to the Sheriff’s Contract in order to ensure that all available ARPA funds are spent in accordance with the deadline of December 31, 2024.

ADOPTED by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 13th day of November 2024, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

JAMES JEFFRIES, CITY CLERK

MEETING DATE November 13, 2024

ITEM TITLE PRESENTATION OF PROPOSAL FOR CITY HOLIDAY CLOSURE
DECEMBER 2024

DIRECTOR/DEPARTMENT Marlene Best, City Manager *MB*

SUMMARY

The City officially recognizes Christmas Eve and Christmas Day as official holidays. The City is closed on those days and benefit-eligible employees receive holiday pay for the two days. Additionally, January 1st, New Year's Day, is also a recognized paid holiday for those who are eligible.

Annually in December, City staff are wrapping up year-end activities to prepare for the coming new year. Also at this time, since it is generally a slower operational period, employees often plan to be off work to travel, take a vacation, spend time with their family, or be home with school-aged children that are on winter break.

The City of Santee Mayor and Councilmembers are being asked to consider an annual City holiday closure for City operations (non-safety) between Christmas Eve and New Year's Day.

An Administrative Policy Memorandum (APM) would be developed to formally establish the guidelines for the scheduling of the City holiday closure between Christmas Eve and New Year's Day. The City Manager would authorize the APM and City's closures that would: (1) allow eligible employees to take a continuous time period off of work during the holiday season, without adversely impacting City operations; and (2) reflect the commitment of the City to encourage and support employees to experience work-life balance that results in rested, refreshed and motivated workers, boosting morale and eliminating the tension of competing holiday time off requests among co-workers.

The following San Diego County agencies have holiday closures in place:

- City of El Cajon
- City of La Mesa
- City of National City
- City of Del Mar
- City of Lemon Grove
- City of Encinitas
- City of San Marcos
- City of Vista
- City of Imperial Beach
- City of Solana Beach

Each city administrates their program similarly, although they may differ somewhat in how the employees are compensated during the closure, how many days their city is closed, and the



rules regarding what positions are required to work, or allowed to work, as an exception. Some cities determine the holiday closure schedule on a year-by-year basis.

In 2024, Christmas Eve falls on a Tuesday and Christmas Day falls on a Wednesday. The opportunity to be closed on Monday, December 23, 2024 would provide employees a “long weekend” leading up to Christmas. In addition, the remaining two days of the week, Thursday and Friday following Christmas, would likely be minimally staffed or a “skeleton crew” half-staff (due to the 9/80 Friday) if the City were to remain open. Therefore, it is reasonable to consider bridging the Christmas holiday through the weekend with a holiday closure; allowing all employees the opportunity to be off, during a period that residents and businesses generally do not have an expectation of open City services. Additionally, continuing the closure through January 1, 2025, would allow a consecutive period of time off, reopening on January 2, 2025. The closure between December 23rd and January 1st would include three (3) existing City-designated holidays, and five (5) closure days. The proposal is for employees and the City to equally contribute to compensation for those five days with the employees using accrued leave hours (not sick leave) and the City maintaining pay for 2 ½ days. Non-benefited employees would be on unpaid time off when the City is closed.

Department Directors would pre-authorize and designate certain positions to work or be on stand-by duty. The City would be closed. “Optional” work would not be allowed unless authorized by a Department Director. There would be appropriate pay for those who are required to work on a recognized holiday and a credit of leave hours for future use if the employee must work during the closure.

FINANCIAL STATEMENT *HX*

There is no direct cash-based fiscal impact to the City of Santee for the proposed holiday closure because the total dollar amount paid to staff would be the same if staff was working or using paid-time-off (accrued leave) hours. There is an economic impact in that the proposal increases the number of paid-time-off hours granted to employees.

CITY ATTORNEY REVIEW N/A • Completed

RECOMMENDATION *MCE*

It is recommended that the Council consider this proposal. Staff invites the Mayor and Councilmembers to discuss questions and concerns.

ATTACHMENT

Proposed Holiday Closure Guidelines

Mayor
John W. Minto
City Council
Ronn Hall
Laura Koval
Rob McNelis
Dustin Trotter

CITY OF SANTEE PROPOSED 2024 HOLIDAY CLOSURE GUIDELINES

- Affected Staff and Closure Dates: All City Hall and Public Services employees recognize that the City will close City Hall and the Public Services yard for the **work days*** between the observed Christmas Eve holiday and the observed New Year's Day holiday (typically 4 days). However, for calendar year 2024 it is proposed that December 23, 2024 (Monday) is added to the holiday closure:
 1. **December 23 (Monday) – *Holiday Closure, proposed (9 hours)**
 2. December 24 (Tuesday) – Christmas Eve, Observed City Holiday
 3. December 25 (Wednesday) – Christmas Day, Observed City Holiday
 4. **December 26 (Thursday) – *Holiday Closure, proposed (9 hours)**
 5. **December 27 (Friday) – *Holiday Closure, proposed (8 hours)**
 6. **December 30 (Monday) – *Holiday Closure, proposed (9 hours)**
 7. **December 31 (Tuesday) – *Holiday Closure, proposed (9 hours)**
 8. January 1 (Wednesday) – New Year's Day, Observed City Holiday
- Use of Leave: The City agrees to pay for 50% of the closed days, and employees agree to use their own accrued leave (i.e., vacation, holiday, administrative leave or comp time only, not to include sick leave) during the remaining closed days (50/50 split between City and employees).
- Time Off Hours: *Eligible employees are entitled to time off hours based on their usual work schedule. The time off hours or leave hours for the holiday closure period from the City will be 18, 20 or 22 hours (50%) – based on their 5/8 or 9/80 work schedule.
 - 5/8 Work Schedule: 40 leave hours total. 50/50 split = 20 hours City/20 hours employee
 - 9/80-A Work Schedule: 44 leave hours total. 50/50 split = 22 hours City/22 hours employee
 - 9/80-B Work Schedule: 36 leave hours total. 50/50 split = 18 hours City/18 hours employee
 - Part-Time Benefited: 50/50 split = 10 hours City/10 hours employee
- There are no specific *days* covered by the City; the first 18, 20 or 22 hours of the time off that week during the closure is paid by the City, and the remaining time is either unpaid (requires approval) or through the use of other accrued leave (other than sick leave).
- Advancement of Leave: If an employee does not have enough accrued leave, the City will advance employee enough vacation leave to cover any otherwise unpaid time off during this period (up to 50%). As employee starts accruing vacation leave, the credit for the new vacation leave hours shall reduce the negative "advanced" vacation leave before any positive vacation leave hours are credited. All advanced leave must be requested by the employee and requires Department Director approval.

- Separation of Employee: If an employee separates from the City and maintains a negative vacation leave balance due to the advancement of vacation leave by the City due to the holiday closure, the City will deduct the vacation leave advancement proceeds from their final paycheck.
- Employees that Choose Not to Use Accrued Leave: Should an employee affected by the holiday closure desire not to use their accrued leave as noted above during all or part of the closure, the employee must make a request to take unpaid leave during the closure to the Department Director. The Department Director will consider each request on a case-by-case basis; however, the Department Director's decision will be final. Employees should be aware that if they enter into a leave without pay status, their leave accrual status will be adjusted accordingly.
- Authorized Work During Holiday Closure: Since City Hall and the Public Services yard will be CLOSED, employees cannot choose to work during the holiday closure period. It is at Department Director discretion who will be required to work during some or all of the holiday closure days.
- Employees Required to Work: There are critical business operations that must be continued during the holiday closure period. Department Directors will be responsible for identifying **critical business needs** and may assign employees to work during part of, or the entire time period. This time period is not to 'catch-up' on work. Department Directors should attempt to schedule these employees on a staggered basis, so that each employee will have the opportunity to benefit from the City-paid time off.

Department Directors must provide a list of employees (name and title) who will be scheduled to work between December 23, 2024 and January 1, 2025 to HR and Finance by **Thursday, December 12, 2024**. For those who will be working, please advise how many hours they will be scheduled to work.


Employees who are required to work will be granted up to 22 leave hours (based on their schedule) to use prior to the end of the fiscal year, June 30, 2025. **If granted hours, hours will be 'use or lose' hours and they will not be cashed out.**

- Remote Work During Holiday Closure: Remote work will not be allowed by any employee during the holiday closure period.
- Hours Worked: This is a holiday closure period and does not change the observed holidays on the City payroll calendar. Any working hours scheduled during this period does not constitute overtime.
- Instructions for Timekeepers: **Use payroll code CPCT (City-Paid Closure Taken)**. *You must enter this payroll code, or the system will record the time as regular hours worked.* You must receive a leave slip for EACH EMPLOYEE... this is the method to communicate to you which leave bank they wish to use and for how many hours.

**Eligible Employees:* Regular full-time (5/8, 9/80-A and 9/80-B work schedules) and regular part-time benefited, miscellaneous (non-safety) employees; and safety management employees that work at Fire Administration in City Hall.

MEETING DATE November 13, 2024

ITEM TITLE REQUEST TO APPROVE A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH INTERWEST CONSULTING GROUP INC. FOR SPECIALIZED BUILDING PROFESSIONAL SERVICES AND FINDING THIS ACTION IS NOT A PROJECT UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO CEQA GUIDELINES SECTION 15378

DIRECTOR/DEPARTMENT Sandi Sawa, Planning & Building 

SUMMARY

Following a public solicitation for professional Building Division support services, staff has identified Interwest Consulting Group Inc. (“Interwest”) as the most qualified consultant based on demonstrated competence and the professional qualifications necessary to satisfactorily perform the required services at a fair and reasonable price to the City of Santee (“City”).

This item requests authorization for the City Manager to execute a professional services agreement with Interwest for the provision of building division support services. The proposed agreement will result in three years of services with an option for a one-year extension. Interwest’s fees for residential and non-residential building plan review will be calculated as a percentage of permit fees received by the City. Fees for other services, such as building inspections, will be calculated by an agreed upon hourly rate based on position.

Based on staff’s review of historical revenues and expenditures and knowledge of projects that may enter the construction phase over the next three years, staff negotiated a not to exceed amount for FY 2024-2025 of \$310,800, to be adjusted by the lesser of 5% or the Consumer Price Index (“CPI”) applicable in the industry as determined by the City in each of FY 2025-2026 and 2026-2027. Funds sufficient to pay for these services in each of the three years are included in the Building Division’s Operating Budget.

This item also requests authorization for the City Manager to execute any amendments to the agreement necessary to increase the annual not-to-exceed amount if construction activities create a greater demand for additional services than estimated, as long as sufficient funds remain in the Building Services operating budget to do so.

Upon approval of this agreement, the City’s existing 2023 Professional Services Agreement with Interwest, as amended and extended, will end.

ENVIRONMENTAL REVIEW

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



FINANCIAL STATEMENT *HJ*

Adequate funding for the Professional Services Agreement is provided in the Planning and Building Department Operating Budget, Expert and Consulting Services.

CITY ATTORNEY REVIEW N/A Completed

RECOMMENDATION *CMdB*

Staff recommends the City Council adopt the attached Resolution authorizing the City Manager to execute a Professional Service Agreement with Interwest Consulting Group, Inc. with a fiscal year 2024-2025 not-to-exceed amount of \$310,800, not to exceed an amount increased by the applicable CPI in FY 25-26 and FY 26-27, and to execute any amendment to the agreement necessary to increase that amount in any of the three years, within the existing operating budget, if more than anticipated construction activity creates a demand for additional services.

ATTACHMENTS

Staff Report
Resolution



STAFF REPORT

REQUEST TO APPROVE A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH INTERWEST CONSULTING GROUP INC. FOR SPECIALIZED BUILDING SERVICES AND FINDING THIS ACTION IS NOT A PROJECT UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO CEQA GUIDELINES

**CITY COUNCIL MEETING
November 13, 2024**

A. INTRODUCTION

On April 15, 2024, the City of Santee (City) issued Request for Proposals (“RFP”) #24/25-40036 seeking Planning, Building and Fire Services. Following acceptance of four proposals and interviews with each of the four firms, staff identified Interwest Consulting Group Inc. (“Interwest”) as the most qualified provider of specialized Building Division support services based on demonstrated competence and the professional qualifications necessary to satisfactorily perform the required services at a fair and reasonable price to the City, as required by Purchasing Code section 3.24.160.

This item requests authorization to enter into a professional services agreement with Interwest for the provision of building division support services. The proposed agreement will result in three years of services with an option for a one-year extension. The cost of services will be dictated by the timing and number of building permit applications. Interwest’s fees for residential and non-residential building plan review will be calculated as a percentage of permit fees received by the City. Fees for other services, such as building inspections, will be calculated by an agreed upon hourly rate based on position.

B. BACKGROUND

Since 1981, the City has operated under a PSA for full-service building services, first with ESGIL Corporation, and later its successor, Interwest, a SafeBuilt company. Currently, Interwest provides the City with the needed building division permit services that include administration, inspection, and plan review under an agreement that was entered into in 2023.

In 2021 and 2022, the City conducted an extensive study to determine the most cost-efficient way to provide building services. Following that study, City Council selected a hybrid approach engaging both internal personnel and third-party contractors as the preferred structure. As a result, the City hired a Building Official to oversee all building services and manage both personnel and outside contractors. At the December 13, 2023, Council meeting, staff provided an update on revenues and capacity for funding of additional, needed services. At that meeting, staff discussed advertising a Request for Proposals for Planning, Building and Fire Services. The goal was to determine the current market cost and available services.

As a result, in April 2024, RFP #24/25-40036 was advertised to solicit offers from consultants qualified to provide specialized building support services over the next three years with an option for an additional fourth year. Four firms submitted proposals and were interviewed and Building staff found Interwest to be the most qualified consultant at the best value to the City.

C. DISCUSSION

The Building Division's operating budget reflects both anticipated revenues and costs of professional services associated with construction activity in the City. Based on staff's review of historical revenues and expenditures and knowledge of projects that may enter the construction phase over the next three years, staff anticipates that the cost of Interwest's services under this agreement for fiscal year 2024-2025 will not exceed \$310,800 and that for each of the subsequent fiscal years the costs will rise by, and not exceed, the lesser of 5% or the Consumer Price Index applicable in the industry as determined by the City ("CPI"). Funds sufficient to pay for these services in each of the three years are included in the Building Division's operating budget.

Fees paid to Interwest will always be directly proportional to the revenues received for the work to be performed and are therefore dependent upon construction schedules over which the City has no control. Accordingly, the proposed Resolution seeks authority for the City Manager to execute a Professional Services Agreement with Interwest in an amount not to exceed \$310,800 in FY 2024-2025, not to exceed an amount increased by the applicable CPI in FY 2025-2026 and FY 2026-2027, and the authority for the City Manager to execute any amendment to the agreement to increase the not to exceed amount in any of three years if more than anticipated construction activity causes the work to increase up to an amount remaining in the Building Division's operating budget at that time.

D. RECOMMENDATION

Staff recommends the City Council adopt the attached Resolution authorizing the City Manager to execute a Professional Service Agreement with Interwest Consulting Group, Inc. with a fiscal year 2024-2025 not-to-exceed amount of \$310,800, not to exceed an amount increased by the applicable CPI in FY 25-26 and FY 26-27, and to execute any amendment to the agreement necessary to increase that amount in any of the three years, within the existing operating budget, if more than anticipated construction activity creates a demand for additional services.

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH INTERWEST CONSULTING GROUP INC. (A SAFE BUILT COMPANY), FOR SPECIALIZED PROFESSIONAL BUILDING SERVICES

WHEREAS, one of the City of Santee's strategic goals is to continue providing high quality municipal services;

WHEREAS, the City has a need for supplemental specialized professional building services in keeping with this goal;

WHEREAS, Interwest Consulting Group Inc. ("Interwest") provides highly qualified and credentialed professionals with many years of experience in providing building division services;

WHEREAS, Interwest and its predecessor ESGIL Corporation have provided the City with technical and professional services in the areas of building inspection and plan review since 1981;

WHEREAS, staff identified Interwest as the most qualified consultant based on demonstrated competence and the professional qualifications necessary to satisfactorily perform the required services at a fair and reasonable price to the City;

WHEREAS, the City has the knowledge and experience to estimate the revenues to be derived from the services performed by Interwest and the related costs of Interwest's services over the three-year term of the agreement;

WHEREAS, the City desires to execute a Professional Services Agreement with Interwest for specialized professional building services in an amount not to exceed \$310,800 in Fiscal Year 2024-2025 and increasing by the lesser of 5% or the City's recognized Consumer Price Index adjustment in FY 2025-2026 and 2026-2027 (ending June 30, 2027), with the option to extend for one (1) subsequent one (1) year term;

WHEREAS, funds sufficient to pay for these services in each of the three years are included in the Building Division's operating budget;

WHEREAS, the total cost of this Agreement is directly related to the revenues the City will collect for the work Interwest will perform; and

RESOLUTION NO.

WHEREAS, the Professional Services Agreement is not a project under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378;

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

1. The City Manager is authorized to execute a three-year Professional Services Agreement with Interwest Consulting Group, Inc., with an optional one-year extension, for specialized professional building services in an amount not to exceed \$310,800 in Fiscal Year 2024-2025, not to exceed an amount increased by the lesser of 5% or the applicable CPI in FY 2025-2026 and FY 2026-2027, and to execute any amendment to the agreement necessary to increase that amount in any of the three years, within the existing operating budget, if more than anticipated construction activity creates a demand for additional services.

2. The Professional Services Agreement is not a project under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378.

ADOPTED by the City Council of the City of Santee, California, at a Regular meeting thereof held this 13th day of November 2024 by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

JAMES JEFFRIES, CITY CLERK

MEETING DATE November 13, 2024

ITEM TITLE RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH DUDEK, INC. FOR PREPARATION OF AN UPDATE TO THE GENERAL PLAN LAND USE ELEMENT

DIRECTOR/DEPARTMENT Sandi Sawa, AICP, Planning & Building Director 

SUMMARY

This item requests the City Council authorize the execution of a Professional Services Agreement (Agreement) with Dudek, Inc. (Dudek) to provide consultant support in the preparation of an update to the Land Use Element of the General Plan and corresponding Program Environmental Impact Report (Project). The City was awarded a \$650,000 Regional Early Action Program Housing Acceleration Program Cycle 2 (HAP 2.0) Grant from the San Diego Association of Governments (SANDAG) to update the Land Use Element, which the City Council accepted and appropriated funding for on October 23, 2024.

The existing Land Use Element was last updated in 2003 and needs to be updated to reflect the current housing needs of the City of Santee. As part of the Land Use Element update and as a main grant objective, an assessment of commercial and underutilized residential sites, primarily along the City's main commercial corridors with access to multimodal transportation, will be completed to identify opportunity sites that may be suitable for mixed-use residential development. The updated Land Use Element would provide the framework for future development and remove any impediments to providing residential development, including mixed-use development. Removing barriers reduces the timing and costs of developing such housing as developers would not have to endeavor on their own to complete site-specific General Plan Amendments and associated environmental assessments. The Land Use Element would also be updated to reflect current conditions and to ensure alignment with more recently updated General Plan elements, such as the Housing and Mobility Elements.

As the proposed project is funded by a SANDAG grant, it is eligible for SANDAG's on-call consulting services procurement process. Due to the constrained timeline of the grant, with an expenditure deadline of March 31, 2026, City staff opted to use this process and requested proposals from the five eligible firms on SANDAG's on-call consulting services list. The City received two proposals and after evaluating the proposals and interviewing both firms, has selected Dudek as the most qualified firm to complete the project.

Dudek is a San Diego-based planning and environmental services firm with ample experience in updating Land Use Elements and preparing corresponding environmental documents. With both planning and environmental professionals on staff, Dudek is especially qualified to complete the project in a timely manner. As a local company, key planning and environmental staff would be highly accessible. As demonstrated in their proposal, their proposed scope of work, budget and timeline closely adhere to the scope of work, budget and timeline set forth in the project grant. Their proposed methodology and approach to work demonstrate their understanding of the project and the importance of adhering to the project timeline and budget.



Staff recommends authorizing the City Manager to execute a Professional Services Agreement with Dudek for project costs not to exceed a total of \$649,645 combined over Fiscal Years 2024-2025 and 2025-2026.

ENVIRONMENTAL REVIEW

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

FINANCIAL STATEMENT

Funding for these services will be provided by SANDAG through quarterly reimbursements of the HAP 2.0 Grant. The City will provide \$30,000 in matching grant funds with in-kind City staff time. Appropriation of funding for the project was made by the City Council on October 23, 2024.

CITY ATTORNEY REVIEW

N/A

Completed

RECOMMENDATION

Adopt the Resolution authorizing the City Manager to execute a Professional Services Agreement with Dudek, Inc. for consulting services related to the preparation of an update to the General Plan Land Use Element in the amount not to exceed \$649,645 combined over Fiscal Years 2024-2025 and 2025-2026.

ATTACHMENTS

- Resolution
- Proposal



RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH DUDEK, INC. FOR PREPARATION OF AN UPDATE TO THE GENERAL PLAN LAND USE ELEMENT

WHEREAS, the San Diego Association of Governments (SANDAG) has made funding available through its Regional Early Action Program Housing Acceleration Program Cycle 2 (HAP 2.0) Grant Program with the goal of assisting jurisdictions with planning activities that accelerate housing production and facilitate transit-oriented development; and

WHEREAS, in August 2023, the City of Santee applied for a grant in the amount of \$650,000 under the HAP 2.0 Grant Program to assist the City in updating the Land Use Element and in preparing a corresponding Environmental Impact Report (EIR) with the main objectives to align with the more recently updated Housing and Mobility Elements and identify opportunity sites throughout the City that could support mixed-use housing development with multi-modal transportation access (project); and

WHEREAS, in August 2024 SANDAG awarded the City a HAP 2.0 Grant (grant) in the amount of \$650,000 with a matching amount of \$30,000 of in-kind City staff time; and

WHEREAS, on October 23, 2024, the City Council accepted and appropriated funding for the grant; and

WHEREAS, as the proposed project is funded by a SANDAG grant, it is eligible for SANDAG's on-call consulting services procurement process; and

WHEREAS, due to the constrained timeline of the grant, with an expenditure deadline of March 31, 2026, City staff opted for SANDAG's on-call consulting procurement process and requested proposals from the five eligible firms on SANDAG's on-call consulting services list; and

WHEREAS, the City received two proposals from two eligible firms and after evaluating the proposals and interviewing both firms, selected Dudek, Inc. as the most qualified firm to complete the project; and

WHEREAS, this action is categorically exempt from CEQA pursuant to section 15061(b) (3) which provides an exemption under the general rule that CEQA only applies to project which have the potential for causing a significant effect on the environment and as the subject action is solely to authorize the execution of a contract, it is not a project subject to CEQA; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Santee, California, authorizes the City Manager to execute a Professional Services Agreement with Dudek, Inc. for consulting services related to the preparation of an update to the General Plan Land Use Element in the amount not to exceed \$649,645 combined over Fiscal Years 2024-2025 and 2025-2026.

ADOPTED by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 13th day of November, 2024, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

JAMES JEFFRIES, CITY CLERK

CITY OF SANTEE

Land Use Element Update

October 15, 2024

Proposal by

DUDEK

PLANNING & URBAN DESIGN
2280 Historic Decatur Rd #200
San Diego, California 92106



A Cover Letter

October 15, 2024

Michael Coyne, Principal Planner
City of Santee
10601 Magnolia Avenue
Santee, California 92071



Subject: Proposal for City of Santee Land Use Element Update

Dear Michael Coyne:

Dudek understands that the City of Santee (City) requires a consultant to assist with its Land Use Element Update (project). The Dudek team is aligned with the City's values and committed to performing the work within the timeframe listed in the Request for Task Order Proposals. We will bring the following advantages to this contract:

Local Project Team with a Strong Reputation. Our locally based team has unparalleled knowledge of the local planning context in the City and surrounding region. We will be available and responsive to the City throughout the duration of the project, with our headquarters located in Encinitas and our San Diego office located just 28 minutes away from City Hall. Our award-winning Southern California General Plan experience, combined with our local knowledge, makes the Dudek team the best suited for this project.

A Local Lens on Key Opportunities. The Dudek team will navigate the complex landscape of balancing community needs, sustainability and housing initiatives, and economic shifts. In an everchanging regulatory environment, Dudek will apply an implementation-focused lens to help the City facilitate and incentivize development where it is needed most. The City has already made strides to facilitate housing development, expand recreational amenities, and capitalize on the trolley station. This Land Use Element Update will build upon these efforts.

Cost-Conscious Approach to the Project. We understand the City's grant award constraints and will collaborate with your staff to achieve a cost-effective approach. Our responsive approach, local knowledge and presence, and General Plan update experience will enable us to complete this project on time and within budget. We understand the latest state and local regulations and implement best practices to help you maximize your budget.

Dudek and our subconsultants are not aware of any conflicts of interest that would arise as a result of performing the task order work. We understand that all employees performing duties for which the submission of a Disclosure of Financial Interests (Form 700) is required will have the form on file prior to beginning work. We look forward to continuing our work with the City. Should you have any questions about our qualifications, please contact Principal-in-Charge Asha Bleier at 760.479.4858 or ableier@dudek.com.

Sincerely,

A blue ink signature of Joseph Monaco, consisting of a large, stylized 'J' followed by a cursive 'M'.

Joseph Monaco
President/CEO

A blue ink signature of Asha Bleier, consisting of a stylized 'A' followed by a cursive 'B'.

Asha Bleier, LEED AP BD+C, AICP
Principal-in-Charge

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APPENDICES

- A Key Personnel Resumes
- B Cost Proposal

Please refer to **Table 1** for a description of our qualifications and the sections in which they are located.

Table 1. Compliance Matrix

Criteria	Dudek Qualifications	Section and Page Number
Project Team		
Qualifications and Relevant Individual Experience	<ul style="list-style-type: none"> Project Manager with 19 years' experience In-house team of planners, urban designers, CEQA specialists, outreach experts, and graphic designers 	<ul style="list-style-type: none"> C. Project Organization and Key Personnel (6-10) Appendix A, Key Personnel Resumes
Unique Qualification of Key Personnel	<ul style="list-style-type: none"> Local project management, based in San Diego All CEQA disciplines in-house Trusted subconsultants who bring unique skills 	<ul style="list-style-type: none"> C. Project Organization and Key Personnel (6-7) Appendix A, Key Personnel Resumes
Time Commitment of Key Members	<ul style="list-style-type: none"> 100% dedicated and up to 100% available 	<ul style="list-style-type: none"> C. Project Organization and Key Personnel (10)
Integrity and Reputation of Project Team	<ul style="list-style-type: none"> Project management and key personnel with strong local reputations Team includes local DBE subconsultant Byrne Communications 	<ul style="list-style-type: none"> A. Cover Letter (i) C. Project Organization and Key Personnel (6-7, 11)
Organization Chart	<ul style="list-style-type: none"> Right-sized team for this project Expert Dudek staff matched with trusted local subconsultants 	<ul style="list-style-type: none"> C. Project Organization and Key Personnel (8)
Project Experience		
Demonstrated Capability on Similar or Related Projects	<ul style="list-style-type: none"> Experience with General Plan Updates across Southern California Experience with EIRs for General Plan Updates 	<ul style="list-style-type: none"> C. Project Organization and Key Personnel (11-14) D. Responses to Supplemental Questions (15-21) Appendix A, Key Personnel Resumes
Management and Scheduling Abilities	<ul style="list-style-type: none"> Kickoff meeting to establish milestones/develop strategy Effective schedule-tracking tools Defined lines of communication 	<ul style="list-style-type: none"> B. Proposed Method to Accomplish the Work (1) C. Project Organization and Key Personnel (6-8) D. Responses to Supplemental Questions (23)
Other On-Going Projects and Priorities	<ul style="list-style-type: none"> Project management dedicated to making this project a top priority Deep bench of experts to support this contract 	<ul style="list-style-type: none"> C. Project Organization and Key Personnel (6-8, 10) D. Responses to Supplemental Questions (15-22)

Table 1. Compliance Matrix

Criteria	Dudek Qualifications	Section and Page Number
Quality and Cost Control	<ul style="list-style-type: none"> ▪ Robust QA/QC program to produce award-winning deliverables ▪ Streamlined approach to planning and CEQA 	<ul style="list-style-type: none"> ▪ B. Proposed Method to Accomplish the Work (4-5) ▪ C. Project Organization and Key Personnel (6, 9, 11) ▪ D. Responses to Supplemental Questions (23)
Staff Availability	<ul style="list-style-type: none"> ▪ Selected personnel fully available for this contract 	<ul style="list-style-type: none"> ▪ C. Project Organization and Key Personnel (10)
Proposed Methodology and Approach to Work		
Demonstrated Knowledge of the Work Required	<ul style="list-style-type: none"> ▪ Local team with extensive General Plan experience, including Housing and Land Use Elements 	<ul style="list-style-type: none"> ▪ B. Proposed Method to Accomplish the Work (1-5)
Explanation of the Project or Services Required	<ul style="list-style-type: none"> ▪ Detailed scope of work provides a nimble project approach that is flexible to meet the City's needs 	<ul style="list-style-type: none"> ▪ B. Proposed Method to Accomplish the Work (1-5)
Approach and Proposed Methodology to Project Scope	<ul style="list-style-type: none"> ▪ Traditional planning process, best practices, and flexibility with an implementation-focused lens 	<ul style="list-style-type: none"> ▪ B. Proposed Method to Accomplish the Work (1-5)
Innovative Approaches and Internal Measures for Timely Completion of Project	<ul style="list-style-type: none"> ▪ Market-based approach to assessing the feasibility of mixed-use development ▪ In-house Urban Design Studio to assist with architectural design 	<ul style="list-style-type: none"> ▪ B. Proposed Method to Accomplish the Work (1-5) ▪ D. Responses to Supplemental Questions (22)
Cost		
Firm that provides the lowest price (including optional task amounts) will be awarded full (10) points. Other proposers' scores will be prorated against the lowest offered price using the weighted score formula below: (lowest offered price/other offeror's price) X 10	<ul style="list-style-type: none"> ▪ Cost-conscious approach to Land Use Element Updates and CEQA ▪ We acknowledge the City's budget of \$600,000 to \$650,000. 	<ul style="list-style-type: none"> ▪ Appendix B, Cost Proposal
Responses to Supplemental Questions		
Provide quality responses that demonstrate the firm's knowledge and ability to perform the work in a timely manner	<ul style="list-style-type: none"> ▪ Extensive experience with General Plan Updates and CEQA compliance allow us to streamline tasks and provide quality deliverables 	<ul style="list-style-type: none"> ▪ D. Responses to Supplemental Questions (15-24)

Notes: CEQA = California Environmental Quality Act; DBE = Disadvantaged Business Enterprise; EIR = Environmental Impact Report; QA/QC = Quality Assurance/Quality Control

B

Proposed Method to Accomplish the Work

TECHNICAL AND MANAGEMENT APPROACH

Dudek understands that City of Santee (City) staff will lead Task 1, In-Kind City Staff Time, per the San Diego Association of Governments (SANDAG) Housing Acceleration Program grant terms. Our team is prepared to assist City staff, as detailed in subsequent tasks.

2 PROJECT START-UP AND BACKGROUND MATERIAL

The Dudek project manager will oversee the day-to-day project management tasks so that this project stays on schedule and within budget and will serve as the primary point of contact for the City.

SUBTASK 2.1 PROJECT KICKOFF MEETING

The project manager will conduct a project kickoff meeting within two weeks of the Notice to Proceed. This meeting will be structured with City staff and key project partners to accomplish the following:

- Establish roles, responsibilities, and chain of communication protocols
- Discuss the scope of work, deliverables, schedule, and milestones
- Identify grant funding reporting requirements, as relevant
- Identify and obtain available City-supplied data, geographic information system (GIS) shapefiles, maps, documents, and other related information
- Discuss the community engagement strategy and identify potential stakeholders

Dudek will send a meeting agenda in advance of the kickoff meeting; following the kickoff meeting, Dudek will prepare a concise meeting summary.

SUBTASK 2.2 COORDINATION MEETINGS

The Dudek project manager will schedule and facilitate bi-weekly (once every other week) conference calls with City staff to review work conducted, plan for upcoming tasks and milestones, and keep the project on time and within budget. Dudek will provide meeting agendas in advance of each meeting and meeting minutes following each meeting. We recognize that while virtual meetings may be more convenient for schedules, given the frequency, there may be key milestones and topic area discussions that warrant in-person meetings. For this reason, our team assumes 25 virtual meetings and 7 in-person meetings with up to 4 key staff for a total of 32 coordination meetings.

SUBTASK 2.3 EXISTING CONDITIONS REPORT

Dudek will conduct a review of the adopted Land Use Element, as well as other recently updated elements, including the Housing Element, Circulation Element, Climate Action Plan and Safety/Environmental Justice Element, to ensure consistency across all elements. This will include a review of existing land use data and data on recent development activity, an assessment of on-the-ground uses, and a review of existing development regulations and policies to identify inconsistencies with the General Plan and other applicable planning documents and to understand development opportunities and constraints. Further, our review will consider the location of planned and existing mobility infrastructure as well as other recent and proposed infrastructure investments to help provide an informed approach to identify key opportunity areas. Our review of existing development and recent development data will be utilized to understand what areas present the greatest potential for land use changes that could facilitate infill and redevelopment.



Our existing conditions report will also serve as technical background for the Program EIR, saving the City time and money.

Our team understands the importance of internal consistency across all elements of the General Plan as well as other relevant planning documents. Our existing conditions report will combine text with maps to highlight existing conditions and identify deficiencies, inconsistencies, and potential opportunities and constraints to create a document that is both informative and easily digestible.

SUBTASK 2.4 UPDATED BASE MAP

Utilizing our in-house GIS team, the Dudek project team will collect and utilize data to update the base map. The base map will include data that details current accessor parcel lines, transportation rights of way, and the City's boundaries. Other data can be visually displayed to support the updated base map. The updated base map will serve as the foundation for the land use map for the updated Land Use Element.

3 LAND USE ELEMENT UPDATE VISIONING

A clear vision will serve as the foundation for the development of goals, policies, updated land uses, and implementation programs to guide land use development. With a team of in-house public outreach experts and significant experience working with the communities we serve, Dudek understands that community engagement is paramount to a successful long-range planning effort.

SUBTASK 3.1 OUTREACH AND ENGAGEMENT PLAN

The Dudek team is well equipped to employ a comprehensive and innovative community outreach strategy. Our team's work includes interactive facilitation, media, and design for outreach, pop-ups at community events and in the public realm, digital engagement, and other creative engagements. Outreach and engagement will begin with a Community Outreach and Engagement Plan, co-developed with City staff. The Community Outreach and Engagement Plan will provide a framework for outreach mechanisms, such as community workshops, engagement at community events, surveys, stakeholder and property owner meetings, and digital engagement. The framework will consider the best practices in engagement to offer opportunities that facilitate input from more people as well as input that has greater impact.

SUBTASK 3.2 MARKETING AND DIGITAL ENGAGEMENT

Our team proposes a project webpage hosted on the City's website to provide visually rich informational materials, a calendar of project activities, FAQs, and other community-building tools. Building upon digital engagement activities detailed in the Outreach and Engagement Plan, Dudek will work with City staff to develop a survey, digital engagement activities, as well as informational materials for the project website.

SUBTASK 3.3 COMMUNITY EVENTS

The Dudek team will work with City staff to identify appropriate tabling events, "popping" into existing community events and meeting people where they are in the City, such as farmers markets, street fairs, or other community events. Dudek will facilitate up to three community tabling events/pop-ups and prepare appropriate materials to support the events. These events will bring awareness of the project and engage the community in convenient and innovative ways. Our team uses a variety of materials and tools to make the most of every engagement opportunity. These events may include posters, mapping activities, sticker dot exercises, interactive installations, and other means of gathering input. A community tabling event may also be replaced by a community open house workshop if the City prefers. An open-house style workshop earlier in the process could function as an introductory session to present draft planning principles for the project, identify community priorities and aspirations, and present early data findings to identify opportunities and constraints. For each of the three community events, Dudek will staff an outreach facilitator and project team member.

SUBTASK 3.4 INTERESTED PARTY ENGAGEMENT

The Dudek outreach team will facilitate up to two 45-minute focused neighborhood conversations/listening sessions. Dudek will work closely with City staff to prepare an “Interested Party” list of key community members, including local residents, the business community, and other interested parties. These neighborhood conversations will provide valuable benefits to the process, such as revealing key areas of change; gaining valuable feedback; and building trust and conduits to community members for information sharing and garnering community support.. Additionally, our team will facilitate a 1- hour meeting with City staff or decision makers to discuss the City’s vision for the community. This could include discussions with permitting or public works staff to understand known barriers and opportunities for development, coordinate with decision makers to understand their values and strategize on community messaging.

SUBTASK 3.5 LAND USE ALTERNATIVES

Building upon the findings of the existing conditions under Task 2 and the engagement conducted in Tasks 3.1, 3.2, 3.3, and 3.4, Dudek will develop up to three land use scenarios for consideration and provide context on the potential impacts, outcomes, and feasibility of each scenario. The assessment of feasibility of the land use scenarios will consider the potential for new housing development and determine hypothetical housing development options. The options will consider different density and affordability mixes for prototypical developments. Leveraging capabilities of our subconsultant LeSar, our team will prepare up to four prototypical development options that will be enabled by the upzoning scenarios; these options will include market rate, mixed-income (relying on density bonus incentives), and 100% affordable development scenarios. The purpose of this step will be to present realistic development typologies enabled by the upzoning scenarios contemplated as part of the Land Use Element and compare them to what would be allowed in the status quo. This analysis will show the potential increase in housing capacity as a result of the different Land Use Element upzoning scenarios. Dudek will coordinate with City stakeholders, City staff, and City Council to select a preferred alternative land use scenario for incorporation into the final Land Use Element Update.



Our team proposes a multi-disciplinary approach leveraging our in-house urban design studio, economic feasibility (LeSar), and mobility considerations (Intersecting Metrics).

4 LAND USE ELEMENT FRAMEWORK

Building upon the existing conditions under Task 2 and the visioning conducted under Task 3, the Dudek team will develop a Land Use Element Framework to set the stage for the Land Use Element Update. This will include introductory language that provides context to the Land Use Element; an outline of the plan that includes draft goal, policies, and objectives; conceptual site plans, renderings, illustrations, and imagery to support the goals and policies; draft maps, including GIS shapefiles; and architectural and design standards that can be used to supplement development regulations. The Land Use Element Framework will incorporate up-to-date planning tools, trends, best practices gleaned from our project experience, and local knowledge to produce a context-appropriate framework. Our Urban Design Studio will develop conceptual plans and renderings to supplement policies and architectural design standards. The in-house Dudek GIS team will create maps for the project.



Dudek’s in-house tools, including SharePoint and Zoom channels, allow for collaboration at a moment’s notice and support seamless and swift team coordination.

5 PROGRAM ENVIRONMENTAL IMPACT REPORT PREPARATION

SUBTASK 5.1 APPROACH/PROJECT DESCRIPTION

Dudek will prepare a list of data needs and meet with the project team to collect data, plans, and preliminary reports, as available, Dudek understands that the City anticipates the need for a Program Environmental Impact Report as described below, however, we will also look at all opportunities to consider relevant plans and recently adopted EIRs to incorporate by reference and tier to the maximum extent possible. This should ensure a consistent approach across all City environmental documents.



Dudek's in-house land use planners and CEQA practitioners work hand in hand to anticipate environmental considerations during the visioning stages and allow for a streamlined environmental review.

SUBTASK 5.2 PREPARATION OF NOTICE OF PREPARATION AND SCOPING MEETING

Dudek will prepare a Notice of Preparation (NOP) to be submitted to all responsible and trustee agencies and to the public, informing them that the City is initiating the environmental review required for the Land Use Element. During the 30-day scoping period, Dudek will facilitate a public meeting to take comments on issues to be addressed in the PEIR. Dudek will coordinate with City staff on the meeting format. It is assumed City staff will reserve a public meeting space and advertise the scoping meeting.

SUBTASK 5.3 TECHNICAL ANALYSES

The Dudek team will prepare technical analyses in accordance with CEQA. It is assumed Dudek technical experts will provide analysis within the corresponding EIR sections. Separate technical reports or memoranda may be prepared for VMT and water supply as described below.

Transportation/VMT. Our subconsultant, Intersecting Metrics will conduct a VMT analysis for the preferred land use alternative and draft the transportation section of the EIR. The VMT analysis will focus on the areas of change and identify areas within the City where new development may be associated with a significant VMT impact. The impact analysis will be conducted based on the standards and requirements outlined in the *City of Santee VMT Analysis Guidelines*. It is assumed that the SANDAG Series 14 base model will be used for the analysis and sub-area model will not be required. The VMT analysis will identify and quantify the changes in proposed land uses for each Traffic Analysis Zone (TAZ) within the City, and determine if the change would be associated with a VMT-related impact. Intersecting Metrics will work with the City to develop VMT mitigation strategies for the areas of the City that may be impacted by the change in land uses.

Water Supply. In response to preparation of a water supply analysis, Dudek would review the City's existing water service and supply sources including District provided, State Water Project deliveries and including Colorado River diversions. Water supply and demand information will be discussed from the most recent Urban Water Management Plan on a programmatic level in the EIR.

SUBTASK 5.4 PROGRAM EIR

Dudek will prepare a comprehensive Program EIR in accordance with the latest procedural and substantive requirements of the CEQA. The intent being a Program EIR, which future projects can "tier off," to facilitate development and promote economic development in the City. Dudek's project manager and CEQA lead will work collaboratively to update the project description to reflect the proposed changes to the Plan. Development of mitigation measures and policies concurrently should be an iterative process in concert with finalization of the

Land Use Element, such that goals, policies, and implementation measures can be used as mitigation measures where appropriate. The project description will form the basis for the environmental analysis and will be submitted to City staff for review prior to commencing work on the technical analysis. Following approval of the Screencheck Draft EIR, Dudek will coordinate with the City for the publication and public review of the Draft EIR. After close of the 45-day comment period, Dudek will bracket and number each individual comment received within each comment letter and any comments received during the public hearing and will prepare responses to comments (assumes responses for up to 25 comments; one comment letter may contain multiple comments). Dudek will also prepare the Mitigation Monitoring and Reporting Program (MMRP) for the project. Dudek will prepare draft Findings of Fact and Statement of Overriding Considerations in accordance with Sections 15091 and 15093 of the CEQA Guidelines for the City’s use.

6 LAND USE ELEMENT DRAFT

Aligned with the preferred land use scenario, Dudek will develop a draft Land Use Element with goals, policies, and implementation programs to direct future land use decisions. The goals will be organized into broad categories and will be complemented by specific policies that will articulate the desired outcomes and establish a course of action for decision makers to accomplish the community’s desired vision. Policies will be organized under each goal heading as appropriate. Dudek will also work with City staff to identify implementation programs to facilitate land use development. The Land Use Element will result in a plan that promotes the thoughtful and accessible distribution of uses and supportive infrastructure, paired with policies and actions to guide implementation in a manner that is consistent with stakeholder priorities and other elements of the General Plan. Dudek staff will provide support for adoption hearings, including providing PowerPoint presentations for both Planning Commission and City Council hearings; Dudek assumes two total adoption hearings.

Deliverables	Assumptions
<ul style="list-style-type: none"> ▪ Kickoff meeting scheduling coordination, agenda, and meeting summary ▪ Draft & Final existing conditions report (MS Word and PDF) ▪ Draft & Final base map (Shapefiles and PDF) ▪ Draft and Final Outreach and Engagement Plan (MS Word and PDF) ▪ Draft and Final Land Use Element Framework ▪ Administrative Draft, Public Review Draft, and Final Program EIR ▪ Administrative Draft, Public Review Draft and Final Land Use Element 	<ul style="list-style-type: none"> ▪ Dudek assumes that the City will provide one round of consolidated comments on all drafts ▪ Dudek assumes that City staff will provide applicable shapefiles and that mapping will not require the creation of new raw data. ▪ City staff will assist with identifying appropriate dates, times, and locations to help facilitate sufficient attendance at community outreach events. ▪ Dudek assumes City staff will assist with identifying appropriate interested parties, dates, times, and locations to help facilitate meaningful feedback. ▪ Dudek assumes that the project website will be hosted on the City’s platform. ▪ Dudek assumes that a licensed architect is not required to provide architectural design options. ▪ Dudek assumes that upon selection of preferred land use scenario, there will be no substantial changes to the project description, including the project buildout. ▪ Dudek assumes that the City will prepare the Zoning Code text amendments and Zoning Map and associated GIS data based on Dudek recommendations. City staff will establish a feedback loop to Dudek to ensure coordination of the abovementioned amendments with the development of the Land Use Element Update and Program EIR.



Project Organization and Key Personnel

KEY PERSONNEL

Our San Diego-based, multidisciplinary team includes the right balance of experts needed, including local project management, planners and environmental experts, an in-house urban design studio, and trusted teaming partners to supplement our services. This section outlines our project team personnel and lines of communication, as well as specific experience that we think will prove valuable to the City through this process.

Elizabeth Dickson, project manager and main point of contact, will be supported by Dudek's Director of Planning and Urban Design, **Asha Bleier**, principal in charge. Ms. Bleier and Ms. Dickson have a long history and a proven record working together on a variety of general plan updates, bringing innovative planning solutions with an implementation-focused lens.

Ms. Bleier is a native to the San Diego region, and has developed long-standing relationships with staff across local agencies. She has 19 years' experience, 14 of which have been at Dudek. Her long tenure at Dudek exemplifies her strong commitment to her clients and serves as a testament to our low employee turnover. As principal in charge, Ms. Bleier will manage the overall contract, attend project status meetings with City staff, perform quality assurance/quality control (QA/QC) for project deliverables, and oversee staff and subconsultants.

Ms. Dickson has 9 years' experience specializing in community planning, zoning, housing policy development, and the analysis and development of tools that facilitate, streamline, and incentivize housing production. Ms. Dickson started her career at the City of San Diego prior to coming to Dudek. During that time, she gained extensive experience working collaboratively with local community planning groups, community-based organizations, and stakeholders in the San Diego region. **Ms. Dickson will leverage this experience with a keen understanding of both public and private sectors, as well as partnerships with the community.** Ms. Dickson also played an instrumental role in the preparation of the City of San Diego's award-winning Sixth Cycle Housing Element Update, and several other housing element updates for jurisdictions across the state, including comprehensive affirmatively furthering fair housing (AFFH) analysis, to successful adoption and certification. Ms. Dickson's diverse range of experience also includes General Plan amendments including land use elements, long-range community planning, housing incentive program development, Accessory Dwelling Unit ordinances, objective design standards, and local amendments to municipal zoning codes. Her expertise in housing and land use led her to serve as a panelist at the Institute for Innovative Governance's 2019 Forum on Housing and Inequality, as well as the recent 2024 American Planning Association California Chapter conference.

Our team also includes strategic teaming partners, exclusive to the Dudek team, that will offer valuable and strategic services to the City. Lesar Development Consultants is a highly reputable firm with a mission to assist the housing affordability crisis. We will leverage their local expertise to provide an added value to the City in the form of a mixed use housing market and development feasibility assessment. Intersecting Metrics is deeply embedded in the Santee community and will provide strategic guidance leveraging their expertise from preparation of the



At Dudek, our Planning and Urban Design Group provides a boutique level of service. Our project managers are more than just managers. We roll up our sleeves and are deeply embedded in the work. We are empowered to be nimble and are not bogged down by the bureaucracy often faced at larger firms.

Santee Town Center Specific Plan; they will also prepare the VMT analysis and supporting traffic studies for CEQA. Kristen Byrne of Bryne Communications is a talented local public engagement facilitator and will support the Dudek team in meeting logistics and innovative ways to collaborate and collect valuable community input.

LINES OF COMMUNICATION

Dudek understands that the City requires all deliverables be completed by March 1, 2026. Our staffing plan and lines of communication will ensure that the Dudek team maintains the project schedule.

LOCAL KNOWLEDGE AND UNDERSTANDING

The Dudek team is local and has a strong understanding of recent and current City initiatives. Recent efforts demonstrate the City’s commitment to providing the community with robust recreational amenities, facilitating housing development and reducing vehicle miles traveled, and attracting vibrant retail. We see the beauty that the City has to offer and see potential for extrapolating that beauty throughout the City so that it can be enjoyed by all existing and future residents. Further, our team sees the regional draw of Santee, offering strong connections to sports through Sportsplex and the disc golf course and opportunities to connect with nature along the San Diego River Park Trail and Santee Lakes. The Land Use Element Update provides the City with an opportunity to position itself as a destination for those throughout the region, creating new economic opportunities. Our team recognizes the challenges posed by Measure N and believes that Santee can maintain its character as a suburban community while creating opportunities for new businesses, residents, and amenities in key areas in a manner that can be supported by the community.



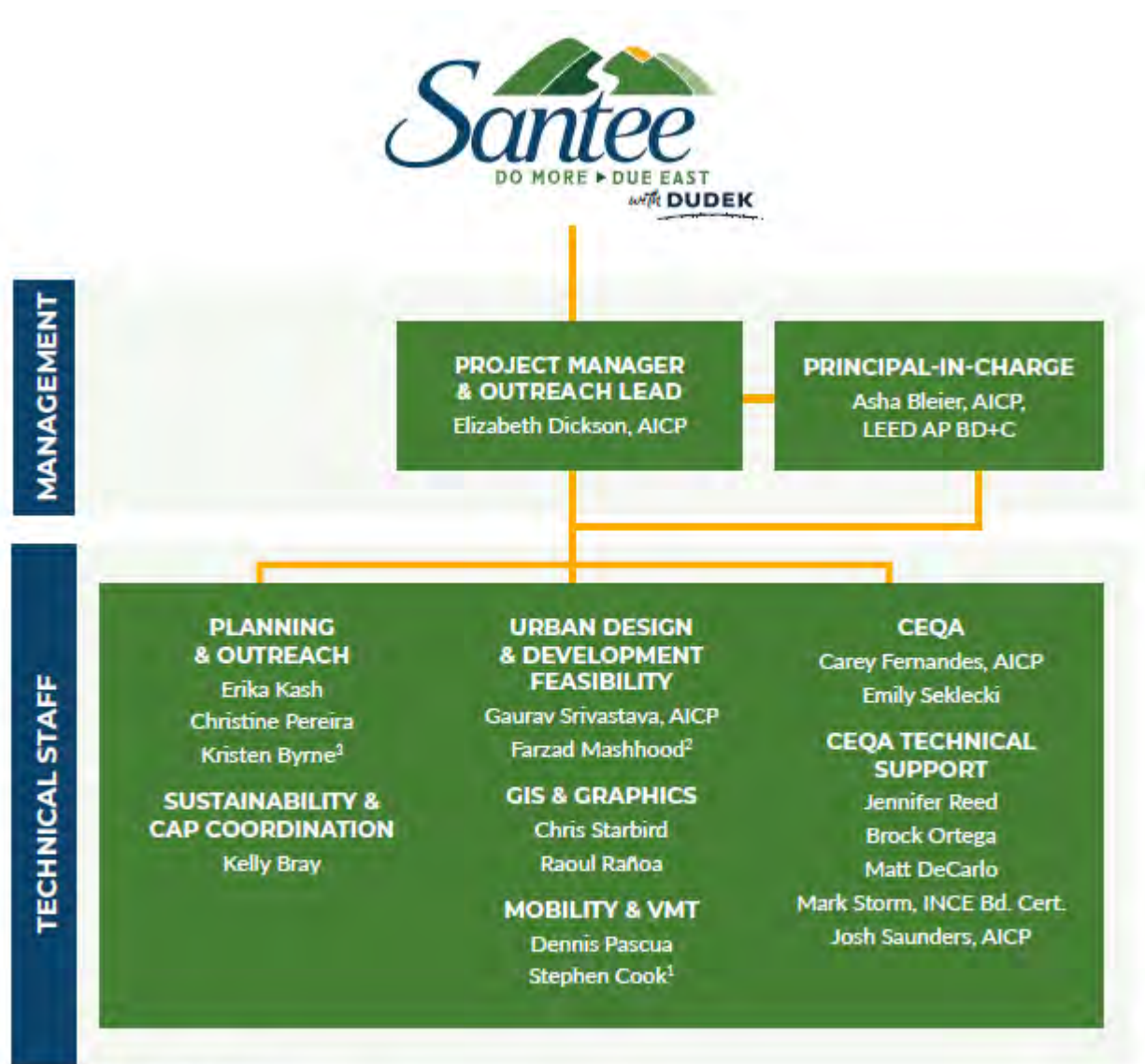
Our strategic teaming partners are exclusive to the Dudek team and demonstrate our commitment to equal opportunity:

- LeSar Development- SBE, WBE
- Intersecting Metrics – SBE
- Bryne Communications - DBE

ORGANIZATION CHART

Figure 1 details the Dudek team’s lines of communication for this project, staffing level, and roles of key personnel.

Figure 1. Organization Chart



1 Intersecting Metrics
2 LeSar Development
3 Byrne Communications, DBE

KEY PERSONNEL RESPONSIBILITIES

Name and Role	Responsibilities
Elizabeth Dickson, AICP Project Manager and Outreach Lead	<ul style="list-style-type: none"> ▪ Project management support ▪ Main, day to day, point of contact for the City ▪ Land use and zoning recommendations ▪ Development of land use documents ▪ Oversee outreach and engagement
Asha Bleier, AICP, LEED AP BD+C Principal in Charge	<ul style="list-style-type: none"> ▪ Project oversight ▪ QA/QC of all deliverables ▪ Strategic guidance ▪ Land use and zoning recommendations ▪ Development of land use documents
Kelly Bray Sustainability and Climate Action Plan (CAP) Review	<ul style="list-style-type: none"> ▪ Sustainable (climate) action plan consistency review ▪ Sustainable land use and transportation connection strategies
Carey Fernandes, AICP CEQA	<ul style="list-style-type: none"> ▪ CEQA studies, compliance, and documentation ▪ Overseeing CEQA technical disciplines
Emily Seklecki CEQA Support	<ul style="list-style-type: none"> ▪ CEQA studies, compliance, and documentation
Jennifer Reed Air Quality/Greenhouse Gas	<ul style="list-style-type: none"> ▪ Air quality and greenhouse gas emissions studies and reporting
Brock Ortega Biological Resources	<ul style="list-style-type: none"> ▪ Biological resources studies and reporting
Matt DeCarlo Cultural Resources	<ul style="list-style-type: none"> ▪ Cultural resources studies and reporting
Mark Storm Noise	<ul style="list-style-type: none"> ▪ Noise studies and reporting
Josh Saunders Visual Resources	<ul style="list-style-type: none"> ▪ Visual resources studies and reporting
Dennis Pascua Traffic	<ul style="list-style-type: none"> ▪ Traffic studies and reporting
Erika Kash Planning and Outreach	<ul style="list-style-type: none"> ▪ Planning and outreach support
Christine Pereira Planning and Outreach	<ul style="list-style-type: none"> ▪ Outreach support
Gaurav Srivastava, AICP Urban Design (Visioning/Renderings)	<ul style="list-style-type: none"> ▪ Creation of visioning documents and renderings

Name and Role	Responsibilities
Chris Starbird GIS/Graphics	<ul style="list-style-type: none"> ▪ Development of outreach visuals, including maps
Raoul Rañoa GIS/Graphics	<ul style="list-style-type: none"> ▪ Development of outreach visuals, including infographics and meeting materials
Stephen Cook (Intersecting Metrics, SBE) VMT	<ul style="list-style-type: none"> ▪ Mobility Element consistency review ▪ CEQA VMT Analysis ▪ Land use and transportation connection strategies
Kristen Byrne (Byrne Communications, DBE) Facilitator	<ul style="list-style-type: none"> ▪ Outreach and engagement facilitation
Farzad Mashhood (LeSar Development, SBE, WBE) Economics	<ul style="list-style-type: none"> ▪ Mixed use housing market and development feasibility assessment

TIME COMMITMENT AND AVAILABILITY

The Dudek team has the capacity to ensure that qualified personnel will be made available to the City. We will provide access to a large pool of qualified experts who can effectively provide services throughout the duration of this project.

Our team is structured to be flexible to client needs, and we quickly execute tasks. To ensure project success, we will engage in clear communication and cooperation with the City, holding regular conference calls and preparing agendas to assist teams in clarifying any issues and proceeding with the work in a unified manner. We will use check-in meetings with our project teams to allocate resources properly and according to the City’s schedule constraints and grant deadline. When working on several concurrent tasks, we identify areas where information sharing can reduce the time, budget, or work needed to produce deliverables.

Along with our project manager and key personnel, our support staff, accounting professionals, and contract coordinators will remain 100% dedicated to this contract. That means that the City will be a priority, and you can expect the highest standards for responsiveness.



The team presented in this proposal will be 100% dedicated to this contract and up to 100% available.

RESUMES

Resumes are included in Appendix A.

ROLES AND RESPONSIBILITIES

Firm	Role	Responsibilities
Dudek	Prime	<ul style="list-style-type: none"> Day-to-day project management Overseeing team, including subconsultants Planning, urban design, community outreach QA/QC of deliverables
Byrne Communications, DBE	Subconsultant	<ul style="list-style-type: none"> Outreach facilitation
Intersecting Metrics, SBE	Subconsultant	<ul style="list-style-type: none"> Vehicle Miles Traveled (VMT) Analysis, land use and transportation connection policy review and strategy
LeSar Development, SBE, WBE	Subconsultant	<ul style="list-style-type: none"> Financial feasibility of different density increases and upzoning strategies

SUBCONSULTANTS

BYRNE COMMUNICATIONS, DBE

Working collaboratively with clients and their project teams, Byrne Communications develops and implements effective strategic communications programs that help clients achieve successful outcomes for their projects and initiatives. From message development to community engagement, they help clients put their best foot forward with the public to enhance understanding and acceptance of complex projects and issues. With more than 30 years’ experience in the San Diego community, Byrne has established relationships with key government and community stakeholders and extensive experience in public outreach and involvement, public affairs, workshop planning and facilitation, and media strategy development. Byrne Communications is a certified DBE with Caltrans and an ELBE with the City of San Diego.

Relevant Experience

Coast, Canyons, and Trails Comprehensive Multimodal Corridor Plan

Client: SANDAG

Byrne Communications Consulting developed and implemented a public engagement program to support the planning process for the Coast, Canyons, and Trail Comprehensive Multimodal Corridor Plan (CMCP), a plan for the SR-52 corridor from the coast to Santee to increase transportation options, decrease congestion, improve travel times, and reduce greenhouse gas emissions. Byrne wrote a public engagement plan to provide a roadmap to guide for outreach efforts. The firm created informational materials to support outreach



efforts, including an interactive website using the Social Pinpoint platform, presentations, and a project fact sheet. They planned and implemented two virtual public workshops, a series of briefings and presentation to key stakeholders, and an online public survey. The CMCP was completed in June 2022.

INTERSECTING METRICS, SBE

Intersecting Metrics (IM) is a San Diego based transportation engineering, mobility planning, and public facilities financing firm that brings a data-focused approach to solving complex problems. The firm works closely with clients to understand their transportation needs and effectively develop smart and sustainable solutions that provide efficient mobility for all. IM offers multi-modal planning, transportation impact analysis, operations analysis, peer review, and project management as well as services relating to public facilities financing, including fee program development, nexus studies, financial projections, and fee program evaluations. Founding Principal Stephen Cook has provided transportation engineering and public facilities financial services to the San Diego Region since 2001.

Relevant Experience

San Diego Regional VMT Mitigation Program

Client: SANDAG and the County of San Diego

IM is currently working with both SANDAG and the County of San Diego to develop a VMT mitigation program that would potentially serve the entire San Diego Region. The Regional VMT program will evaluate and develop multiple VMT reduction strategies, including mitigation banks, exchanges, and in-lieu fee programs that can be implemented at a regional level. The program will also help local San Diego County jurisdictions establish their own programs through the development of standardized guidelines and requirements. The program includes the development of a regional Technical Advisory Committee (TAC) made up of transportation and planning professionals from the local jurisdictions. The TAC will evaluate the different program options and help identify which program option(s) will best serve the regions VMT needs. Once a program is selected, IM will oversee the development of the program nexus study and work with both SANDAG and the County of San Diego the implementation of the program. The Regional VMT Mitigation Program is anticipated to be completed in December 2025.

Santee Town Center Specific Plan

Client: City of Santee

The Town Center Specific Plan is a long-range planning document for both the land uses and circulation network within Santee’s Town Center Area. The Town Center Specific Plan is anticipated to be implemented over the next 10 to 20 years. A key focus of the plan is to provide connectivity with ease of access between destinations throughout the Specific Plan area. This will be accomplished through enhanced street treatments and connections, as well as embedding linkages to the river and trail system within the Specific Plan area. IM led the circulation and mobility planning, conducted the transportation impact analysis, and drafted the transportation section of the EIR.



LESAR DEVELOPMENT, SBE, WBE

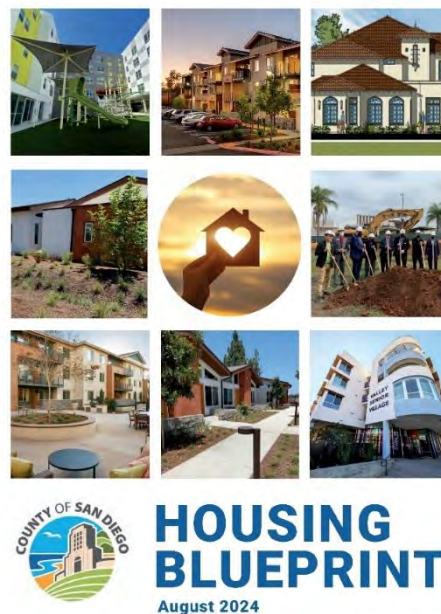
Established in 2005 and based in San Diego, LeSar Development Consultants (LeSar) is a strategic and innovative consulting firm that provides clients with creative community solutions with a core expertise in housing policy, real estate analysis, and development advisory services with a strong focus on affordable housing development and financing. Their services encompass a wide range of areas including thorough site analysis, feasibility studies, development RFPs, crafting financing scenarios, applying for development financing, and managing the development project process. With a dedication to affordable housing, LeSar is equipped to guide projects from inception to completion while ensuring efficient and well-informed decision making at every stage.

Relevant Experience

Housing Blueprint

Client: County of San Diego

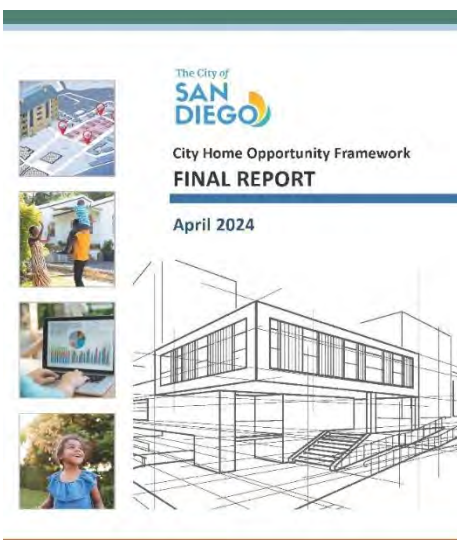
LeSar produced the Housing Blueprint, a strategic vision to guide the County of San Diego's efforts to address the housing crisis. The Blueprint is focused on a set of 8 strategies to achieve the aims of the 5 Ps solutions framework of promote equity inclusion, and sustainability, produce housing for all, preserve vulnerable housing, protect tenants and prevent displacement. LeSar worked with the County for one year to prepare the Blueprint, relying on a robust stakeholder process that occurred in parallel to the professional assessment of the County's housing programs and policies, its barriers and opportunities to achieving the 5 Ps goals, as well as exploring financing for middle-income housing working group of finance and development professionals. In addition to creating a robust Housing Blueprint plan, LeSar's work resulted in a data-driven performance evaluation plan, an interactive affordable housing development funding projection tool, and guidance for the creation of a new Office of Housing Strategy to carry forward the implementation of the Blueprint.



Property Home Opportunity Framework

Client: City of San Diego

LeSar Development Consultants led a team of consultants to analyze the City of San Diego's public land holdings to make recommendations for site to prioritize for affordable housing development. This project represented an effort toward creating scalable housing solutions by identifying and analyzing 20 publicly owned sites' potential for housing development, within the context of current city operations. The project began by prioritizing the City of San Diego's roughly 1,000 publicly owned sites based on site-specific metrics that look at a site's development feasibility, livability, and social equity impacts. This prioritization was based on scoring parameters such as the parcel's size and topography, proximity to amenities and transit, and access to jobs, schools and more. The project included interviews with key City departments to understand operational opportunities to make currently used City properties available for housing development. The team analyzed 20 of the most viable sites for housing development, including high-level conceptual plans. Finally, the project's findings were presented in a final report.



D Responses to Supplemental Questions

What is your firm's experience in preparing a complete update to a jurisdiction's Land Use Element and preparation of corresponding EIR? Please provide specific examples with the jurisdiction's name, the year the Land Use Element was adopted, and, preferably, a link to the Land Use Element and corresponding EIR your firm helped prepare.

The Dudek team has extensive experience completing General Plan updates, including Land Use Elements and EIRs. Dudek's planning and CEQA experts have a keen understanding of existing policy, policy development, and regulatory compliance. Dudek can provide the City with a full suite of land use planning, policy, and CEQA needs. Our expertise in environmental resources and regulation, General Plans, community and stakeholder outreach, and planning and zoning laws allows our planning professionals to craft solutions that efficiently move planning projects forward in compliance with environmental regulations. Dudek is experienced in the preparation of comprehensive project-specific policy consistency analyses, as well as the preparation of new goals, regulations and policies, for projects such as general plan amendments or updates, community plan updates, and specific plans.

In our approach, the Dudek team leverages our in-house capabilities with the collaboration of our land use planners and CEQA practitioners working together from the start. For example, our background reports will be prepared in collaboration with technical experts so that they can easily and efficiently serve as technical studies for the EIR, providing time and cost savings to the City.

Our specific examples of Land Use Elements, General Plan experience and EIR projects are provided below.

LAND USE ELEMENT AND ENVIRONMENTAL EXPERIENCE

Rialto Land Use Element, Safety Element, Environmental Justice Element, and Environmental Compliance

Client: City of Rialto

Adoption: 2024

<https://www.yourrialto.com/DocumentCenter/View/4457/2023-Land-Use-Element?bidId=>

Dudek prepared the Land Use and Safety Element Updates and the Environmental Justice Element and conducted environmental compliance and a comprehensive outreach program for the City of Rialto's General Plan Update. Our team updated the General Plan to reflect the City's current vision as detailed in recent plans, including the City's draft 6th Cycle Housing Element and Climate Adaptation Plan (CAP). The comprehensive outreach program aimed to engage 10,000 stakeholders that represented the demographics of the community. Dudek conducted a thorough review of all General Plan elements as well as all relevant plans as compared to the currently adopted elements to ensure internal consistency



is achieved. Through this review, our team identified any gaps in existing policies, inconsistencies with existing maps or diagrams, and any policies in the General Plan that may be inconsistent with adopted plans and the City's vision for the future.

Updates to the Land Use Element provide a comprehensive set of policies and land uses to reflect the City's vision for the future and provide updates consistent with the 6th Cycle Housing Element rezone program.

For the Safety and Environmental Justice Elements, Dudek developed assessments of non-climate hazards, such as earthquakes, and analyzed the four remaining Senate Bill 1000 requirements to complement existing studies. The Safety and Environmental Justice Elements result in policies and programs to improve quality of life and equity consistent with the CAP. The Dudek team worked alongside City staff to approach environmental compliance throughout the update process, this included the development of self-mitigating policies and efforts to reduce environmental impact. This resulted in the determination to pursue an Initial Study/Negative Declaration. The Initial Study/Negative Declaration was prepared to support the City of Rialto General Plan Update.

Pismo Beach LCP and General Plan Update

Client: City of Pismo Beach

Adoption: 2024

<https://www.pismo-beach.org/DocumentCenter/View/55313/General-Plan-and-Local-Coastal-Program-Update---Jan-2024-Clean?bidId=>

Dudek updated the City of Pismo Beach's combined Local Coastal Program (LCP)/General Plan (GP) to address updates to state law, as well as potential impacts of sea-level rise (SLR) and associated coastal hazards. The City's LCP/GP is a combined document meeting both the state GP requirements and LCP requirements. The City's Land Use Plan (LUP) is outdated, and the City currently operates with two Zoning Ordinances (inland and coastal).



Dudek prepared comprehensive updates to the City's Land Use, Conservation and Open Space, and Noise Elements with reference to the CCC most recent LCP Update Guide. These updates incorporate studies, including the Circulation Element, Accessory Dwelling Unit Ordinance, Short Term Rental Ordinance, and a Low-Cost Visitor Serving Accommodations Study. Using the SLR VA and Adaptation Plan, Dudek also updated the City's Safety Element by drafting new goals, policies, and actions that reflect the unique character and priorities of various community interests within the City while ensuring consistency with California Coastal Act. Dudek participates in monthly coordination calls between City and California Coastal Commission (CCC) staff, ensuring that critical issues are resolved in a timely manner. Dudek also meets the local technical advisory group to integrate this perspective into the policy development process. Throughout the LCP/GP update, Dudek is facilitating stakeholder engagement by assisting the City with public workshop information and materials.

In addition, the Dudek team is updating the City’s Zoning Code and Implementation Plan. The City’s goal was to produce a comprehensive, updated Zoning Ordinance and Implementation Plan grounded in current best practices that ensured compliance with federal and state laws, allowed for greater flexibility and ease of use, as well as to correct for the inconsistencies with the GP. The team started with a technical review of the 1983 Zoning Code (Coastal Implementation Plan), 1998 Zoning Code, and other relevant material for strengths, weaknesses, and effectiveness to implement the GP and LUP. Based on those findings, a new comprehensive Zoning Ordinance and Implementation Plan was prepared that implemented revisions aimed at a more modern, streamlined code, consistency with the GP and LUP, and updates to development standards. The update process is funded, in part, by two grants from CCC.

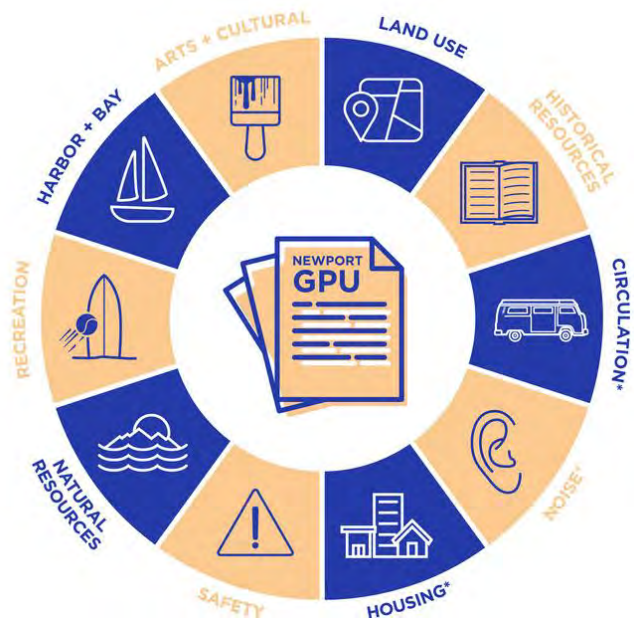
Newport Beach General Plan Update

Client: City of Newport Beach

Adoption: 2025

<https://newporttogether.mysocialpinpoint.com/>

The City of Newport Beach’s General Plan was last comprehensively updated in 2006 and now needs to reflect the City’s current vision and meet complex state requirements and long-term goals. Dudek is preparing a comprehensive update to the City’s General Plan, including the Land Use Element. The effort includes robust outreach, branding, extensive technical analysis, and updates to the General Plan elements, with a focus on housing, safety, community resources, sustainability, and climate resilience. The Dudek team is developing an implementable General Plan that the City’s departments and the community will take on as their own.



Our goal is to support a collaborative, engaging planning process throughout the project. We are emphasizing communication and consensus building and are actively involving and considering all input from the community and interested parties to develop a collective vision for the City. This General Plan Update is the community’s plan, and Dudek is implementing a community-driven engagement program with the goal of creating a clear, concise, and implementable pathway for addressing the community’s needs and achieving the vision over the next 20 to 30 years.

Our technical experts, planners, urban designers, and community engagement specialists are approaching this project with a sustainability-focused lens to result in a plan that meets the community’s needs and the state’s regulatory requirements and blends community-driven and cost-effective ideas into policy recommendations and implementable actions. Dudek is also preparing the supporting CEQA documentation in the form of a Supplemental EIR.

Los Angeles County General Plan, Housing Element and Program EIR

Client: County of Los Angeles

Adoption: 2023

<https://planning.lacounty.gov/long-range-planning/housing-element/>

Dudek managed the preparation of a countywide update to the Housing Element of the General Plan for the 2021–2029 planning period. The Housing Element serves as a policy guide to address the comprehensive housing needs of the unincorporated areas of Los Angeles County. The primary focus of the Housing Element is to ensure decent, safe, sanitary, and affordable housing for current and future residents—including those with special needs—of the unincorporated areas. The Dudek team led four (4) comprehensive public engagement, bilingual workshops, collaborated with Veronica Team and County staff in preparation of the housing element policies and programs, and prepared the accompanying Program EIR, which analyzed potential impacts relative to the associated rezone program and other aspects of the Housing Element Update to address issues such as traffic, air quality, GHG emissions, noise, land use compatibility, and fire hazards. Dudek’s graphics team also prepared infographics, videos and content throughout the robust community engagement process.



Park Station Specific Plan EIR

Client: City of La Mesa

Adoption: 2018

Dudek was contracted by the City of La Mesa to prepare an EIR for the Park Station Specific Plan, a 5-acre development area. The Specific Plan allows for mixed-use development, including residential units, commercial or neighborhood-serving retail, office space, hotel, parking facilities, and park/open space for community recreation. The Specific Plan was prepared to achieve the following goals:

- Promote smart growth principles, including walkability, livability, sustainable design, and enhanced aesthetic value to improve the quality of life for La Mesa residents and visitors
- Establish transit-oriented development (TOD) along transit corridors to ensure efficient transportation options and reduce vehicle miles traveled
- Ensure efficient use of land through higher-density housing, infill development, and a centrally located site



- Serve a variety of housing needs, including opportunities for individuals, couples, and families, as well as working and retired individuals
- Activate streetscapes with bottom-floor commercial retail and residential units located along pedestrian-oriented walkways
- Increase recreational opportunities for local and future residents with the development of park/open space
- Employ high design standards for city beautification using visual and architectural guidelines for physical development and landscaping.



Significant elements that Dudek analyzed in the EIR process included air quality (GHG emissions), noise, biology, cultural resources, hazardous materials, traffic, and visual analysis. The project also involved a great deal of community outreach to create a plan that the local community supports, while also responding to market conditions. The community outreach included several focus group sessions with residents to seek input and create awareness, presentations to community groups (Kiwanis Club, Optimist Club, Rotary Club, and City Chamber of Commerce), and “Merchant Walks” in the surrounding areas to inform local businesses and get their feedback on the proposed plan. In addition, a project website and a Facebook page were set up to provide an online forum for comments and feedback on the proposed project.

OTHER RELEVANT EXPERIENCE

Safety and Environmental Justice General Plan Amendments

Client: City of El Cajon

Dudek prepared the City of El Cajon Safety and Environmental Justice Elements. The Safety and Environmental Justice Elements provide a succinct assessment of the natural hazards, climate change effects, and public health issues facing the City of El Cajon and provide specific and actionable policy that addresses safety needs communitywide, as well as policies specific to the disadvantaged communities. Dudek prepared an MND for the Housing, Safety, and Environmental Justice Element updates. Dudek finished the project successfully, receiving unanimous approval at City Council on July 27, 2021, demonstrating our team’s knowledge of the City and how it operates.



San Marcos Creek District Specific Plan

Client: City of San Marcos

Dudek has provided biological, permitting, and project management services for this project since 2001. The goal of the project was to construct the Creek District Specific Plan, a community planning effort designed to provide the necessary framework for mixed-use/smart-growth zoning, manage flood control to surrounding properties, and facilitate urban infill within a 214-acre project area over an estimated 20-year period. The Creek District Specific Plan included the infrastructure necessary to facilitate the development of mixed office uses, retail uses, parkland, and residential properties. It also included the construction of critical floodway infrastructure along San Marcos Creek and major improvements to transportation corridors and circulation elements in the area.

City of San Diego Mira Mesa Community Plan Update and EIR

Client: City of San Diego

In 2021, Dudek prepared the Mira Mesa Community Plan Update for the City of San Diego. At 10,500 acres, 75,000 residents, and 85,000 jobs, Mira Mesa is the largest and most populous of San Diego's 50 community plan areas. It is also anchored by Mira Mesa Boulevard, a targeted focus of the plan given its role as the community's primary commercial corridor that provides critical transportation access between the Interstate-805 and Interstate-15 freeways. Dudek conducted urban design studies to test the physical feasibility of compact, mixed-use development typologies on underutilized commercial and industrial sites, and conducted outreach to educate and inform the public and Mira Mesa Community Planning Group of how good urban design can be used to improve the quality of the public realm.



AWARD

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Our team also prepared the EIR and supporting technical studies. The Program EIR assessed potential impacts at a high, programmatic level of analysis and was structured with the intent to facilitate future development consistent with the Community Plan Update to tier from the EIR as appropriate.

The plan provides the regulatory framework that will allow Mira Mesa Boulevard to reposition its car-centric strip malls and office parks into vibrant, walkable, and transit-oriented urban villages. For more information, visit <https://www.sandiego.gov/planning/community-plans/updates/mira-mesa>.

Santee Community Center Initial Study/Mitigated Negative Declaration

Client: City of Santee/HMC Architects

Dudek prepared an Initial Study/Mitigated Negative Declaration (IS/MND) for a proposed community center building in Santee that would be two stories tall and total 12,500 gross square feet. The community center building would include a lobby, reception area, event space and deck, concession space, storage, kitchen, utilities, outdoor covered dining area, service yard, biofiltration basin, office space, amphitheater, bike storage, and more. The facility would be used as a backup emergency operations center for City Hall and will have a backup emergency generator. The project's sustainability features include photovoltaic (PV) panels, electric vehicle charging stations, and low-flow plumbing fixtures.



In addition to preparing an MND, Dudek prepared technical analyses for biological resources, air quality, and GHG emissions. The project would be adjacent to the San Diego River; therefore, our team prepared a jurisdictional delineation, rare plant survey, and vegetation mapping to demonstrate that direct impacts to native plant communities would not occur. Operation of the project would include an emergency back-up generator. As part of the air quality section, we prepared a screening analysis for the project to demonstrate that no operational health risk impacts would occur as part of this stationary source. Dudek used the Sustainable Santee Action Plan Project Consistency Checklist to evaluate the project's significance with respect to GHG emissions.

In crafting a Land Use Element and preparing the corresponding EIR, did your firm employ any subconsultants? If so, what subconsultants did your firm rely on and what was their role? Please complete the Subconsultants List form if your firm will be relying on subconsultants for this project.

While Dudek offers a one-stop-shop for our clients, we are committed to finding the right team, local expertise and right size balance of experts for each of our clients. For the Land Use Element examples provided above, Dudek prepared the planning work in-house. For Rialto, Dudek did not have the need to team with any subconsultants. For Pismo Beach, Dudek teamed with Lisa Wise for zoning support and the City opted to use a separate consultant for the environmental work as they wanted to keep the processes separate. For Newport Beach, Dudek prepared the planning and environmental work in-house but teamed with Kearns and West for outreach because of their long-history, relationships and proximity to the City. Additionally, as Dudek plans are developed through the lens of implementation, we teamed with ProForma on the Newport Beach General Plan to provide supplemental market analysis and pro formas.

For the Santee Land Use Element, we were intentional about finding the right team members for support of the Land Use Element. We are bringing a team that has a strong history successfully working together, and provide an added value of local expertise (Intersecting Metrics), housing incentives and economics (LeSar) and local innovative public engagement facilitation (Byrne). These subconsultants are exclusive to the Dudek team, which demonstrates our strong relationships and values to each other. Our subconsultants are also certified WBE, SBE and DBE, which demonstrates Dudek's commitment to equal opportunity.

The subject Land Use Element and EIR are grant-funded. Does your firm have experience in invoicing based on specific grant scope-of-work tasks?

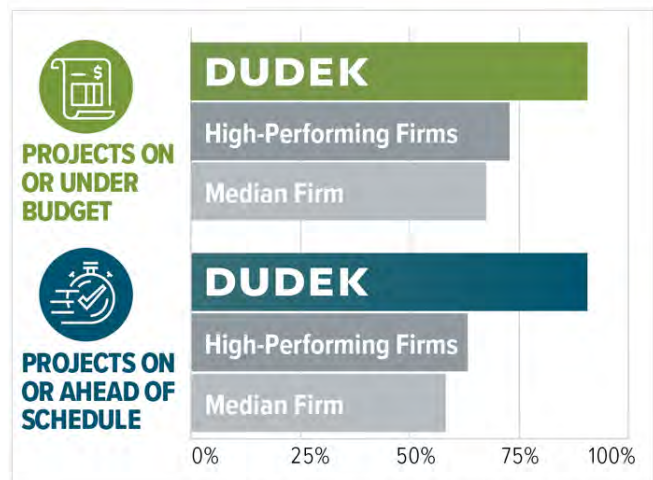
Our team is well-versed in working on grant-funded projects and are committed to grant timelines and reporting requirements to meet our clients’ needs. We have significant experience working closely with jurisdictions through REAP 1.0, REAP 2.0, Transformative Climate Community efforts and more. Our accounting team and planners work collaboratively to ensure that invoicing, progress reports and backup documentation are provided in a timely manner.

Preparation of a draft Land Use Element and corresponding EIR is on a constrained timeline due to the grant deadline of March 1, 2026. How will your firm ensure timely completion of all scope of work tasks by this date? Does your firm have any suggested modifications to deliverable due dates leading up to this deadline as shown in the project schedule?

Dudek’s success in executing client task orders on time and within budget (Figure 2) is driven by open team communication initiated by the project manager and principle-in-charge. Project staff will be kept apprised of any project changes and schedule demands communicated by the City.

To ensure project success, we engage in clear communication and cooperation with the City, holding regular conference calls and preparing agendas to assist teams in clarifying any issues and proceeding with the work in a unified manner. We will use check-in meetings with our project teams to allocate resources properly and according to the City’s schedule constraints and grant deadline. When working on several concurrent tasks, we identify areas where information sharing can reduce the time, budget, or work needed to produce deliverables.


Figure 2. Record of Delivery On Time and Within Budget



Based on firms’ self-reported data for the 2021 Deltek Clarity Architecture & Engineering Industry Report

A selection of our tools and methods used to ensure performance include:

- **Project Kickoff Meeting.** The management team, Ms. Bleier and Ms. Dickson, will attend a project kickoff meeting with key team members for each task. This meeting will be critical to the ultimate success of the project, as it provides an opportunity for all parties to discuss the project, review the scope, and formalize key assumptions. Dudek will provide a detailed agenda that addresses project overview, requests for information, communication protocols, budget, and schedule. This meeting will also offer an opportunity to confirm document format requirements, points of contact, status report details, and any other logistical, technical, or procedural concerns. We approach every project with the understanding that attention on the front end can save substantial time and costs in the long run.
- **Dedicated Lines of Communication.** After the kickoff meeting, Ms. Bleier and Ms. Dickson will distribute a key contact list to all team members, confirming communication protocols and contact information. They will schedule recurring project meetings to establish an ongoing coordination channel between key team members. These meetings are a key element of the Dudek management approach, as they foster collaboration and accountability, maintain project momentum, and allow for issues to be identified and resolved early.
- **Master Deliverables List.** Dudek will prepare a master deliverables list with key document development milestones, such as draft deliverables for review, review periods, and possible meeting dates with the City to resolve comments, if needed. Dudek will also provide the City with a customized style guide to maintain consistency of key project terms, references, format, and style. Dudek uses online meeting tools for collaborative document revisions with City staff and efficient resolution of comments. Dudek will manage and update the master deliverables list, make it available to all team members, and communicate accurate status updates to the team. Using this tool, Dudek will provide the City project manager with up-to-date status reports as requested.
- **Schedule and Budget Tracking.** The management team will use a schedule-tracking tool to meet important milestones for each task.
- **Progress Reports.** Ms. Dickson will prepare regular progress reports that will include a list of tasks completed during the period, a list of tasks anticipated during the coming period, a project schedule update, a summary of the schedule, and any outstanding scope of work or information request issues.



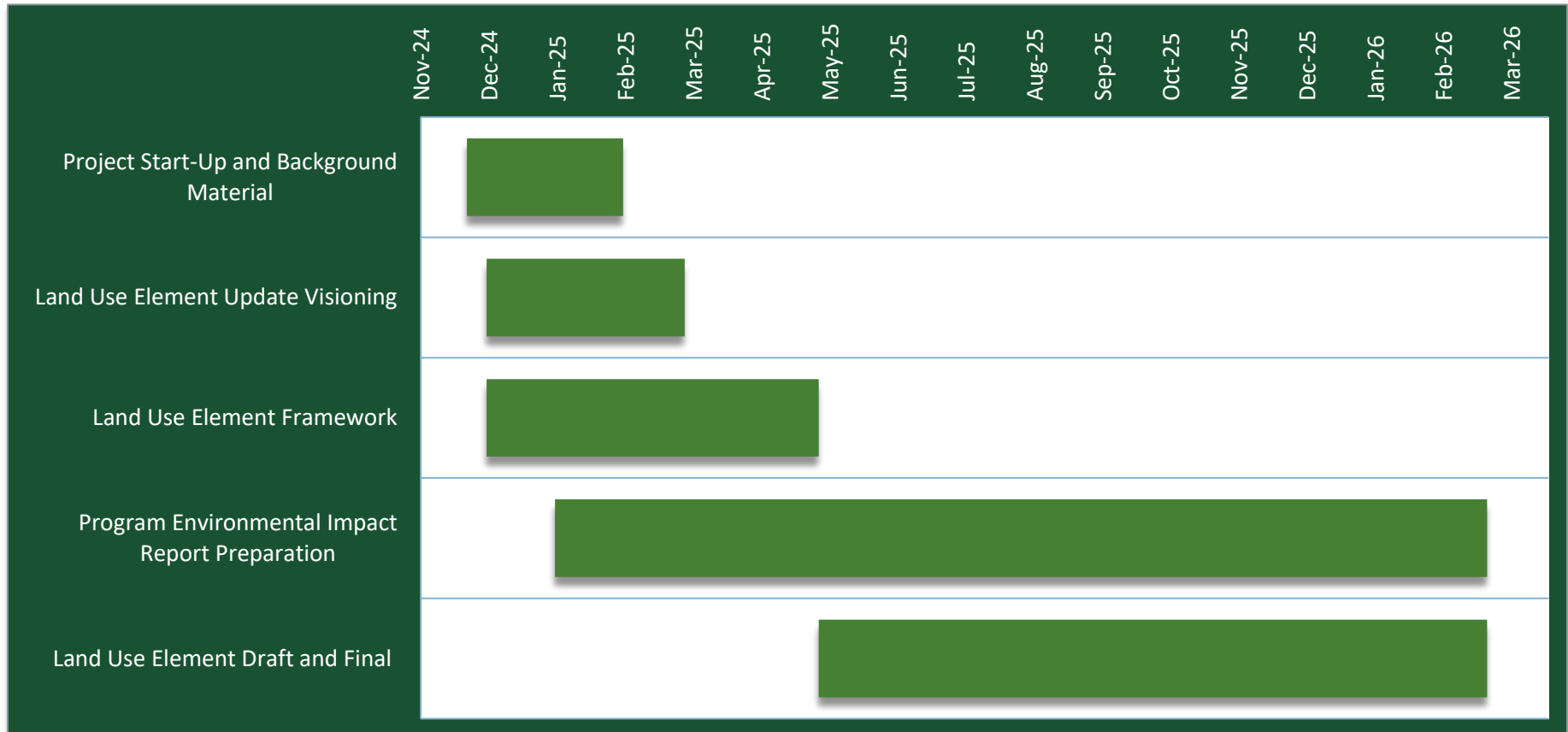
Communications

- Kickoff meeting to establish milestones/develop strategy
- Effective schedule-tracking tools
- Defined lines of communication

In addition to these tools and methods, Dudek's approach includes a highly collaborative process with our land use planners and CEQA specialists in order to provide efficiencies and shared resources such as the existing conditions report serving as technical background for the Program EIR. Dudek will also work with the City to clarify what data needs and assumptions are critical to keeping the environmental work on schedule, and where there may be flexibility as we work through the visioning and alternatives process.

Figure 3 details the Dudek team’s schedule for this project.

Figure 3. Schedule





Consultant List

SUBCONSULTANT LIST

Include a complete list of all proposed subconsultants with the Proposal. Listed subconsultants must provide a meaningful element of work within the defined scope of work. Changes to this Subconsultant List will not be allowed without prior written approval from the City of Santee.

Proposed Subconsultants for Task Order

Subconsultant Firm Name and Address	Scope of Work	Dollar Amount of Work
Name: Byrne Communications Address: 4311 Del Monte Ave. San Diego, CA 92107	Outreach facilitation	\$2,000
Name: Intersecting Metrics Address: 8064 Allison Avenue, 1956 La Mesa, CA 91942	VMT analysis, land use and transportation connection policy review and strategy	\$37,150
Name: LeSar Development Address: 404 Euclid Avenue, Suite 212 San Diego, CA 92114	Financial feasibility of different density increases and upzoning strategies	\$30,000
Name: Address:		
Name: Address:		
Name: Address:		


If no subconsultants are proposed, mark the box below and complete the signature portion of this form.

I do not propose to use any subconsultants for this Task Order.

Name of Firm: Dudek

Printed Name: Joseph Monaco

Title: President/CEO

 10/15/24

Signature Date

F

Task Order DBE/SB Requirements

Dudek understands that the City does not have Disadvantaged Business Enterprise (DBE)/Small Business (SB) requirements for this task order. However, we are partnering with local DBE subconsultant, Byrne Communications, who will serve as a facilitator in our community outreach efforts.

We are committed to equal opportunity within our company and on our project teams. Dudek supports the local small and disadvantaged business community by reaching out to teaming partners and building long-lasting, quality relationships to serve our clients with the best possible combination of services.

Dudek and its employees actively support and participate in outreach events to reach future professionals in disadvantaged communities. We are proud of our long-standing, quality relationships within the DBE community.

Appendix A

KEY PERSONNEL RESUMES

MARATHON PKWY 1 MI.
LAKESIDE BALL FIELDS



RIVERFORD ROAD 1.5 MI.

CHANNEL ROAD 3 MI.

Elizabeth Dickson, AICP

PROJECT MANAGER AND OUTREACH LEAD

Elizabeth Dickson (*ee-LIH-zuh-beth DIK-suhn; she/her*) is a planner with 9 years' experience specializing in long-range planning, community planning, housing policy development, zoning codes, and the analysis and creation of tools that facilitate and incentivize development. Ms. Dickson's diverse range of experiences includes General Plan updates and amendments, housing element updates, community plan updates, community planning, housing incentive program development, and updates and amendments to zoning codes. She has experience working collaboratively with local community groups, navigating California State legislation, and developing implementation-focused policies and ordinances that promote housing accessibility and affordability.

Ms. Dickson sits on the board of the California Chapter of the American Planning Association and has spoken as a panelist at multiple American Planning Association conferences. Her expertise in housing data analysis led her to serve as a panelist at the Institute for Innovative Governance's 2019 Forum on Housing and Inequality in San Diego.

Select Relevant Experience

General Plan Update, City of Newport Beach, California. Serves as the project manager for a comprehensive update to the General Plan. Tasks include an extensive community outreach and engagement program; analysis of both quantitative and qualitative data; visioning, goal, and policy development; and management of technical staff, planning staff, and subconsultants. The update has a heightened focus on resilience strategies and includes technical analysis of challenges faced by a coastal community such as sea level rise and coastal erosion.

Comprehensive Zoning Code Update, City of Pico Rivera, California. Serves as the task lead for the development of use regulations for the Comprehensive Zoning Code Update. Tasks include new regulations for outdoor dining, massage establishments, drive-throughs, automobile serving uses, and a variety of housing uses such as transitional housing, emergency shelters, supportive housing, home occupations, and family day-care homes. This project will provide permitting staff and the development community with a comprehensive zoning code that is easily navigable and contains clear and objective standards.

Housing Element Implementation Program, City of Indio, California. Serves as the task lead for the Housing Element Implementation Program, which includes the development of local ordinances, housing resources for community members, and guidance and informational materials for permitting staff and the development community. Additionally, this program includes an application for the State's Prohousing Designation Program and coordination with the City Council and the State's Department of Housing and Community Development.



Education

San Diego State University
MA, City Planning, 2019
University of Montevallo
BA, Business Administration, 2009

Certifications

American Institute of Certified Planners (AICP),
No. 34733

Professional Affiliations

American Planning Association

General Plan Update, City of Rialto, California. Served as the task lead for the update to the Land Use Element and a member of the planning team for the overall General Plan Update. Through the General Plan Update, Dudek is prepared amendments to the General Plan for the City's Land Use, Safety, and Environmental Justice Elements. The update to the Land Use Element included policy and legislative crosswalks identifying key needed changes, a comprehensive existing conditions analysis establishing a baseline for what is on the ground, and establishing goals and policies as a part of a robust community and interested party engagement program. Additionally, Ms. Dickson also served as the task lead on consistency amendments to the Zoning Code and Zoning Map.

Urban Design and Housing Strategies, City of El Cajon, California. Served as the project manager for the Urban Design and Housing Strategies project. This project consisted of a multifaceted approach to update the City's regulations and procedures for the provision of residential and mixed uses. This included the development of objective development standards paired with easy-to-understand graphics informed by an in-depth analysis of existing regulations pertaining to mixed use, residential, and accessory dwelling unit development, as well as internal permit processing procedures; updated permit processes to increase understanding of regulations and ease of permit review; an updated accessory dwelling unit ordinance; an interactive web-based tool for development opportunity sites and incentives; and guides and marketing materials to assist staff and developers in understanding updated regulations and procedures.

San Bernardino Regional Housing Trust Fund, San Bernardino Council of Governments, California. Serves as the task lead for the Regional Housing Trust Fund through the San Bernardino County Transportation Authority/San Bernardino Council of Governments on-call contract. Prepared a Housing Trust white paper, which provides an analysis of best practices and recommendations for enacting a regional housing trust fund, and a Strategic Plan, which outlines outreach findings, priority projects, and key recommendations. Developed and managed a comprehensive outreach program, including presentations to City Councils across San Bernardino County. Current tasks include the development of an administrative plan for the implementation of a regional housing trust fund, based on the recommendations of the Housing Trust white paper.

Housing Element Update and Prohousing Plan, City of Indio, California. As a part of the General Plan Update, served as the task lead for the comprehensive sixth cycle update to the City of Indio's Housing Element. As a first step in implementation of the Housing Element, conducted a prohousing assessment, including direct financial incentives, enhanced housing permitting organizational strategies, City and regional fee strategies, local and regional housing trust fund options and gap financing alternatives for workforce and affordable housing to facilitate the planning, approval, and construction of housing. Current tasks include a prohousing application and coordination with local decision makers and the State Department of Housing and Community Development.

Housing Element Update, City of Concord, California. Served as planning lead for the sixth cycle update to the Housing Element. The Concord Housing Element Update is unique in that it has an extensive focus on tenant protections and anti-displacement strategies. Tasks include robust community engagement, subconsultant management, decision-maker education, and coordination with the State Department of Housing and Community Development. This plan has been adopted and was certified by the State.

Focused General Plan Update – Housing and Safety Elements, City of Lomita, California. Served as project manager for the comprehensive update of the City of Lomita's Housing and Safety Elements and associated outreach program and California Environmental Quality Act process. Tasks included completing a sites inventory and analysis; identifying local housing needs and constraints to the maintenance, improvement, and development of housing for all income levels; assessing local fair housing opportunities; and developing Housing Element goals, policies, and programs to address housing constraints, improvement and preservation of naturally affordable and deed-restricted affordable housing, and promotion of fair housing opportunities. Safety Element tasks included preparing a detailed assessment of hazards and developing goals, policies, and actions. Both elements were unanimously approved by the City Council and the Housing Element was certified by the State.

Asha Bleier, AICP, LEED AP BD+C

PRINCIPAL IN CHARGE

Asha Bleier is a principal planner with 19 years' experience managing complex planning and development projects throughout California. Ms. Bleier leads Dudek's Planning and Urban Design practice. Her multidisciplinary expertise includes a full range of planning efforts such as regional and general plans, community plans, corridor/transit-oriented development, resilience planning, and design guidelines. Ms. Bleier's background in design, development, and sustainability allows her to make sound policy recommendations relative to the interaction between users and their built environments. She is skilled at managing large, multidisciplinary teams; developing creative strategies for complex projects; and facilitating meaningful stakeholder and public dialogue.

Ms. Bleier currently serves as the professional development AICP Exam coordinator for the California state chapter of the American Planning Association, and is an active member of the Diversity, Equity & Inclusion subcommittee.

Select Project Experience

General Plan Update and LCP Amendment, City of Pismo Beach, California. Served as principal planner for a comprehensive update to the City's General Plan, Local Coastal Program (LCP) and Zoning Code. Ms. Bleier managed the team to work collaboratively with the City and community in the update of the Land Use, Conservation and Open Space, Safety, and Noise elements of the General Plan and LCP for the City of Pismo Beach. Ms. Bleier also worked closely with the team to update the City's Zoning Code to ensure consistency across the two documents. Dudek is currently assisting City planning staff in hearing preparations for approval of the General Plan Update by the City Planning Commission and City Council, and subsequently certified by the CCC as an LCP Amendment.

General Plan Update, City of Newport Beach, California. Serves as the principal in charge for a comprehensive update to the General Plan. Tasks include an extensive community outreach and engagement program; analysis of both quantitative and qualitative data; visioning, goal, and policy development; and management of technical staff, planning staff, and subconsultants. The update has a heightened focus on resilience strategies and includes technical analysis of challenges faced by a coastal community such as sea level rise and coastal erosion.

General Plan Update, City of Rialto, California. Served as principal in charge for an update to the Land Use Element, Safety Element and Environmental Justice Element of the City's General Plan. The update to the Land Use Element included policy and legislative crosswalks identifying key needed changes, a comprehensive existing



Education

*University of California, Santa Barbara
BA, Environmental Studies (Geography/Urban Planning emphasis), 2005*

Certifications

American Institute of Certified Planners (AICP), issued 2012

American Institute of Architects

(AIA) Associate, No. 30528635

Leadership in Energy and Environmental Design (LEED) AP BD+C

Professional Affiliations

American Planning Association

American Institute of Architects

U.S. Green Building Council

Women in Architecture

conditions analysis establishing a baseline for what is on the ground, and establishing goals and policies as a part of a robust community and interested party engagement program.

General Plan Update, City of Lomita, California. Served as principal in charge for the comprehensive update of the City of Lomita's Housing Element, Safety Element, focused amendments to the Land Use Element, and associated CEQA process. Dudek staff prepared a detailed assessment of the hazards affecting the City, when they will occur, where the City is most vulnerable, and what communities are most impacted by hazards. Dudek prepared a Vulnerability Assessment and Capability Assessment to support the planning effort.

General Plan Update, City of Highland, California. Served as project manager overseeing the comprehensive update of the City of Highland's Housing, Safety, and Environmental Justice Elements and associated CEQA process. Dudek staff prepared a detailed assessment of the hazards affecting the City, when they will occur, where the City is most vulnerable, and what communities are most impacted by hazards. Dudek prepared a Vulnerability Assessment and Capability Assessment to support the planning effort. Dudek is also collaborated with the City to create a virtual outreach hub, including news/events, resources, three online public workshops, and other project details.

General Plan Update and Program Environmental Impact Report (EIR), County of Los Angeles, California. Served as project manager for the preparation of a countywide update to the Housing Element of the General Plan for the 2021–2029 planning period. The Housing Element serves as a policy guide to address the comprehensive housing needs of the unincorporated areas of Los Angeles County. The primary focus of the Housing Element is to ensure decent, safe, sanitary, and affordable housing for current and future residents—including those with special needs—of the unincorporated areas. The Program EIR analyzes potential impacts relative to the associated rezone program and other aspects of the Housing Element Update to address issues such as traffic, air quality, GHG emissions, noise, land use compatibility, and fire hazards.

General Plan Update, City of Carlsbad, California. Served as a member of the planning team to assist in the process of a General Plan Update for the City of Carlsbad. Prepared working papers that served as a foundation for updating the goals, policies, and programs in the open space and natural environment, history, arts, and cultural resources elements of the City's General Plan. Provided direction regarding potential environmental constraints for the formulation of land use alternatives in accordance with CEQA requirements and worked closely with the planning team on policy development.

As-Needed Multidisciplinary Planning Services, City of San Diego, California. Serves as program director and manages multiple concurrent task orders in a timely and cost-effective manner. Task orders include the following:

- **Mira Mesa Community Plan Update:** The community plan update addresses the dynamics of population and business growth while taking into account citywide goals such as climate resiliency, diverse housing supply, and sustainable mobility solutions. Dudek is providing urban design and environmental planning services.
- **De Anza Cove Revitalization Plan/Mission Bay Park Master Plan Amendment:** The project addresses regional recreation needs, water quality, and hydrologic improvements to safeguard the viability of marsh areas. Dudek is working with the City to address shoreline issues and formulate an action plan that can be implemented over time and adapt to changes in both climate and legislation.
- **University Community Plan Update:** The community plan update aims to provide a variety of housing types, capitalize on transit improvements coming to the area, connect key destinations in the community, and facilitate goals for reducing GHG emissions. Dudek is providing environmental planning services.

Kelly Bray

SUSTAINABILITY AND CAP COORDINATION

Kelly Bray (*she/her*) is a Climate Resilience Lead with 15 years of professional experience in climate, sustainability, and land use/environmental planning, specializing in the development of sustainable land use policies that strengthen communities. Ms. Bray has helped shape environmental initiatives within multiple communities across California and helps local governments and communities fund and plan projects to manage risk and build resilience to the effects of climate change.

Ms. Bray has expertise in preparing land use, climate action and sustainability plans, adaptation and resiliency strategies, leading community engagement, and with California Environmental Quality Act (CEQA) compliance. She is an effective communicator and problem solver who thrives in fast-paced and dynamic environments and has abundant experience navigating controversial projects through the development of diverse strategies to engage interested parties.



Education

*Florida State University
MSP, Urban and Regional
Planning, 2010*

*University of South Florida
BS, Environmental
Science and Policy, 2005*

Relevant Previous Experience

County of San Diego Climate Action Plan Update, San Diego, California. As Chief of the Sustainability Planning Division, Ms. Bray led a team of 15 staff who prepared and implemented diverse plans, policies, and projects within the following subject areas: climate and resilience, sustainable development, electric vehicles, habitat conservation, agricultural preservation, and groundwater sustainability. She led community engagement for the Division and served as lead for elected officials and other interested parties. In development of the Climate Action Plan Update and Supplemental EIR, she led the preparation of Smart Growth Alternatives, which were alternative land use configurations that the Board of Supervisors could direct for future study as a way to reduce vehicle-miles-traveled and greenhouse gas emissions beyond that which the CAP Update alone could do.

County of San Diego Sustainable Land Use Framework, San Diego, California. As the Chief of Sustainability Planning Division, Ms. Bray coordinated with diverse internal and external stakeholders including the Project Planning, Land Development, and Long-Range Planning Divisions of the Planning & Development Services Department to inform the development of the Sustainable Land Use Framework project. The project provides an opportunity to envision the future of the unincorporated area while meeting state regulations regarding transportation, reduced greenhouse gas emissions, and affordable housing. The project builds upon concepts developed as part of the CAP Update Supplemental EIR Smart Growth Alternatives described above and seeks to result in a new framework of planning principles by which future growth decisions will be made. Future planning actions may result in General Plan Updates, Specific Plans, focused rezoning, or alternative incentives for new development in strategic locations.

County of San Diego Electric Vehicle Roadmap, San Diego, California. Ms. Bray led the preparation and implementation of the County's Electric Vehicle Roadmap (Roadmap), an initiative that was directed by the County's Board of Supervisors and resulted in adoption of 6 goals which would support the County's initiative to

convert to all electric County and regional fleet by incentivizing new charging infrastructure and electric vehicle conversion. The initiative resulted in multiple sub-projects that formed the basis for a shift across County operations and positioning for new infrastructure across the unincorporated county. Ms. Bray led the community engagement programming for each of the subsequent initiatives including the development of a website to educate the public on the benefits of EV ownership.

County of San Diego Sunroad Enterprises Otay 250 Master Plan, San Diego, California. Ms. Bray served as the Project Manager with the County for the General Plan and Specific Plan Amendment for up to 3,158 residential units, 78,000 square feet of commercial space, and 765,000 square feet of employment uses located in the East Otay Mesa area of San Diego County. Kelly led the County of San Diego's processing and review of the project, including evaluation of site plan and assignment of project conditions, project design and finding of general plan and zoning ordinance consistency, stakeholder coordination and public engagement aspects.

County of San Diego Harmony Grove Village South Masterplan, San Diego, California. Ms. Bray served as the Project Manager with the County for the General Plan Amendment and Specific Plan for the construction of a 453 single and multi-family residential development in five neighborhoods. The Project included recreational parks, open space, a potential on-site wastewater reclamation facility, and roadway and utility infrastructure improvements. Kelly led the County of San Diego's processing and review of the project, including evaluation of site plan and assignment of project conditions, project design and finding of general plan and zoning ordinance consistency, stakeholder coordination and public engagement aspects.

County of San Diego Lilac Hills Ranch Master Planned Community, San Diego, California. Ms. Bray served as the Assistant Project Manager with the County for the General Plan Amendment and Specific Plan for the 608-acre construction of 1,746 residences, 90,000 s/f of commercial, office, and retail, a 50-room Country Inn, a 200 bed group care assisted living facility, and civic facilities that include public and private parks, a private recreational facility, and other recreational amenities, and a fire station or a remodel of an existing fire station (Miller Station) and a school (K-8). Ms. Bray supported the department's stakeholder coordination, and public engagement aspects of the project.

County of Sacramento Mather South Community Masterplan EIR, Sacramento, California. Ms. Bray served as the Project Manager/Primary Author of the Mather South Community Masterplan EIR. The Mather South Project included an 848-acre sustainably-designed master plan community with up to 3,522 residential dwelling units of various densities (multi-family, detached, and attached single-family), a 28-acre environmental education campus including 200 multi-family dwelling units, a 21-acre research and development park, two elementary schools, a 6 acre community center, 21 acres of commercial-retail with up to 225,000 sf of retail space, 44 acres of parkland including 26 acres of neighborhood parks and a 17-acre community park, and 210 acres of open space areas that include a 53-acre portion of the Mather Preserve west of Zinfandel Drive, as well as other natural preserves and drainage corridors, stormwater quality and detention basins, landscape buffers, and public utility corridors all connected by multi-use pedestrian and bicycle trails.

City of San Francisco 5M Project EIR, San Francisco, California. Ms. Bray assisted in the evaluation of a mixed-use project on 4-acres in Downtown San Francisco. The project would result in the retention and rehabilitation of two buildings on the site (the Chronicle Building at 901 Mission Street and the Dempster Printing Building at 447-449 Minna Street), the demolition of six existing buildings on the site, and the construction of five new buildings. The project included 270 bicycle parking spaces throughout the site. The project would also provide 34,000 sf of privately-owned publicly accessible open space throughout the site and would also result in changes to the site's vehicular and pedestrian circulation patterns, primarily to Mary Street.

Carey Fernandes, AICP

CEQA

Carey Fernandes (*KEHR-ee fur-NAN-dez; she/her*) is a senior project manager with 30 years' planning-related experience specializing in the planning, environmental, and development industries. Ms. Fernandes' diverse background of education and experience includes permit processing with local jurisdictions, coordination with public agency staff, preparation of California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) documents, project management, due diligence, and feasibility analysis. As a senior project manager, she has worked on a number of planning documents, such as specific plans, comprehensive plans, and general plan updates.

In addition, Ms. Fernandes has served as on-call planning staff for several public agencies. She has also served as project manager and primary author of many environmental review documents throughout San Diego and Imperial counties. Ms. Fernandes also works with several Native American tribes in the western United States in the preparation of tribal environmental documents. Through this experience, she has developed a broad understanding of policy, planning, and environmental issues.

Select Project Experience

La Mesa Mixed-Use Overlay Zone, City of La Mesa, California. Served as project manager for preparation of an EIR to allow for adoption of the city's Mixed-Use Urban Overlay Zone (MUUOZ), which added regulations and standards to the zoning code to implement the objectives of the city's General Plan. New development is then subject to development standards of the MUUOZ, involving residential density, pedestrian orientation, building height, parking, and open space. The objective of the MUUOZ encourages smart growth land use patterns by orienting more density around existing public transit routes, such as the trolley line. Impacts analyzed in the EIR include traffic, air quality/climate change, and cumulative impacts.

Chula Vista Bayfront Master Plan EIR, Port of San Diego, California. Serving as project manager providing environmental review consulting services for the Chula Vista Bayfront Master Plan (CVBMP), which involved preparation of an EIR for the approximately 550-acre CVBMP, a high-profile redevelopment and revitalization project in the City of Chula Vista. Involved coordination between the Port and City of Chula Vista staffs and other associated consultants to complete CEQA process in accordance with the Port and City of Chula Vista's CEQA guidelines.

EIR for County Wind Energy Ordinance, County of San Diego, California. Served as project manager for preparation an EIR for a Wind Energy Ordinance to address potential impacts associated with implementation of the new ordinance revisions. Provided support to the County staff with project start-up and scoping tasks, community outreach and responses to comments from the public review process. The EIR included both project-level and



Education

San Diego State University
MA, Public Administration,
1998

University of California,
Santa Barbara
BA, English, 1993

Certifications

American Institute of
Certified Planners (AICP),
No. 016067

Professional Affiliations

American Planning
Association, Board of
Directors, 2005–Present

Association of
Environmental
Professionals

Lambda Alpha
International

Urban Land Institute

program-level analysis. Aesthetics, fire hazards, land use compatibility, noise, biological resources, and cultural resources were a few of the key issues analyzed in the EIR. Provided additional technical staff to help support the EIR analysis regarding certain issues that were sensitive to the public, such as low frequency noise, fire hazards, and biological resource impacts.

Utility Undergrounding Program EIR, City of San Diego. Served as principal in charge for the preparation of a program EIR for the systematic conversion of overhead utility lines to underground within the City limits. Project issues included cultural, historic, and paleo resources; aesthetics; and biological resources related to construction.

Vista General Plan Update, City of Vista, California. Serving as principal in charge for the preparation of an EIR working as a subcontractor to Rick Engineering. The program proposes to prepare existing conditions reports to inform the planning process, as well as supporting technical studies for the EIR. Potential project issues include air quality and GHG, historic resources, traffic, and public infrastructure.

Santee Recreation Center, City of Santee, California. Served as principal in charge for the preparation of an IS/MND for the development of a community center, comprised of two stories, event space, office space, and supporting amenities (trash enclosures, parking, etc.) for a total of 12,500 square feet. Project issues included traffic, biological resources, and construction-related air quality and noise.

Envision Carlsbad Phase 2, General Plan, Dyett & Bhatia, Carlsbad, California. As a subconsultant to Dyett & Bhatia, served as task manager for the preparation of the EIR for the Carlsbad General Plan update. The plan preparation included a series of white papers on issues such as cultural resources, public services, biological and natural resources, open space, and sustainability. Those were ultimately used as a basis for the existing conditions, and Dudek completed the EIR.

Zoning Code, Map, and General Plan, City of Calexico, California. Served as project manager for the community outreach and plan updates for the City of Calexico as they updated their zoning code, zoning map, and associated general plan revisions. Dudek coordinated a series of community meetings to address issues such as mixed-use overlays, land use consistencies, economic revitalization, secondary units, and other legal updates to the code.

EIR for County Tiered Equine Ordinance, County of San Diego, California. Served as project manager for preparation of EIR for a Zoning Ordinance Amendment related to equine uses. The Tiered Equine Ordinance prescribed regulations based on the property size and allowed a specified number of horses under a tiered level of discretionary and non-discretionary permit approvals. Tasks included preparation of environmental analysis and providing support for the County's community outreach efforts. The EIR was unique in that it required both program- and project-level analysis. Key issues analyzed in the EIR included aesthetics, agriculture, air quality and GHG emissions, biological resources, cultural resources, hazards, noise, and traffic.

As-Needed Environmental Services, City of San Diego, California. Served as principal in charge on a project for a variety of professional environmental services, including preparing CEQA/NEPA documents, construction monitoring, and preparation of conceptual plans and detailed plans and specifications for revegetation. Specific projects Dudek worked on included site assessments for two wetlands mitigation banks and preparing a weed management plan grant application for San Diego Association of Governments (SANDAG) TransNet funding.

General Plan, City of Citrus Heights, California. Served as planner for a public participation program consisting of a series of public workshops for the City of Citrus Heights. Posters, postcards, and questionnaires were prepared to solicit feedback and interaction from the community. The information derived from these workshops was gathered and utilized in the preparation of a general plan for this newly incorporated city.

Erika Kash

PLANNING AND OUTREACH

Erika Kash is a senior urban planner with 7 years' experience in land use planning and community development with a multi-disciplinary background in urban planning, development and design, and sustainability. Ms. Kash has experience specializing in policy and code development, general plan updates and amendments, specific and master plans, development and design standards, data analysis and leading bilingual community outreach with an emphasis on improving the interaction between users and their built environment.

Project Experience

El Cajon Housing, Safety, and Environmental Justice Elements, City of El Cajon, California. Served as assistant planner to prepare the City of El Cajon Housing, Safety, and Environmental Justice Elements. Veronica Tam and Associates served as the Housing Element planner, and Dudek led the Safety and Environmental Justice Elements. The Safety and Environmental Justice Elements provide a succinct assessment of the natural hazards, climate change effects, and public health issues facing the City and provide specific and actionable policies that address safety needs communitywide as well as policies specific to the disadvantaged communities.

San Diego State University Mission Valley Implementation Plan, San Diego, California. Prepared vision, planning, and development regulations for the redevelopment of the Qualcomm Stadium site into the San Diego State University Mission Valley Campus. The Specific Plan contains development expectations and development plans, infrastructure development plans, development regulations, design guidelines, and implementation measures for the San Diego State University Mission Valley Campus. Tasks included defining land use districts and uses, crafting specific development standards for varying uses, ensuring consistency with the requirements of the Purchase and Sale Agreement and supporting documents based on the conditions set forth in Measure G, and preparing the final design of the Campus Guidelines document.

General Plan Update, City of Newport Beach, California. Serving as senior planner for a comprehensive update to the General Plan's Recreation and Land Use Elements. Tasks include analyzing existing conditions, developing an updated inventory of existing recreation facilities using GIS data from the City's Recreation Facilities Dashboard to perform a quality assessment to evaluate the adequacy of parkland and recreational opportunities, and identifying key outreach opportunities within the greater outreach program to inform recreation and land use policy changes for inclusion into the General Plan update.

Urban Design and Housing Strategies, City of El Cajon, California. Served as planner for the City of El Cajon's Urban Design and Housing Strategies project. Prepared an update to the City's zoning code that included updated residential development standards and new objective design standards to encourage high-quality residential



Education

*University of Southern California
MPL, Urban Planning/Design, 2019*
*University of California, Santa Barbara
BA, Environmental Studies, 2014*

Certifications

Certificate, Real Estate Development

Professional Affiliations

*American Planning Association (APA)
San Diego APA Board Member*

development, and prepared an updated permit process to appropriately regulate new development with sufficient flexibility to allow for innovation while minimizing permit review and processing time. In addition, prepared an updated Accessory Dwelling Unit Ordinance and creating an implementation strategy to incentivize the production of accessory dwelling units.

Pismo Beach General Plan, City of Pismo Beach, California. As assistant planner, worked closely with Dudek Coastal Planners to assist the City of Pismo Beach with a comprehensive update of its combined Local Coastal Program/General Plan to address sea level rise and update Local Coastal Program/General Plan elements, including the Land Use, Conservation and Open Space, and Noise Elements. These updates will incorporate recent studies, including a Sea Level Rise Vulnerability Assessment and Adaptation Plan, the Circulation Element, Accessory Dwelling Unit Ordinance, Short-Term Rental Ordinance, and a Low-Cost Visitor Serving Accommodations Study. Helped draft the Land Use Plan policies in accordance with California Coastal Commission's updated 2018 Sea Level Rise policy guidance and most recent Local Coastal Program Update Guide.

Comprehensive Zoning Code Update, City of Pico Rivera, California. Serving as task lead for the City of Pico Rivera's Zoning Code Update project. Tasks include collaboration with City staff to identify opportunities and challenges with the zoning code's organization, use-specific and land use regulations, development review procedures, and development and design standards. Input and findings from consultant-led zoning code diagnostic (which includes a thorough review of the City's code including General Plan consistency analysis, City staff interviews, and feedback from the robust public outreach as well as focused study sessions with a community advisory group and Planning Commission) will inform the development of the new zoning code to create a streamlined and user-friendly code and also new design standards and guidelines for residential, commercial, industrial, and mixed-use developments to achieve high-quality design.

Indio Housing Element Update and Housing Element Implementation On-Call, City of Indio, California. Serving as project manager. Oversaw adoption of the City's 6th Cycle Housing Element and final certification from HCD, becoming the first City in the Coachella Valley to receive certification. Prepared a demographic and housing needs assessment, including planning for special housing needs, and evaluated the outcomes of the prior Housing Element's programs and current governmental and nongovernmental constraints. Additionally, conducted an extensive GIS analysis of existing sites and identified candidate sites to be rezoned for residential development under the City's concurrent zoning code update to accommodate the City's RHNA. These tasks incorporated key community perspectives gathered through a robust, bilingual community outreach process, which were used to develop goals, policies, and programs with an emphasis on prohousing policies and corresponding funding sources and grant opportunities. Currently assisting with implementation of the Housing Element policies and programs and implementation of prohousing policies through a Housing Element Implementation On-Call. Tasks include zoning ordinance amendments, Prohousing Designation technical assistance, no-net-loss tracking, development permit streamlining, and developing density bonus and ADU incentive policies.

Highland Housing Element and Safety Element, City of Highland, California. Served as the lead Housing Element Planner to oversee adoption of the City of Highland's 6th Cycle (2021-2029) Housing Element and ensured the City received final certification from HCD. As part of the preparation of the Housing Element, evaluated outcomes of the prior Housing Element's goals, policies, and programs to determine effectiveness and review; completed a housing needs analysis of existing and projected housing needs to meet the City's RHNA; conducted an extensive analysis of existing sites suitable for residential development utilizing GIS software; and analyzed current governmental and nongovernmental constraint to the maintenance, improvement, or development of housing. The analysis and recommendations were combined with feedback gathered during the community outreach process to create a unique set of goals, policies, and programs that will enable the preservation and development of adequate housing to meet the housing needs of all income levels and special groups.

Christine Pereira

PLANNING AND OUTREACH

Christine Pereira (*she/her*) is a coastal planner with 2 years' professional experience in the environmental field, specializing in coastal planning, permitting, and policy, with a particular focus on climate resilience and environmental justice. With 2 years' experience as a California Coastal Commission (CCC) analyst in the South Coast District, Ms. Pereira has analyzed and processed many coastal development permits (CDPs) in the Counties of Orange and Los Angeles. Ms. Pereira works with clients to identify and mitigate environmental issues, while incorporating climate resilience and environmental justice considerations into her planning and permitting efforts.

Select Project Experience

County of San Diego, Health and Human Services Agency, Public Health Services, Climate Adaptation Plan. Involved in researching data, writing, and editing the County's Public Health Services' Climate Adaptation Plan, which focused on addressing the public health impacts of climate change as it pertains to extreme heat, air quality, and vector-borne diseases in the County.

Dana Point Harbor Remodel CDP No. 5-19-0971, Dana Point Harbor, California. Served as CCC planner responsible for processing a CDP for the large-scale remodel of Dana Point Harbor, including replacement of a 2,200-plus boat slips marina, repair to seawalls/revetment, and an environmental justice education and sailing program for underserved youth. The CDP was approved by the CCC in September 2020.

Affordable Housing CDP No. A-5-VEN-20-0060, City of Los Angeles, California. Served as CCC planner for an appeal of a CDP originally approved by the City of Los Angeles for the demolition of an auto repair shop resulting in a mixed-use structure with permanent supportive housing and supportive services in Venice, California. The appeal was dismissed with a finding of no substantial issue in December 2020.

Restaurant/Club Offering Free Facility Space for Local Nonprofits CDP No. 5-20-0397, City of Santa Monica, California. Served as CCC planner responsible for processing a CDP for a membership restaurant/club facility in Santa Monica with facility space for local nonprofit organizations to use free of charge. With the intention of reducing perpetuating barriers to coastal access, preference for booking the facility space is given to nonprofits representing marginalized communities, which is consistent with environmental justice principles. The CDP was approved by the CCC in April 2021.

Specialized Training

- **Environmental Justice, CCC.** Training focused on environmental justice and equity principles and their application to coastal planning and permitting. (2020)



Education

*University of California,
San Diego, MIA,
International
Environmental Policy,
2017*

*University of Ottawa,
BSocSc, 2013*

Gaurav Srivastava, AICP

URBAN DESIGN AND DEVELOPMENT FEASIBILITY

Gaurav Srivastava (GORE-uv shree-VAAS-thuv; he/him) is an urban designer with 17 years' experience. Mr. Srivastava leads Dudek's urban design practice and has authored plans that range from grassroots neighborhood visions to comprehensive downtown redevelopments. His award-winning work, for both private and public-sector clients, is driven by twin passions: to reduce the footprint of human habitation via compact redevelopment of city centers, and to always reinforce the importance of the pedestrian experience as the defining experience of cities. Mr. Srivastava is adept at facilitating workshops and shaping discussions before a variety of audiences. He is an accomplished project manager and experienced at directing complex, multidisciplinary teams. In addition, Mr. Srivastava serves as a visiting lecturer and teaches urban design at the University of California, Los Angeles' Luskin School of Public Affairs.

Select Relevant Experience

Housing Incentive Overlay Zone, City of Fullerton, California. Project manager for a citywide effort to analyze and test the feasibility of new multi-family residential developments on Fullerton parcels currently zoned for non-residential uses. The Housing Incentive Overlay Zone Plan is funded via California Senate Bill 2 grant funds and aims to facilitate and incentivize the production of housing within the city. Integral to the planning effort is a capacity-building exercise that aims to educate and inform a group of Fullerton stakeholders, the "Housing Champions," of the economic and regulatory landscape of housing policy.

Old Town Newhall Specific Plan, City of Santa Clarita, California. Project Manager for Specific Plan update for Newhall, the historic core of the City. The targeted Plan update aims to test new development types, simplify the existing form-based code, and extend the usability and legibility of the Plan.

Citywide Complete Streets Plan, City of Burbank, California. Project manager, preparing ongoing Citywide Complete Streets Plan called the Complete Our Streets Plan (www.CompleteOurStreets.com). With a strong focus on urban design and the city's built form, the plan analyzes the entire city street network and proposes improvements through prioritized projects to address the needs of street users of all modes, ages, and abilities, including pedestrians, bicyclists, individuals with disabilities, transit users, and automobile users.

Mira Mesa Community Plan Update, San Diego, California. Urban Design lead for a City of San Diego transit-priority plan effort as part of the Mira Mesa Community Plan Update. Mira Mesa, at 10,500 acres and 80,000 residents, is the largest and most populous of San Diego's 50 community plan areas. This effort includes corridor planning and conceptual urban design studies for four focus areas within the community. The studies test and illustrate new approaches to land use, development standards, and mobility improvements to revitalize the focus areas and retrofit suburban shopping malls with transit-supportive uses and development typologies.



Education

*Massachusetts Institute of Technology
MCP, City Planning
School of Planning and Architecture, Delhi
BArch, Architecture*

Certifications

American Institute of Certified Planners (AICP)

Professional Affiliations

*American Planning Association
ULI Rose Center for Public Leadership, Faculty Advisor*

South Colton Livable Corridors Plan, Colton, California. Project Manager for urban design, land use planning, market analysis, and community outreach services in support of the South Colton, a long-standing Latino working-class neighborhood in Colton, California. Residents with few resources have used their imagination and resourcefulness to alter landscapes in ways that are intimate in scale and personal in nature. The Plan aims to strengthen these grassroots tactical urbanist approaches and create guidelines and policies that will provide a regulatory framework for formalizing a DIY approach to neighborhood amenities and improvements.

Vision Downtown, City of Los Angeles, California. Directed Vision Downtown, an effort that provides guidance to the Downtown Los Angeles Neighborhood Council (DLANC) board as it performs a review and advisory role for projects within its jurisdiction. The DLANC is the first Neighborhood Council in Los Angeles that has sought to craft its own vision for the future. Part vision and part manifesto, Vision Downtown provides a community-endorsed set of goals that offer input to City leaders and assembles in one place a comprehensive set of aspirations that embody the vision of this generation of the Downtown community.

Skid Row and Central City East Vision Plan, City of Los Angeles, California. Central City East lies in the heart of downtown Los Angeles, adjacent to and overlapping Skid Row, the nation's largest cluster of homelessness. The plan addresses a growing concern, "how does a downtown industrial district address the dramatic changes that are occurring at its doorstep, while also being subject to long-standing policies that make it the primary location of homeless services for the entire region?"

Sunset Strip Specific Plan Update, West Hollywood, California. Led the effort to update the existing Specific Plan with new standards and guidelines for off-site signs on the Sunset Strip (i.e., billboards, tall walls, and digital signs). The Strip is arguably the most iconic urban boulevard on the west coast, if not the entire United States. Situated entirely within the City of West Hollywood, it is the epitome of a bright-lights, big-signs corridor. The Strip has a long-established tradition of innovative signage, while simultaneously also creating value for property owners.

Transit-served Housing Capacity Analysis, Los Angeles, California. Led a research study for the Mayor's Office and C40 Cities to analyze the ability of the City to expand its housing supply within transit-served areas and proposed facilitating housing policy revisions. Los Angeles has a population of about 4 million residents, expected to grow by 500,000 people over the next 20 years. Fewer than half of the City's residents live within a quarter of a mile of a Major Transit Stop.

Awards

- Planning Award, American Planning Association (APA) – Los Angeles Chapter, 2017 for Vision Downtown LA
- Planning Award, APA – Los Angeles Chapter, 2010 for Park 101 Freeway cap
- Urban Design Award, APA – Inland Empire Chapter, 2020 for South Colton Plan
- Transportation Planning Award, APA – Los Angeles Chapter, 2021 for Burbank Complete Streets Plan
- Planning Award, American Society of Landscape Architects – Southern California Chapter, 2021 for Burbank Complete Streets Plan
- Large Jurisdiction Excellence Award for a Comprehensive Plan, APA – San Diego Section, 2023 for Mira Mesa Community Plan Update

Christopher Starbird

GIS AND GRAPHICS

Christopher Starbird (*KRIS-tuh-fer STAR-bird; he/him*) is a geographic information systems (GIS) analyst with 20 years' experience in environmental projects for municipal, regional, and federal public agencies and non-profit organizations. Mr. Starbird uses the latest in mapping software from the Environmental Systems Research Institute (ESRI). His skills include database design, spatial analyses, three-dimensional (3D) modeling with shade and shadow analysis, glint and glare analysis, interactive web development and design, web-based mapping, and high-quality cartographic design. Mr. Starbird has completed course work in the areas of computer programming, GIS, cartography, and field techniques in geographic research, web-based interactive map presentation, and digital graphics design.



Education

University of California,
Santa Barbara
BA, Geography

Select Project Experience

Indio Transformative Climate Communities Plan Public Outreach Website, City of Indio, California. Worked with the graphic design team to design and developed a mobile-friendly website to guide the general public through the many goals of this climate plan. The site includes an interactive map of the plan boundary, webinar registration information, Spanish translation, and mailing list registration forms. The site theme was custom designed for the client on the WordPress platform to allow for easy transfer of ownership upon project completion (<https://indiotccplan.com>).

City of Santa Barbara Community Wildfire Protection Plan, Stakeholder Outreach Website, City of Santa Barbara, California. Worked closely with Dudek's graphic design and visual communications team and City of Santa Barbara staff to create an engaging web presence for the City of Santa Barbara's Community Wildfire Protection Plan (CWPP). Designed to get the word out about the CWPP planning process, as well as provide access to maps and graphics illustrating the issues at hand, the website serves as an example of outreach in the modern age. In addition to developing and launching the initial website, serves as the site administrator, performing updates and posts to keep the community informed. Because the website was hosted and maintained on City of Santa Barbara-operated infrastructure, Mr. Starbird had to coordinate with City of Santa Barbara IT staff to develop and deploy the web resource (<https://cwpp.santabarbaraca.gov/>).

California Wildlife Damage Management EIR/EIS, Project Website, California Department of Food and Agriculture. Served as the lead web developer/designer for the project website, which was designed to provide detailed information about the project's goals and to engage stakeholders. The website was built from the ground up to meet the state's strict requirements for accessibility and readability (WCAG 2.0). Users of the site can choose between four different languages via a customized machine translation plugin. Worked with the project team to create a web presence on the WordPress platform that could be easily edited by non-technical staff and increase the ease of transfer of ownership of the site upon project completion (<https://californiawdm.org/>).

San Jose Community Forest Management Plan, Stakeholder Outreach Website, City of San Jose, California.

Served as the lead web developer/designer for the City of San Jose's Community Forest Management Plan. The website's intended purpose was to inform and motivate the community to get involved in the planning process. In addition to developing the look and feel of the site, worked closely with Dudek's Urban Forestry Team to create engaging interactive elements to the site, including a game where visitors can plant trees around a virtual property to see the positive impact an urban forest has on the environment.

Green Neighborhood Certification Program, Stakeholder Outreach Website, Sacramento Tree Foundation, California.

Served as the lead web designer/administrator and took the project from design mock-up using Adobe Illustrator and Photoshop, to implementation in code using PHP, HTML, CSS, and JavaScript. Website development was accomplished by using the off-the-shelf WordPress content management system. Created a custom-tailored WordPress theme based on the Genesis theme framework, which allowed for design flexibility during development while also providing the potential for minor site updates by non-technical staff.

The Axton Solar Project Community Outreach Website, Axton, Virginia. Working with the Dudek graphic design team, developed a custom website to match other project outreach design materials. The resulting site includes comment forms, webinar registration, and interactive mapping in a layout that is compatible with mobile and desktop screen sizes.

Beverly Hills Creative Office Project Environmental Impact Report, City of Beverly Hills, California. Serving as lead GIS analyst in the preparation of the project's Environmental Impact Report (EIR) aesthetics assessment for the development of up to 11 new office buildings on a vacant, linear site in the City of Beverly Hills. The proposed four- to five-story office buildings would be designed in a range of architectural styles. Buildings at each end of the site would have traditional facades with columns and cornices, and buildings toward the center of the site would have more modern architectural treatments, such as glass screen walls and steel frames. Key issues include obstruction of views to the iconic City Hall tower and compatibility of bulk and scale with the surrounding development.

Pacific Coast Commons Specific Plan EIR, El Segundo, California. Serving as lead GIS analyst for preparation of an EIR for the Specific Plan. The project would involve redevelopment of the existing surface parking lots of the Fairfield Inn & Suites and Aloft Hotel properties, as well as the commercial properties, through the adoption of a Specific Plan that allows for the development of 263 new housing units and 11,252 square feet of commercial/retail uses on approximately 6.33 acres of land located in the City of El Segundo adjacent to Pacific Coast Highway. The Pacific Coast Commons-South portion proposes a six-story residential building with commercial/retail on the ground floor and an eight-level parking garage. The Pacific Coast Commons-Fairfield Parking portion of the project proposes a four-story parking garage with commercial/retail on the ground floor. The Pacific Coast Commons-North portion proposes a six-story residential building with commercial on the ground floor that faces Pacific Coast Highway, a six-story parking garage in the central portion of property, a new fire/access road, and apartment/townhome units. The project requires a General Plan amendment, zone change, site plan review, vesting tentative tract map, and a development agreement.

Buena Vista Project EIR, Los Angeles, California. Serving as lead GIS analyst for the EIR for a 2- to 26-story mixed-use project on an 8-acre parcel, which includes residential and commercial uses consisting of approximately 1,079,073 square feet of residential floor area (920 dwelling units); 15,000 square feet of neighborhood-serving retail uses; 23,800 square feet of indoor and outdoor restaurant; and 116,263 square feet of outdoor public trellis/balcony space. The project site is located in the Central City North Community Plan Area near the Metro Gold Line and the Los Angeles State Historic Park. The transit-priority project is proximate to a network of regional transportation facilities, including the Chinatown Metro Station. The site is located in a Methane Zone and contains remnants of previous land uses, including former oil wells and a gas station.

Raoul Rañoa

GIS AND GRAPHICS

Raoul Rañoa is the lead of Dudek's Visual Storytelling practice. His 30-year career includes roles at the Los Angeles Times where he honed his expertise in breaking down complex data and processes into visual stories suitable for both expert and general audiences. He also currently creates scientific visualizations for JPL/NASA. Mr. Rañoa has prepared print, online, animated, and interactive visuals covering every facet of the environmental consulting industry, including climate adaptation plans, sea-level rise, cultural assessments, built-environment, CEQA/NEPA compliance, climate change impacts and resiliency, habitat and land conservation, hydrological processes, and green-technology. He prepared visuals for the award-winning SDSU Mission Valley Campus Master Plan/Design Guidelines and led the development of SANDAG's On-Call Regional Transportation Infrastructure Sea-Level Rise Assessment and Adaption Guidelines and Resilience Toolkit.

Mr. Rañoa is knowledgeable in print and web graphics production, including prepress, vector and 3D illustration, GIS, social media, video, and motion graphics. He has management and university-level teaching experience, as well as experience in technical editing, writing, reporting, and cartography. He has given presentations on Visual Communications at the 2021 Western Groundwater Congress, JPL, Loyola Marymount University and the American Planning Association.

Mr. Rañoa has been a key member of Pulitzer Prize-winning investigative journalism teams and has created visuals for high-profile JPL/NASA projects such as the Mars helicopter. His scientific visualizations for JPL have also been included in a recent Space Studies Board/National Academy of Sciences' Planetary Science and Astrobiology Decadal Survey. His interactive and illustrative work at Dudek has been awarded by organizations such as the American Planning Association and PR Daily, and his work at the Los Angeles Times has been awarded multiple times by the Society of News Design, an international design competition which he also judged in 2016. Additionally, Mr. Rañoa's data visualizations are nationally recognized, having been featured in the Best American Infographics book series two years in a row.

Select Project Experience

Newport Beach General Plan Update. Developed Diagnostic Memo infographics including community maps and sea level rise models. Ensured consistency of all branding across all visuals.

Housing Inventory Annual Report on Homes, City of San Diego, California. Developed reports, infographics, and data visualizations for a public outreach brochure.

San Pasqual Valley Resource Management Plan, City of San Diego, California. Created visuals outlining best management practices for multiple land uses, hydrological processes, and the topographical makeup of the San Pasqual Groundwater Basin.



Education

*California Polytechnic State University, Pomona
BA, Communications
(Journalism focus)*

San Diego State University Mission Valley Campus Master Plan/Design Guidelines, San Diego State University, San Diego, California. Responsible for Environmental Impact Report and Design Guidelines infographics covering all aspects of the project, including utilities, hydrology, and emergency response.

San Diego Bay Sustainable Shorelines Atlas Lead artist overseeing the development of charts, graphs, and illustrations conveying technical data and findings.

San Diego Association of Governments Environmental On-Call Regional Transportation Infrastructure Sea-Level Rise Assessment and Adaption Guidelines, San Diego Association of Governments, California. Responsible for data maps and 3D infographics illustrating the impacts of sea-level rise on local communities

National Planning Conference Storymap, American Planning Association. Developed Storymap highlighting key locations in San Diego County

San Bernardino Regional Housing Trust Fund, San Bernardino Council of Governments, California. Created infographics explaining the trust fund process and communicate benefits of joining the housing trust and how the Trust Fund seeks outside funding,

SANDAG Holistic Implementation of Adaptation and Transportation Resilience Strategies Served as lead designer and manager to produce SANDAG's Adaptation and Transportation Resilience Strategies Toolkit and Guidebook. Developed design, visual approach, and creation of interactive/print documents. Oversaw layout/edits/and all aspect of production including color palette, branding, typography, and image section. Led development of data visualization and infographics.

Inland Empire Community Foundation Regional Priority Plan Deputy Project Manager leading development and coordination of Digital RPP featuring infographics, GIS-driven interactive maps, data visualizations and content. RPP to be designed and built using ESRI's Experience Builder platform.

DWR Technical Assistance Program, Department of Water Resources, State of California: Led coordination, creation, and execution of visuals illustrating DWR's efforts to support Tribal and other underrepresented communities. Visuals used for a K-12 lesson plan, public outreach, and social media campaigns. Led the development of award-winning graphic novels illustrating Native American Tribal Water Stories. Worked directly with DWR staff and Tribal Liaison to ensure that depiction of Native American culture was accurate and respectful.

Other to Residential Toolkit SCAG StoryMap. Designed data visualizations/online graphics for SCAG's Other to Residential Toolkit, a tool designed to assist agency decision makers stimulate housing production through the conversion of underutilized non-residential land. Visuals included comparisons of different housing typologies for Southern California counties.

San Bernardino Regional Priority Plan StoryMap, Inland Empire Resource Conservation District (IERCD). Coordinated, created, and executed IERCD's StoryMap detailing priority projects that build wildfire resiliency across the San Bernardino Mountains. RPP includes interactive GIS-driven maps, animated/interactive graphics, public questionnaires and public/private databases.

Inland Empire Community Foundation Digital RPP. Project Manager for creation of Experience Builder outlining the IECF's Regional Priority Plan. Duties include client relations, schedule management, data acquisition, design and creation of all visualizations and budget management.

Jennifer Reed

CEQA TECHNICAL SUPPORT (AIR QUALITY)

Jennifer Reed is an air quality and climate change specialist/environmental planner with 18 years' experience. Ms. Reed leads Dudek's air quality services team, and has been responsible for the management, analysis, and technical leadership of projects subject to compliance with the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA). She has completed numerous environmental documents in support of a diverse range of public and private developments and has served in a managing and technical role for Climate Action Plans (CAPs) and Climate Action and Adaptation Plans (CAAPs). Ms. Reed specializes in air quality, greenhouse gas (GHG) emissions, health risk assessment (HRA), and energy technical analyses, as well as climate action planning, and continues to be on the forefront of evolving science, emissions modeling computer programs, regulatory framework, caselaw, and planning best practices.

Ms. Reed has prepared air quality and GHG assessments for a wide variety of development projects throughout California, including large residential projects, commercial and retail projects, industrial projects, mixed-use developments, colleges and universities, healthcare facilities, energy projects, water and wastewater infrastructure, and transportation improvements. Additionally, she has considerable experience in project planning and regulatory compliance and has experience in project management, land-use permit processing, constraints analysis, development feasibility studies, due diligence investigations, and various other land-use planning projects.

Select Project Experience

Otay Ranch Village 14 and Planning Areas 16/19, Jackson Pendo Development, San Diego County, California. Managed and contributed to the air quality and GHG emissions technical reports for development of 994 homes, up to 10,000 square feet of commercial/retail uses, public safety facilities, an elementary school, parks, and recreational facilities.

San Diego County Water Authority Climate Action Plan Update, San Diego, California. Serving as Project Manager to assist the Water Authority in preparing an updated CAP to meet current protocols and ensure integration with the Water Authority's upcoming Master Plan Update. Tasks include reviewing existing GHG emissions inventory data, development of an updated GHG baseline, establishment of forecasted business-as-usual emissions, identification of a GHG emission-reductions target and establishment of objectives, identify and evaluate GHG reduction measures that are feasible and effective (GHG reduction and cost-effective), preparation of an updated CAP document, and CEQA integration including a CEQA streamlining mechanism. (Ongoing)

4275 Mission Bay Drive Mixed-Use Project, JPI Real Estate Acquisition LLC, San Diego, California. Contributed to the GHG emissions technical report that analyzed potential impacts associated with development of 172 residential units totaling approximately 200,000 square feet gross floor area, 15,500 square feet of commercial retail and



Education

*University of California,
Santa Barbara
BA, Environmental
Studies, 2007*

BA, Geography, 2007

Professional Affiliations

*Association of
Environmental
Professionals, Climate
Change Committee*

*Air and Waste
Management Association*

office space, and subterranean parking. The project is designed to be a transit-oriented development and GHG emissions reductions associated with the project's sustainable design features were quantified in the analysis.

El Monte Sand Mining Project EIR, County of San Diego. Contributed to the air quality and GHG emissions and energy analysis in support of the preparation of a subsequent EIR for the El Monte Sand Mining Project, which would provide locally sourced sand aggregate for use in the San Diego region. The EIR was prepared in compliance with CEQA, and ensures that information required by the public as well as County of San Diego decision makers is both adequate and available.

ARCO Service Station Expansion, Bonsall Service Station LP, San Diego County, California. Responsible for preparation of air quality and GHG assessments, which include modeling of gasoline tank emissions. Dudek was contracted by Bonsall Service Station LP to provide environmental services (CEQA documentation) to raze and rebuild the ARCO ampm station located near the community of Bonsall in San Diego County. The project proposes to rebuild the existing gasoline canopy from a four- to a nine-multiproduct dispenser.

Eastlake Apartments, Mid Town LLC, Chula Vista, California. Contributed to the air quality and GHG emissions assessments for the construction and operation of 156 residential apartment units on a 9.3-acre site located at the southwest corner of State Route (SR) 125. Contributed to the roadway health risk assessment (HRA), which determined the potential impact to the future residents of the proposed project area due to diesel particulate matter emissions resulting from truck traffic along SR 125.

Campo Wind Project EIS/EIR, Campo Reservation, California. Contributed to the air quality and GHG emissions Environmental Impact Statement (EIS) sections and technical report and the air quality, GHG emissions, and Energy sections of the EIR for the proposed 60 turbine, 252 megawatt wind energy project located on 2,200 acres under the jurisdiction of the Campo Band of Diegueno Mission Indians Reservation with a portion of the generation transmission line facilities located on approximately 200 acres of private lands that consisted of 14 parcels in southeastern San Diego County. Ensured the analyses was complete, defensible, and prepared in compliance with NEPA and CEQA.

Le Petite Ecole School Project, Gerald Gaucher, San Diego County, California. Managed and prepared the GHG emissions technical report that analyzed potential impacts associated with renovation and redevelopment of an approximately 55,560-square foot two-story office suite to accommodate an English-French pre-kindergarten through 12th grade private school over two phases.

New Kaiser Medical Center Project, Kaiser Foundation Health Plan Inc., San Diego, California. Served as an air quality analyst in the preparation of the project EIR and air quality technical report for the development of 936,000 square feet of new hospital campus uses on approximately 20 acres located in the Kearny Mesa planning area in the City of San Diego.

Pure Water Program, North City Project, EIR, City of San Diego, California. Contributed to the air quality and GHG technical analyses for the North City Project which proposed to produce 30 million gallons per day of potable recycled water. This included expansions of existing water reclamation facilities, construction of new treatment facilities, and installation of 29 miles of new pipeline. The project included installing landfill gas fueled power generation at the existing treatment facility. A health risk assessment was prepared as part of the project for both construction and operation. This project utilized the City's Climate Action Plan (CAP) Checklist to evaluate the project's impact to GHG emissions.

Brock Ortega

CEQA TECHNICAL SUPPORT (BIOLOGICAL RESOURCES)

Brock Ortega has more than 33 years' experience as a biologist and project manager with a focus on listed species and science-based analysis. Mr. Ortega has conducted over 40,000 hours of focused and general wildlife surveys during his professional career. Mr. Ortega has managed hundreds of projects for a diverse clientele including cities, transportation, industry, utilities, special districts, and regulatory agencies throughout California. He has an expansive practical expertise in state and federal Endangered Species Act and Eagle Take permitting, large-scale natural resource inventories, wildlife biology and management, CEQA processing, wildlife corridor studies, conservation planning, mitigation compliance programs and oversight, and endangered species management plans. He has worked throughout California and San Diego, in particular, throughout his professional career. He provides unique problem-solving ability when typical solutions are not available, such as unique survey methods, protocols, and permitting strategy. In addition, to his program and project management responsibilities, he also provides senior biological oversight for a variety of clients including City of San Diego on-call, San Diego County Parks and Rec Department on-call, Caltrans District 8 biological on-call, SANDAG environmental on-call, California Department of Water Resources Los Angeles Department of Water and Power on-call, MWD Orange County and San Bernardino O&M EIRs, and many energy projects throughout the state and US.

Education

*Humboldt State University
BS, Wildlife Biology
and Management, 1991*

Certifications

*USFWS Federal 10a
Survey Permit
No. TE 813545-9:
California Gnatcatcher,
Southwestern Willow
Flycatcher, Quino
Checkerspot Butterfly,
Fairy Shrimp; USFWS List
of Approved Handlers -
Arroyo toad*

Professional Affiliations

*Southern California
Chapter of The Wildlife
Society Board Member*

Select Project Experience

Fanita Ranch, HomeFed Fanita Rancho, LLC, San Diego, California. Has served as the project and client manager for over 10 years. Previously was the lead biologist for prior iterations of the project. In total, has been involved with the project for over 20 years. Serves as biological liaison to the City of Santee, their HCP consultant, and wildlife agencies with regards to the Santee Subarea Plan. Serves as the lead biologist for the project, having performed focused wet season protocol-level surveys for the federally listed endangered San Diego fairy shrimp and Riverside fairy shrimp, California gnatcatcher, least Bell's vireo, southwestern willow flycatcher, quino checkerspot, Hermes copper butterfly, western spadefoot toad, burrowing owl, and wildlife corridor studies. Project includes an 1,100-page document supporting the project, including resource management plans, habitat restoration plans, trail management plans, and species management plans.

Solar Power at Santee Lakes Recreational Preserve, Padre Dam Municipal Water District, San Diego County, California. Served as lead project biologist. The Padre Dam Municipal Water District (District) proposed to incorporate solar paneling into their Santee Lakes Recreational Preserve park.

As-Needed Environmental Services, SANDAG, San Diego County, California. Project manager for environmental services on-call contract. Contract is worth up to \$30+ million. Serves as project manager and contract manager for the contract. Dudek was authorized for four competitive tasks including the Regional Sea Level Rise Adaptation Guidance contract, which is successfully underway, and the San Elijo Lagoon Restoration Bio Monitoring scoping task under the first contract and just won one under the second contract.

State Water Project As-Needed Services, California Department of Water Resources. Serves as the senior wildlife biologist and strategist evaluating survey needs and coordinating consistent survey efforts, methodology, scoping, and data collection strategies across the state and projects. Among other tasks, included serving as the lead for San Joaquin kit fox camera studies and wildlife connectivity studies across over nearly 300 linear miles of the north/south California aqueduct and side aqueducts in the San Joaquin Valley, Tehachapi Mountains and Delta region.

Environmental and Biological Stormwater Maintenance Program, City of Poway Public Works Department, San Diego County, California. Since 2014. Serves as the Project Manager for the current biological monitoring contract supporting Poway's concrete and earthen channel stormwater maintenance program and other miscellaneous needs.

As-Needed Biological and Cultural Resources Surveys and Monitoring, Department of Parks and Recreation, County of San Diego, California. Served as project manager and principal biologist, providing as-needed consulting services for biological and cultural resources. Services included conducting Phase I cultural resources surveys, baseline biological surveys, and public access plans. Included over 15 sites and 10,000 acres including parks adjacent to Santee.

U.S. Fish and Wildlife Service San Diego National Wildlife Refuge Game Management Study, County of San Diego, California. Served as project manager and lead wildlife biologist for a game management study at the Refuge.

As-Needed Environmental Services, Helix Water District, San Diego County, California. Project manager for environmental services contract. Included over 10 tasks.

North City Project: Pure Water Program, City of San Diego Public Utilities Department, California. Served as the primary biologist for a joint project EIR and EIS for the City of San Diego Public Utilities Department and the U.S. Bureau of Reclamation. The North City Project is the first phase of the San Diego Pure Water Program for reservoir augmentation with recycled water.

Arroyo Toad Monitoring for the City of San Diego Water Transfers, Watershed & Resource Protection Long-Range Planning and Water Resources Division City of San Diego Public Utilities Department , San Diego County, California. Lead biologist responsible for performance of arroyo toad surveys, monitoring, and analysis related to better understanding the effects of City of San Diego Public Utilities Department water transfers (drafting) between four reservoirs.

Wildlife Crossing Planning Projects: Monterey Road/US101, Peninsular Open Space Trust, Santa Clara County; East Bay (I-580, I-680, SR 84), Alameda County Resource Conservation District, Alameda County; Hallelujah Junction (SR-395), Lassen County Transportation Commission, Lassen County; I-8 Wildlife Crossing Planning Project, UC Davis, Imperial County; Pacheco Pass (SR-152), Santa Clara Valley Habitat Agency, Santa Clara County, California. Sub-contractor project manager and biologist for several wildlife crossing planning projects for mountain lion, Peninsular bighorn sheep, elk, pronghorn, wolves, and other species. Each project will result in selection of multiple candidate sites will be narrowed down to 2 possible locations for wildlife under or over-crossings. Projects will finish with 65% designs for proposed structures. Dudek is responsible for wildlife connectivity planning and environmental documentation to support Caltrans requirements.

SCE As-Needed Contract, Entire Service Area, California. Served as the Program Manager for this long-term client including nearly \$40 million in contracts. During that time, Dudek has performed over 400 as-needed tasks throughout their entire service area.

Matthew DeCarlo, MA, RPA

CEQA TECHNICAL SUPPORT (CULTURAL RESOURCES)

Matthew DeCarlo is an archaeologist with 17 years' professional experience leading archaeological surveys and excavations, performing lithic and faunal analyses, constructing and analyzing geographic information system (GIS) data, and producing cultural resource management reports. As acting district archaeologist for the U.S. Forest Service (USFS), Mr. DeCarlo worked intensively with federal regulations and Native American tribal representatives. From this experience, he has developed the ability to work collaboratively with consulting groups on multiphase projects. Within the private sector, Mr. DeCarlo has managed the cultural resource requirements for large-scale utility projects, which required extensive cooperation with utility managers, construction efforts, and Native American tribal representatives.

Select Project Experience

City of San Diego Underground Utility Program EIR, City of San Diego, San Diego County, California. Served as cultural resources lead for an inventory and evaluation report supporting the Underground Utilities Program in the City of San Diego. Responsibilities included analysis of archived records, aerial photographs, and Native American outreach. Categorized the sensitivity of over 800 proposed districts based on cultural sensitivity and developed mitigation measures to reduce impacts to resources to a less than significant level.

City of San Diego Underground Utility Program, Various Projects, City of San Diego, San Diego County, California. Served as manager for the cultural resource monitoring of a citywide utility underground program in the City of San Diego. Responsibilities included consultation with program representatives, scheduling and management of field technicians, oversight of daily field logs, recordation of identified cultural resources, and constructing a summary document at the completion of each project phase.

UCSD Theater District Living and Learning Neighborhood Project, La Jolla, San Diego County, California. Managed the cultural resource monitoring program for a university neighborhood construction project. Responsibilities included proposing cultural resources budget, developing a Workers Environmental Awareness Program and delivering it to project personnel, and subcontracting Native American monitors. Oversaw archaeological and Native American monitoring teams to assure compliance with project mitigation measures as dictated in a UCSD approved cultural resources mitigation monitoring and reporting program. Evaluated unanticipated cultural resources and recommended mitigation in consultation with UCSD and Native American representatives. Reviewed monitoring team's daily logs and completed a monitoring report summarizing monitoring activities.



Education

*California State University,
Bakersfield
MA, Anthropology, 2018
University of California,
Irvine
BA, Anthropology, 2006*

Certifications

*Registered Professional
Archaeologist (RPA)*

Professional Affiliations

*San Diego Archaeological
Society
Society for American
Archaeology
Society for California
Archaeology*

Municipal Waterways Maintenance Plan, City of San Diego, San Diego County, California. Served as cultural resources project lead for the proposed Municipal Waterways Maintenance Plan for the City of San Diego. Responsibilities included analysis of archived records, aerial photographs, and Native American outreach. Conducted site visits of project facilities while coordinating with Native American representatives. Produced a report summarizing the finding of the cultural resources inventory including a cultural resources impact analysis, projected resource sensitivities, resource management recommendations, and mitigation measures. Developed a matrix indicating maintenance activities and facility locations that are exempt from further cultural review. Analyzed consistency of individual project with the MWMP EIR and developed a Cultural Resources Monitoring and Treatment Plans to manage impacts to cultural resources.

North City Project, City of San Diego, San Diego County, California. Served as cultural resources project lead for the proposed construction of a water purification program in the City of San Diego. Responsibilities included analysis of archived records, aerial photographs, and Native American outreach. Aided the City with AB-52 tribal consultation and conducted a pedestrian survey of the project area while coordinating with a Native American monitors. Produced a report summarizing the finding of the cultural resources inventory including a cultural resources impact analysis comparing alternate project routes, resource management recommendations, and mitigation measures.

Sanders Site Vernal Pool Mitigation Project in Support of the Pure Water San Diego Program, North City Project, City of San Diego, San Diego County, California. Managed the cultural resource inventory and monitoring program for the vernal pool mitigation project in support of a City-wide recycled water purification program in City of San Diego, California. Responsibilities included proposing cultural resources budget, analysis of archived records, aerial photographs, and Native American outreach. Subcontracted Native American monitors and conducted a pedestrian survey of the project area and produced a report summarizing the finding of the cultural resources inventory including resource management recommendations. Managed the cultural resource monitoring phase of the project including scheduling and management of field technicians, consultation with and subcontracting of Native American representatives, oversight of daily field logs, recordation of identified cultural resources, and submitting a summary document at the completion of the project.

San Diego State University Mission Valley Campus Master Plan Project, City of San Diego, California. Served as cultural resources project lead for the proposed SDSU Mission Valley Campus Master Plan. Responsibilities included analysis of archived records, aerial photographs, and Native American outreach. Native American outreach included presenting at Native American project scoping meetings, AB-52 notifications, and attending AB-52 consultation meetings to aid SDSU negotiate tribal mitigation measures. Conducted a pedestrian survey of the project area. Produced both CEQA and Section 106 compliant reports summarizing the finding of the cultural resources inventory including a cultural resources impact analysis, projected resource sensitivities, resource management recommendations, and mitigation measures.

Mountain View Wind Repower Project, Riverside County, California. Served as cultural resources project lead for the cultural resources inventory and evaluation in support of a proposed wind repowering project in Riverside County, California. Responsibilities included proposing cultural resources budget, analysis of archived records, aerial photographs, and Native American outreach. Acted as field lead during archaeological and paleontological pedestrian survey. Confirmed status of known cultural resources and recorded previously unidentified cultural resources within project area. Analyzed possible impacts to cultural resources within the project area and completed a report summarizing the finding of the cultural resources inventory including resource management recommendations.

Mark Storm, INCE Bd. Cert.

NOISE

Mark Storm is a senior acoustician with 33 years' experience as a noise control engineer specializing in environmental noise assessment, mechanical systems noise control, and architectural acoustics. Mr. Storm evaluates noise and vibration impacts from residential, manufacturing, industrial (e.g., mining, fossil-fueled and renewable power generation, energy storage, electrical transmission, and natural gas transmission), municipal, educational, commercial, and mixed-use facilities upon sensitive human and wildlife receptors. His services include development and direction of noise and vibration measurement and prediction programs, mitigation recommendations, participation in public meetings, and peer review.

Mr. Storm has authored or managed many California Environmental Quality Act (CEQA)/National Environmental Policy Act (NEPA) noise technical studies and environmental document sections. He has also handled noise for client Applications for Certification (AFC) brought before the California Energy Commission (CEC) and applicant Resource Report 9 (noise) submissions for projects reviewed by the Federal Energy Regulatory Commission (FERC).

Mr. Storm currently leads a team of senior acousticians and multiple mid- and junior-level analysts.

Select Project Experience

Palisade Santee Commerce Center Project, North Palisade Partners, Santee, California. Provided acoustical guidance to team in support of noise study preparation for demolition of Santee Drive-In Theatre and redevelopment of site with construction of 291,200 square feet of warehouse space and associated loading docks, parking, and landscape improvements.

SDSU Mission Valley Master Plan EIR, SDSU, San Diego, California. Directed preparation of noise study and EIR noise section for noise and vibration impact assessments associated with the proposed demolition of Qualcomm Stadium and subsequent multiphase on-site construction of a new stadium and associated development of the proposed San Diego State University (SDSU) Mission Valley "West Campus." Performed three-dimensional (3-D) sound propagation models for stadium attendance noise emission and aggregate building rooftop and underground parking garage HVAC noise. During project construction, provided on-site guidance (additional modeling, distance buffers, etc.) to contractors for noise mitigation to meet U.S. Fish and Wildlife criteria for sensitive avian species in off-site habitat adjoining the project site.

2018 Long Range Development Plan EIR, UC San Diego, California. Directed operation (stationary and transportation sources) and construction noise impact analyses for update of the University of California, San Diego (UC San Diego) long-range development planning of capital improvements and concurrent on-campus infrastructure development (e.g., Mid-Coast Trolley). The work included development of a cost-efficient campus-



Education

*Massachusetts Institute of Technology
BS, Aeronautics and Astronautics, 1991*

Certifications

*Institute of Noise Control Engineering (INCE)
Board Certified
County of San Diego – Approved CEQA
Consultant for Noise*

Professional Affiliations

INCE-USA service: Board of Directors; Vice President of Public Relations; Community Noise Technical Committee Leader

wide representative baseline sound level measurement survey, authorship of a noise technical report that included prediction results from usage of the Federal Highway Administration (FHWA) Traffic Noise Model (TNM) (version 2.5), draft EIR noise section, and response to client and public comments.

Theater District Living Learning District, UC San Diego, California. Directed and authored acoustical analyses to support preparation of an addendum to the 2018 UCSD Long Range Development Plan, which assessed potential noise and vibration impacts from the subject project, a new five-building mixed-used on-campus capital project to be developed south of Revelle College. Prepared and implemented construction noise and vibration mitigation plans.

Del Mar Fairgrounds, 22nd DAA, San Diego, California. Directed multiple outdoor sound level monitoring surveys to assess baseline ambient conditions for a variety of representative Fairgrounds activity levels and events, including summer and fall concerts hosted by the Del Mar Thoroughbred Club and the annual KAABOO festival. Prepared noise control plan revisions and provided guidance to 22nd District Agricultural Association (22nd DAA) management on development of a new noise ordinance. Managed preparation of multidisciplined (noise and biology) technical reports to evaluate potential effects of noise and light pollution on sensitive avian species observed on surrounding wetlands of the San Dieguito Lagoon.

UC San Diego Hillcrest Campus Long Range Development Plan Phase 1A, UC San Diego Capital Program Management, California. Directed coordination, setup, operation, and maintenance of multi-month construction noise and vibration monitoring instrumentation and data collection deployments featuring wireless reporting capabilities. Weekly summary reports informed UC San Diego of compliance with relevant final EIR mitigation measures with respect to adopted noise thresholds from the City of San Diego and groundborne vibration velocity criteria from Federal Transit Administration guidance. Sensitive off-site receptors included existing multifamily residences and the UC San Diego Medical Center.

Utilities Undergrounding Program EIR, City of San Diego, California. Authored program-level EIR noise section (and technical analyses) including noise and vibration impact assessments associated with citywide implementation of electrical utilities undergrounding with respect to nearby noise-sensitive receptors.

Lassen County Noise Element Update, County of Lassen, California. Directed the effort to prepare training presentation content and reference materials that were used to inform County enforcement personnel vis-à-vis the new general plan noise element update provisions recently developed by Dudek noise staff at County request.

On-Call Acoustic Consultant Services – Downtown District Noise Ordinance Evaluation, City of Fullerton, California. Managed the performance of a multi-day baseline sound level data collection effort across the City and subsequent data analysis that supported recommendations to City staff regarding requested revisions to the municipal noise ordinance. Mr. Storm participated in Planning Commission hearings that led to recommendations forwarded to City Council members for review and discussion.

Presentations

Storm, M. 2021. "Air-Cooled Chiller Screening Noise Analysis with Preliminary Building Project Information." Paper presented virtually via Inter-noise.

Storm, M. 2018. "Screening Noise Analysis with Preliminary Building Project Information." Paper presented at Inter-noise, Chicago, Illinois.

Josh Saunders, AICP

CEQA TECHNICAL SUPPORT (VISUAL RESOURCES)

Josh Saunders (*JOSH SAHN-ders; he/him*) is a visual resource specialist with 17 years' experience in the research, coordination, and preparation of environmental documents subject to the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA). Since joining Dudek, Mr. Saunders has specialized in the preparation of aesthetic and visual resource analyses.

In collaboration with Dudek analysts, planners, registered landscape architects, and design professionals, Mr. Saunders documents existing landscape conditions, assesses potential impacts, and depicts and characterizes anticipated visual change. Mr. Saunders has extensive experience performing aesthetic investigations, landscape evaluations, and impact analyses in urban and rural environments throughout Southern California. Mr. Saunders is well-versed in Federal Highway Administration visual impact assessment and Bureau of Land Management (BLM) visual resource management guidelines and methodologies and has been approved by the County of San Diego Planning and Development Services Department to prepare visual analyses for privately initiated projects. In addition to report preparation, Mr. Saunders works closely with Dudek's creative and 3D visualization teams in the preparation of photo-realistic visual simulations of proposed projects.

Select Project Experience

Palisade Santee Commerce Center Project, North Palisade Partners, Santee, California. Served as lead visual analyst in preparation of the CEQA document for demolition of Santee Drive-In Theatre and redevelopment of site with construction of 291,200 square feet of warehouse space and associated loading docks, parking, and landscape improvements. Tasks included establishment of key observation points from which to prepare visual simulations of the Project and coordination with the Project Architect in the development of visual simulations.

Mission Valley Campus Master Plan EIR, San Diego State University, California. Served as visual lead responsible for the preparation of the EIR's aesthetics section, which assessed environmental impacts resulting from implementation of the San Diego State University (SDSU) Mission Valley Campus Plan. The plan and project entail the acquisition, construction, and operation of an SDSU Mission Valley campus, a stadium, parks, recreation, and an innovation area. Specifically, the proposed campus would include approximately 400 hotel rooms to support campus visitors and stadium-related events, along with additional conference facilities that would serve as an incubator for graduate and undergraduate students in SDSU's hospitality and tourism management program. It would also include approximately 1.6 million square feet of campus uses for education, research, entrepreneurial, and technology programs. A new multipurpose, 35,000-person-capacity stadium and the corresponding demolition of the existing San Diego County Credit Union Stadium (formerly Qualcomm Stadium) is also included



Education

*New School of
Architecture + Design
MS, Architecture
(Landscape Architecture
concentration)*

*University of California,
San Diego
BA, Urban Studies and
Planning*

Certifications

*American Institute of
Certified Planners (AICP)*

Professional Affiliations

*American Planning
Association*

*Association of
Environmental
Professionals*

in the project. Mr. Saunders identified appropriate key vantage points from which to prepare visual simulations that would illustrate anticipated visual change as experienced by primary viewer groups in the surrounding area. Also coordinated with and provided direction to graphics professionals to prepare visual simulations and with lighting professionals in the preparation of a lighting technical study that considered light trespass impacts to nearby residences, roads, and wildlife habitat.

SDSU Plaza Linda Verde Campus Master Plan Update, Gatzke Dillon & Ballance, California. Served as environmental analyst for the preparation of the cumulative projects and public utilities and services sections of the EIR. The project is a mixed-use development featuring ground-floor commercial and upper-floor student apartments. The project also includes parking facilities to accommodate increased parking demand in the area and a campus green featuring a public promenade. Tasks included researching the City of San Diego El Niño database to determine projects to include in the cumulative impact analysis; coordinating with multiple agencies, including the Redevelopment Agency of the City of San Diego and the City of La Mesa, to determine projects to include in the cumulative impact analysis; and coordinating with various public agencies, including the SDSU Police Department, City of San Diego Fire-Rescue Department, San Diego Unified School District, City of San Diego Water Department, and SDSU Physical Plant Department, to formulate existing conditions discussion and then assess the potential impacts of the proposed project. Issues included adequately assessing potential impacts on fire response times and on water and sewer infrastructure with limited information. SDSU is currently reviewing the individual EIR sections.

Otay Ranch Village 14 and Planning Areas 16 and 19 Project, City of Chula Vista, California. Visual resources lead for the project EIR that analyzed effects to the environment associated with the construction and occupancy of up to 1,119 single-family homes, a mixed-use town center development, an elementary school, a public safety site, circulation improvements, public parks, trails, and open space. The project also included a specific plan to guide development of individual neighborhoods in the Proctor Valley area. Oversaw preparation of the visual resources analysis (prepared in accordance with County of San Diego guidelines) that utilized 12 key views and associated photosimulations to gauge the visual dominance of project components from public vantage points and to determine visibility from scenic roads and compatibility within the context of the existing Proctor Valley landscape.

Otay Ranch University Villages, City of Chula Vista, California. Served as environmental analyst in the preparation of the landform/aesthetics sections of the EIR for a 1,375-acre, approximately 6,800-home, master-planned development in the Otay Ranch area of Chula Vista. Tasks included coordination with the project architect to ensure the accuracy of visual simulations and preparation of a comprehensive visual analysis of the three distinct “village” developments from 13 key observations points. Tasks also included an assessment of anticipated changes to the visual environment resulting from development, as viewed from City of Chula Vista-designated scenic roadways in the project area.

Canyon Springs Healthcare Campus Specific Plan, City of Riverside, California. Served as land use and visual resources lead and provided technical support for the project EIR, which evaluated impacts associated with construction and occupancy of the 50.85-acre medical facility campus that would include a new six-story hospital, four-story medical office buildings and parking structures, and multistory assisted and independent living facilities. Located adjacent to commercial uses to the north, I-215 to the west, and residential uses to the south, land use and visual compatibility were key environmental topics examined in the project EIR. Prepared the land use and aesthetics sections of the EIR and coordinated directly with City of Riverside staff to ensure that necessary information was included. Also oversaw the preparation of the land use policy consistency analysis.

Dennis Pascua

SENIOR TRANSPORTATION PLANNER

Dennis Pascua (*DEN-iss PAS-kwa; he/him*) is a senior transportation planner and Dudek’s transportation services manager with 31 years’ experience in transportation planning/engineering throughout California. Mr. Pascua has successfully managed a variety of projects for local agencies and private developers, including traffic and circulation impact analyses and parking demand studies in both highly urbanized and rural areas. He is highly experienced with CEQA/NEPA and transportation topics and policies surrounding vehicle miles traveled (VMT), active transportation, context sensitive solutions, and Complete Streets throughout California. Mr. Pascua also offers an international perspective, having managed transportation planning projects in the Philippines, Japan, and the United Arab Emirates.



Education

*University of California, Irvine
BA, Social Ecology
(Environmental Analysis and Design)*

Professional Affiliations

*Institute of Transportation Engineers
American Planning Association
Association of Environmental Professionals*

Project Experience

Alta Oceanside, City of Oceanside, California. Managed the Transportation Impact Study (TIS) and Parking Demand Study that identified potential transportation impacts associated with the development of 309 apartment units, 5,422 square feet of retail/commercial space, and other supporting amenities on a 5.31-acre site located on the north end of Oceanside’s Downtown District, on the west side of North Coast Highway. The TIS included roadway segment and intersection levels of service analysis under the Existing, Cumulative, and Buildout Year (2035) conditions with and without the project as well as project access, queuing analysis, and California Department of Transportation (Caltrans) freeway segment analysis to determine impacts and required mitigation measures. Additionally, Mr. Pascua managed an intersection design alternatives analysis for N. Coast Highway/Costa Pacifica Way that included a roundabout alternative and a median/turn restriction alternative.

Mission Flats, City of Oceanside, California. Managed the Transportation Impact Study (TIS) that identified potential transportation impacts associated with the development of 137 apartment units, 3,500 square feet of retail/commercial space, and other supporting amenities on a 4.73-acre site located on 3907 Mission Avenue in the City of Oceanside. The traffic analysis included a study area roadway segment and intersection levels of service analysis under the existing, near-term cumulative, and buildout year (2035) conditions; project trip generation; and project site access and circulation, per the City of Oceanside General Plan Circulation Element requirement to follow SANTEC/ITE Guidelines for Traffic Impact Studies in the San Diego Region.

Vista Way Assisted Living Facility, City of Oceanside, California. Managed the preparation of the Local Transportation Analysis (LTA) for a 93 unit assisted living facility containing a total of 101 beds on a vacant parcel on the northwest corner of Buena Hills Drive and Vista Way. The LTA included an analysis of the project’s trip generation and distribution, VMT, and site access and circulation, including a 95th percentile queuing analysis at the intersection adjacent to the project site, as well a site distance analysis at the primary access driveway.

Lilac Hills Ranch, San Diego County, California. Managed the project's Evacuation Traffic Analysis which conducted traffic simulation modeling to analyze wildfire evacuation scenarios associated with the development of Lilac Hills Ranch; a 608-acre residential, commercial, and institutional mixed-use project located in the Valley Center and Bonsall Community Planning Areas of the unincorporated County of San Diego. Traffic simulation modeling included analysis of travel times throughout the Valley Center region during a wildfire evacuation event both with and without the Lilac Hills Ranch project.

Campo Wind Project EIS-EIR, San Diego County, California. Managed the in-house Transportation team that prepared a TIA for the Campo Wind Project, a wind energy generation project located on the Campo Band of Diegueño Mission Indians Reservation. The project consists of construction and operation of a renewable wind energy project consisting of 60 wind turbines and associated facilities including, meteorological towers, an operations and maintenance (O&M) facility; access roads, an approximately 8.5-mile-long generation transmission line; a collector substation, a high-voltage substation, and a switchyard to interconnect the project to the existing San Diego Gas & Electric (SDG&E) Sunrise Powerlink. The TIA primarily evaluated the project's construction-level impacts and documented existing traffic conditions including roadway segment and intersection levels of service along or in proximity to the project.

Harbor Park Beach Construction Grading and Maintenance Program, San Diego Unified Port District, California. Prepared a trip generation analysis for the proposed Harbor Park Beach Construction Grading and Maintenance Program. This program is a component of the Chula Vista Bayfront Master Plan for which an EIR was certified in 2020. The trip generation analysis determined whether the revised Beach Construction Grading and Maintenance Program was consistent with the maintenance activities analyzed in the Master Plan.

Montclair Place District Specific Plan, Montclair, California. Managed the in-house Transportation team that prepared the Traffic Impact Analysis (TIA) that identified potential project-related traffic impacts associated with the buildout of the Montclair Place District Specific Plan (MPDSP), on an approximately 104.35-acre project site in downtown Montclair. The TIA was prepared per the requirements of the City, San Bernardino County Transportation Authority (SBCTA), and Caltrans requirements; and, included a vehicle miles traveled analysis per Senate Bill 743 (SB 743). The TIA comprised a study area of 60 intersections spread over four cities and two counties. A key feature of the MPDSP would provide for the construction of a pedestrian-oriented, mixed-use downtown district, with structured parking facilities through a series of planned phases. At buildout of the MDPSP, the following uses would be operating on the project site: 5,366 mid-rise residential units; 955 high-rise residential units; 331,056 square feet (SF) of general office; 201,452 SF of medical offices; a 250 room hotel; 74,030 SF of civic uses; 1,170,853 SF shopping center uses; 72,682 SF of retail uses; and, a 109,836 SF movie theater.

Orange County Sanitation District Facilities Master Plan Project, No. PS17-08, Orange County, California. Managed the in-house Transportation team that prepared programmatic- and project level traffic analyses for the Program EIR for the Orange County Sanitation District Facilities Master Plan. The traffic analyses consisted of trip generation and VMT analyses for programmed projects included in a 20-year Capital Improvement Program to ensure that the Sanitation District can sustain its infrastructure, meet future regulatory requirements, and continue to provide a reliable service to the public. It is composed of projects necessary to upgrade, replace, and rehabilitate aging facilities across the Sanitation District's system in central and northern Orange County. These include facilities at Reclamation Plant No. 1 in Fountain Valley, Treatment Plant No. 2 in Huntington Beach, the sewer collection system, and improvements at various pump stations. The project area spans 15 cities as well as jurisdictional areas in the County of Orange.

BYRNE COMMUNICATIONS

KRISTEN BYRNE, IAP2
Planning and Outreach



Kristen Byrne, Principal of Byrne Communications Consulting, specializes in developing strategies for community outreach, public involvement, government relations and communications. She has advised a wide range of companies, institutions and agencies on effective ways to engage community and

government stakeholders to benefit their projects and initiatives. She has worked with some of San Diego's most notable organizations on high-profile projects, including SANDAG's Mid-Coast Trolley Project, San Diego Zoo's Park Boulevard Promenade project, Salk Institute Master Plan Update, and SDSU's Campus Master Plan Update.

Prior to founding Byrne Communications, she was a Senior Strategist and Vice President for MJE Marketing, a leading marketing and public affairs firm in San Diego.

EDUCATION

BA, Political Science; UC Santa Barbara

IAP2, Certification for Public Participation from the International Association for Public Participation

PROJECT EXPERIENCE

City of San Diego: Mobility Master Plan

Christine Mercado, Project Manager

(562) 308-8515, cmercado@sandiego.gov

Kristen Byrne worked with the City of San Diego to plan and implement a series of public outreach events to share information about and seek input on the Draft Mobility Master Plan. Byrne was responsible for coordinating and providing support for seven open house meetings at public libraries and assisting with planning for a virtual public workshop. She also created a Frequently Asked Questions handout for the open houses and prepared an internal Q&A to prepare City staff for questions they might encounter during outreach events.

SANDAG: Next Gen Rapid Conceptual Planning Study

Brian Lane, Senior Regional Planner

(619) 699-7331, brian.lane@sandag.org

Kristen Byrne led the public engagement program for the Next Gen Rapid Conceptual Planning Study for proposed Routes 41 (Linda Vista to University City), 471 (Escondido), and 625 (South Bay to Mid-City). She developed a public outreach plan to guide outreach efforts and coordinate the efforts of three Community-Based Organizations partners to conduct grassroots outreach in each of these communities. The outreach program included convening Community Roundtables in each of the three communities that were comprised of key community leaders. The Community Roundtables provided early input to the project team at two key milestones and helped promote broader outreach efforts to their constituencies. Pop-up outreach events were hosted by each Community-Based Organization at two key milestones, and three virtual public workshops were also hosted to gather additional input. Finally, an online survey was conducted in English, Spanish, and Vietnamese to gather input on proposed route alternatives and street improvements to allow for bus-only lanes. The study concluded in October 2023.

SANDAG: Airport Transit Connection Project

Marisa Mangan, Senior Regional Planner

(619) 595-5614, marisa.mangan@sandag.org

Byrne Communications Consulting provides strategic communications consulting and public engagement services in support of SANDAG's Airport Transit Connection Project. The Airport Transit Connection Project will create a reliable, direct, and convenient transit link to San Diego International Airport and connect the region's many transportation options in one area. The firm was responsible for developing key messaging, creating informational materials, participating in media strategy, and planning and implementing stakeholder engagement opportunities. Byrne Communications led the public engagement effort during CEQA scoping for the project in April 2021, including developing messaging and materials to support outreach, and conducting a virtual Scoping Meeting to facilitate public comment. She is continuing to advise SANDAG as the project moves forward.



EDUCATION

Master of Science, Community and Regional Planning
University of Texas at Austin, 2017

Bachelor of Arts, Sociology and Philosophy (dual degree)
University of California, Los Angeles, 2011

PROFESSIONAL EXPERIENCE

SENIOR ASSOCIATE/ASSOCIATE | June 2020 – Present

LeSar Development Consultants

- Craft housing policies and strategies for regional agencies newly committed to address housing needs
- Analyze publicly owned land and other key housing opportunity sites for development viability
- Advise local governments on inclusionary housing ordinances, engaging elected officials and community members on opportunities and needs
- Present course sessions and develop content for Housing Policy Research Academy, specializing in housing planning
- Research and analyze housing and policy needs in communities affected by major wildfires across California to help provide millions of dollars in disaster recovery funds

PROGRAM OFFICER | July 2018–December 2019

Baha'i World Centre, Haifa, Israel

Edited an international news service with 30,000 monthly readers in virtually every country. Developed policies and procedures for expanded areas of work. Coordinated cross-functional teams to launch new online publication. Collaborated with associates in dozens of countries, working with colleagues from a variety of cultural backgrounds.

GRADUATE RESEARCH ASSISTANT | August 2016–May 2017

The University of Texas at Austin, Austin, Texas

Managed data collection segment of UT Austin-UC Berkeley housing study about barriers to developing accessory dwelling units.

PLANNING INTERN | June–August 2016

City of Austin, Planning and Zoning Department, Austin, Texas

Wrote comprehensive evaluation of 10-year progress of the department's Austin Community Tree (ACT) program, an urban ecology initiative to increase tree canopy. Conducted meetings with residents and business owners to elicit program support.

METRO REPORTER | June 2011–May 2014

Austin American-Statesman, Austin, Texas

Wrote primarily about urban affairs such as the environment, development, crime, transportation, and public budgets.



Education:

BS in Civil Engineering
San Diego State University, 2004

Licensure:

Professional Traffic Engineer, CA
TR: 2528

Years of Experience: 18

Biography:

Stephen Cook has provided Mobility and Facility Financing services within the San Diego region since 2001. Over this time, Stephen has overseen or led the development of dozens of Transportation Impact Studies, Mobility Planning Studies and Traffic Operation Studies. Stephen has also provided on-call traffic engineering services for several jurisdictions within the region, including peer review, policy development, and project management.

Additionally, Stephen has assisted several jurisdictions with the implementation of their Public Facilities Financing Programs including Developer Impact Fee Programs, Assessment Districts, and In-Lieu Fee Programs. Stephen has also developed several pro-formas to assess the feasibility and cost benefit of the facilities. Through this experience Stephen has developed an extensive understanding of the Mitigation Fee Act and the other legal requirements associated with fee programs.

Relevant Projects

Santee Town Center Specific Plan Update, Santee, CA | Principal in Charge - Transportation

The Town Center Specific Plan is a long-range planning document for both the land uses and circulation network within Santee's Town Center Area. The Plan is anticipated to be implemented over the next 10 to 20 years. A key focus of the plan is to provide connectivity with ease of access between destinations throughout the specific plan area. This will be accomplished through enhanced street treatments and connections, as well as embedding linkages to the river and trail system within the specific plan area. Intersecting Metrics led the circulation and mobility planning, conducted the transportation impact analysis, and drafted the transportation section of the EIR.

San Diego Regional VMT Mitigation Program | Project Manager

The Regional VMT Mitigation Program is a joint effort between SANDAG and the County of San Diego. The goal of the program is to develop tools, resources, and strategies to help jurisdictions mitigate VMT related impacts throughout the region. The Program is being funded through a Caltrans Sustainability Partnership Grant. The program will look at several program options including both regional and local VMT exchange programs, VMT banking/credit systems, and providing resources to assist jurisdictions to develop local in-lieu fee programs. The Regional VMT Mitigation Program is anticipated to be completed in early 2026.

Carlton Oaks Country Club and Resort, Santee, CA | Project Manager – Transportation

This project will redevelop the Carlton Oaks Country Club and Golf Course to provide 242 new homes. Intersecting Metrics Conducted the Transportation Impact Study, Local Mobility Analysis, and helped in drafting the transportation section of Project EIR.

2021 Regional Plan EIR, SANDAG, San Diego, CA | Project Manager – Transportation

Stephen drafted the transportation section of SANDAG's 2021 Regional Plan EIR. The 2021 Regional Plan contains both the Regional Transportation Plan (RTP) and Sustainable Communities Strategy (SCS) for the San Diego region. The 2021 Regional Plan EIR was the first RTP in the San Diego Region to be SB-743 compliant. Through this effort, Stephen worked with SANDAG and their CEQA attorneys to develop VMT based significance criteria and thresholds, as well as the substantial evidence to support them for the EIR. The 2021 Regional Plan was adopted by the SANDAG Board of Directors on December 10, 2021.

Morena Corridor Specific Plan, City of San Diego, CA | Principal-in-Charge - Mobility

The Mid-Coast Trolley extension developed three new light-rail stations along the Morena Boulevard Corridor. The Morena Corridor Specific Plan focused on both land use and mobility recommendations within the corridor to better transition the areas around the new Tecolote Road and Clairemont Drive stations. Stephen worked with the City to develop mobility recommendations throughout the area for bicyclists, pedestrians, vehicles, and transit users. The Plan was adopted by City Council in September 2019.

County of San Diego SB-743 Compliant Transportation Study Guidelines, County of San Diego, CA | Technical Consultant

Stephen was a technical consultant for the development and implementation of the County's Transportation Study Manual. Stephen peer reviewed the manual, provided insights on how it can be implemented, and attended public meetings with County Staff to assist with technical questions. The County of San Diego Transportation Study Manual was adopted by the County Board of Supervisors on June 26, 2020.

Alpine Community Plan EIR, County of San Diego, CA | Project Manger

Stephen was the main author of the Transportation Impact Study for the Alpine Community Plan Update and assisted with the development of the project EIR. This was the first SB-743 compliant Transportation Impact Analysis/Study conducted within the County of San Diego and was based off the standards set forth by the County's recently adopted (June 26, 2020) Transportation Study Manual. The Alpine Community Plan EIR and Transportation Impact Study fully evaluated six different project alternatives and is currently being circulated for public review and comment.

Port Master Plan Update, San Diego Port District, CA | Project Manager

The District is currently in the process of updating their Port Master Plan (PMP). This is the first full scale update of the PMP since 1980 and will provide a comprehensive update of the planning, policies, and overall vision of District, baywide. Stephen is currently assisting the District in developing the Plan's Mobility Element. Stephen is also prepared the Transportation Impact Study for the PMPU EIR. The Transportation Impact Study identified the baywide SB-743 transportation related impacts and provide findings and overrides, for those impacts.

Midway-Pacific Highway and Old Town Community Plan Update, City of San Diego, CA | Project Manager

Stephen served as the Mobility Element project manager for the Midway-Pacific Highway and Old Town Community Plan Updates. Stephen was responsible for delivering the Existing and future conditions analysis for both communities. He also oversaw the travel forecasting and the preparation of a future condition's analysis report considering pedestrian, bicycle, transit and vehicular modes as well as parking. Finally, Stephen helped to develop future improvement recommendations to provide more comfortable and safer connections across all modes of travel through both communities.

City of San Diego Active Transportation In-Lieu Fee Program, San Diego, CA | Project Manger

The City of San Diego Active Transportation In-Lieu Fee program was developed to provide a path forward for development projects located within less VMT efficient areas to mitigate their transportation related impacts. The program assessed the cost to reduce one mile of travel within the City of San Diego then applies that cost to the excess VMT generated by projects located in less efficient areas. The City of San Diego then uses the revenue generated by the fee program to implement multi-modal facilities within the more VMT efficient areas of the City, resulting in a net decrease in the City overall VMT/Captia and VMT/Employee. Stephen was the project manager for the program, conducted the analysis to determine the cost to reduce VMT and developed a calculator that evaluated a project's impacts and assesses the fee amount.

Appendix B

COST PROPOSAL

MARATHON PKWY 1 MI.
LAKESIDE BALL FIELDS



RIVERFORD ROAD 1.5 MI.

CHANNEL ROAD 3 MI.

Table 2 details the total cost for this task order as well as fixed prices per subtask. This fee estimate is valid for 90 days from the date of this proposal; after 90 days, Dudek reserves the right to reassess the fee estimate, if necessary.

Table 2. Cost Proposal

Dudek Labor Hours and Rates																				Total Dudek Hours	Dudek Labor Hours	Subconsultant Fees			ODCs	Total Fee																			
Project Team Role:	Project Director/ Environmental	Senior Specialist IV	Senior Specialist I	Senior Specialist III	Specialist IV	Analyst IV	Analyst V	Senior Specialist IV	Analyst II	Creative Services IV	GIS Analyst IV	Project Director/ Environmental	Specialist IV	Senior Specialist III	Project Director/ Environmental	Specialist III	Project Director/ Environmental	Senior Specialist II	Project Director/ Environmental			General Services	General Services	Proforma mixed use housing market and development feasibility assessment																					
Team Member:	Asha Bleier	Tricia Wotjпка	Elizabeth Dickson	Kelly Bray	Erika Kash	Joshua Baehr	Christine Pereira	Gaurav Srivastava	Aliah Werth	Raoul Ranoa	Christopher Starbird	Carey Fernandes	Emily Seklecki	Jennifer Reed	Brock Ortega	Matthew DeCarlo	Mark Storm	Joshua Saunders	Dennis Pascua			Byrne Communications	Intersecting Metrics	LeSar Development																					
Billable Rate:	\$285	\$245	\$210	\$235	\$185	\$135	\$145	\$245	\$115	\$175	\$170	\$285	\$185	\$235	\$285	\$175	\$285	\$225	\$285	Fee	Fee	Fee																							
Task 2: Project Start-Up and Background Material																																													
2.1: Project Kickoff Meeting	1		3		1			1												6	\$1,345			\$1,345																					
2.2: Coordination Meeting	8		50		40				4				2							104	\$21,010			\$21,010																					
2.3: Existing Conditions Report	4	4	32	8	32	59			20		20									179	\$30,305			\$30,305																					
2.4: Updated Base Map			8		8	20					8									44	\$7,220			\$7,220																					
Subtotal Task 2	13	4	93	8	81	79		1	24		28		2							333	\$59,880			\$59,880																					
Task 3: Land Use Element Update Visioning																																													
3.1: Outreach and Engagement Plan	2		20		4															26	\$5,510			\$5,510																					
3.2: Marketing and Digital Engagement	4		30		20	10				12	4									80	\$15,270			\$15,270																					
3.3: Community Events	11		39		30	40	22	10		30	10									192	\$34,865	\$2,000		\$345	\$37,210																				
3.4: Interested Party Engagement	5		20		20															45	\$9,325			\$9,325																					
3.5: Land Use Alternatives	10		30		20	20		8	20		10									118	\$21,510		\$6,150	\$25,000	\$52,660																				
Subtotal Task 3	32		139		94	70	22	18	20	42	24									461	\$86,480			\$345	\$119,975																				
Task 4: Land Use Element Framework	10	4	30	4	30	40	12	16	40	20	24									230	\$39,860				\$39,860																				
Task 5: Program EIR Preparation																																													
5.1: Approach/ Project Description	4		9									15	20							48	\$11,005			\$11,005																					

Table 2. Cost Proposal

Dudek Labor Hours and Rates																				Total Dudek Hours	Dudek Labor Hours	Subconsultant Fees			ODCs	Total Fee
Project Team Role:	Project Director/ Environmental	Senior Specialist IV	Senior Specialist I	Senior Specialist III	Specialist IV	Analyst IV	Analyst V	Senior Specialist IV	Analyst II	Creative Services IV	GIS Analyst IV	Project Director/ Environmental	Specialist IV	Senior Specialist III	Project Director/ Environmental	Specialist III	Project Director/ Environmental	Senior Specialist II	Project Director/ Environmental			General Services	General Services	Proforma mixed use housing market and development feasibility assessment		
Team Member:	Asha Bleier	Tricia Wotipka	Elizabeth Dickson	Kelly Bray	Erika Kash	Joshua Baehr	Christine Pereira	Gaurav Srivastava	Aliah Werth	Raoul Ranoa	Christopher Starbird	Carey Fernandes	Emily Seklecki	Jennifer Reed	Brock Ortega	Matthew DeCarlo	Mark Storm	Joshua Saunders	Dennis Pascua			Byrne Communications	Intersecting Metrics	LeSar Development		
Billable Rate:	\$285	\$245	\$210	\$235	\$185	\$135	\$145	\$245	\$115	\$175	\$170	\$285	\$185	\$235	\$285	\$175	\$285	\$225	\$285	Fee	Fee	Fee				
5.2: Preparation of NOP, Completion, Availability, and Determination												30	30	10	10	10	10	10	10	120	\$29,000				\$29,000	
5.3: Scoping Meeting			5									15	20							40	\$9,025				\$9,025	
5.4: Technical Analyses and Assessment												40	50	50	50	50	50	50	50	390	\$95,150		\$31,000		\$126,150	
5.5: Draft Program EIR											20	58	70	70	70	70	70	70	70	568	\$137,180				\$137,180	
5.6: Final Program EIR												20	35							55	\$12,175				\$12,175	
5.7: MMRP												15	25							40	\$8,900				\$8,900	
5.8: Findings of Fact and Statement of Overriding Considerations												10	20							30	\$6,550				\$6,550	
<i>Subtotal Task 5</i>	4		14								20	203	270	130	130	130	130	130	130	1291	\$308,985				\$339,985	
Task 6: Land Use Element Draft	30		90	8	65	120	42	20	120	24	20									539	\$89,945				\$89,945	
Total Hours	89	8	366	20	270	309	76	55	204	86	116	203	272	130	130	130	130	130	130	2854						
Total	\$25,365	\$1,960	\$76,860	\$4,700	\$49,950	\$41,715	\$11,020	\$13,475	\$23,460	\$15,050	\$19,720	\$57,855	\$50,320	\$30,550	\$37,050	\$22,750	\$37,050	\$29,250	\$37,050		\$585,150	\$2,000	\$37,150	\$25,000	\$345	\$649,645

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MEETING DATE November 13, 2024

ITEM TITLE RESOLUTION PROCLAIMING AN EMERGENCY, AUTHORIZING THE MAINTENANCE OF EXISTING DEFENSIBLE SPACE AREAS IN THE SAN DIEGO RIVER CORRIDOR AND AUTHORIZING THE CITY MANAGER TO ENTER INTO CONTRACTS TO MAINTAIN EXISTING DEFENSIBLE SPACE AREAS; AND FINDING SUCH ACTION IS EXEMPT FROM REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO CEQA GUIDELINES SECTION 15269(c)

DIRECTOR/DEPARTMENT Marlene Best, City Manager *MSB*

SUMMARY

Santee Municipal Code Section 2.32.060 authorizes the City Council to proclaim the existence or threatened existence of a local emergency upon request from the City Manager. This item requests that the City Council proclaim an emergency and authorize the maintenance of ten existing defensible space areas in the San Diego River Corridor near structures to reduce any fuel accumulation of dead/dry vegetation and invasive tree growth in the existing defensible space areas.

Given the extreme fire conditions the state is currently experiencing and the possibility of future fires in the San Diego River Corridor, the Fire Chief recommends the maintenance of ten existing defensible space areas near structures to reduce fuel in the San Diego River Corridor as shown in Exhibit A of the attached Resolution in order to safeguard life, health, and property. City Council previously proclaimed an emergency due to the risk of fire in the San Diego River Corridor on October 14, 2020, August 11, 2021, and again on February 9, 2022, to create defensible space. These defensible space areas are overgrown and require maintenance to minimize the threat to life and property from fire. Given the extreme fire conditions in the State and the possibility of future fires, the Fire Chief recommends authorizing maintenance of the City's existing defensible space areas. The City Manager requests that the City Council proclaim an emergency to allow the effort to move forward.

ENVIRONMENTAL REVIEW

The project is exempt pursuant to California Environmental Quality Act (CEQA) Guidelines Section 15269(c) because the project is an action necessary to prevent or mitigate an emergency.

FINANCIAL STATEMENT *#8*

The cost for this effort is estimated to be \$133,850.00. Funding for this effort is already included in the 2024-25 Fiscal Year Community Services Department Operating Budget.

CITY ATTORNEY REVIEW N/A Completed



RECOMMENDATION *MDB*

Adopt the Resolution:

1. Proclaiming the immediate fire risk emergency; and
2. Approving the maintenance of defensible space areas to reduce fuel in ten existing defensible space areas to safeguard life, health, or property; and
3. Authorizing the City Manager to enter into contracts for the emergency work, and to take other actions as necessary.

ATTACHMENTS

Resolution

Defensible Space Maintenance Map

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL PROCLAIMING AN EMERGENCY,
AUTHORIZING THE MAINTENANCE OF EXISTING DEFENSIBLE SPACE AREAS IN
THE SAN DIEGO RIVER CORRIDOR AND AUTHORIZING THE CITY MANAGER TO
ENTER INTO CONTRACTS TO MAINTAIN DEFENSIBLE SPACE AREAS; AND
FINDING SUCH ACTION IS EXEMPT FROM REVIEW UNDER THE CALIFORNIA
ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO CEQA GUIDELINES
SECTION 15269(c)**

WHEREAS, Section 2.32.060 of the Santee Municipal Code empowers the City Manager to request that the City Council proclaim a local emergency when the City is affected or likely to be affected by an actual incident or the threatened existence of conditions or incidents of extreme peril to the safety of persons and property within the City caused by conditions which may be or are beyond control of the services, personnel, equipment, and facilities of the City; and

WHEREAS, conditions of extreme peril to the safety of persons and property exist within the City with the extreme fire season experienced in the State of California, and the frequency of fires in the San Diego River Corridor; and

WHEREAS, City Council proclaimed emergencies on October 14, 2020, August 11, 2021, and February 9, 2022, due to extreme fire risk to allow the construction of defensible space areas, and all such proclamations have since expired, and such defensible space areas now require maintenance to mitigate threat to life and property from fires; and

WHEREAS, the Fire Department has responded to an extraordinary amount of calls for service in the area during calendar year 2024 related to wildland fires, smoke checks, illegal burns, and rubbish fires, with 86 fire related responses in the San Diego River Corridor during calendar year 2024; and

WHEREAS, conditions of extreme peril warrant and necessitate the proclamation of the existence of a local emergency; and

WHEREAS, the City Council has been requested by the City Manager to proclaim the existence of a local emergency; and

WHEREAS, the immediate maintenance of ten existing defensible space locations, each of which are depicted in Exhibit A, attached hereto and incorporated herein by reference, is necessary to reduce fuels which have gathered therein to safeguard public health, safety and welfare; and

WHEREAS, Section 3.24.150 of the Santee Municipal Code authorizes the City Council to approve services in the case of an emergency that threatens public health, safety, and welfare; and

RESOLUTION NO. _____

WHEREAS, this project is exempt from the provisions of the California Environmental Quality Act (CEQA) as provided in CEQA Guidelines Section 15269 (c) titled "Emergency Projects".

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

Section 1: The City Council hereby proclaims that a local emergency now exists in the City.

Section 2: That during the existence of the local emergency, the powers, functions, and duties of the City Manager, as Director of Emergency Services, shall be those prescribed by state law, ordinances, and resolutions of the City and by the City of Santee Emergency Plan.

Section 3: The immediate maintenance of the ten existing defensible space areas in the San Diego River Corridor depicted in Exhibit A is authorized.

Section 4: The City Manager is hereby authorized to execute contracts on behalf of the City to complete the emergency work described herein, and to take other actions as necessary. Such actions include, but are not limited to, obtaining rights of entry and signing other agreements required to perform the work.

ADOPTED by the City Council of the City of Santee, California, at a Regular Meeting thereof held this 13th day of November 2024, by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

APPROVED:

JOHN W. MINTO, MAYOR

ATTEST:

JAMES JEFFRIES, CITY CLERK

Exhibit A – Defensible Space Maintenance Map

EXHIBIT A

Defensible Space Maintenance Map

