



## City Council

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

# CITY OF SANTEE

## REGULAR MEETING AGENDA

### Santee City Council

City Manager | Wendy Kaserman  
City Attorney | Shawn D. Hagerty  
City Clerk | James Jeffries

## MEETING INFORMATION

Wednesday, March 25, 2026

6:30 p.m.

Council Chamber | Building 2

10601 Magnolia Ave • Santee, CA 92071

## TO WATCH LIVE:

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

[www.cityofsanteeca.gov](http://www.cityofsanteeca.gov)

## IN-PERSON ATTENDANCE

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

## LIVE PUBLIC COMMENT

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

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



The City Council also sits as the Community Development Commission Successor Agency and the Santee Public Finance 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 Ronn Hall – District 2  
Councilmember Rob McNelis – District 1  
Councilmember Laura Koval – District 3  
Councilmember Dustin Trotter – District 4

**LEGISLATIVE INVOCATION:** Meridian Baptist Church, El Cajon – Jerry Phillips

**PLEDGE OF ALLEGIANCE**

**CONSENT CALENDAR:**

**PLEASE NOTE:** Consent Calendar items are considered routine and will be approved by one motion with no separate discussion. The public, staff or Council Members may request specific items be removed from the Consent Calendar for separate discussion or action. Speaker slips for this category must be submitted 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 Regular Meeting of March 11, 2026. (City Clerk – Jeffries)**
- (3) **Approval of Payment of Demands as Presented. (Finance – Jennings)**
- (4) **Approval of the Expenditure of \$50,827.20 for February 2026 Legal Services. (Finance – Jennings)**
- (5) **Adoption of a Resolution Authorizing the Purchase of New Structural Firefighting Clothing (Turnouts) from Allstar Fire Equipment, Inc., per Sourcewell Contract #010424-LIO. (Fire – Wallace)**
- (6) **Adoption of a Resolution Accepting the Public Improvements for the Prospect Estates II Subdivision (TM2016-03) as Complete and Finding this Acceptance is Not a CEQA Project. Location: Prospect Avenue at Marrokal Lane. (Engineering – Schmitz)**
- (7) **Adoption of a Resolution Authorizing Submission of the General Plan and Housing Element Annual Progress Report for Calendar Year 2025 to the State of California Office of Land Use and Climate Innovation and Department of Housing and Community Development; and Finding the Action is Not a Project and Therefore Not Subject to the California Environmental Quality Act. (Planning and Building – Sawa)**



**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 will be heard prior to Council Reports.*

**CONTINUED BUSINESS:**

- (8) Resolution Approving a Parking License Agreement Between the City of Santee and Santee Hotel LP and Determining the Project is Categorically Exempt from Environmental Review Under the California Environmental Quality Act (“CEQA”) per State CEQA Guidelines Sections 15311 and 15304. (City Manager – Kaserman)**

Recommendation:

Adopt the Resolution:

1. Approving the Parking License Agreement Between the City of Santee and Santee Hotel LP; and
2. Authorizing the City Manager to execute all necessary documents to execute the Agreement on behalf of the City; and
3. Determining this action is categorically exempt from the California Environmental Quality Act (“CEQA”) pursuant to Section 15311, Accessory Structures and Section 15304, Minor Alternations to Land, Existing Facilities, of the CEQA Guidelines.

**NEW BUSINESS:**

- (9) SB 707 Implementation Update and Workshop. (City Clerk – Jeffries)**

Recommendation:

Receive the update and provide direction to staff regarding the implementation of SB 707.

**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:**

**(10) Conference with Real Property Negotiators**

(Government Code section 54956.8)

Property: APNs: 381-050-59, 381-050-77, 760-143-40, 381-050-69, 381-050-81,  
and 381-050-66

City Negotiator: City Manager

Negotiating Party: County of San Diego

Under Negotiation: Price and Terms of Payment

**ADJOURNMENT:**





UPCOMING BOARDS, COMMISSIONS & COMMITTEES  
APRIL AND MAY MEETINGS

Apr	01	Santee Park and Recreation Committee	Council Chamber
Apr	08	Council Meeting	Council Chamber
Apr	13	Community Oriented Policing Committee	Council Chamber
Apr	22	Council Meeting	Council Chamber
May	06	Santee Park and Recreation Committee	Council Chamber
May	11	Community Oriented Policing Committee	Council Chamber
May	13	Council Meeting	Council Chamber
May	27	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](http://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** March 25, 2026

**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** March 25, 2026

**ITEM TITLE** APPROVAL OF MEETING MINUTES OF THE SANTEE CITY COUNCIL FOR THE REGULAR MEETING OF MARCH 11, 2026

**DIRECTOR/DEPARTMENT** James Jeffries, City Clerk

**SUMMARY**

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

**FINANCIAL STATEMENT**

N/A

**CITY ATTORNEY REVIEW**  N/A •  Completed

**RECOMMENDATION**

Approve Minutes as presented.

**ATTACHMENTS**

March 11, 2026, Regular Meeting Minutes

# DRAFT

**Minutes  
Santee City Council  
Council Chamber – Building 2  
10601 Magnolia Avenue  
Santee, California  
March 11, 2026**

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 Ronn Hall, and Councilmembers Rob McNelis and Dustin Trotter. Absent: Councilmember Laura Koval.

Officers present: City Manager Wendy Kaserman, City Attorney Shawn Hagerty, and City Clerk James Jeffries

**INVOCATION** was given by Marshall Masser, Lakeside Cristian Church.

**PLEDGE OF ALLEGIANCE** was led by Peter Diehl.

**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 Regular Meeting of January 28, 2026, February 11, 2026, and February 25, 2026. (City Clerk – Jeffries)**
- (3) **Approval of Payment of Demands as Presented. (Finance – Jennings)**

**Action:** Vice Mayor Hall moved approval of the Consent Calendar.

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

**NON-AGENDA PUBLIC COMMENT (15 minutes):**

- (A) Reuben Gawara, decided not to speak.
- (B) Grant, Trauma Intervention Programs of San Diego, thanked the City Council for their continued support of the program and provided an update of the services provided in 2025.
- (C) A.J. Tota, Kiwanis Club of Santee, spoke about the City's relationship with local service organizations and about the potential opportunity for collaboration for an event called Santee Summer Knights.

## Santee City Council Regular Meeting Minutes of March 11, 2026

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- (D) Peter Diehl, Santee Community Foundation, spoke in support of the Kiwanis event for a renaissance faire and encouraged the City Council to support it as well.
- (E) Dan Bozarth, Historic Event Productions Inc., spoke about his company's experience running similar events what the Kiwanis Club is working on and spoke in support of the event.

### **NEW BUSINESS:**

- (4) **Resolution Authorizing the City Manager to Approve the Sixth Amendment to the Professional Services Agreement with COAR Design Group for Fire Infrastructure Design Services for the Design and Environmental Review of Interim Fire Station 24 at Woodglen Vista Park and Finding the Action is Not a Project Subject to the California Environmental Quality Act ("CEQA"). (Fire – Wallace) (Reso 023-2026)**

Harley Wallace, Fire Chief, provided a PowerPoint presentation and responded to Council questions.

**Action:** Vice Mayor Hall moved approval of staff recommendation.

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

- (5) **Resolution Awarding the Construction Contract to Hazard Construction Engr LLC for the Citywide Pavement Repair and Rehabilitation Program Phase 2 2025 (CIP 2025-05) 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). (Engineering – Schmitz) (Reso 024-2026)**

Steve Miller, Principal Civil Engineer, provided a PowerPoint presentation and responded to Council questions.

**Action:** Councilmember Trotter moved approval of staff recommendation.

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

### **NON-AGENDA PUBLIC COMMENT (Continued):**

None.

**CITY COUNCIL REPORTS:**

Mayor Minto reported that he would be attending an upcoming SANDAG retreat.

**CITY MANAGER REPORTS:**

None.

**CITY ATTORNEY REPORTS:**

None.

**CLOSED SESSION:**

None.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 7:02 p.m.

Date Approved:

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James Jeffries, City Clerk

**MEETING DATE** March 25, 2026

**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** *Wk*

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>
03/01/26	Retiree Health	\$ 4,839.00
03/04/26	Accounts Payable	21,467.69
03/04/26	Accounts Payable	143,535.33
03/04/26	Accounts Payable	209,389.81
03/05/26	Accounts Payable	287,494.55
03/05/26	Payroll	499,881.10
03/06/26	Accounts Payable	55,521.77
03/10/26	Accounts Payable	161,755.52
		\$1,383,884.77
	TOTAL	\$1,383,884.77

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*  


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Heather Jennings, Director of Finance

EARNINGS SECTION				DEDUCTIONS SECTION				LEAVE SECTION				
Type	Hours/units	Rate	Amount Src	Plan	Base Wages	Deduction	Benefit/Cont	LvPlan	Accrued	Taken	Banked	Lost
<b>Grand Totals</b>				<b>Employees: 28</b>								
reth			5,096.00	catax	5,096.00	46.00						
				fedtax	5,096.00	211.00						
<b>Grand Totals</b>	0.00		5,096.00			257.00	0.00					

<b>Gross:</b>	5,096.00
<b>Net:</b>	4,839.00

<< No Errors / No Warnings >>

*E Buller*  
*3/2/26*  
*PPE 3/31/26*  
*Paydate 3/1/26*

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
232763	3/4/2026	10482 TRISTAR RISK MANAGEMENT	202602-Santee5519		WORKERS COMP LOSSES; FEB26	21,467.69
					<b>Total :</b>	<b>21,467.69</b>
					<b>Bank total :</b>	<b>21,467.69</b>
					<b>Total vouchers :</b>	<b>21,467.69</b>

1 Vouchers for bank code : ubgen

1 Vouchers in this report

Prepared by:   
Date: 3-5-26

Approved by:   
Date: 3/6/26

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
41010	3/4/2026	10956 FRANCHISE TAX BOARD	March Retiree 26 PPE 2/25/26		CA STATE TAX WITHHELD CA STATE TAX WITHHELD	46.00 36,256.43
					<b>Total :</b>	<b>36,302.43</b>
41030	3/4/2026	10955 DEPARTMENT OF THE TREASURY	March Reitree 226 PPE 2/25/26		FEDERAL WITHHOLDING TAX FEDERAL WITHHOLDING TAX	211.00 107,021.90
					<b>Total :</b>	<b>107,232.90</b>
<b>2 Vouchers for bank code : ubgen</b>						<b>Bank total : 143,535.33</b>
<b>2 Vouchers in this report</b>						<b>Total vouchers : 143,535.33</b>

Prepared by: *J. Smith*  
Date: 3-5-26  
Approved by: *E. Ball*  
Date: 3-10-26

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141848	3/4/2026	10292 ALL STAR FIRE EQUIPMENT INC	270529	55604	EMS SAFETY APPAREL	928.95
<b>Total :</b>						<b>928.95</b>
141849	3/4/2026	15360 ASHBURN, NIKKI	012326-LCW 100125-NA		LCW TRAVEL REIMBURSEMENT NEOGOVE CONFERENCE MILEAGE	15.37 28.28
<b>Total :</b>						<b>43.65</b>
141850	3/4/2026	10412 AT&T	301053963; MAR26		MAST PARK	160.50
<b>Total :</b>						<b>160.50</b>
141851	3/4/2026	10017 BAY CITY ELECTRIC WORKS	W325300 W325301	55378 55378	FY25/26 GENERATOR MAINT & REF FY25/26 GENERATOR MAINT & REF	3,014.43 125.00
<b>Total :</b>						<b>3,139.43</b>
141852	3/4/2026	12951 BERRY, BONNIE	March 1, 2026		RETIREE HEALTH PAYMENTS	91.00
<b>Total :</b>						<b>91.00</b>
141853	3/4/2026	13292 BORDER RECAPPING LLC	26-0334873-008	55318	TIRES	681.40
<b>Total :</b>						<b>681.40</b>
141854	3/4/2026	15691 BRADLEY, DANIEL	CPRS-2026-DB		PER DIEM PLAYGROUND SAFETY I	301.00
<b>Total :</b>						<b>301.00</b>
141855	3/4/2026	15751 CANON FINANCIAL SERVICES INC	42670880	55496	PLOTTER MAINTENANCE & USAGE	738.08
<b>Total :</b>						<b>738.08</b>
141856	3/4/2026	10711 COUNTY OF SAN DIEGO DEPT OF PU	2026REG_COP-16 2026SDR_WMA 0004	55606 55606	SD REGIONAL STORMWATER COP SD RIVER WATER QUALITY MONIT	8,064.00 70,957.00
<b>Total :</b>						<b>79,021.00</b>
141857	3/4/2026	15413 COUNTYWIDE MECHANICAL SYSTEMS	78303	55384	PLUMBING REPAIRS & RELATED M	13,311.00
<b>Total :</b>						<b>13,311.00</b>
141858	3/4/2026	10333 COX COMMUNICATIONS	141609501; FEB26		APT IT-OPS 9534 VIA ZAPADOR	207.39
<b>Total :</b>						<b>207.39</b>
141859	3/4/2026	10333 COX COMMUNICATIONS	063453006; FEB26		9534 VIA ZAPADOR	98.17

Voucher List  
CITY OF SANTEE

Bank code : ubqen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141859	3/4/2026	10333 COX COMMUNICATIONS	(Continued) 112256001; FEB26		9130 CARLTON OAKS DR	97.18
					<b>Total :</b>	<b>195.35</b>
141860	3/4/2026	10046 D MAX ENGINEERING INC	9711 9712	55426 55468	CONSTRUCTION INSPECTIONS & F STORMWATER PROGRAM ASSISTA	4,105.53 12,923.32
					<b>Total :</b>	<b>17,028.85</b>
141861	3/4/2026	13129 DAVID TURCH AND ASSOCIATES	2826	55415	HIGHWAY 52 COALITION	5,000.00
					<b>Total :</b>	<b>5,000.00</b>
141862	3/4/2026	10009 FIRE ETC	204028	55356	EQUIPMENT MAINTENANCE	202.28
					<b>Total :</b>	<b>202.28</b>
141863	3/4/2026	11196 HD SUPPLY FACILITIES	9244967698	55358	STATION SUPPLIES	99.56
					<b>Total :</b>	<b>99.56</b>
141864	3/4/2026	14459 HMC ARCHITECTS	183715	53747	SANTEE COMMUNITY CENTER	6,952.30
					<b>Total :</b>	<b>6,952.30</b>
141865	3/4/2026	14833 INTERWEST CONSULTING GROUP	3421704	55471	FY 25/26 BUILDING EXPERT CONSI	7,220.00
					<b>Total :</b>	<b>7,220.00</b>
141866	3/4/2026	10204 LIFE ASSIST INC	2066127	55324	EMS SUPPLIES	7,000.22
					<b>Total :</b>	<b>7,000.22</b>
141867	3/4/2026	10567 LLOYD'S COLLISION CENTER	19864	55298	VEHICLE REPAIR	705.85
					<b>Total :</b>	<b>705.85</b>
141868	3/4/2026	10174 LN CURTIS AND SONS	INV1035145 INV1037719	55605 55608	SAFETY APPAREL SAFETY APPAREL	789.21 2,639.34
					<b>Total :</b>	<b>3,428.55</b>
141869	3/4/2026	15225 LONG, CHERYL L	March 1, 2026		RETIREE HEALTH PAYMENTS	91.00
					<b>Total :</b>	<b>91.00</b>
141870	3/4/2026	15945 MATTICK, BRENDA JEAN	March 1, 2026		RETIREE HEALTH PAYMENT	91.00

Voucher List  
CITY OF SANTEE

Bank code : ubqen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141870	3/4/2026	15945 15945 MATTICK, BRENDA JEAN	(Continued)			<b>Total : 91.00</b>
141871	3/4/2026	15342 NAPA AUTO PARTS	973295	55598	STATION SUPPLIES	387.84
					<b>Total :</b>	<b>387.84</b>
141872	3/4/2026	15376 NESVIG, CHRISTINE	012326-CN.2		LCW TRAVEL REIMBURSEMENT	27.70
					<b>Total :</b>	<b>27.70</b>
141873	3/4/2026	10308 O'REILLY AUTO PARTS	2968-340810	55364	VEHICLE REPAIR PART	30.44
			2968-341997	55364	VEHICLE SUPPLIES	11.31
			2968-342468	55364	EQUIPMENT SUPPLIES	130.31
					<b>Total :</b>	<b>172.06</b>
141874	3/4/2026	10308 O'REILLY AUTO PARTS	2968-339177	55364	VEHICLE REPAIR PARTS	19.24
			2968-339358	55364	VEHICLE REPAIR PARTS	38.79
					<b>Total :</b>	<b>58.03</b>
141875	3/4/2026	14614 PARADIGM MECHANICAL CORP	114647	55387	FY25/26 HVAC MAINT & REPAIRS	125.95
			114649	55387	FY25/26 HVAC MAINT & REPAIRS	120.26
					<b>Total :</b>	<b>246.21</b>
141876	3/4/2026	10886 PERISCOPE HOLDINGS INC	SI-11356		NIGP CODE LIC RENEWAL	680.00
					<b>Total :</b>	<b>680.00</b>
141877	3/4/2026	12237 RAYON, KYLE	March 1, 2026		RETIREE HEALTH PAYMENT	91.00
					<b>Total :</b>	<b>91.00</b>
141878	3/4/2026	14621 REP FITNESS, LLC	SO887584	55592	STATION 20 INTERIM STATION	7,212.11
					<b>Total :</b>	<b>7,212.11</b>
141879	3/4/2026	15847 ROBAK, TREY	CPRS-2026-TR		PER DIEM PLAYGROUND SAFETY I	301.00
					<b>Total :</b>	<b>301.00</b>
141880	3/4/2026	10407 SAN DIEGO GAS & ELECTRIC	34223805628; FEB26		ROW / MEDIANS (GAS)	294.18
			43940205509; FEB26		LMD	1,050.20
			79900685777; FEB26		BALLFIELDS; FACILITIES; PARKS	26,256.93
			85097421694; FEB26		CITY HALL GROUP BILL	10,117.62

Voucher List  
CITY OF SANTEE

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141880	3/4/2026	10407 10407 SAN DIEGO GAS & ELECTRIC	(Continued)			<b>Total : 37,718.93</b>
141881	3/4/2026	10110 SECTRAN SECURITY INC	26020636	55348	FY 25/26 ARMORED CAR TRANSPC	180.24
						<b>Total : 180.24</b>
141882	3/4/2026	14797 SEDANO FORD OF LM INC	20533820	55373	VEHICLE REPAIR PARTS	188.87
						<b>Total : 188.87</b>
141883	3/4/2026	11072 SHOW STOPPER WAX PRODUCTS	000116	55306	VEHICLE MAINT. SUPPLIES	163.78
						<b>Total : 163.78</b>
141884	3/4/2026	10837 SOUTHWEST TRAFFIC SIGNAL	84813	55437	TRAFFIC SIGNAL - SERVICE CALLS	572.05
						<b>Total : 572.05</b>
141885	3/4/2026	10217 STAPLES ADVANTAGE	6055750238	55349	FY 25/26 OFFICE SUPPLIES - FINAN	50.20
						<b>Total : 50.20</b>
141886	3/4/2026	15881 STORM KING MOUNTAIN	2468	55565	FIRE BARRIER CURTAIN	6,314.60
						<b>Total : 6,314.60</b>
141887	3/4/2026	10572 SUNBELT RENTALS INC	175192406-0006 177159061-0002	55545 55328	STATION 20 EQUIPMENT EQUIPMENT RENTAL	3,065.39 -141.86
						<b>Total : 2,923.53</b>
141888	3/4/2026	10250 THE EAST COUNTY	00160365 00160683 00160771		INVITATION TO BID - CITYWIDE PA RFP - AS-NEEDED ON CALL SPECI, NOTICE INVITING BIDS - RFB# 25/2	854.00 126.00 192.50
						<b>Total : 1,172.50</b>
141889	3/4/2026	10515 THE SAN DIEGO UNION - TRIBUNE	0011777414		NOTICE OF PUBLIC HEARING	2,407.72
						<b>Total : 2,407.72</b>
141890	3/4/2026	10325 VALLEY POWER SYSTEM INC	R69432	55308	VEHICLE REPAIR PART	133.35
						<b>Total : 133.35</b>
141891	3/4/2026	11305 VELOCITY TRUCK CENTERS	XA290250308:01	55309	VEHICLE REPAIR PART	23.48
						<b>Total : 23.48</b>

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141892	3/4/2026	11877 WAXIE SANITARY SUPPLY	83775408	55474	FACILITIES MAINTENANCE SUPPLI	1,604.25
					<b>Total :</b>	<b>1,604.25</b>
141893	3/4/2026	12930 WILLIAMS, ROCHELLE	March 1, 2026		RETIREE HEALTH PAYMENT	91.00
					<b>Total :</b>	<b>91.00</b>
141894	3/4/2026	12641 WITTORFF, VICKY DENISE	March 1, 2026		RETIREE HEALTH PAYMENTS	31.00
					<b>Total :</b>	<b>31.00</b>
47 Vouchers for bank code : ubgen						<b>Bank total : 209,389.81</b>
47 Vouchers in this report						<b>Total vouchers : 209,389.81</b>

Prepared by:   
Date: 3/4/26

Approved by:   
Date: 3/4/26

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
141895	3/5/2026	10334 CHLIC	3687110		MEDICAL AND DENTAL INSURANCE	279,702.71
					<b>Total :</b>	<b>279,702.71</b>
141896	3/5/2026	10785 RELIANCE STANDARD LIFE	March 2026		VOLUNTARY LIFE INSUR	313.69
					<b>Total :</b>	<b>313.69</b>
141897	3/5/2026	10424 SANTEE FIREFIGHTERS	PPE 2/25/26		BATT CHIEF-STATION EXPENSE	4,913.45
					<b>Total :</b>	<b>4,913.45</b>
141898	3/5/2026	10776 STATE OF CALIFORNIA	PPE 2/25/26		WITHHOLDING ORDER	449.53
					<b>Total :</b>	<b>449.53</b>
141899	3/5/2026	10776 STATE OF CALIFORNIA	PPE 2/25/26		WITHHOLDING ORDER	260.30
					<b>Total :</b>	<b>260.30</b>
141900	3/5/2026	10001 US BANK	PPE 2/25/26		PARS RETIREMENT	1,213.34
					<b>Total :</b>	<b>1,213.34</b>
141901	3/5/2026	14600 WASHINGTON STATE SUPPORT	PPE 2/25/26		WITHHOLDING ORDER	641.53
					<b>Total :</b>	<b>641.53</b>
<b>7 Vouchers for bank code : ubgen</b>						<b>Bank total : 287,494.55</b>
<b>7 Vouchers in this report</b>						<b>Total vouchers : 287,494.55</b>

Prepared by: *Juch*  
 Date: 3-5-26  
 Approved by: *Bull*  
 Date: 3-5-26

EARNINGS SECTION					DEDUCTIONS SECTION			LEAVE SECTION					
Type	Hours/units	Rate	Amount	Src	Plan	Base Wages	Deduction	Benefit/Cont	LvPlan	Accrued	Taken	Banked	Lost
					sb-1		98.58						
					sb-3		71.76						
					sffa		3,760.96						
					sffapc		1,015.22						
					st1cs3	67,837.50	2,035.13	-2,035.13					
					st2cs3	17,153.94	514.62	-514.62					
					texlif		364.77						
					vaccpr		1,068.50						
					vaccpt		191.66						
					vcanpr		362.27						
					vcanpt		113.15						
					vgcipt		93.26						
					vghipr		60.29						
					vision	16,722.75	578.95						
					voladd		17.55						
					voldis		598.51						
					vollad			156.83					
					vollif		156.86						
<b>Grand Totals</b>	16,280.18		787,994.15				288,113.05	358,324.33					

<b>Gross:</b>	787,994.15
<b>Net:</b>	499,881.10

<< No Errors / 8 Warnings >>

*EB*  
*3/3/26*  
*PPE 2/25/26*  
*Paydate 2/5/26*

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
6294810	3/6/2026	14705 RHS MISSIONSQUARE	PPE 2/25/26		RETIREE RHSA	5,179.67	
						<b>Total :</b>	<b>5,179.67</b>
6930245	3/6/2026	14704 457 MISSIONSQUARE	PPE 2/25/26		ICMA - 457	50,342.10	
						<b>Total :</b>	<b>50,342.10</b>
<b>2 Vouchers for bank code : ubgen</b>						<b>Bank total :</b>	<b>55,521.77</b>
<b>2 Vouchers in this report</b>						<b>Total vouchers :</b>	<b>55,521.77</b>

Prepared by: Timothy  
Date: 3-10-26  
Approved by: E. Bull  
Date: 3-10-26

Bank code : ubgen

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
3263	3/10/2026	10353 PERS	03 26 3		RETIREMENT PAYMENT	161,755.52
<b>Total :</b>						<b>161,755.52</b>
1 Vouchers for bank code : ubgen						<b>Bank total : 161,755.52</b>
1 Vouchers in this report						<b>Total vouchers : 161,755.52</b>

Prepared by:   
Date: 3-10-26  
Approved by:   
Date: 3-10-26

**MEETING DATE**      March 25, 2026

**ITEM TITLE**    APPROVAL OF THE EXPENDITURE OF \$50,827.20 FOR FEBRUARY 2026 LEGAL SERVICES

**DIRECTOR/DEPARTMENT**    Heather Jennings, Finance *HJ*

**SUMMARY**

Legal services invoices proposed for payment for the month of February 2026 total \$50,827.20 as follows:

1) General Retainer Services	\$ 18,821.00
2) Labor & Employment	2,860.80
3) Litigation & Claims	3,427.00
4) Special Projects - General Fund	21,274.50
5) Special Projects – Other Funds	2,920.40
6) Third-Party Reimbursable Projects	<u>1,523.50</u>
Total	<u><u>\$50,827.20</u></u>

**FINANCIAL STATEMENT**

Account Description: Legal Services

	<u>AMOUNT</u>	<u>BALANCE</u>
General Fund:		
Adopted Budget	\$ 923,170.00	
Revised Budget	923,170.00	
Prior Expenditures	(635,957.17)	
Current Request	(46,383.30)	\$ 240,829.53
Other Funds (excluding third-party reimbursable items):		
Adopted Budget	\$ 35,000.00	
Revised Budget	35,000.00	
Prior Expenditures	(20,055.65)	
Current Request	(2,920.40)	\$ 12,023.95

**CITY ATTORNEY REVIEW**     N/A     Completed

**RECOMMENDATION**    *WK*

Approve the expenditure of \$50,827.20 for February 2026 legal services and reimbursable costs.

**ATTACHMENTS**

1. Legal Services Billing Summary February 2026
2. Legal Services Billing Recap FY 2025-26



**LEGAL SERVICES BILLING SUMMARY**  
**February 2026**

DESCRIPTION	CURRENT AMOUNT	INVOICE NUMBER	NOTES
Retainer	\$ 18,821.00	1055672	
<b>1001.00.1201.51020</b>	<b>18,821.00</b>		
Labor & Employment:			
Labor & Employment	2,860.80	1055673	
<b>1001.00.1201.51020</b>	<b>2,860.80</b>		
Litigation & Claims:			
Litigation & Claims	1,102.60	1055674	
Lee Receivership	1,817.80	1055680	
Keith Receivership	238.40	1055685	
Hope for the Homeless Lakeside Inc.	268.20	1055683	
<b>1001.00.1201.51020</b>	<b>3,427.00</b>		
Special Projects (General Fund):			
Community Oriented Policing	5,093.10	1055675	
CEQA Special Advice	7,181.80	1055687	
General Elections	1,549.60	1055677	
Parcel 4 Hotel	923.80	1055678	
Cannabis	1,549.60	1055681	
Surplus Land Act/Real Property Special Advice	1,370.80	1055682	
Housing and Planning Legal Support	3,605.80	1055679	
<b>1001.00.1201.51020</b>	<b>21,274.50</b>		
Mobile Home Rent Control Commission	149.00	1055676	<b>2901.04.4106.51020</b>
SD River Fire Mitigation	2,771.40	1055684	<b>*cip72452.10.05</b>
	<b>2,920.40</b>		
Third-Party Reimbursable:			
MSCP Subarea Plan	44.10	1055686	<b>spp1704a.10.05</b>
HomeFed Litigation 4	1,149.10	1055690	<b>tm22001a.10.05</b>
Summit Townhomes	220.50	1055688	<b>grd2505a.20.05</b>
City Ventures Cottonwood and Park	109.80		<b>grd2504a.20.05</b>
	<b>1,523.50</b>		
<b>Total</b>	<b>\$ 50,827.20</b>		

**LEGAL SERVICES BILLING RECAP  
FY 2025-26**

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>
<b>General Fund:</b>						
General / Retainer	\$ 223,170.00	\$ 223,170.00	\$ 130,794.70	\$ 92,375.30	Feb-26	\$ 18,821.00
Labor & Employment	70,000.00	70,000.00	39,246.60	30,753.40	Feb-26	2,860.80
Litigation & Claims	200,000.00	200,000.00	47,747.16	152,252.84	Feb-26	3,427.00
Special Projects	430,000.00	430,000.00	418,168.71	11,831.29	Feb-26	21,274.50
<b>Total</b>	<b>\$ 923,170.00</b>	<b>\$ 923,170.00</b>	<b>\$ 635,957.17</b>	<b>\$ 287,212.83</b>		<b>\$ 46,383.30</b>
<b>Other City Funds:</b>						
MHFP Commission	\$ 10,000.00	\$ 10,000.00	\$ 9,119.05	\$ 880.95	Feb-26	\$ 149.00
SLEMSA JPA	5,000.00	5,000.00	1,639.00	3,361.00	Feb-26	-
Financial System Upgrade	20,000.00	20,000.00	4,619.00	15,381.00	Feb-26	-
SD River Fire Mitigation	-	-	4,678.60	(4,678.60)	Feb-26	2,771.40
<b>Total</b>	<b>\$ 35,000.00</b>	<b>\$ 35,000.00</b>	<b>\$ 20,055.65</b>	<b>\$ 14,944.35</b>		<b>\$ 2,920.40</b>
<b>Third-Party Reimbursable:</b>						
<b>Total</b>			<b>\$ 108,387.75</b>			<b>\$ 1,523.50</b>

**Total Previously Spent to Date  
FY 2025-26**

<b>General Fund</b>	<b>\$ 635,957.17</b>
<b>Other City Funds</b>	<b>20,055.65</b>
<b>Applicant Deposits or Grants</b>	<b>108,387.75</b>
<b>Total</b>	<b>\$ 764,400.57</b>

**Total Proposed for Payment**

<b>General Fund</b>	<b>\$ 46,383.30</b>
<b>Other City Funds</b>	<b>2,920.40</b>
<b>Applicant Deposits or Grants</b>	<b>1,523.50</b>
<b>Total</b>	<b>\$ 50,827.20</b>

**MEETING DATE** March 25, 2026

**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** Harley Wallace, Fire Chief *HW*

**SUMMARY**

This item requests City Council authorization to purchase an additional three (3) sets of structural firefighting clothing (turnouts) from Allstar Fire Equipment, Inc. This purchase is necessary 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. The department has already ordered nine (9) sets of turnouts in the amount of \$38,528.17 this fiscal year. Staff recommend utilizing Sourcewell Contract #010424-LIO to purchase an additional three (3) sets of structural firefighting clothing (turnouts) for an amount not to exceed \$12,842.72. The total cost for twelve (12) sets of structural firefighting clothing (turnouts) purchased during FY 25/26 will be an amount not to exceed \$51,370.89.

**FINANCIAL STATEMENT** *eb bn HJ*

Adequate funding for the purchase of the additional three (3) sets of structural firefighting clothing (turnouts) is included in the FY 25/26 Fire and Life Safety Department budget.

**CITY ATTORNEY REVIEW**  N/A •  Completed



**RECOMMENDATION** WK

Adopt the attached resolution authorizing the purchase of an additional three (3) sets of structural firefighting clothing (turnouts) from Allstar Fire Equipment, Inc. per Sourcewell Contract #010424-LIO for total amount not to exceed \$51,370.89 and authorize the City Manager to execute all necessary documents.

**ATTACHMENT**

Resolution  
Invoice Replacement Turnouts

**RESOLUTION NO.**

**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 #101424-LIO**

**WHEREAS**, the City of Santee's ("City") amended FY 25/26 Fire and Life Safety Department operating budget includes funding for purchase of structural firefighting clothing (turnouts); and

**WHEREAS**, 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; 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 consistent with cooperative purchasing procedures authorized under Santee Municipal Code 3.24.130, 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 #010424-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 three (3) additional sets of structural firefighting clothing (turnouts) for the Fire and Life Safety Department to replace existing turnouts that failed annual testing and cannot remain in service; and

**WHEREAS**, Santee Municipal Code Section 3.24.180 requires City Council approval for purchases exceeding \$50,000 in a single fiscal year.

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

1. Authorizes the purchase of three (3) sets of structural firefighting clothing (turnouts) from Allstar Fire Equipment, Inc. per Sourcewell Contract #010424-LIO for a total amount of twelve (12) sets of structural firefighting clothing (turnouts) purchased during FY 25/26 in an amount not to exceed \$51,370.89.
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 25th day of March 2026, by the following roll call vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

**APPROVED:**

\_\_\_\_\_  
**JOHN W. MINTO, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**JAMES JEFFRIES, CITY CLERK**



12328 Lower Azusa Road  
 Arcadia, California 91006  
 Phone 626-652-0900  
 Fax 626-652-0920

# Sales Quote #260227SM2

February 27, 2026

**EXPIRES 5/1/2025**

**To:** Santee FD  
**Attn:** Capt. James Welsh  
**Phone:** (619) 258-4100 x 424  
**E-Mail:** [jwelsh@cityofsanteeca.gov](mailto:jwelsh@cityofsanteeca.gov)  
**Ship To:** [8950 Cottonwood Ave., Santee, Ca 92071](#)

**Kindly review the details of your quote.  
 Please contact the inside sales rep at the  
 bottom of this quote to proceed further.**

Qty	Unit	Description	Price	Extension
3	Ea	<b>LION SOURCEWELL CONTRACT# 010424-LIO  <u>PSGQ30654-B</u></b>  <b>LION - CVBM C7 7oz PBI Max Natural V-Force Bi-Swing Turnout Coat per Santee Spec</b> <b>Note: ***EXTRA CHARGE OF \$72 FOR 38" LENGTH COATS***</b> <b>If purchased on Sourcewell Contract:</b> <b>Coat List Price: \$6,476.00 Less Sourcewell Discount of 35% = \$4,209.40</b>	\$2,606.00	\$7,818.00
3	Ea	<b>LION - PVFM C7 7oz PBI Max Natural V-Force Belted Pant per Santee Spec</b> <b>If purchased on Sourcewell Contract:</b> <b>Pant List Price: \$3,397.00 Less Sourcewell Discount of 35% = \$2,208.05</b>	\$1,367.00	\$4,101.00
3	Ea	<b>LION - SB342 42" (Reg) EZ H-Back Quick Adjust Non-Stretch Suspenders w/ wire clip, Black</b>	Included	Included
		<b>TERMS:</b> Net 30 <b>FOB:</b> Destination <b>DELIVERY:</b> 75 Days		

Subtotal	\$11,919.00
7.750%	\$923.72
Shipping	\$0.00
<b>Total</b>	<b>\$12,842.72</b>

Stephanie Montes, Inside Sales  
[StephM@allstarfire.com](mailto:StephM@allstarfire.com)

**MEETING DATE** March 25, 2026

**ITEM TITLE** RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA ACCEPTING THE PUBLIC IMPROVEMENTS FOR THE PROSPECT ESTATES II SUBDIVISION (TM2016-03) AS COMPLETE AND FINDING THIS ACCEPTANCE IS NOT A CEQA PROJECT LOCATION: PROSPECT AVENUE AT MARROKAL LANE

**DIRECTOR/DEPARTMENT** Carl Schmitz, Engineering *S*

**SUMMARY**

This item requests the City Council accept the public improvements constructed as part of the Prospect Estates II subdivision, TM2016-03, located at Prospect Avenue at Marrokal Lane.

The public improvements constructed by KB Home Coastal, Inc. include the installation of new concrete sidewalk, curb and gutter, street lighting, and striping along the frontage of Prospect Avenue. In addition the developer constructed the extension of Marrokal Lane from the existing northern terminus and continuing south to Prospect Avenue completing a connection between Prospect Avenue and Mission Gorge Road. These improvements are completed and ready for acceptance and incorporation into the City maintained street system.

All required public improvements along Prospect Avenue and Marrokal Lane have been constructed in accordance with the Resolution of Approval (Resolution No. 096-2019), the accepted plans and to the satisfaction of the Director of Engineering.

**ENVIRONMENTAL REVIEW**

Environmental review was completed at the time of tentative map and development review approval. The Mitigated Negative Declaration was adopted on October 9, 2019 and the Notice of Determination was filed on October 11, 2019 with the San Diego County Clerk.

**FINANCIAL STATEMENT** *JK*

Acceptance of these public improvements will result in a minor increase in City street maintenance costs. These costs will be offset by increased tax revenues.

**CITY ATTORNEY REVIEW**  N/A  Completed

**RECOMMENDATION** *wk*

Adopt the attached Resolution accepting the public improvements as complete and directing the City Clerk to release 90 percent of the faithful performance bond and retain 10 percent for 12 months as a warranty bond and retain the labor and material bond for six months.

**ATTACHMENTS**

Resolution  
Vicinity Map



**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA,  
ACCEPTING THE PUBLIC IMPROVEMENTS FOR THE PROSPECT ESTATES II  
SUBDIVISION (TM2016-03) AS COMPLETE AND FINDING THIS ACCEPTANCE IS  
NOT A CEQA PROJECT**

**LOCATION: PROSPECT AVENUE AT MARROKAL LANE**

**WHEREAS**, KB Home Coastal, Inc., the developer of the Prospect Estates II subdivision, entered into a subdivision improvement agreement to construct certain public improvements associated with the development; and

**WHEREAS**, the public improvements on Prospect Avenue and Marrokal Lane are constructed according to the subdivision improvement agreement, accepted plans, the requirements of the Resolution of Approval No. 096-2019 and to the satisfaction of the Director of Engineering; and

**WHEREAS**, environmental review was completed at the time of tentative map and development review approval. The Mitigated Negative Declaration was approved on October 9, 2019 and the Notice of Determination was filed on October 11, 2019 with the San Diego County Clerk.

**NOW, THEREFORE BE IT RESOLVED** that City Council of the City of Santee, California, does hereby accept the public improvements and incorporates them into the City's maintained street system.

**BE IT FURTHER RESOLVED** that the City Council does hereby direct the City Clerk to retain 10 percent of the faithful performance bond for 12 months as a warranty bond, and retain the labor and material bond for six months. The retained bonds shall be released upon approval of the Director of Development Services.

**ADOPTED** by the City Council of the City of Santee, California, at a Regular meeting thereof held this 25<sup>th</sup> day of March 2026, by the following roll call vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

**APPROVED:**

\_\_\_\_\_  
**JOHN W. MINTO, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**JAMES JEFFERIES, CITY CLERK**

# Vicinity Map



**Prospect Estates II Subdivision**

**Public Improvements to be**

**Accepted TM2016-03, G-1341**

**MEETING DATE** March 25, 2026

**ITEM TITLE** RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA AUTHORIZING SUBMISSION OF THE GENERAL PLAN AND HOUSING ELEMENT ANNUAL PROGRESS REPORT FOR CALENDAR YEAR 2025 TO THE STATE OF CALIFORNIA OFFICE OF LAND USE AND CLIMATE INNOVATION AND DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT AND FINDING THE ACTION IS NOT A PROJECT AND THEREFORE NOT SUBJECT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT.

**DIRECTOR/DEPARTMENT** Sandi Sawa, AICP, Planning & Building 

**SUMMARY**

In accordance with California Government Code Section 65400, the City must prepare and submit an Annual Progress Report (APR) to the City Council, the California Office of Land Use and Climate Innovation (LCI), and the California Department of Housing and Community Development (HCD) documenting implementation of the General Plan and Housing Element.

The General Plan is comprised of nine (9) elements including: Land Use, Housing, Mobility, Recreation, Trails, Conservation, Noise, Safety and Environmental Justice, and Community Enhancement. General plans benefit local communities by promoting planned projects, streamlined processes, integrated visioning with planning, and improved access and use of available community resources. Implementation of the General Plan is achieved through actions and decisions undertaken in accordance with its adopted policies and objectives, which are intended to address the City's long-term development needs.

The current sixth Cycle Housing Element was adopted by the City Council on May 11, 2022. Subsequently, on October 26, 2022, the City Council approved the corresponding Housing Element Rezones Program. On December 6, 2022, the State of California Department of Housing and Community Development (HCD) certified the City of Santee (City)'s Housing Element after confirming that the City had completed the Rezones Program.

The APR outlines the City's demographics for 2025; General Plan elements and associated goals, objectives and policies; and the City's 2025 accomplishments and future goals to implement the policies and objectives of the General Plan.

Implementation of the Housing Element includes tracking the City's progress in meeting its share of the region's housing needs, preserving the local housing stock, promoting equal housing opportunities, and efforts to remove governmental constraints to the maintenance, improvement, and development of housing. This Housing Element APR covers housing production, housing affordability and the status of Housing Element programs for Calendar Year 2025.

In 2025, building permits were issued for a total of forty-five (45) residential units, including permits for twenty-one (21) single-family homes and twenty-four (24) accessory dwelling units. During this period, fifty (50) residential units received their certificate of occupancy, including twenty-eight (28) single-family homes, and twenty-two (22) accessory dwelling units. Seven (7) residential developments were entitled during this period for a total of 538 units including six (6) single-family detached units and 532 multi-family units.

**ENVIRONMENTAL REVIEW**

The General Plan and Housing Element APR is not a “project” as defined by the California Environmental Quality Act (“CEQA”) because it involves the mandated annual reporting to the City Council, LCI and HCD on the City’s General Plan and Housing Element implementation pursuant to California Government Code Section 65400. Further, the reporting on General Plan and Housing Element implementation does not have the potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment (Public Resources Code section 21065; CEQA Guidelines section 15378). Any necessary compliance with CEQA for individual projects would be required prior to construction authorization.

**FINANCIAL STATEMENT** *EB for HJ*

Upon completion and submittal of this report, the City would continue to be eligible for potential funding from a number of regional and state programs.

**CITY ATTORNEY REVIEW**       N/A       Completed

**RECOMMENDATION** *WK*

1. Adopt the Resolution authorizing the City Manager to submit the APR on General Plan and Housing Element Implementation for Calendar Year 2025 to LCI and HCD.
2. Authorize staff to make any necessary revisions to the APR as may be required by LCI or HCD to ensure compliance with all applicable state and federal regulations.

**ATTACHMENTS**

Staff Report  
Resolution

- Exhibit A – 2025 Annual Progress Report
- Exhibit B – 2025 Annual Progress Report on Housing Element Implementation<sup>1</sup>

<sup>1</sup> Tables in Attachment B were provided by HCD and are not subject to resizing or reformatting.



## STAFF REPORT

### RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, AUTHORIZING SUBMISSION OF THE GENERAL PLAN AND HOUSING ELEMENT ANNUAL PROGRESS REPORT FOR CALENDAR YEAR 2025 TO THE STATE OF CALIFORNIA OFFICE OF LAND USE AND CLIMATE INNOVATION AND CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT AND FINDING THE ACTION IS NOT A PROJECT AND THEREFORE NOT SUBJECT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT.

CITY COUNCIL MEETING MARCH 25, 2026

#### A. BACKGROUND

The attached Annual Progress Report (APR) on General Plan and Housing Element implementation for Calendar Year 2025 was prepared in accordance with California Government Code Section 65400 and the regulations of the California Department of Housing and Community Development (HCD). State law requires submission of the APR to the City Council, the California Office of Land Use and Climate Innovation (LCI), and HCD to document implementation of the General Plan and Housing Element.

Implementation of the Housing Element includes monitoring the City's progress in meeting its share of regional housing needs, preserving the existing housing stock, promoting equal housing opportunities, and efforts taken to remove governmental constraints to the maintenance, improvement, and development of housing. The APR will be used by LCI and HCD to inform State-level decision-making and to ensure that the City of Santee's certified Housing Element remains in compliance with State Housing law.

Housing is considered affordable when a household spends no more than 30 percent of its income on housing. To assess affordability, HCD categorizes household incomes into six levels based on the County's Area Median Income (AMI).

The AMI for a four-person household in San Diego County in 2025 was \$130,800.

Acutely Low Income	Earn 15% or less of the AMI
Extremely Low Income	Earn between 15% - 30% of the AMI
Very Low Income	Earn between 30% - 50% of the AMI
Lower Income	Earn between 50% - 80% of the AMI *Lower Income may also be used to mean 0% to 80% of AMI
Moderate Income	Earn between 80% - 120% of the AMI
Above Moderate Income	Earn over 120% of the AMI

The Housing Element APR provides detailed information on new residential units by entitlement status, building permits issued, and certificates of occupancy granted. The City's progress toward meeting its Regional Housing Needs Allocation (RHNA) is measured based on building permits issued. The City must also report the affordability levels of all residential units that have been entitled, permitted, and completed.

Based on the City's certified Housing Element and recently certified Housing Elements from other jurisdictions in San Diego County, where HCD allowed rental multifamily housing units, including accessory dwelling units (ADUs), to count as moderate-income housing toward the jurisdiction's respective RHNA, the City is taking the same approach and allocating rental multifamily housing and ADUs to the moderate-income RHNA affordability bracket.

## **B. REPORTING PERIOD**

This progress report covers General Plan implementation and housing production, affordability and status of Housing Element programs for Calendar Year 2025.

## **C. REPORT SUMMARY**

The APR on General Plan Implementation for Calendar Year 2025 has been prepared and consists of four sections (Introduction, Demographics, General Plan Goals and Objectives and Progress in Meeting General Plan Goals and Objectives) shown in Exhibit A of the attached Resolution. The four sections are summarized below:

- Introduction - This section includes the City's Organizational Chart, Community Profile, and Mission, Vision, Values Statement.
- Demographics - This section includes data, tables and maps regarding population, housing and other characteristics, including but not limited to:
  - Total Population: 60,037 (*P1 | 2020 Decennial Census*)
  - Employment Rate: 60.0% (*DP03 | 2024 ACS 5-Year Estimates*)
  - Homeownership Rate: 72.4% +/- 2.2% (*DP04 | 2024 ACS 5-Year Estimates*)
  - Median Sales Price 2025 -Single Family: \$855,000
  - Median Gross Rent: \$2,250 +/- \$84 (*DP04 | 2024 ACS 5-Year Estimates*)
- General Plan Goals and Objectives - This section introduces the purpose of a General Plan and the required elements pursuant to state law. It also outlines the City's adopted General Plan Elements and all associated goals, objectives and policies found within each of the elements of the General Plan. The following General Plan Elements have been adopted by the City:
  - Land Use Element (actively being updated)
  - Housing Element
  - Mobility Element
  - Recreation Element
  - Conservation Element
  - Noise Element
  - Safety Element & Environmental Justice
  - Community Enhancement Element
  - Trails Element
- Progress in Meeting General Plan Goals and Objectives - This section outlines how City

Departments are implementing the General Plan through 2025 accomplishments along with future goals and objectives.

The APR on Housing Element Implementation for Calendar Year 2025 has been prepared using forms and definitions adopted by HCD. The report consists of fourteen (14) tables shown in Exhibit B of the attached Resolution. The City's production and progress during 2025 is summarized below:

- Summary - This table provides a summary of all the building permits issued with unit counts by income level and housing applications submitted and entitled in 2025.
- Table A, Housing Development Applications Submitted - This table includes data on all new housing units and developments for which an application was submitted (deemed complete) between January 1st and December 31st of 2025. During this reporting period, the City received four (4) development applications, fourteen (14) applications for single-family residential units, and fifty-four (54) applications for accessory dwelling units (ADUs), representing a total of 341 units submitted in 2025. This total includes 100 proposed single family-attached units as part of "The Exchange" development project and seventy-one (71) proposed single-family attached units associated with the Laurel Park development project.
- Table A2, Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units - This table includes detailed information, including Assessor's Parcel Numbers and Addresses, of all residential units entitled or for which building permits were issued or finalized in 2025. In 2025, building permits were issued for a total of 45 residential units, including permits for twenty-one (21) single-family detached units and twenty-four (24) ADUs. During this period, a total of fifty (50) residential units were completed and received their certificate of occupancy, including permits for twenty-eight (28) single-family homes, and twenty-two (22) ADUs. Seven residential developments were entitled during this period for a total of 538 units.
- Table B, RHNA Progress - This table reports building permits issued by affordability and calendar year to demonstrate progress in meeting the City's share of the regional housing need.

Santee's RHNA, finalized by the San Diego Association of Governments on July 10, 2020, is 1,219 housing units for the period of April 15, 2021 to April 15, 2029.

Cumulatively, from January 1, 2025 to December 31, 2025, Santee issued building permits for one (1) acutely low-income, one (1) low-income, nineteen (19) moderate-income and twenty-four (24) above-moderate income units, with 600 units in all income categories remaining based on the City's RHNA.

- Table C, Sites Identified or Rezoned to Accommodate Shortfall Housing Need - This table is used to identify sites that have been rezoned to accommodate a shortfall in low- or moderate-income units due to development of a site in the Housing Element

Inventory of Sites identified by low- or moderate-income units, but for which none or only some units were developed as affordable. This table tracks “replacement” sites in accordance with the “No Net Loss” provisions of Senate Bill 166, enacted in 2018. In Calendar Year 2025, no sites in the City were rezoned to accommodate shortfall housing need.

- Table D, Program Implementation Status - This table provides the status of Housing Element program implementation. Each of the 14 programs listed in the adopted Housing Element is identified by name, objective, and timeframe for implementation. Staff provided a brief response on the implementation of each program in the table.
- Table E, Commercial Development Bonus Approved pursuant to Government Code section 65915.7 - This table tracks commercial development bonuses granted to a development that includes an agreement to provide affordable housing constructed on the site of the commercial development or alternative adequate site. The City did not issue any commercial development bonuses for affordable housing in Calendar Year 2025.
- Table F, Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites - This table is used to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved. In 2025, no developments were converted from non-affordable to affordable.
- Table F2, Converted affordable housing units - This table reports the number of units in an existing multifamily building that were converted to deed-restricted rental housing for moderate-income households by the imposition of affordability covenants and restrictions for the unit. None were converted under these provisions in 2025.
- Table G, Locally Owned Lands Included in the Housing Element Sites Inventory - This table is used to report any City-owned sites identified in the Housing Element Residential Sites Inventory that have been disposed of. The City does not own any sites identified in the Residential Sites Inventory.
- Table H, Locally Owned Surplus Sites - This table is used to identify City-owned parcels that have been declared as surplus, exempt surplus, or excess pursuant to Government Code Sections 54221 and 50569. As of 2025, the City has declared four (4) properties as surplus land, one (1) property as exempt surplus land and six (6) properties as excess lands.
- Table J, Student Housing - This table identifies any low-income student housing permitted by the City pursuant to State law. No low-income student housing was permitted by the City in 2025.
- Table K, Tenant Preference Policy – This table is used to report any local tenant preference ordinance pursuant to Government Code Section 7061. The City does not have a local tenant ordinance.

- Table L, Historical Resources – This table is used to report any sites within the City that were newly added to a National, State or Local register of historic places within the reporting year. In 2025, the City did not register any new sites as a historic place.
- Local Early Action Planning (LEAP) Reporting - This table provides a summarized status update of LEAP housing grants the City has received. In 2020, the City received a LEAP Grant for \$150,000 to support the environmental review for the Housing Element Rezones Program. HCD reimbursed the City for the full grant award amount as reflected in this table.

#### **D. STAFF RECOMMENDATION**

1. Adopt the Resolution authorizing the City Manager to submit the APR on General Plan and Housing Element Implementation for Calendar Year 2025 to LCI and HCD.
2. Authorize staff to make any necessary revisions to the APR as may be required by LCI or HCD to ensure compliance with all applicable state and federal regulations.

**RESOLUTION NO.**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, AUTHORIZING SUBMISSION OF THE GENERAL PLAN AND HOUSING ELEMENT ANNUAL PROGRESS REPORT FOR CALENDAR YEAR 2025 TO THE STATE OF CALIFORNIA OFFICE OF LAND USE AND CLIMATE INNOVATION AND DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT AND FINDING THE ACTION IS NOT A PROJECT AND THEREFORE NOT SUBJECT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT**

**WHEREAS**, pursuant to California Government Code Section 65400, a report must be provided annually to the City Council on the implementation of the General Plan and Housing Element; and

**WHEREAS**, the State of California Department of Housing and Community Development (HCD) has adopted regulations that require the City to use standardized forms when preparing the Housing Element Annual Progress Report (APR) pursuant to California Government Code Section 65400; and

**WHEREAS**, pursuant to California Government Code Section 65400 the annual reports attached hereto as “Exhibit A” and “Exhibit B” must be submitted to the State of California Office of Land Use and Climate Innovation (LCI), formerly known as the Office of Planning and Research, and HCD by April 1<sup>st</sup> of each year; and

**WHEREAS**, the current 6<sup>th</sup> Cycle Housing Element that covers the planning period from 2021-2029 was prepared in accordance with the State General Plan Guidelines and was adopted by the City Council on May 11, 2022; and

**WHEREAS**, the 6<sup>th</sup> Cycle Housing Element was certified by HCD on December 6, 2022; and

**WHEREAS**, a public meeting on the annual report was held on March 25, 2026, as required by Government Code section 65400; and

**WHEREAS**, The General Plan and Housing Element APR is not a “project” as defined by the California Environmental Quality Act (“CEQA”) because it involves the mandated annual reporting to the City Council, LCI and HCD on the City’s General Plan and Housing Element implementation pursuant to California Government Code Section 65400. Further, the reporting on General Plan and Housing Element implementation does not have the potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment. (Public Resources Code section 21065; State CEQA Guidelines § 15378.) Any necessary compliance with CEQA for individual projects would be required prior to construction authorization; and

**WHEREAS**, the City Council considered the General Plan and Housing Element APR for Calendar Year 2025.

**RESOLUTION NO.**

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Santee, California, after considering the staff recommendation, as follows:

**SECTION 1:** The City Council authorizes the City Manager to submit the APR on General Plan and Housing Element Implementation for Calendar Year 2025 to LCI and HCD by April 1, 2026.

**SECTION 2:** The City Council hereby authorizes staff to make any necessary revisions to the APR as may be required by LCI or HCD to ensure compliance with all applicable state and federal regulations.

**ADOPTED** by the City Council of the City of Santee, California, at a Regular meeting thereof held this 25<sup>th</sup> day of March 2026, by the following roll call vote to wit:

**AYES:**

**NOES:**

**ABSENT:**

**APPROVED:**

\_\_\_\_\_  
**JOHN W. MINTO, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**JAMES JEFFRIES, CITY CLERK**

Attachments:

Exhibit A – 2025 Annual Progress Report

Exhibit B – 2025 Annual Progress Report on Housing Element Implementation

**GENERAL PLAN  
ANNUAL  
PROGRESS  
REPORT  
CALENDAR  
YEAR 2025**



# GENERAL PLAN

## ANNUAL PROGRESS REPORT

### CALENDAR YEAR 2025



#### CITY COUNCIL

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

#### STATEMENT



This report provides the City Council and public with an overview of the City's progress in implementing its General Plan in accordance with Government Code Section 65400. The report provides a summary of accomplishments by City entity to show how the City is meeting the goals and objectives of the General Plan.

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PREPARED BY THE CITY OF SANTEE PLANNING & BUILDING DEPARTMENT

10601 Magnolia Ave. Santee, CA 92071 | 619-258-4100 | [www.cityofsanteca.gov](http://www.cityofsanteca.gov)

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General Plan Elements

Goals, Objectives, & Policies

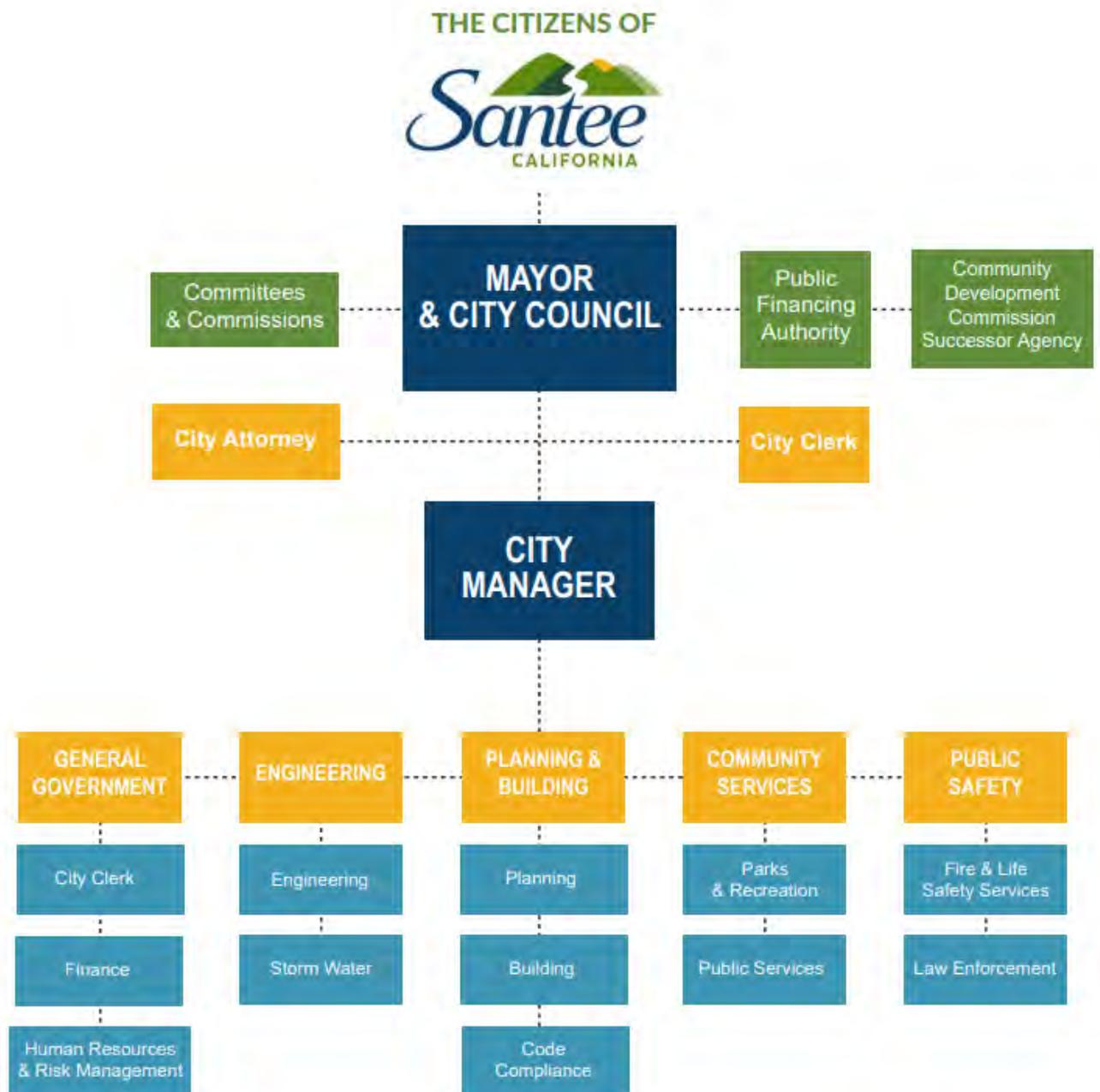
## PROGRESS IN MEETING GENERAL PLAN GOALS & OBJECTIVES

Introduction

2025 Accomplishments by City Entity

Future Actions – Goals and Objectives by City Entity

# ORGANIZATIONAL CHART



# COMMUNITY PROFILE

Date Incorporated .....	December 1, 1980
City Charter .....	Voter Approved November 4, 2008
Form of Government .....	Council-Manager
City Employment (full-time equivalent funded positions) .....	160
Population .....	60,037
Number of Register Voters.....	39,600
Area .....	16.7 square miles
Streets (miles).....	126.2
Elevation .....	350 ft.



# MISSION, VISION, VALUES STATEMENT



## MISSION

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

## VISION

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

## VALUES

### Accountability

Taking responsibility and ownership for actions and their results.

### Visionary

Exemplifying innovation and initiative.

### Integrity

Dedication to honest and ethical actions in public service.

### Professionalism

Demonstrating high standards of performance, service or teamwork with responsiveness, courtesy and respect. xv

### Commitment

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



# POPULATION & OTHER CHARACTERISTICS

## Employment

Employment Rate: 60.0% (DP03 | 2024 ACS 5-Year Estimates)

## Families and Living Arrangements

Total Households: 21,196 (DP02 | 2024 ACS 5-Year Estimates)

## Income and Poverty

Median Household Income: \$113,394 (S1901 | 2024 ACS 5-Year Estimates)

## Race and Ethnicity

White alone 68.7%

Hispanic or Latino alone 20.9%

Two or More Races 14.3%

Asian alone 5.9%

Some Other Race 7.4%

American Indian and Alaska Native alone 0.8%

Black or African American alone 2.3%

Native Hawaiian and Other Pacific Islander alone 0.54%

(P8 | 2020 Decennial Census)

## Education

Bachelor's Degree or Higher: 35.0% (S1501 | 2024 ACS 5-Year Estimates)

## Health Insurance

Without Health Care Coverage: 3.1% (S2701 | 2024 ACS 5-Year Estimates)

## Veterans

Veterans: 11% +/- 1.5% (S2101 | 2024 ACS 5-Year Estimates)

## Disability

Disabled Population: 13.7% +/- 1.3% (S1810 | 2024 ACS 5-Year Estimates)

## Children

Under 18 years old: 23.1% +/- 1.2% (S0101 | 2024 ACS 5-Year Estimates)

## Families and Household Characteristics

Average Family Size: 3.24 +/- 0.07 (DP02 | 2024 ACS 5-Year Estimates)

## Age and Sex

Median Age: 40.3 +/- 1.0 (S0101 | 2024 ACS 5-Year Estimates)

## Homeownership Rate

Homeownership Rate: 72.4% +/- 2.2% (DP04 | 2024 ACS 5-Year Estimates)

**Housing Units**

Total Housing Units: 21,851 (*H1 | 2020 Decennial Census*)

**Median Sales Price 2025**

Detached Single Family: \$855,000

Attached Condominiums/Townhomes: \$585,000

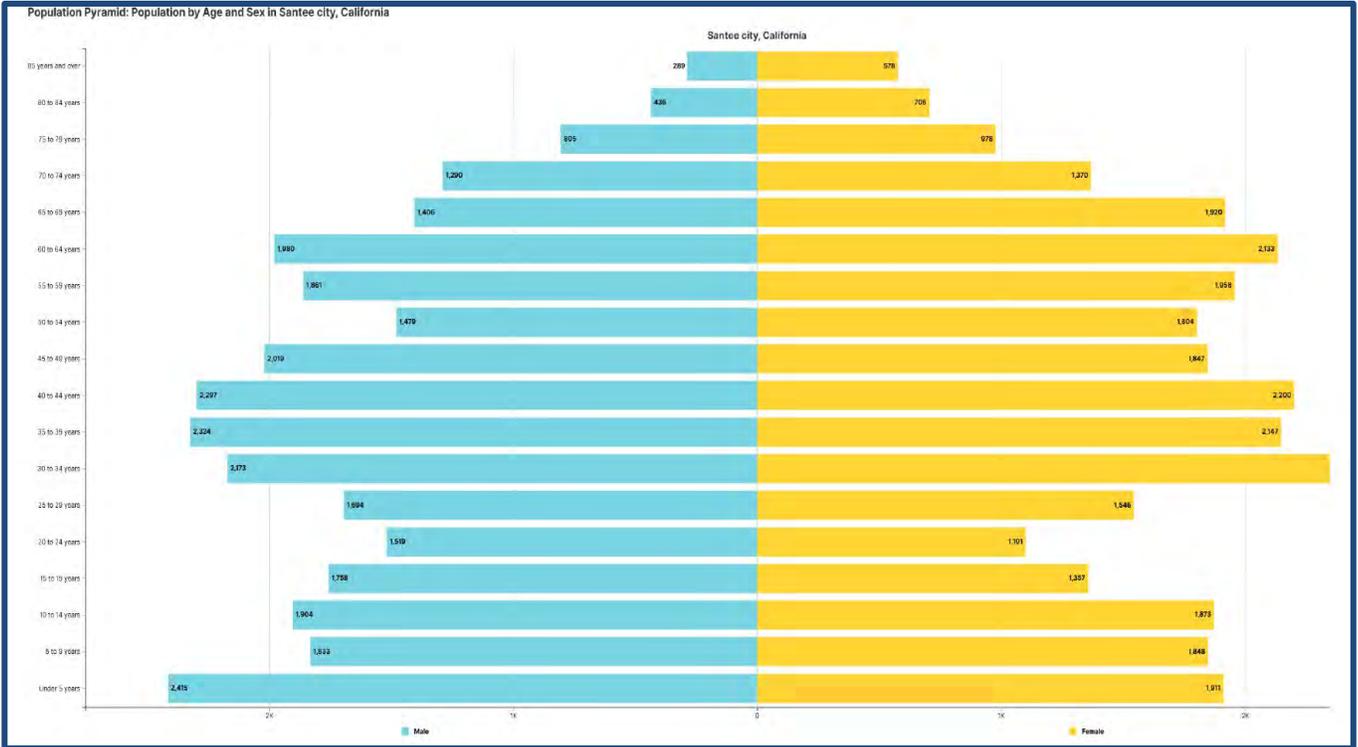
*(Greater San Diego Association of REALTORS 2025, Local Market Update for December 2025)*

**Rental Characteristics**

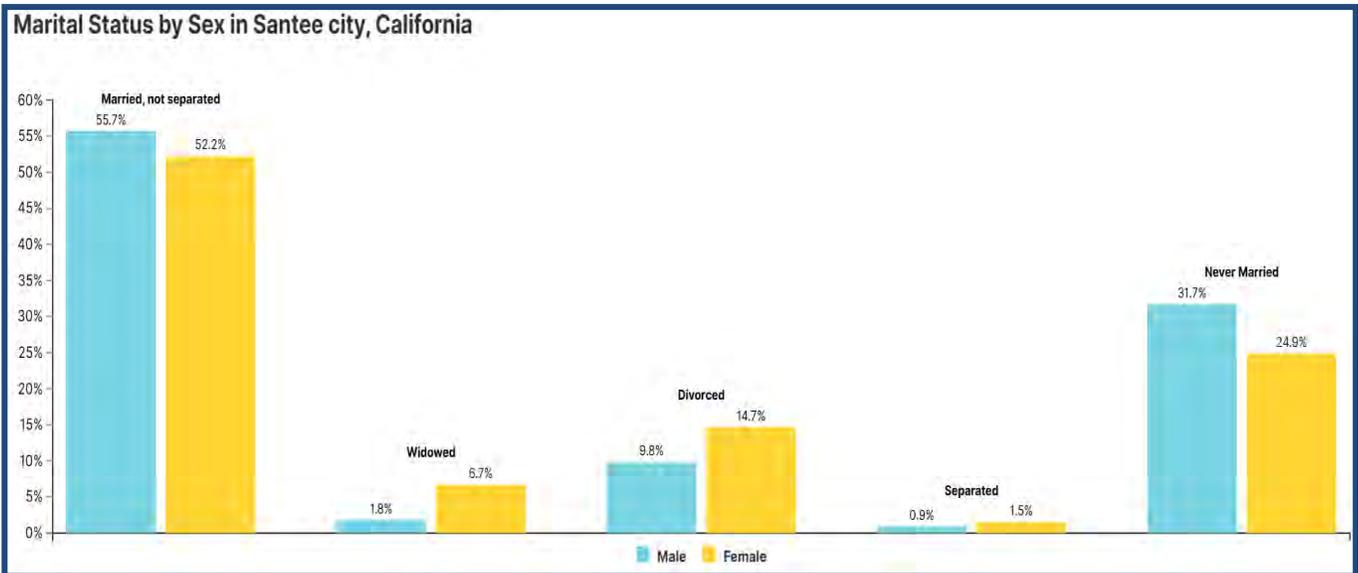
Median Gross Rent: \$2,250 +/- \$84 (*DP04 | 2024 ACS 5-Year Estimates*)

# DEMOGRAPHIC TABLES

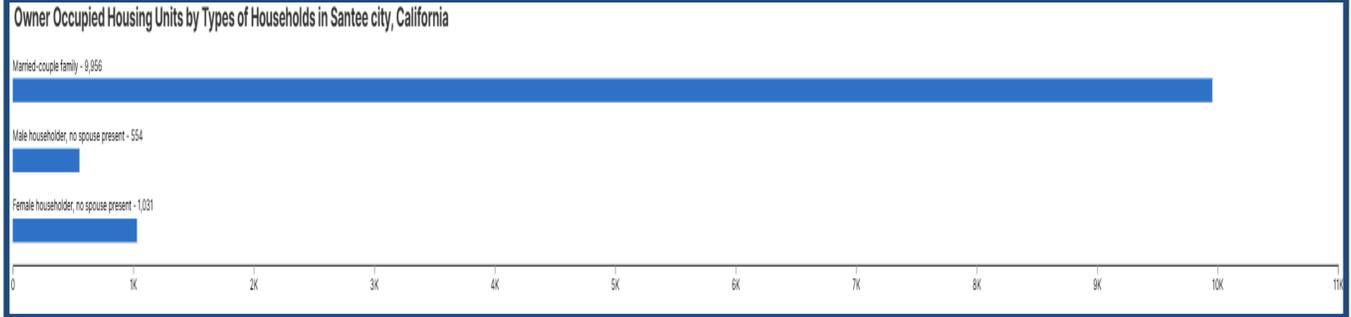
## Population by Age and Sex in Santee



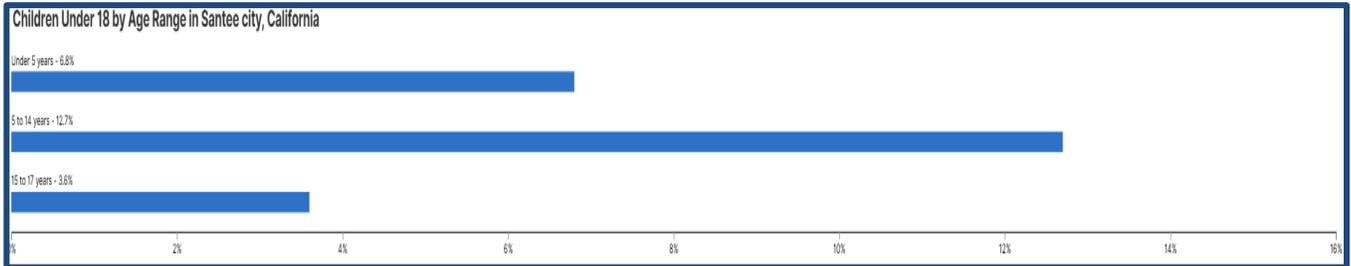
## Marital Status by Sex in Santee



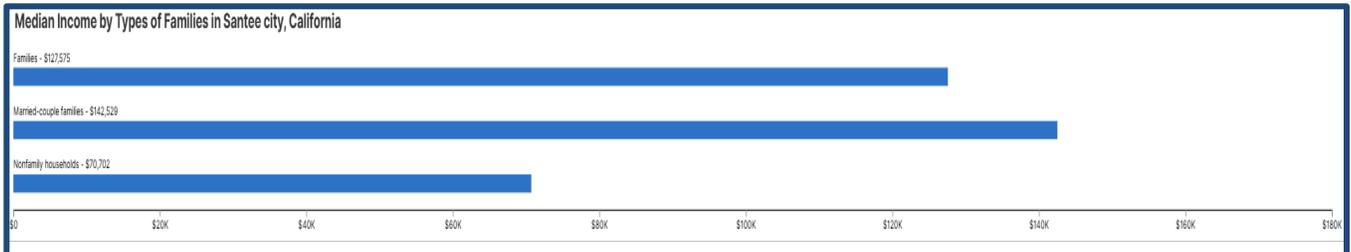
## Owner Occupied Housing Units by Types of Households in Santee



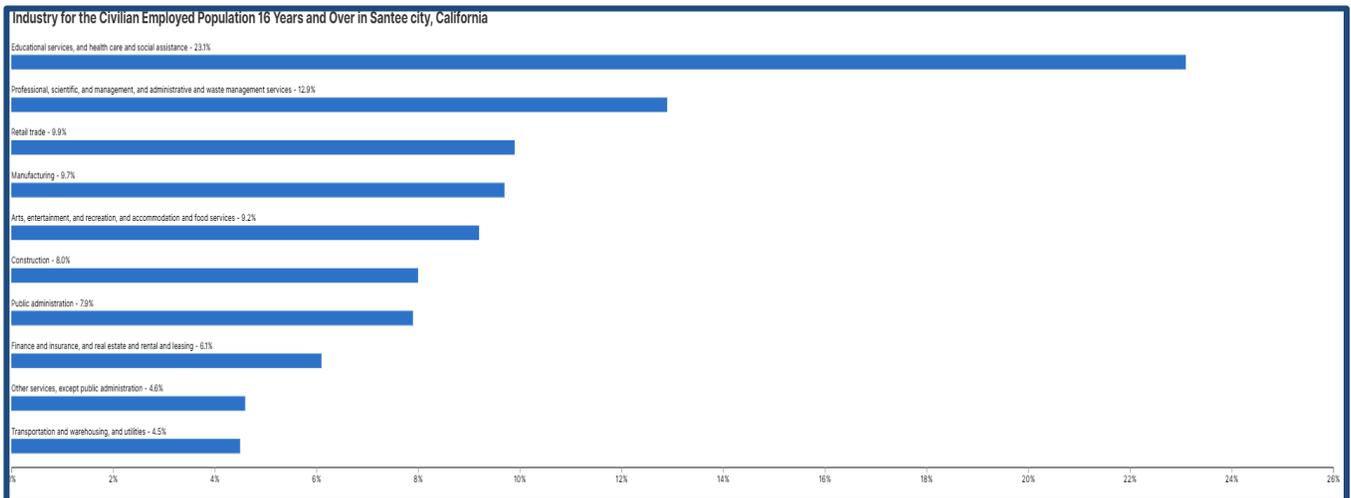
## Children Under 18 by Age Range in Santee



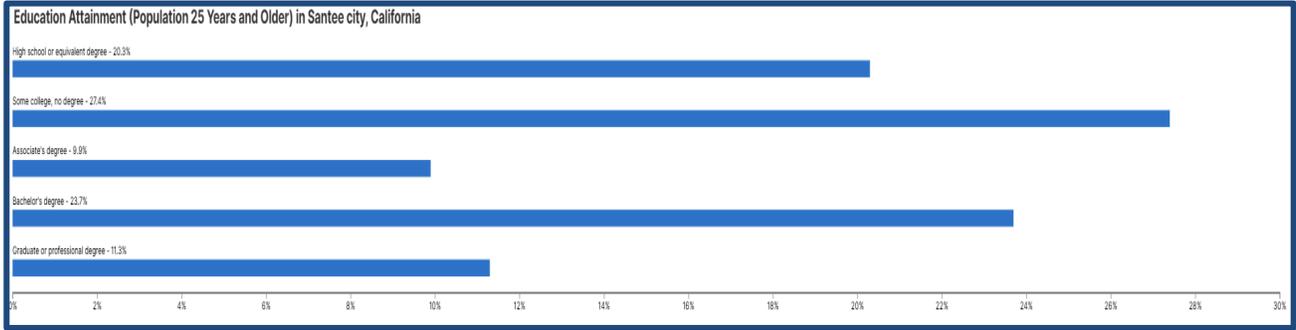
## Median Income by Types of Families in Santee



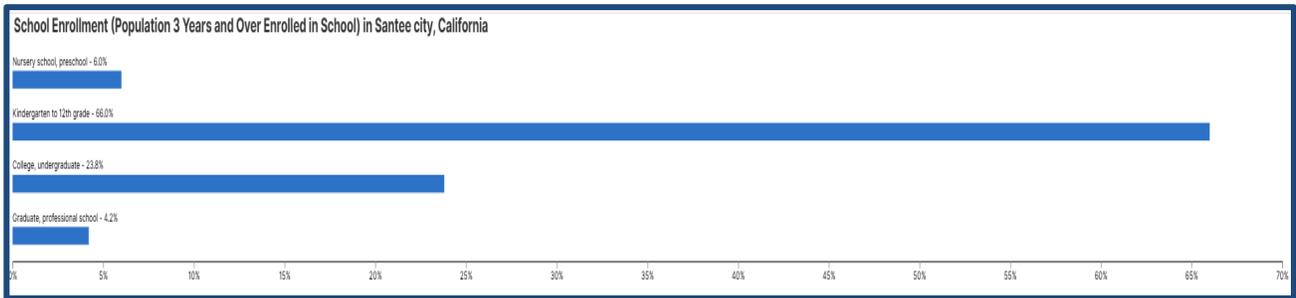
## Industry for the Civilian Employed Population 16 Years and Over in Santee



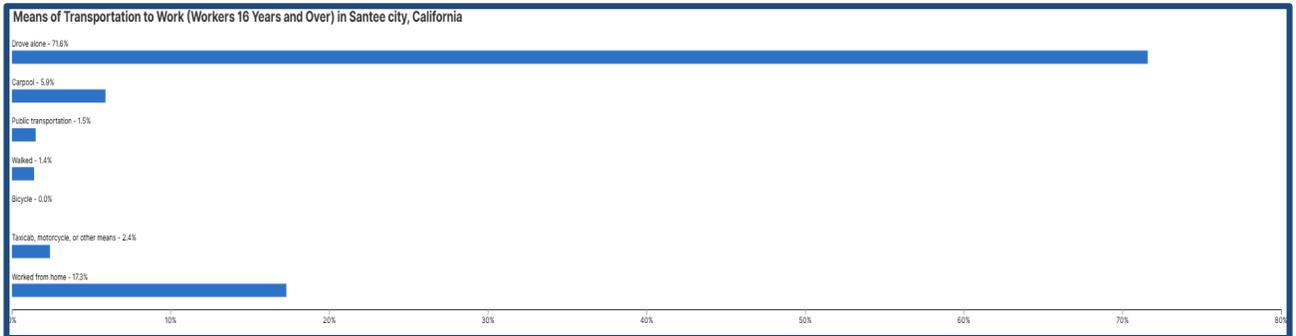
## Education Attainment (Population 25 Years and Older) in Santee



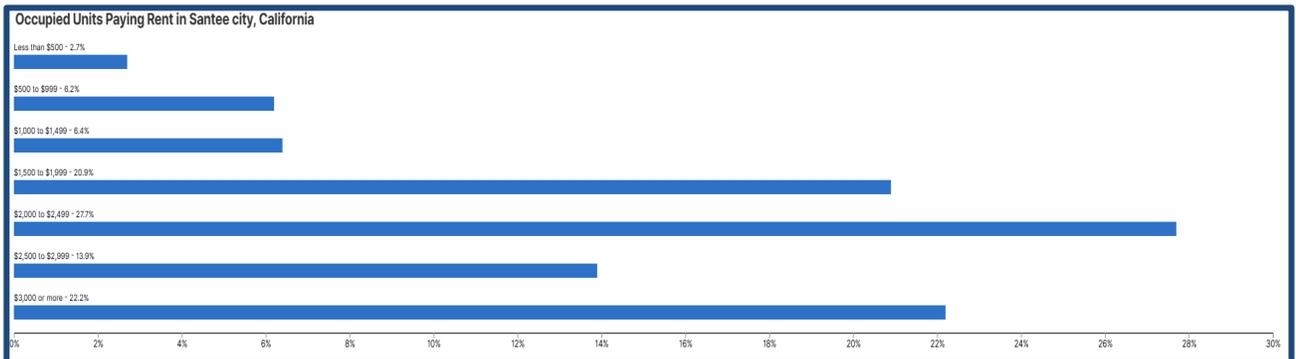
## School Enrollment (Population 3 Years and Over Enrolled in School) in Santee



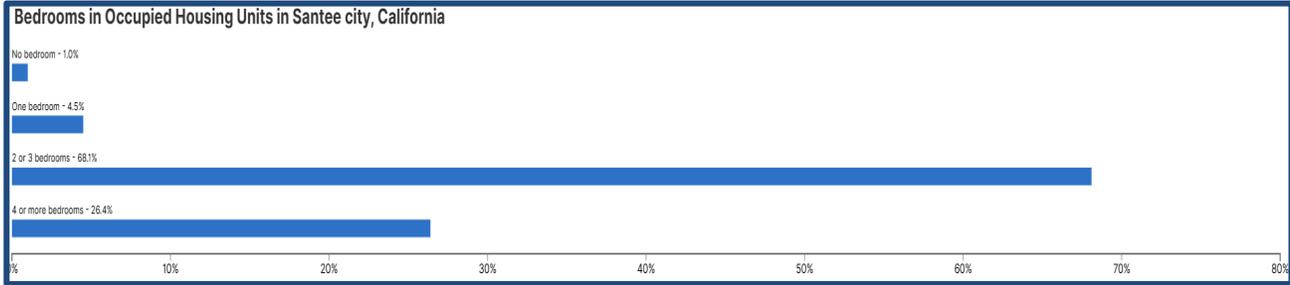
## Means of Transportation to Work (Workers 16 Years and Over) in Santee



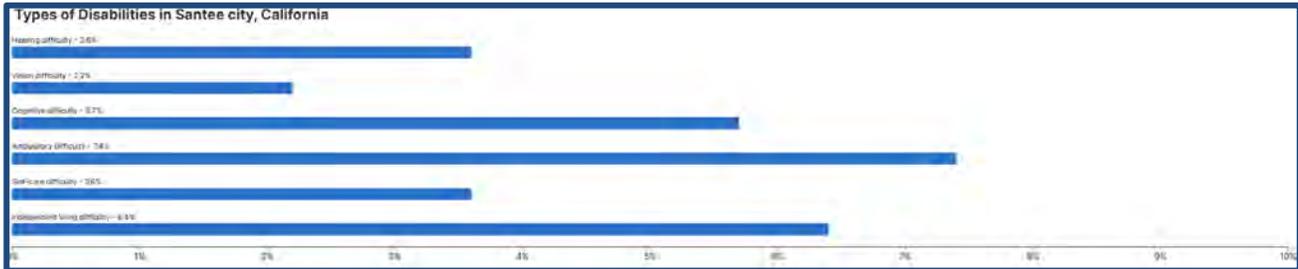
## Occupied Units Paying Rent in Santee



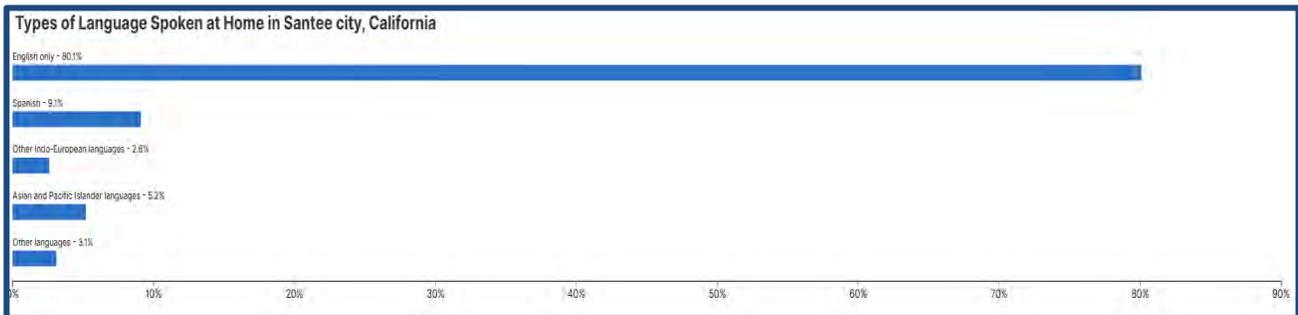
## Bedrooms in Occupied Housing Units in Santee



## Types of Disabilities in Santee

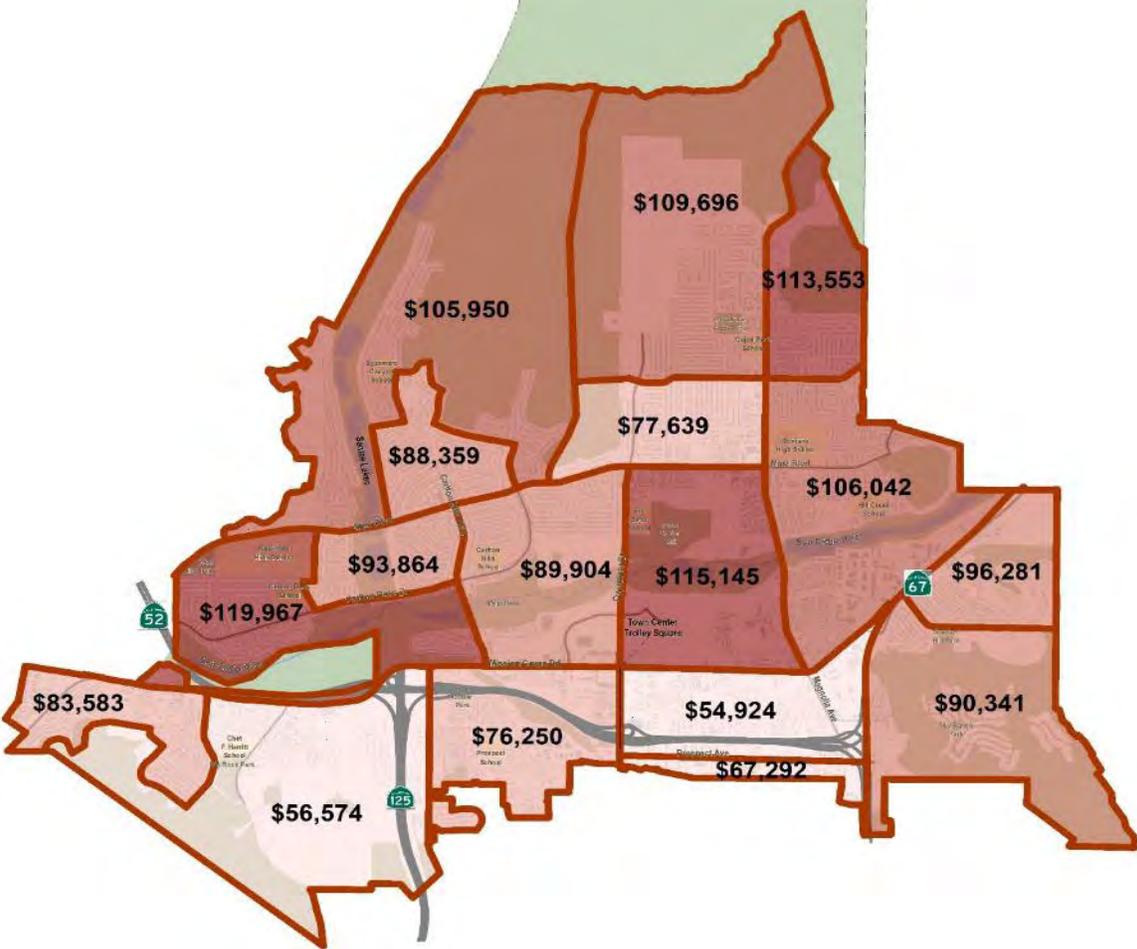


## Types of Language Spoken at Home in Santee





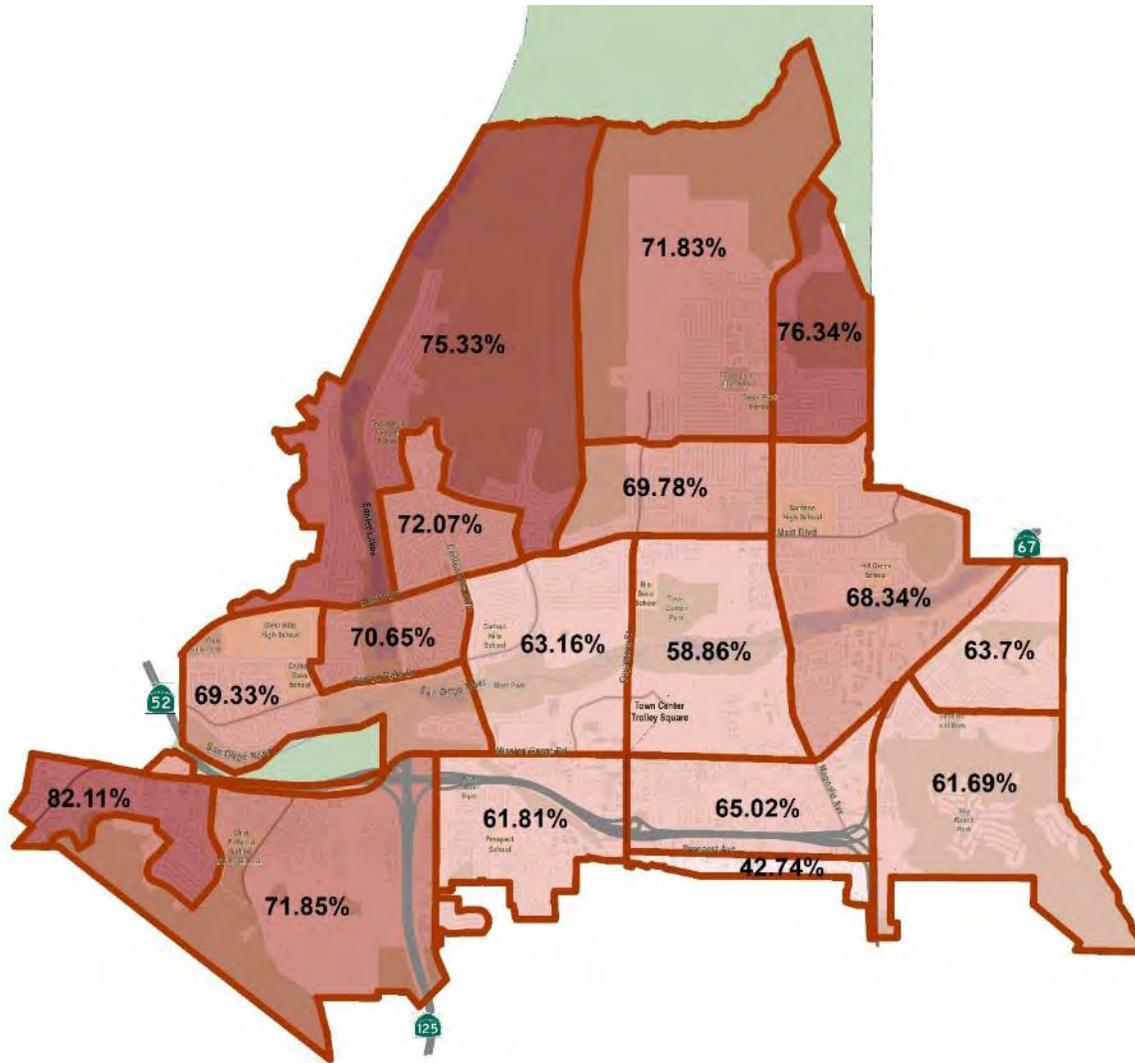
# Median Household Income



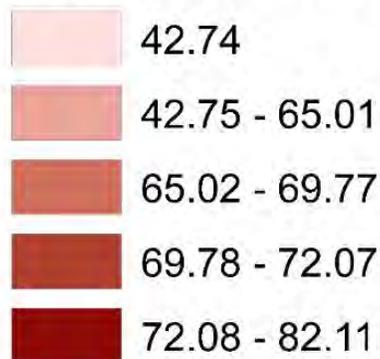
**Median Household Income  
(2020 Census)**



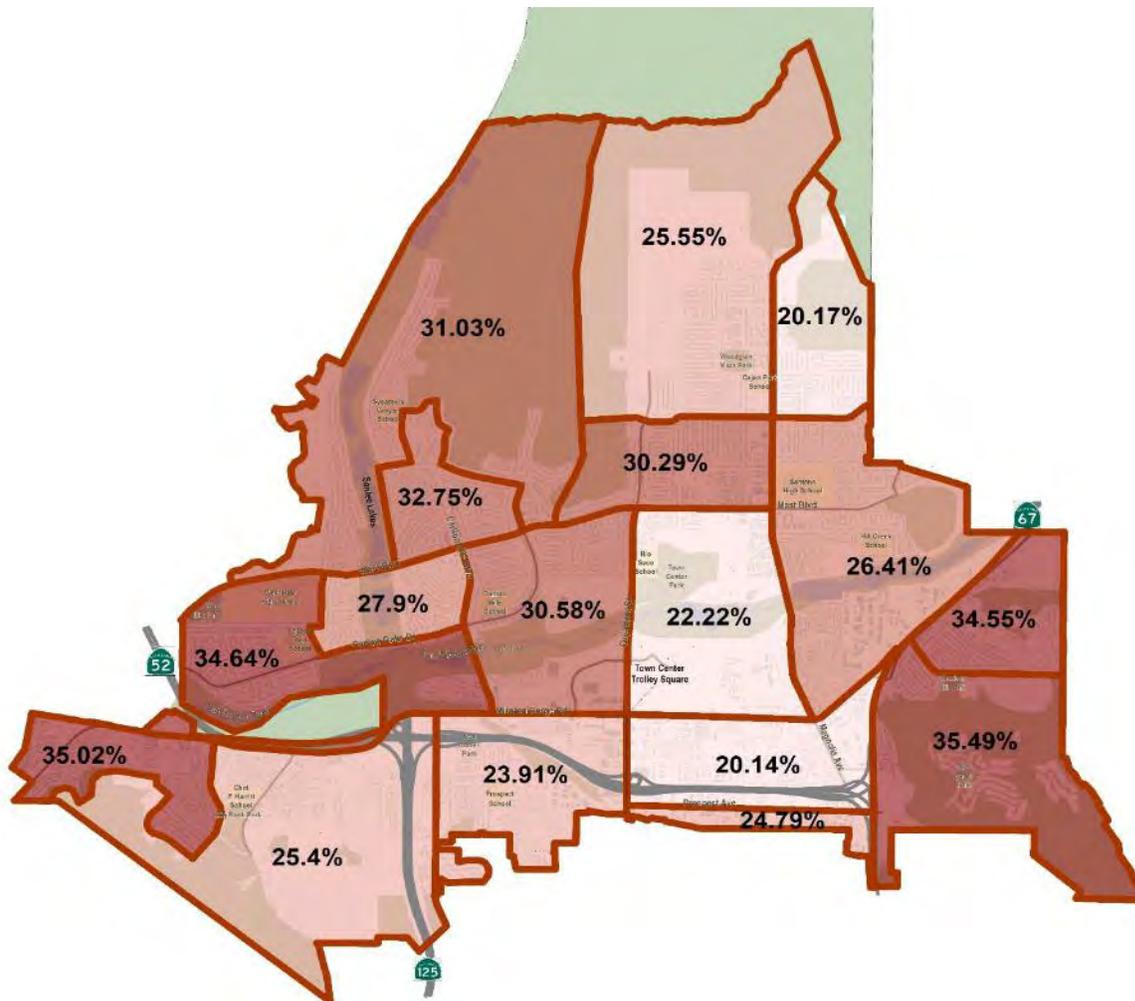
# White (Non-Hispanic) Population



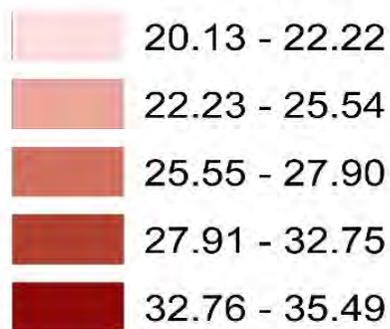
## White Non-Hispanic Population Percentages



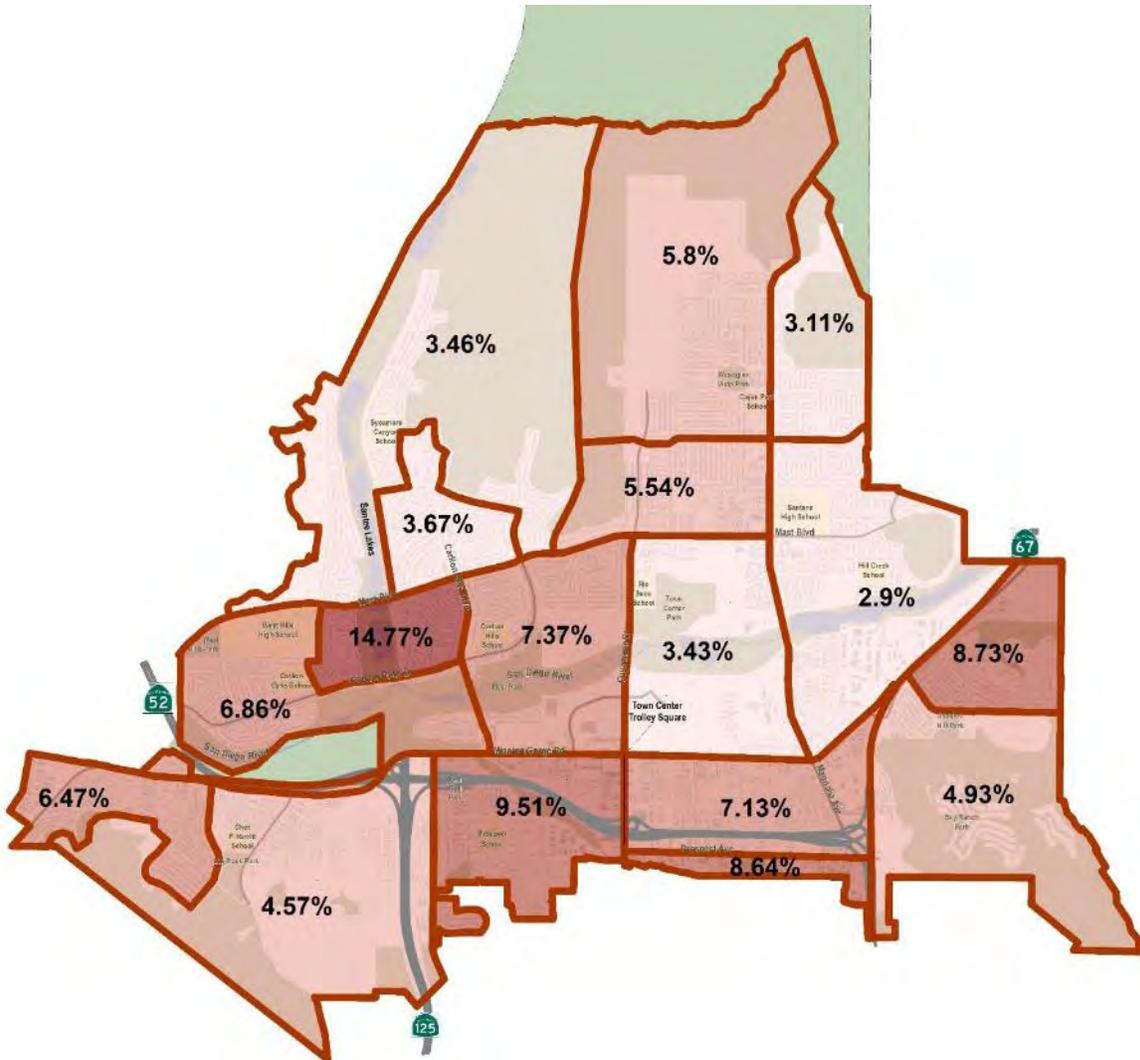
# Educational Attainment Bachelor's Degree or Higher



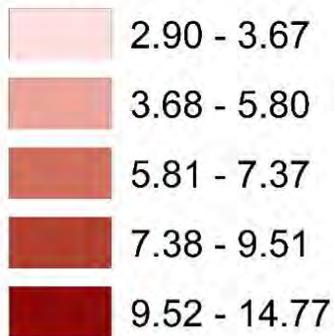
## Educational Attainment Bachelors+ Percentage



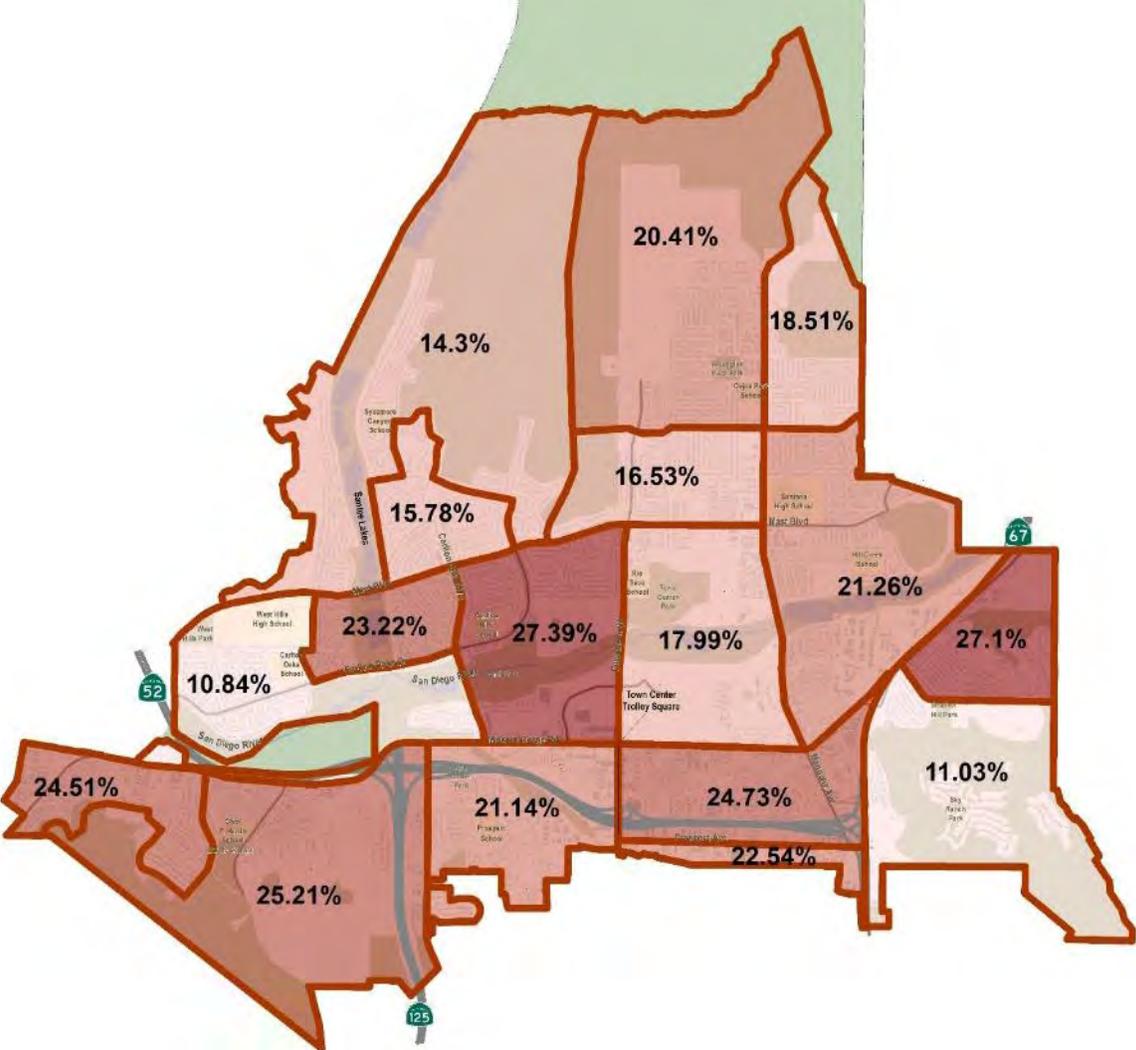
# Unemployment Rates



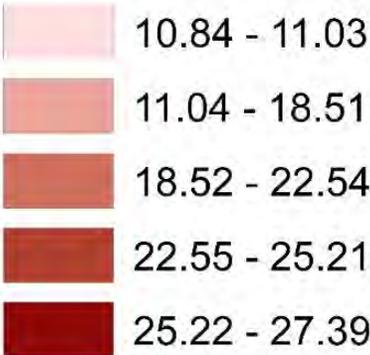
## Unemployment Rates (%)



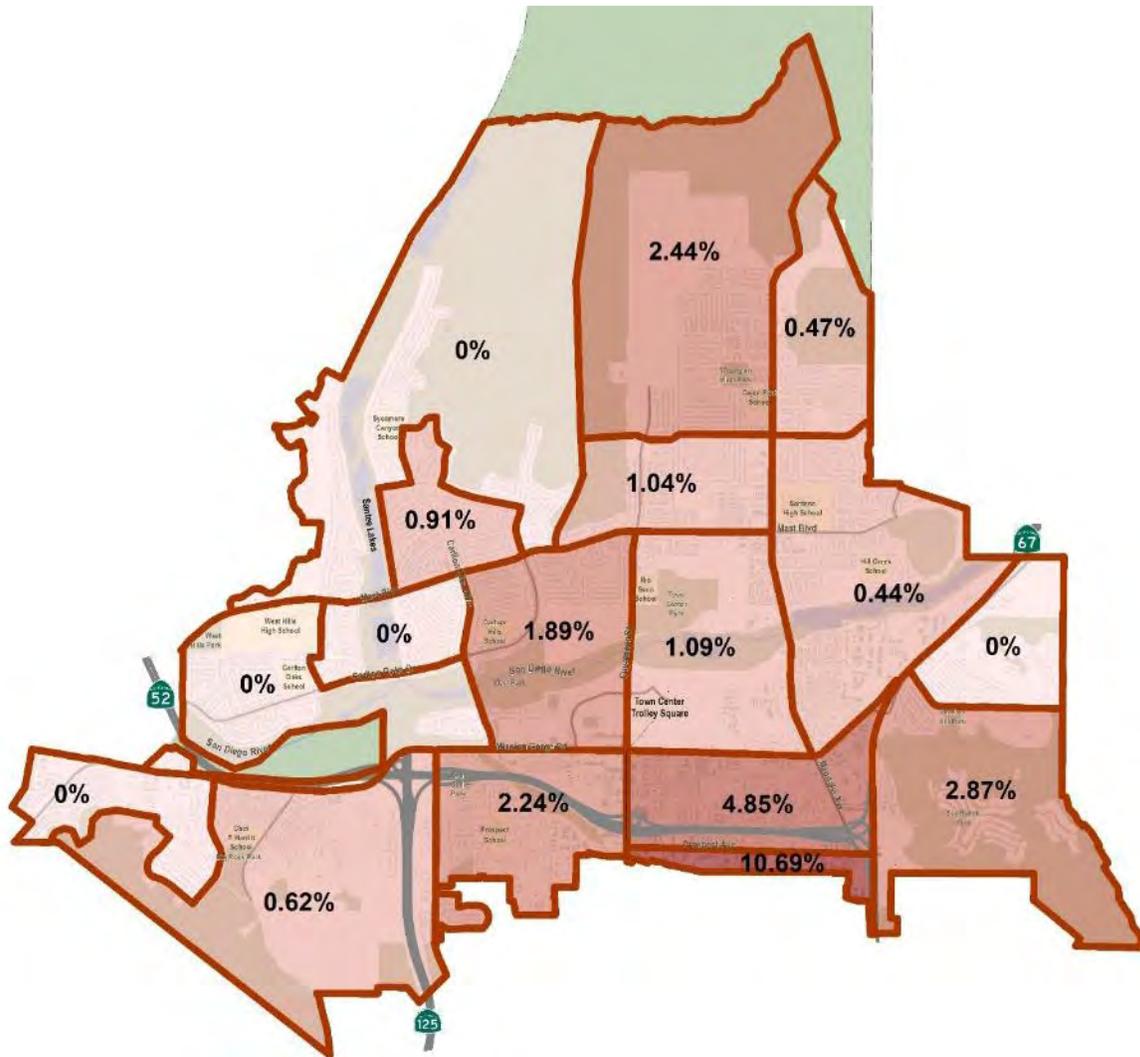
# Single-Parent Head of Households



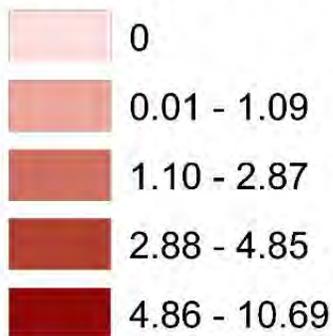
**Single-Parent Headed Households (%)**



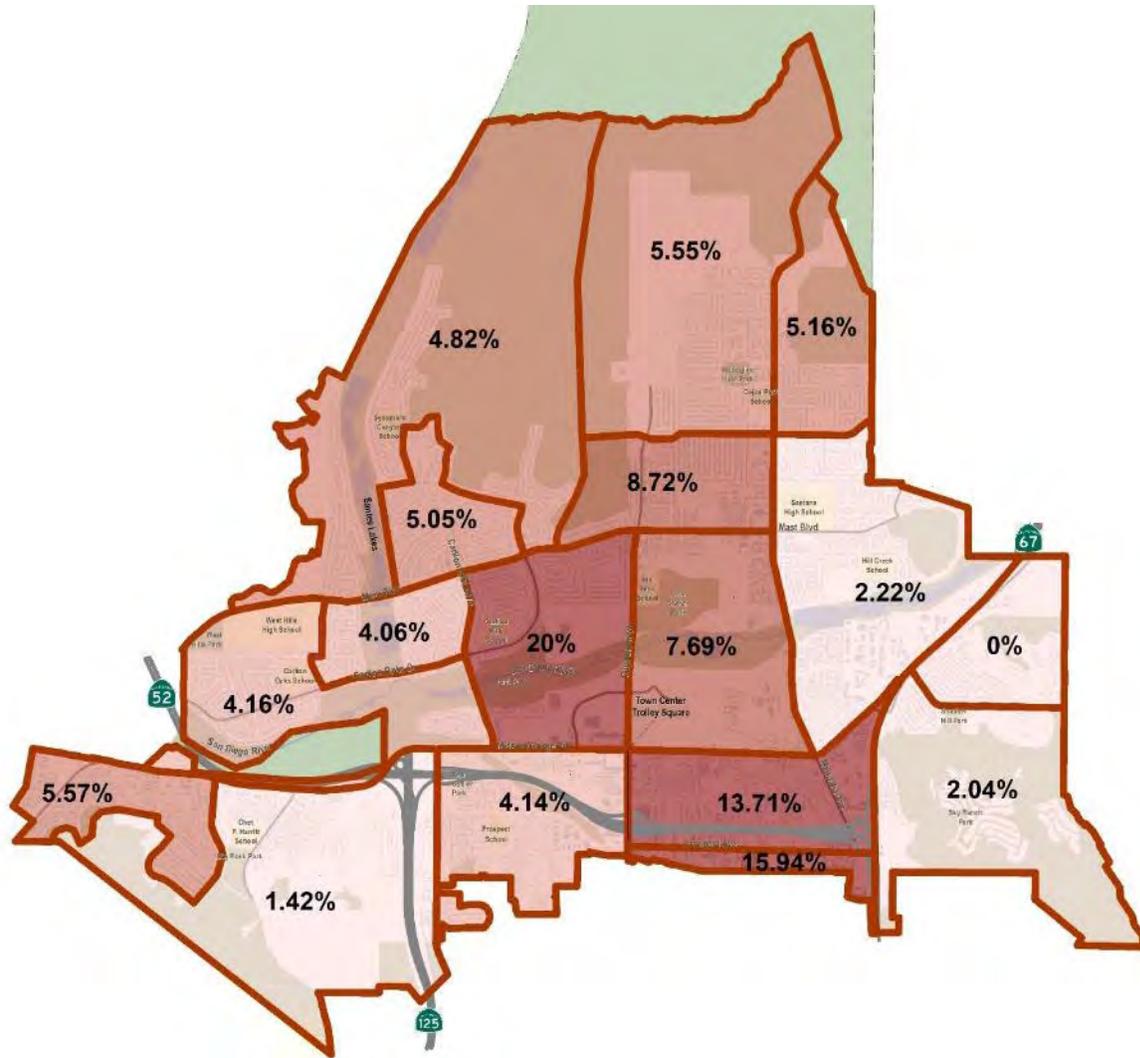
# Public Transit Usage



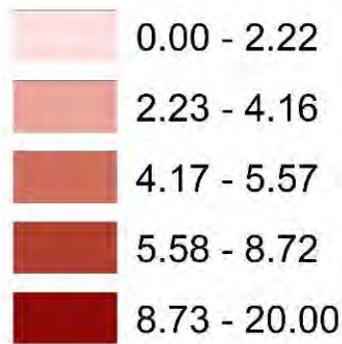
**Public Transit Usage (%)**



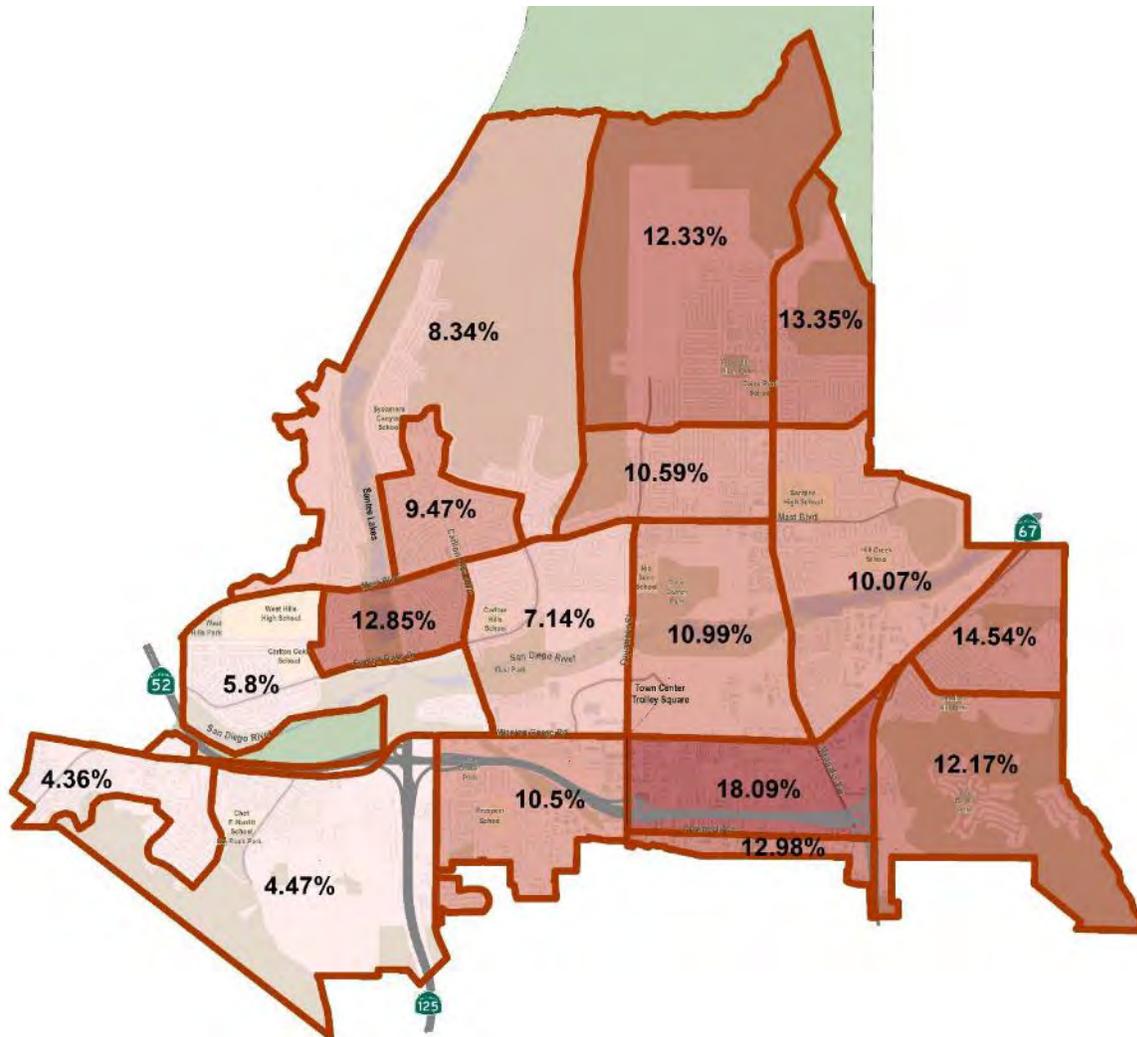
# Families Living in Poverty



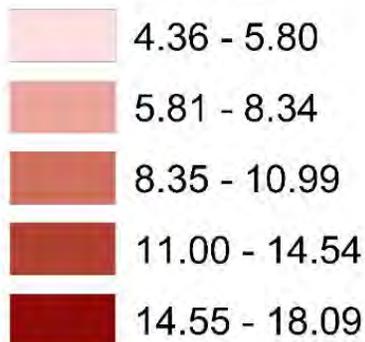
**Families in Poverty (%)**



# Population with a Disability



**Population with a Disability (%)**





# GENERAL PLAN

## INTRODUCTION

California state law requires each city and county to adopt a general plan “for the physical development of the county or city, and any land outside its boundaries which in the planning agency’s judgment bears relation to its planning” (Gov. Code § 65300). The general plan expresses the community’s development goals and embodies public policy relative to the distribution of future land uses, both public and private. The California Supreme Court has described general plans as the “charter to which [zoning] ordinance[s] must conform”, but the general plan extends far beyond zoning and land use (Leshar Communications, Inc. v. City of Walnut Creek (1990) 52 Cal.3d 531, 540).

The purpose of a general plan is to guide land use planning decisions. Under state law, subdivisions, capital improvements, development agreements, and many other land use actions must be consistent with the adopted general plan. In counties and general law cities, zoning and specific plans are also required to conform to the general plan. In addition, preparing, adopting, implementing, and maintaining the general plan serves to identify the community’s land use, circulation, environmental, economic, and social goals and policies as they relate to future growth and development. Studies show that land use decisions affect transportation, electricity, and water demand. Each planning decision affects multiple objectives beyond the immediate outcomes. General plans benefit local communities by promoting better projects, streamlined processes, integrated planning, and improved access and use of available resources.

## REQUIRED ELEMENTS

In statute, the general plan is presented as a collection of “elements,” or topic categories (Gov. Code §65302). These elements are briefly summarized below.

**Land Use:** designates the type, intensity, and general distribution of uses of land for housing, business, industry, open space, education, public buildings and grounds, waste disposal facilities, and other categories of public and private uses.

**Circulation:** correlates with the land use element and identifies the general location and extent of existing and proposed major thoroughfares, transportation routes, terminals, and other local public utilities and facilities.

**Housing:** assesses current and projected housing needs for all economic segments of the community. In addition, the housing element embodies policies for providing adequate housing and includes action programs for that purpose. By statute, the housing element must be updated every eight years according to a schedule set by the Department of Housing and Community Development (HCD).

**Conservation:** addresses the conservation, development, and use of natural resources, including water, forests, soils, rivers, and mineral deposits.

**Open Space:** details plans and measures for the long-range preservation and conservation of open-space lands, including open space for the preservation of natural resources, the

managed production of resources, agriculture, outdoor recreation, and public health and safety.

**Noise:** identifies and appraises noise problems within the community and forms the basis for land use distribution determinations.

**Safety:** establishes policies and programs to protect the community from risks associated with seismic, geologic, flood, and wildfire hazards, as well as from other concerns such as drought.

**Environmental Justice:** Identifies disadvantaged communities within the City and establishes objectives and policies to reduce the unique health risks in those communities, promote civic engagement in the public decision-making process and prioritize improvements and programs that address the needs of the disadvantaged communities.

**Air Quality:** Air quality considerations are required for cities and counties who are required to include an environmental justice element in their general plans and are optional elements in other areas of the state.

**Other optional elements:** a general plan may also include other topics of local interest. In addition to the mandatory elements, a city or county may adopt any other elements that relate to its physical development (Gov. Code § 65303).

The City of Santee has adopted the following General Plan Elements:

- Land Use Element
- Housing Element
- Mobility Element
- Recreation Element
- Trails Element
- Conservation Element
- Noise Element
- Safety & Environmental Justice Element
- Community Enhancement Element

## GOALS AND OBJECTIVES

The following are the numerous goals, objectives, and policies of all General Plan Elements adopted by the City of Santee:

### LAND USE ELEMENT (UPDATES IN PROGRESS)

Goal: Promote development of a well-balanced and functional mix of residential, commercial, industrial, open space, recreation, and civic uses that will create and maintain a high-quality environment.

#### Objectives and Policies:

**Objective 1.0** Continue implementation of the Town Center Specific Plan which provides for retail commercial, office, recreational and other appropriate uses to establish a focal point for the City.

- Policy 1.1 The City shall encourage the continued use of public/private partnerships in the development and implementation of the Town Center Specific Plan.
- Policy 1.2 The City shall incorporate residential development into any master plan for the Edgemoor property on the south side of the San Diego River to take advantage of the proximity of the multi-modal transit station.
- Policy 1.3 The City should encourage the preservation of the biological and visual resources of the San Diego River as part of any development in the Town Center area.

**Objective 2.0** Allow for the development of a wide range of housing types in the City.

- Policy 2.1 The City should promote the use of innovative site planning techniques that contribute towards provision of a variety of residential product styles and designs.
- Policy 2.2 The City should encourage the development of higher density residential developments in areas close to the multi-modal transit station and along major road corridors where transit and other convenience services are available.
- Policy 2.3 The City should encourage planned residential and/or planned unit developments that provide adequate open space, recreational facilities, off-street parking, interior circulation patterns and other amenities and facilities.

**Objective 3.0** Provide and maintain the highest level of service possible for all community public services and facilities.

- Policy 3.1 The City should ensure that land divisions and developments are approved within the City only when a project's improvements, dedications, fees and other revenues to the City and other agencies fully cover the project's incremental costs to the City and other agencies. These costs are for providing new or upgraded capital improvements and other public facilities and equipment resulting from, and attributable to the project, which are necessary to protect and promote the public's health, safety and welfare and to implement feasible mitigation measures. Such facilities include, but are not limited to: parks, bridges, major roads, traffic signals, street lights, drainage systems, sewers, water, flood control, fire, police, schools, hiking/bicycle trails and other related facilities. In calculating benefits of land divisions and developments, the

City may consider other public objectives and goals including social, economic (job creation, secondary economic benefits, etc) and environmental factors.

- Policy 3.2 The City should encourage the development and use of recycled water for appropriate land uses to encourage the conservation of, and reduce demand for, potable water.
- Policy 3.3 The City should consider the use of public / private partnerships when appropriate to facilitate introduction of desirable and innovative development within the City.
- Policy 3.4 The City shall continue to update and implement a 5-year Capital Improvement Program to improve existing public facilities and develop necessary new public facilities.
- Policy 3.5 The City should coordinate the scheduling of planned Capital Improvement Projects with other agencies and utilities to minimize disruptions of City streets and facilities.
- Policy 3.6 The City shall require the placement of utility lines underground where feasible.
- Policy 3.7 Development projects shall be reviewed to ensure that all necessary utilities are available to serve the project and that any land use incompatibilities or impacts resulting from public utilities shall be mitigated to the maximum extent possible.

**Objective 4.0** Provide for the development of conveniently located neighborhood shopping centers.

- Policy 4.1 The City should ensure that all residential areas are adequately provided for in terms of day-to-day shopping needs which include convenience goods, food and personal services.
- Policy 4.2 Through the Development Review process, the City shall promote the consolidation of existing freestanding commercial outlets where appropriate and discourage additional strip commercial development.
- Policy 4.3 The City should locate new neighborhood commercial uses along major roadways in consolidated centers that utilize common access and parking for commercial uses, discourage the introduction of strip commercial uses and require adequate pedestrian links to residential areas.

**Objective 5.0** Develop industrial uses which are compatible with adjacent land uses.

- Policy 5.1 The City should promote industrial uses on the north side of Gillespie Field which support or capitalize on the aviation opportunities available.
- Policy 5.2 The City should promote consolidation of industrial uses into comprehensively planned industrial parks.
- Policy 5.3 The City shall ensure that industrial development creates no significant off-site impacts related to access and circulation, noise, dust, odors, visual features and hazardous materials, that cannot be adequately mitigated.

- Policy 5.4 The City shall promote a mix of industrial uses that provide the City with a sound, diverse industrial base.
- Policy 5.5 The City should ensure that industrial developments provide for business service needs and the needs of employees.
- Policy 5.6 The City should consider the use of its redevelopment powers to help facilitate development of industrial properties within the Redevelopment Project Area which can improve blighted conditions and provide economic benefits to the community.

**Objective 6.0** Ensure that natural and man-induced hazards are adequately addressed in the location and intensity of development in the City.

- Policy 6.1 The City shall utilize all mapped information, objectives and policies contained in the Safety and Conservation Elements during the development review process.
- Policy 6.2 The City should promote the use of innovative site planning to avoid on-site hazards and minimize risk levels.

**Objective 7.0** Undertake development of large, contiguous, vacant or underutilized parcels in a comprehensive manner.

- Policy 7.1 The City shall utilize and initiate, in appropriate locations, the use of comprehensive planning process for development of large landholdings. Appropriate locations shall include large contiguous vacant or underutilized parcels (i.e., 10 acres or larger in area) under single ownership that contain unique resources such as a hillside or watercourse, where a combination of uses are proposed on the site or where phased implementation of the development is necessary to minimize the impact on the City. If a comprehensive planning process involves multiple ownerships, the plan should apply to the total area of these ownerships. For smaller contiguous vacant or underutilized parcels (i.e., less than 10 acres in area), a comprehensive planning process should be considered to allow for the comprehensive development of the land.
- Policy 7.2 A comprehensive development plan shall be prepared prior to approving any subdivision of land or land development proposal unless the Director of Development Services makes a determination that the subdivision would not have a significant affect on the ultimate development of the property.

**Objective 8.0** Minimize land use conflicts and maximize mutual benefits between adjacent land uses in the City.

- Policy 8.1 The City shall, upon adoption of the updated General Plan, undertake a comprehensive review and revision of the existing Zoning Ordinance and related codes in a timely manner to ensure they are compatible with, and adequately implement, the General Plan.
- Policy 8.2 The City should consider relocation of remedial buffering treatments for mitigating land use conflicts.

- Policy 8.3 The City should encourage an innovative mix of land uses when such a mix could enhance the viability of development and provide for common public services and site planning requirements.
- Policy 8.4 The City should consider the Adjacent Land Use Compatibility Guide chart to assist in an initial determination of overall land use compatibility for adjacent land uses.
- Policy 8.5 The City shall strive to minimize direct and indirect impacts on existing or planned preserved open space from adjacent development.

**Objective 9.0** Minimize land use conflicts between land uses in adjacent areas and existing and planned land uses in the City.

- Policy 9.1 The City should encourage the City of San Diego to protect vacant lands in the East Elliot area along the City's western boundary as part of a regional biological preserve system.
- Policy 9.2 The City should oppose any expansion or operational changes at the Sycamore Landfill that will result in increased land use compatibility impacts to the City, unless they can be adequately mitigated.
- Policy 9.3 The City should oppose any new mining operations or expansion of currently approved mining operations to the north and northeast of the City that would conflict with planned development in the Fanita Ranch.
- Policy 9.4 The City should not support the establishment of any regional authority or agency that does not provide adequate representation for either the City or East County region.
- Policy 9.5 The City should oppose the establishment of a regional airport on the Marine Corps Air Station Miramar or adjacent lands east of Interstate 15. Any proposal for a regional airport at Miramar west of Interstate 15 should avoid significant adverse impacts to existing or planned development within the City.
- Policy 9.6 The City should support the continued expansion of the Mission Trails Regional Park, consistent with the approved Master Plan.
- Policy 9.7 The City shall oppose the establishment of an off-road vehicle park adjacent to, or near the City that will result in significant compatibility impacts with existing or planned development in the City.

**Objective 10.0** Provide for the reasonable and logical future growth of the City.

- Policy 10.1 The City should actively pursue annexation of the land currently under the jurisdiction of the City of San Diego, which is located along the San Diego River at the western City limits to the Mission Trails Regional Park, and in the East Elliot area on the City's western boundary.
- Policy 10.2 The City should cooperate with adjacent jurisdictions in establishing a Sphere of Influence.

- Policy 10.3 The City shall establish a Planning Area as identified in Figure 1-5, Planning Area, pursuant to provisions of Section 65300 of the California Government Code.
- Policy 10.4 The City should actively monitor and comment on all significant development proposals within the Planning Area.

**Objective 11.0** Ensure that development in the City is consistent with the overall community character and contributes positively towards the City’s image.

- Policy 11.1 The City shall ensure that all requirements set forth within the Community Enhancement Element are implemented during the development review process.
- Policy 11.2 The City should maintain, and update as needed, the design standards for landscaping and site planning to provide guidelines for future developments.

**Objective 12.0** Maintain the Integrity and Consistency of the General Plan.

- Policy 12.1 Permitted land uses in the City shall be intensified only when the voters approve such changes. No General Plan amendment, Planned Development Area or new Specific Planning Area shall be adopted which would:
  - 1) increase the residential density permitted by law,
  - 2) change, alter, or increase the General Plan Residential Land Use categories if the change intensifies use; or
  - 3) change any residential designation to commercial or industrial designation on any property, or vice versa, if the change intensifies use; unless and until such action is approved and adopted by the voters of the City at a special or general election, or approved first by the City Council and then adopted by the voters in such an election.
- Policy 12.2 No change to the slope criteria and minimum parcel sizes and lot averaging provisions of this General Plan which would permit increased density or intensity of use shall be adopted unless and until such change is approved by ordinance adopted by the voters of the City at a special or general election, or approved first by the City Council and then adopted by the voters in such an election.
- Policy 12.3 The City Council shall set any election required by this Objective to the next available general municipal election at no cost to the proponent of the land use change, or set a special election, the cost of which shall be borne by the proponent.
- Policy 12.4 The voter approval requirement of subsection (a) shall not apply where the General Plan amendment is necessary to comply with state or federal law governing the provision of housing, including, but not limited to affordable housing requirements. This exception applies only if the City Council first makes each of the following findings based on substantial evidence in the record:
  - 1) a specific provision of state or federal law requires the City to accommodate the housing that will be permitted by the amendment;
  - 2) the amendment permits no greater density than that necessary to accommodate the required housing; and

- 3) an alternative site that is not subject to the voter approval requirement in this Policy is not available to satisfy the specific state or federal housing law.

## HOUSING ELEMENT

Goal: Ensure that decent, safe housing is available at a cost that is affordable to all current and future residents of this community. To this end, the City will strive to maintain a reasonable balance between rental and ownership housing opportunities and to encourage a variety of individual choices of tenure, type, and location of housing throughout the community.

### Objectives and Policies:

**Objective 1.0** Conserve and improve the condition of the existing housing stock.

- Policy 1.1 Advocate the rehabilitation of substandard residential properties by homeowners and property owners.
- Policy 1.2 Offer a residential rehabilitation program that provides financial and technical assistance to lower income property owners to enable correction of housing deficiencies.
- Policy 1.3 Focus rehabilitation assistance to create substantive neighborhood improvement and stimulate additional privately initiated improvement efforts.
- Policy 1.4 Continue to utilize the City's code compliance program to bring substandard units into compliance with City codes and to improve overall housing quality and neighborhood conditions in Santee.
- Policy 1.5 Promote increased awareness among property owners and residents of the importance of property maintenance to long-term housing quality. Educate property owners regarding existing resources for residential rehabilitation.

**Objective 2.0** Preserve existing affordable housing options in Santee.

- Policy 2.1 Monitor the status of at-risk multi-family rental housing units, work with potential purchasers/managers as appropriate, and explore funding sources available to preserve the at-risk units.
- Policy 2.2 Encourage the retention of existing, viable mobile home parks, which are economically and physically sound.
- Policy 2.3 Regulate the conversion of existing multi-family rental properties to condominiums through application of Santee's Condominium Conversion Ordinance.
- Policy 2.4 Continue to support rental assistance programs through the County.

**Objective 3.0** Expand affordable housing options within Santee.

- Policy 3.1 Develop and maintain collaborative efforts among nonprofits, for-profit developers, and public agencies to encourage the development, maintenance, and improvement of affordable housing.

- Policy 3.2 Implement the City’s Climate Action Plan. Promote design concepts that utilize technological advances in the application of alternative energy sources which make the use of the natural climate to increase energy efficiency and reduce housing costs.
- Policy 3.3 Encourage the provision of housing affordable to extremely low income households when reviewing proposals for new affordable housing developments.

**Objective 4.0** Provide housing support services to address the needs of the City of Santee’s lower and moderate income residents, including extremely low income households and those with special needs.

- Policy 4.1 Continue to support and coordinate with social service providers and regional agencies to address the housing related needs of Santee residents, particularly those with special needs.
- Policy 4.2 Coordinate with local social service providers to address the needs of the City’s homeless population. Provide funding to groups providing shelter and other services to the homeless.
- Policy 4.3 Continue to participate in the Countywide homeless working group in preparing and implementing recommendations to the Board of Supervisors, the appointed bodies and municipalities regarding plans for providing emergency housing, Low Barrier Navigation Centers (LBNC), and homes with supervised care.

**Objective 5.0** Encourage the provision of a wide range of housing by location, type of unit, and price to meet the existing and future needs of Santee residents to the maximum extent possible.

- Policy 5.1 Provide a variety of residential development opportunities in the City, ranging in density from very low density estate homes to medium-high and high density development.
- Policy 5.2 Encourage both the private and public sectors to produce or assist in the production of housing, with particular emphasis on housing affordable to lower income households, including extremely low income households, as well as housing suitable for the disabled, the elderly, large families, and female-headed households.
- Policy 5.3 Require that housing constructed expressly for lower and moderate income households not be concentrated in any single area of Santee.
- Policy 5.4 Encourage developments of new housing units designated for the elderly and disabled persons to be in close proximity to public transportation and community services.
- Policy 5.5 Ensure that all new housing development and redevelopment in Santee is properly phased in amount and geographic location so that City services and facilities can accommodate that growth.
- Policy 5.6 Ensure that sites in the Residential Sites Inventory are available during the planning period by overriding the Gillespie Field ALUCP as appropriate.

**Objective 6.0** Reduce or remove government constraints to housing production and opportunity where feasible and legally permissible.

- Policy 6.1 Promote efficient and creative alternatives to help reduce government constraints.
- Policy 6.2 Provide incentives and regulatory concessions for affordable and special needs housing through implementation of the density bonus ordinance and other mechanisms.
- Policy 6.3 Facilitate timely building permit and development plan processing for residential construction.
- Policy 6.4 Balance the need to protect and preserve the natural environment with the need to provide additional housing and employment opportunities.
- Policy 6.5 Approve residential uses if they meet use requirements, development criteria and design requirements of the General Plan and Municipal Code.

**Objective 7.0** Promote equal opportunity for all residents to reside in the housing of their choice.

- Policy 7.1 Prohibit discrimination in the sale or rental of housing with regard to characteristics protected under State and Federal fair housing laws.
- Policy 7.2 Encourage the development of residential units that are accessible to disabled persons or are adaptable for conversion to residential use by disabled persons.
- Policy 7.3 Reasonably accommodate persons with disabilities who seek waiver or modification of land use controls and/or development standards pursuant to procedures and criteria set forth in the Zoning Ordinance.
- Policy 7.4 Accommodate emergency shelters, low barrier navigation center, transitional housing, supportive housing, residential care facilities, and community care facilities in compliance with State laws and City Zoning Ordinance.
- Policy 7.5 Collaborate with jurisdictions to explore the merit of a multi-jurisdictional agreement for the provision of emergency shelters.
- Policy 7.6 Continue active support and participation with the fair housing service provider to further spatial de-concentration and fair housing opportunities.

## MOBILITY ELEMENT

Goal: A balanced, interconnected multimodal transportation network that allows for the efficient and safe movement of all people and goods, and that supports the current and future needs of Santee community members and travel generated by planned land uses.

### Objectives and Policies:

**Objective 1.0** Ensure that the existing and future transportation system is accessible, safe,

reliable, efficient, integrated, convenient, well-connected and multimodal. The system will accommodate active transportation, and accommodate people of all ages and abilities, including pedestrians, disabled, bicyclists, users of mass transit, motorists, emergency responders, freight providers and adjacent land uses.

- Policy 1.1 The City shall provide integrated transportation and land use decisions that will enhance the smart growth development served by complete streets, which facilitate multimodal transportation opportunities.
- Policy 1.2 The City should design streets in a manner that is sensitive to the local context and recognizes that needs vary between mixed use, urban, suburban, and rural settings.
- Policy 1.3 The City shall ensure that the entire right-of-way is designed to accommodate appropriate modes of transportation.
- Policy 1.4 The City should create a vibrant town center by developing a connected system of multi-modal corridors that encourage walking, biking, and riding transit. A mobility hub should be considered at the existing Santee Trolley Square providing such features such as bikeshare, bike parking, carshare, neighborhood electric vehicles, real-time traveler information, demand-based shuttle services, wayfinding signage, bicycle and pedestrian improvements, urban design enhancements, etc.
- Policy 1.5 The City should review, update and collect adequate transportation impact fees (TIF) and ensure the efficient allocation of state and regional funding sources for the development and maintenance of local transportation (across all modes) improvements and operations.

**Objective 2.0** Develop an efficient, safe and multi-modal transportation network, consisting of local roads, collectors, arterials, freeways and transit services, in a manner that promotes the health and mobility of Santee residents and that meets future circulation needs, provides access to all sectors of the City, and supports established and planned land uses.

- Policy 2.1 The City shall encourage an automobile Level of Service “D” on street segments and at intersections throughout the circulation network while also maintaining or improving the effectiveness of the non-automotive components of the circulation system (i.e. pedestrians, bicyclists, and public transit), especially in the Town Center area. The City may approve a lower automobile Level of Service if it finds that the effectiveness of non-automotive components of the circulation system would be maintained or improved as a result. In other cases, the City shall not approve any development that causes a drop in the level of service at a street segment or an intersection to LOS “E” or “F”, after feasible mitigation, without overriding social, economic, or other benefits.
- Policy 2.2 The City should ensure adequate responsibility for all modes to the northern undeveloped area of the City by designating a functional network of public streets for future dedication either prior to, or concurrent with anticipated need.
- Policy 2.3 The City shall establish minimum design standards for streets, which include grade, widths, alignment and public improvement requirements in a City design manual.

- Policy 2.4 The City shall manage the existing truck route network for use by City serving heavy commercial and industrial traffic to provide for a safe circulation system for all drivers.
- Policy 2.5 The City should not allow cite streets to be used for through-City truck traffic.
- Policy 2.6 The City should encourage traffic circulation improvements such as, but not limited to, enhanced roadway markings, synchronized traffic signals, and intelligent Transportation System (ITS) network management.
- Policy 2.7 The City should coordinate with Caltrans, SANDAG, MTS, and other responsible agencies to identify, plan, and implement needed transportation improvements.
- Policy 2.8 The City shall actively pursue local, state and federal funding for circulation and safety related public improvement projects.
- Policy 2.9 The City should work with the region to develop traffic and congestion management programs to improve commute times and improve air quality.

**Objective 3.0** Upgrade and maintain Santee transportation corridors to meet the safety needs of all roadway users – including youth and elderly and travelers of varying physical abilities – and to provide a well-connected system throughout the City.

- Policy 3.1 The City shall encourage the development of improved signalization and intersection design while taking into consideration the safety of all modes.
- Policy 3.2 The City should encourage the utilization of traffic control devices, such as center medians and/or left-turn pockets where appropriate and that do not conflict with safety, and discourage the installation of median cuts where traffic safety cannot be assured.
- Policy 3.3 The City shall ensure that newly constructed roadways are designed to permit rapid access for emergency vehicles.
- Policy 3.4 The City shall provide adequate traffic control devices throughout the City to ensure safe and efficient mobility.
- Policy 3.5 The City shall encourage the use of innovative methods for traffic control (such as roundabouts, curb extensions, and traffic circles) where appropriate that add character, slow vehicle speeds, and create opportunity for improved aesthetics while effectively managing traffic.
- Policy 3.6 Based on available funding, the City shall assure all City streets are maintained in a safe condition through implementation of the Pavement Management System.
- Policy 3.7 The City should review high crash locations, injuries and fatalities by mode on an annual basis and seek feasible solutions.

**Objective 4.0** Maximize the utilization of site planning techniques to improve traffic safety.

- Policy 4.1 The City shall encourage new subdivision development be designed in a manner where driveways do not take direct access from prime arterials, major roads or collector streets.
- Policy 4.2 The City should encourage the use of Neighborhood Traffic Management controls to lower residential speeds and discourage cut-through traffic. The City prepare a traffic calming policy manual to guide City efforts in managing these neighborhood traffic safety concerns.
- Policy 4.3 The City shall promote design standards that allow for safe and efficient transport, delivery, loading and unloading of goods from service vehicles within commercial and industrial areas.
- Policy 4.4 The City should pursue minimization of the number of entrances and exits to strategic locations along major thoroughfares by requiring the establishment of shared driveways and reciprocal access between adjoining properties.
- Policy 4.5 The City should establish and implement appropriate setback and off-street parking requirements.

**Objective 5.0** Allow parking reductions around transit and affordable housing.

- Policy 5.1 The City should consider reducing parking requirements in the town center area and at transit stations as transit ridership increases over time due to increased development intensities and a broader mix of land uses.
- Policy 5.2 The City should maximize shared parking opportunities for uses with varied peak parking periods.
- Policy 5.3 The City should exercise flexibility in the application of parking standards to support transit-oriented development.

**Objective 6.0** Increase the use of transit systems.

- Policy 6.1 The City should coordinate with SANDAG and MTS to maintain and enhance transit services in the City so that they are efficient, cost-effective, and responsive to growth and redevelopment.
- Policy 6.2 The City should coordinate with SANDAG and MTS to improve bus stop and shelter facilities to increase the comfort of users.
- Policy 6.3 The City should coordinate with SANDAG and MTS to provide multi-modal support facilities and adequate access near and to/from transit stops for bicyclists and pedestrians, including children and youth, seniors, and persons with disabilities.
- Policy 6.4 The City should coordinate with SANDAG and MTS to post route maps and pick-up/drop off times at each stop.
- Policy 6.5 The City should coordinate with MTS to encourage establishing transit stops in areas of concentrated activity such as near senior housing projects, medical facilities, major employment centers, and mixed use areas.
- Policy 6.6 The City should coordinate with MTS to accommodate transit centers and major stops with adequate bicycle and pedestrian access and secure bicycle storage

where appropriate. Include facilities that are well-designed, provide appropriate lighting, and are safe, comfortable, and attractive.

- Policy 6.7 The City should provide incentives for transit-oriented development, such as a parking reduction consistent with regional standards, for more intense development and higher density residential uses along major transportation corridors or in areas accessible to transit use.

**Objective 7.0** Develop, maintain, and support a safe, comprehensive and integrated bikeway system that encourages bicycling, as documented in the City’s Bicycle Master Plan (BMP).

- Policy 7.1 The City shall continue to implement and maintain a comprehensive bicycle route system, and to designate appropriate bikeways through the regular update of the City’s Bicycle Master Plan.
- Policy 7.2 The City should strive to achieve objectives and policies identified in the Bicycle Master Plan including those related to bicycle safety awareness, bicycle promotion, maintenance and monitoring. Educational awareness programs shall include an environmental component that teaches bicycle users the importance of staying on designated trails to minimize the impacts to wildlife resources.
- Policy 7.3 The City should promote the development of hiking and bicycle trails along the San Diego River in conjunction with the San Diego River Plan. Any plans for trails along the San Diego River shall be accompanied by a site-specific analysis, as required under CEQA, to confirm that such trails are consistent with the Subarea Plan (SAP) and located in the least environmentally sensitive areas.
- Policy 7.4 The City should require new development and redevelopment to provide connections to existing and proposed bicycle routes, where appropriate.
- Policy 7.5 The City should keep abreast of bicycle facility innovations in other cities and regions, and seek to incorporate these into the bicycle network.

**Objective 8.0** Develop and maintain an accessible, safe, complete and convenient pedestrian system that encourages walking.

- Policy 8.1 The City should require the incorporation of pedestrian-friendly design concepts where feasible including separated sidewalks and bikeways, landscaped parkways, traffic calming measures, safe intersection designs and access to transit facilities and services into both public and private developments.
- Policy 8.2 The City should provide for the connectivity of wide, well-lit sidewalks and environments with safety buffers between pedestrians and vehicular traffic, where feasible.
- Policy 8.3 The City should pursue the elimination of physical barriers around public facilities and commercial centers to improve access and mobility of the elderly and disabled in a manner consistent with the Title 24 of the California Code of Regulations and the federal Americans with Disabilities Act (ADA).
- Policy 8.4 The City shall require non-contiguous sidewalks on all streets with a residential collector classification or higher, as appropriate.

- Policy 8.5 The City should identify and implement pedestrian improvements with special emphasis on providing safe access to schools, parks, community and recreation centers, and shopping districts.
- Policy 8.6 The City should promote walking and improve the pedestrian experience by requiring pedestrian facilities along all classified streets designated on the Circulation Plan; by implementing streetscape improvements along pedestrian routes that incorporate such elements as shade trees, street furniture, and lighting; by orienting development toward the street; by employing traffic-calming measures; and by enforcing vehicle speeds on both residential and arterial streets.
- Policy 8.7 The City should promote walking as the primary travel mode for the school trip through implementing the citywide Safe Route to School Plan.
- Policy 8.8 The City should improve pedestrian safety at intersections and mid-block crossings, where appropriate.
- Policy 8.9 On all primary pedestrian corridors, the City shall ensure adequate green time, based on established standards, at all crosswalks that allow the elderly and disabled to cross City streets on a single green light.
- Policy 8.10 The City should provide connected network of safe pedestrian crossings throughout the City.
- Policy 8.11 The City should enhance pedestrian visibility by enforcing parking restrictions at intersection approaches, improving street lighting, and minimizing obstructions.

**Objective 9.0** Increased use of alternative modes of travel to reduce peak hour vehicular trips, save energy, and improve air quality.

- Policy 9.1 The City shall encourage and provide for Ride Sharing, Park ‘n Ride, and other similar commuter programs that eliminate vehicles from freeways and arterials.
- Policy 9.2 The City should encourage businesses to provide feedback work schedules for employees.
- Policy 9.3 The City should encourage employers to offer shared commute programs and/or incentives for employees to use transit.
- Policy 9.4 The City should encourage the use of alternative transportation modes, such as walking, cycling, and public transit. The City should maintain and implement the policies and recommendations of the Bicycle Master Plan and Safe Routes to School Plan to improve safe bicycle and pedestrian access to major destinations.
- Policy 9.5 The City should improve safety of walking and biking environment around schools to reduce school-related vehicle trips.

**Objective 10.0** The City shall remain actively involved in regional issues.

- Policy 10.1 The City should promote and support the continued expansion of the San Diego Trolley System which benefits residents of Santee, especially in higher density areas.

- Policy 10.2 The City supports necessary improvements to regional airport facilities, excluding any proposal to site a new regional airport at the Marine Corps Air Station Miramar.
- Policy 10.3 Any future extension of SR-125 north of SR-52 shall utilize the existing SR-52 bridge over the San Diego River and no such alignment shall occur within City's limits.
- Policy 10.4 The City supports the widening of SR-52 and SR-67.
- Policy 10.5 The City shall oppose the installation of freeway on-ramp meters unless appropriate mitigation is provided by Caltrans for impacts to City streets caused by such metering.
- Policy 10.6 The City supports the connection of Caltrans traffic signals on City streets to the City's interconnected traffic signal system to maintain traffic flow.

## RECREATION ELEMENT

Goal: The goal of the Recreation Element is to provide a system of public parks and recreational facilities which serve the citizens of Santee.

### Objectives and Policies:

**Objective 1.0** Provide a minimum of 10 acres of park and recreational facilities for every 1,000 population in Santee. These 10 acres could include a combination of local parks, trails, school playgrounds, and other public facilities that meet part of the need for local recreational facilities.

- Policy 1.1 The City shall increase the amount of park and recreational facility acreage in Santee to more closely conform to the local parkland standard.
- Policy 1.2 The City shall continue to encourage the Santee School District and the Grossmont Union High School District to jointly develop and use school property for recreational purposes.
- Policy 1.3 The City shall encourage the Padre Dam Municipal Water District to continue to jointly develop and use the Santee Lakes Regional Park for recreational purposes and to maintain a balance between local serving and regional serving recreational uses.
- Policy 1.4 The City shall oppose any change in ownership of the Santee Lakes Regional Park property that would adversely affect the availability of recreational opportunities for Santee residents.
- Policy 1.5 The City shall promote the compatibility of land uses adjacent to parks.
- Policy 1.6 The City shall base the fees paid in lieu of dedication of parkland on the fair market value of land according to the formula established in the Park Lands Dedication Ordinance.

- Policy 1.7 The City shall not permit the payment of in-lieu fees for developments of 50 lots or more, unless the City Council finds there are no suitable lands available for park land dedication.
- Policy 1.8 The City should, when feasible, require developers to contribute land and develop on that land multi-purpose playing fields or recreational facilities.
- Policy 1.9 The City should not count private recreational facilities, or open space in planned residential developments, as fulfilling the requirement for park dedications or in-lieu park fees.
- Policy 1.10 The City shall use the Parks and Recreation Facilities Master Plan as a guide in evaluating development proposals on possible future park sites.

**Objective 2.0** Provide adequate recreational acreage and facilities in all areas of the City.

- Policy 2.1 The City shall continue to encourage the development of a San Diego River Park with passive recreation uses throughout the City as part of an overall master plan concept for the entire San Diego River.
- Policy 2.2 The City shall encourage the inclusion of recreational facilities in all mixed land use developments, especially within the Town Center and the Fanita Ranch.
- Policy 2.3 The City should not relinquish existing developed public parkland to non-public purposes.
- Policy 2.4 The City should locate and use mini-parks in the built-up areas of Santee where recreational facilities are needed and where available land is limited.
- Policy 2.5 The City should require the inclusion of private recreation areas in all Planned Residential Developments.
- Policy 2.6 The City shall aggressively pursue the development of additional publicly owned parks and recreation facilities which are distributed throughout the City to meet the needs of all residents.

**Objective 3.0** Provide readily accessible recreational facilities to meet the needs of persons of all ages, physical conditions and socio-economic situations.

- Policy 3.1 The City shall acquire sites and develop facilities to provide for special recreation needs.
- Policy 3.2 The City shall encourage service clubs, civic groups, individual donors and others to help in the development of recreational facilities.
- Policy 3.3 The City shall encourage private employee recreation in business and industrial areas in order to provide recreational opportunities for employees.
- Policy 3.4 The City shall continually review recreation programming to ensure that recreation programs reach all segments of the community.

**Objective 4.0** Actively seek public and private funding sources to support recreation development, programs, and operations.

- Policy 4.1 The City should consider the development of a community arts program including visual and performing arts.
- Policy 4.2 The City shall utilize a wide array of funding sources for City recreational needs including public and private grants and funding sources as well as private contributions.

## TRAILS ELEMENT

### Goals:

- Overall Goal: The Trails Element shall encourage alternative means of transportation on a community and regional scale by providing a comprehensive network of bicycle, equestrian, and pedestrian trails which serve present and future needs of our community, and which preserve and/or enhance the community character and the environment.
- Goal (Obj. & Pol.): Encourage alternative means of transportation on a regional and community scale.
- 5.2 Improved Trails Goal (Bicyclists): Designate the location and the appropriate type of improved (paved) bicycle trails that would have the greatest potential to serve the commuter and recreational needs of the community.
- Unimproved Trails Goal (Equestrian, biking, and hiking): Designate the location of the appropriate type of unimproved trails, which would have the greatest potential to serve the recreational needs of the community.

### Objectives and Policies:

**Objective 1.0** Provide safe and viable regional and community trails within the City.

- Policy 1.1 Priority should be placed on establishing multiple use trails (pedestrians, bicyclists, equestrians) wherever feasible.
- Policy 1.2 All new subdivisions or planned developments whether residential, commercial, or industrial which include proposed trail locations shall dedicate easements which will provide safe and direct access to community or regional trails, and provide for trail maintenance.
- Policy 1.3 Regional and/or community routes within the City should link up with existing or proposed routes within neighboring jurisdictions.
- Policy 1.4 There should be at least one east-west regional corridor extending from San Diego through Town Center to Lakeside and one north-south corridor extending from El Cajon through Town Center north to Fanita Ranch. The corridors should provide for, pedestrian, bicycle, and where feasible, equestrian use.
- Policy 1.5 The City's trail network should link focal points of the City such as Town Center, Fanita Ranch, employment centers, schools, residential neighborhoods, parks and open space, and the San Diego River.

- Policy 1.6 The City should continue to coordinate regional trail planning, acquisition and development efforts with adjacent jurisdictions.
- Policy 1.7 The City should work with utility companies, special districts, school districts and others to provide trails through easements, dedications, joint use agreements or other means.

**Objective 2.0** Provide trails which are designed to impact the environment as little as possible and which blend in with the character of the community.

- Policy 2.1 Trails should be surfaced with materials which blend in with the surrounding area while complying with safety and maintenance requirements.
- Policy 2.2 Trails should be designated along existing drainage channels, utility right-of-ways and other areas which must remain undeveloped.
- Policy 2.3 When determining final alignments for planned trails in open space areas, priority should be given to utilizing existing trails where feasible, before creating new trails. When necessary, new trails should follow contour lines and should be aligned where the least amount of grading and / or habitat disruption would occur.
- Policy 2.4 Trails should be designated and designed with consideration given to appropriate widths, clearances, grade curvatures, surfacing, surface drainage, design speed, barriers, fences, signage, visibility, intersections, bridges, and street cleaning. Wherever feasible, consideration should be given to ensuring accessibility by the handicapped and other special needs groups in accordance with the Americans with Disabilities Act.

**Objective 3.0** Provide accommodations for the trail user wherever possible.

- Policy 3.1 Large non-residential developments should be encouraged to provide showers and lockers, flexible work schedules and other means to encourage and facilitate use of alternative modes of transportation by employees.
- Policy 3.2 Bicycle racks should be made available at all new or rehabilitated nonresidential developments.
- Policy 3.3 Signage should be utilized to identify trail corridors.
- Policy 3.4 The City should include both hiking and bicycle trails in any trail system; equestrian trails shall also be considered.
- Policy 3.5 The City shall, in developing a trail system, especially in the San Diego River corridor, coordinate between various projects within the City, as well as with a regional trail system in neighboring jurisdictions.
- Policy 3.6 Provision of formal trailhead facilities including parking and restroom facilities should be considered for regional-serving trailheads.

**Objective 4.0** Provide promotional material which indicates the type and location of trails in Santee.

- Policy 4.1 A trails map should be developed and posted where feasible at designated trailheads and other appropriate locations.

- Policy 4.2 The Trails Element as well as other informative material should be available to the public free or for a small fee.
- Policy 4.3 As routes are implemented, their availability and use should be encouraged through the City's website, newsletters or the media.

**Objective 5.0** To provide paved trails which are safe.

- Policy 5.1 The determination of the appropriate type of paved trail should primarily be based upon safety requirements. There are three classifications of bike trails:
  - 1. Bicycle paths (Class I) are the safest type of bicycle trail and should, therefore, be utilized as much as possible for regional and community trails, but not for those designated on small local streets where traffic volume is minimal.
  - 2. Bicycle lanes (Class II) are the second safest type of bicycle trail. These should be utilized as necessary links to bicycle paths or local routes where paths are not feasible.
  - 3. Bicycle routes (Class III) are the least safe type of bicycle trail. They should be utilized as a last priority for necessary links or as interim links prior to the implementation of bicycle paths. When used, they should be signed wherever possible.
- Policy 5.2 Trails should be designed to facilitate bicycle riding by incorporating standards which would reduce slopes, sharp curves, and interference with vegetation, pedestrians, and traffic.
- Policy 5.3 Bicycle paths should be incorporated into the design of community land use plans, Capital Improvement Projects, and in parks and open space as specified in the General Plan.
- Policy 5.4 Encourage facilities such as lighting, benches, bathrooms and drinking fountains along trails where it is appropriate.

**Objective 6.0** Provide unimproved trails that are viable routes within the community.

- Policy 6.1 Priority shall be given to designating unimproved trails for multipurpose use whenever feasible.
- Policy 6.2 Develop a future system of trails on the Fanita Ranch site as well as throughout the City's Multiple Species Conservation Program Preserve Planning Area. Priority shall be given to using existing trail alignments whenever feasible.
- Policy 6.3 Trail segments should not be made available for public use until a usable segment is established and where unauthorized entry onto private property can be controlled.
- Policy 6.4 It should be recognized that in areas where equestrian trails extend into the street for crossing, pedestrians will also be utilizing these designated areas. Equestrian use trails should end in areas where horses are allowed or where there are hitching posts.

- Policy 6.5 The location of equestrian trails should be coordinated with horse stables and clubs, equestrian centers and major regional trailheads.
- Policy 6.6 Trails should be designed in loops to prevent having to repeat the same route.
- Policy 6.7 Encourage trail connections with planned trails on the Santee Lakes property and future development of Fanita Ranch.
- Policy 6.8 Where feasible, consider trail routes that pass under bridges to avoid street crossings where possible.

**Objective 7.0** Provide trails which are safe.

- Policy 7.1 The determination of appropriate type of trails should primarily be based on safety requirements.
- Policy 7.2 Pedestrian and equestrian trails should be separated from the street. Only when absolutely necessary should riding trails be designated on streets.
- Policy 7.3 For new trails, switchbacks should be utilized in areas of steep terrain.
- Policy 7.4 Unimproved trails which are not subject to maintenance shall be posted at trails entrances to advise users of trail risks.

**Objective 8.0** Provide community trails that link with regional trail systems and facilities.

- Policy 8.1 Encourage the establishment of trail systems in the East Elliot area and on the Fanita Ranch that link the Fanita Ranch and Mission Trails Regional Park with Santee Lakes and Goodan Ranch Regional Parks, Sycamore Canyon Open Space Preserve and any future northern expansion of Mission Trails Regional Park.
- Policy 8.2 Encourage trail connections to the Trans-County trail system, the Upper San Diego River Improvement Plan, the Mission Trails Regional Park trail system and trails leading to Goodan Ranch and Sycamore Canyon Open Space Preserve.
- Policy 8.3 Encourage trail connections which take advantage of trailhead and support facilities planned or existing within neighboring regional parks.

**Objective 9.0** Provide trails within the future Multiple Species Conservation Program Preserve which are consistent with the City's Subarea Plan and Implementing Agreement.

- Policy 9.1 Preference should be given to locating trails in the least sensitive areas of the Preserve and utilize existing trails / dirt roads to the extent feasible.
- Policy 9.2 Avoid placing new trails between different habitat types where resource sensitivities and values are high.
- Policy 9.3 The width of new trails should be minimized to the extent possible to avoid impacting critical resources.
- Policy 9.4 Fencing should be considered in strategic locations to limit off-trail use in sensitive resource areas.

- Policy 9.5 Equestrian trails and staging areas should be located a sufficient distance from riparian or coastal sage scrub resources to minimize the possibility of cowbird parasitism and to ensure biological values are not impaired.
- Policy 9.6 Avoid conflicts with key movement routes utilized by wildlife to the maximum extent possible.

## CONSERVATION ELEMENT (UPDATES IN PROGRESS)

Goal: The goal of the Conservation Element is to conserve open space, natural and cultural resources.

### Objectives and Policies:

**Objective 1.0** Protect areas of unique topography or environmental significance to the greatest extent possible.

- Policy 1.1 The City shall encourage significant natural landforms to be maintained during development whenever possible.
- Policy 1.2 The City should encourage, through the environmental review process, the preservation of hillsides with steep slopes as appropriate to minimize danger from landslides and mudslides, as well as to protect key visual resources.
- Policy 1.3 To protect and wisely manage hillsides and topographic resources, the City shall use the following hillside development guidelines:

Percent Natural Slope	Guideline
Less than 10%	This is not a hillside condition. Conventional grading techniques are acceptable.
10% - 19.9%	Development with grading will occur in this zone, but existing landforms should retain their natural character. Padded building sites are permitted on these slopes, but contour grading, split level architectural prototypes, with stacking and clustering are expected.
20% and over	Special hillside grading, architectural and site design techniques are expected, and architectural prototypes should conform to the natural landform. Compact development plans should be used to minimize grading footprints.

**Objective 2.0** Protect floodways to reduce flood hazards, protect biological resources and preserve the aesthetic quality along water corridors.

- Policy 2.1 The City shall encourage the protection of the San Diego River Corridor and all other City water corridors to reduce flood hazards, protect significant biological resources and scenic values, and to provide for appropriate recreational uses.
- Policy 2.2 The City should promote open space in conjunction with other appropriate land uses along the San Diego River corridor and other water corridors found in the City.
- Policy 2.3 The City should participate in regional planning efforts aimed at habitat protection and recreational enjoyment of the San Diego River.
- Policy 2.4 The City should promote the design and use of floodways and adjacent land for recreation whenever appropriate as part of flood control and habitat improvements.
- Policy 2.5 The City should avoid concrete channelization of waterways whenever possible and promote alternative flood control designs which have open space value.
- Policy 2.6 The City encourages the development of appropriate flood control measures to assure public safety, which also prioritize maintenance of natural habitats and vegetation, and provision of community recreational opportunities as feasible and appropriate.
- Policy 2.7 The City shall ensure that all development proposals are located outside of designated floodways and all development in the 100-year floodplain is consistent with the City's Flood Damage Protection Ordinance.

**Objective 3.0** Maintain adequate domestic water supplies for all residents and uses within the City.

- Policy 3.1 The City should encourage the use of drought-resistant vegetation and encourage the use of recycled water for irrigation for both private development as well as public projects and facilities.
- Policy 3.2 The City shall encourage the development and utilization of innovative water conservation measures in all proposed developments.
- Policy 3.3 The City should continue to support the Padre Dam Municipal Water District in expanding the water reclamation facility to its ultimate capacity and support the expansion of recycled water infrastructure.
- Policy 3.4 The City should encourage the Padre Dam Municipal Water District to satisfy both existing and planned potable water and recycled water demands within the City and District service area prior to considering out-of-district contracts and agreements.

**Objective 4.0** Reduce the amount of erosion of soil in the City.

- Policy 4.1 The City shall require that appropriate soils and geologic surveys be completed for all proposed development, consistent with the policies and implementation measures found in the Safety Element.

- Policy 4.2 The City shall require appropriate grading, erosion control measures and replanting to minimize erosion and prevent slippage of man-made slopes.

**Objective 5.0** Conduct extraction of mineral deposits with a minimum amount of disturbance to adjacent properties.

- Policy 5.1 The City shall require that all proposed mining operations are adequately reviewed during the project and environmental review processes to minimize to the greatest degree possible, all identified environmental impacts, especially water quality, habitat preservation and bridge undermining.

**Objective 6.0** Reclaim all mined lands to usable conditions that are adaptable for alternative land uses.

- Policy 6.1 The City shall require the planned reclamation of mined lands following extraction of mineral resources with consideration of the land's potential for recreational, wildlife habitat, and scenic uses as well as for residential, industrial or commercial development.

**Objective 7.0** Preserve significant biological resources.

- Policy 7.1 The City shall encourage the preservation and enhancement of significant biological resources in areas designated as permanent open space.
- Policy 7.2 The City shall require that all development proposals provide appropriate mitigation for identified significant biological resources including selective preservation, sensitive site planning techniques and in-kind mitigation for identified impacts.
- Policy 7.3 The City shall require that, for all development proposals involving the setting aside of land for permanent open space either on-site or off-site, provisions are in place to ensure the long term management of the open space and biological resources.
- Policy 7.4 The City shall complete an Multiple Species Conservation Program Subarea plan that conserves a minimum of 2,600 acres in the City as permanent open space for preservation of habitats and species.

**Objective 8.0** Preserve significant cultural resources.

- Policy 8.1 The City shall require either the preservation of significant historic or prehistoric sites, or the professional retrieval of artifacts prior to the development of a site, consistent with the provisions of the California Environmental Quality Act. Preservation may include various measures including avoidance, preservation in place, incorporation into open space, or covering or capping. The type of preservation would depend upon the nature and significance of the archaeological resource and the practical requirements of the proposed land use.
- Policy 8.2 The City should require curation of any recovered artifacts as a condition of any cultural resources mitigation program.

**Objective 9.0** Reduce pollutants in urban runoff and stormwater discharges.

- Policy 9.1 The City shall use careful planning and review to identify and eliminate urban runoff problems before development is approved.
- Policy 9.2 The City shall enforce the implementation of appropriate best management practices (BMPs) during construction projects.
- Policy 9.3 Reduce the discharge of pollutants into the storm drain system from existing municipal, industrial, and commercial facilities and residential areas to the maximum extent practicable.
- Policy 9.4 Actively seek and eliminate illicit discharges and connections to the storm water conveyance system.
- Policy 9.5 The City shall continue to coordinate water quality planning and implementation efforts with other cities.

**Objective 10.0** Preserve significant natural resources, such as mineral deposits, biological resources, watercourses, groundwater, hills, canyons, and major rock outcroppings, as part of a Citywide open space system.

- Policy 10.1 The City should encourage the conservation of rare or unique plants and wildlife by identifying such resources through the environmental review process and by using open space preservation, where appropriate, to preserve the resources as a condition of a project approval, consistent with the City's future Multiple Species Conservation Program Subarea Plan.
- Policy 10.2 The City should encourage the preservation of significant natural features, such as watercourses, ridgelines, steep canyons, and major rock outcroppings through the Development Review process.
- Policy 10.3 The City should encourage the preservation of appropriate open space in the Town Center area for recreational and open space purposes as part of the overall Specific Plan.

**Objective 11.0** Promote a balanced mix of open space uses with development throughout the City to enhance visual resources, avoid hazards and conserve resources.

- Policy 11.1 The City should promote the dedication of open space or parklands and the designation of private open space within all proposed residential developments.
- Policy 11.2 The City should encourage, where feasible, the development of an interconnected system of open spaces throughout the City.
- Policy 11.3 The City should support State and Federal legislation which would provide funds for local parkland acquisition.
- Policy 11.4 The City should ensure that adequate passive and active open space uses are incorporated into the development of the Town Center, Fanita Ranch, Rattlesnake Mountain and other large, existing vacant areas.
- Policy 11.5 The City shall encourage compact development plans when appropriate to maximize the preservation of open spaces.

## NOISE ELEMENT

Goal: Improve the city's overall quality of life by reducing harmful and annoying noise for existing and future residents.

### Objectives and Policies:

**Objective 1.0** Control noise from sources adjacent to residential, institutional and other noise-sensitive receptors.

- Policy 1.1 The City shall support a coordinated program to protect and improve the acoustical environment of the City including development review for new public and private development and code compliance for existing development.
- Policy 1.2 The City shall utilize noise studies and noise contour maps when evaluating development proposals during the discretionary review process.
- Policy 1.3 The City shall enforce motor vehicle laws and standards as appropriate, related to traffic flow and speed, in an effort to reduce noise along roadways experiencing high noise levels.
- Policy 1.4 The City shall promote alternative sound attenuation measures rather than traditional wall barrier wherever feasible; these may include glass or polycarbonate walls, berms, landscaping, and the siting of noise-sensitive uses on a parcel away from the roadway or other noise source.
- Policy 1.5 The City shall review future projects with particular scrutiny regarding the reduction of unnecessary noise near noise-sensitive areas such as hospitals, schools, parks, etc.
- Policy 1.6 The City shall continue to monitor noise throughout Santee and enforce the standards and regulations of the City's Noise Ordinance.
- Policy 1.7 The City shall discourage any future expansion of the facilities of Gillespie Field or intensification of operation, other than what has been already planned in the airport's master plan, that would result in greater noise impacts to the City.
- Policy 1.8 The City shall encourage the implementation of noise control procedures by Gillespie Field to minimize noise exposure caused by aircraft flyovers within the City.
- Policy 1.9 As recommended by the Gillespie Field Comprehensive Land Use Plan, the City of Santee shall work with the County of San Diego to reduce the future 65dB CNEL noise contour impact on residentially zoned areas.
- Policy 1.10 The City of Santee shall require single family detached residences located between the 65-70 dB CNEL contours for Gillespie Field to ensure that interior noise levels do not exceed 45dB Ldn.
- Policy 1.11 The City shall require disclosure of airport noise impacts as a condition of all future residential development in the 65-70dB noise contours.
- Policy 1.12 The City shall require the recordation of avigation easements for new development proposed within the 65-70dB noise contours and the Runway Protection and Inner Approach / Departure zones for Gillespie Field.

- Policy 1.13 The City shall continue to monitor helicopter routes from MCAS Miramar to ensure approved routes are adhered to and shall oppose any realignment of existing routes or establishment of new routes that would result in increased noise impacts to the City.
- Policy 1.14 The City shall, whenever feasible, take noise generation into consideration for new equipment purchases for the City.
- Policy 1.15 The City shall encourage Caltrans to recognize and implement the City's noise standards for planned and future freeway projects in the City.
- Policy 1.16 The City shall ensure that appropriate regulations and standards are incorporated into the City's development policies and ordinances, including the use of noise evaluations in Environmental Impact Reports and statements, which take all aspects of noise into consideration.
- Policy 1.17 The City shall officially support the control of noise through legal regulations and cooperative government efforts.

**Objective 2.0** Ensure that future developments will be constructed to minimize interior and exterior noise levels.

- Policy 2.1 The City shall adhere to planning guidelines and building codes which include noise control for the exterior and interior living space of all new residential developments within noise impacted areas.
- Policy 2.2 The City should require new development to mitigate noise impacts to existing uses resulting from new development when: 1) such development adds traffic to existing City streets that necessitates the widening of the street; and 2) the additional traffic generated by the new development causes the noise standard or significance thresholds to be exceeded.
- Policy 2.3 The City should not require new development to mitigate noise impacts to existing uses when the new development only adds traffic already anticipated by the City's General Plan to an existing street, but does not necessitate widening of that street.

## **SAFETY & ENVIRONMENTAL JUSTICE ELEMENT (RECENTLY UPDATED)**

Safety Element Goal: The goal of the Safety Element is to minimize unreasonable risk of personal injury, loss of life, property damage, and environmental damage associated with natural and human-made hazards. The goal of the Environmental Justice Element is to address the inequities resulting from environmental hazards and health impacts in the built environment.

Safety Element Objectives and Policies:

**Objective 1.0** Minimize injuries, loss of life, and property damage resulting from flood hazards.

- Policy 1.1 Encourage the use of innovative site design strategies within the floodplain, which ensure the minimization of flood hazards and maintenance of the natural

character of waterways.

- Policy 1.2 Require that developments proposed within a floodplain area use design and site planning techniques to ensure that structures are elevated at least 1 foot above the 100-year flood level.
- Policy 1.3 Ensure that proposed projects that would modify the configuration of any of the three main waterways in Santee (San Diego River and Sycamore and Forester Creeks) are required to submit a report prepared by a registered hydrologist that analyzes potential effects of the project downstream and within the local vicinity.
- Policy 1.4 Actively pursue the improvement of drainage ways and flood control facilities to lessen recurrent flood problems and include such public improvements in the Capital Improvements Program for Santee.
- Policy 1.5 Pursue the identification of flood hazard areas along Fanita and Big Rock Creeks and apply protective measures where necessary.
- Policy 1.6 Require a hydrologic study, including the analysis of effects on downstream and upstream properties and on the flood-carrying characteristics of the stream, for development proposed in the floodplain.
- Policy 1.7 Ensure that critical emergency uses (hospitals, fire stations, police stations, the Emergency Operations Center, public administration buildings, and schools) are not in flood hazard areas or in areas that would affect their ability to function in the event of a disaster.
- Policy 1.8 Prohibit development within the 100-year floodway, subject to the provisions of the City of Santee's Flood Damage Prevention Ordinance.
- Policy 1.9 Ensure that floodway areas are not included in the calculation of net area for the purpose of land division.

**Objective 2.0** Increase awareness of geotechnical and seismic hazards to avoid or minimize the effects of hazards during the planning process for new development or redevelopment and to mitigate the risks for existing development.

- Policy 2.1 Utilize existing and evolving geologic, geophysical, and engineering knowledge to distinguish and delineate those areas that are particularly susceptible to damage from landslides and slope instability, liquefaction, and dam inundation.
- Policy 2.2 For projects proposed in areas identified in the geologic hazard category area, the geologic/geotechnical consultant shall establish either that the unfavorable conditions do not exist in the specific area in question or that they can be mitigated through proper design and construction.
- Policy 2.3 As shown in Table A-1, Determination of Geotechnical Studies Required, of the Geotechnical/Seismic Hazard Study Group I, II, III, and IV facilities require a Geotechnical Investigation, a Geologic Investigation, and a Seismic Hazard Study specific to the project. Additionally, the State of California requires reports for public schools, hospitals, and other critical structures to be reviewed by the State Architect.

**Objective 3.0** Minimize injuries, loss of life, and property damage resulting from fire hazards.

**New Development**

- Policy 3.1 Mandate that a proposed development in a State Responsibility Area or Very High Fire Hazard Severity Zone be approved only after it is determined that a Fire Protection Plan is in place that includes measures to avoid or minimize fire hazards, such as adequate water pressure to maintain the required fire flow at the time of development.
- Policy 3.2 Ensure that all new development meets established response time standards for fire and life safety services and that all new development in State Responsibility Areas or Very High Fire Hazard Severity Zones requires fuel modification around homes and subdivisions.
- Policy 3.3 Avoid expanding new residential development, essential public facilities, and critical infrastructure in areas subject to extreme threat or high risk, such as High or Very High Fire Hazard Severity Zones, or areas classified by the California Department of Forestry and Fire Protection as having an Extreme Threat classification on Fire Threat Maps unless all feasible risk reduction measures have been incorporated into project designs or conditions of approval.
- Policy 3.4 Prohibit land uses that could exacerbate the risk of ignitions in High or Very High Fire Hazard Severity Zones, such as outdoor storage of hazardous or highly flammable materials, automobile service or gas stations, or temporary fireworks sales.
- Policy 3.5 Prohibit land uses that could place occupants at unreasonable risk in High or Very High Fire Hazard Severity Zones, such as areas with large events or assembly of people and healthcare facilities.
- Policy 3.6 Encourage the use of conservation easements or establish a Transfer of Development Rights Program in undeveloped wildland areas within High or Very High Fire Hazard Severity Zones.
- Policy 3.7 Require the installation of fire hydrants and establishment of emergency vehicle access, notably before construction with combustible materials can begin on an approved project.
- Policy 3.8 Require emergency access routes in developments to be adequately wide to allow the entry and maneuvering of emergency vehicles to ensure that new development has adequate fire protection.
- Policy 3.9: Mandate that proposed development satisfy the minimum structural fire protection standards in the adopted edition of the California Building Standards Code and California Fire Code; however, where deemed appropriate, the City of Santee shall enhance the minimum standards to provide optimum protection.
- Policy 3.10 Mandate that all new development in the Very High Fire Severity Zones comply with the most current version of the California Building Code and California Fire Code.

- Policy 3.11 Mandate that all new development meet or exceed Title 14, California Code of Regulations, Division 1.5, Chapter 7, Subchapter 2, Articles 1–5 (starting with Section 1270) (SRA Fire Safe Regulations), and Title 14, California Code of Regulations, Division 1.5, Chapter 7, Subchapter 3, Article 3 (starting with Section 1299.01) (Fire Hazard Reduction Around Buildings and Structures Regulations), for State Responsibility Areas and/or Very High Fire Severity Zones.

### **Existing Development**

- Policy 3.12 Increase resilience of existing development in high-risk areas built prior to modern fire safety codes or wildfire hazard mitigation guidance.
- Policy 3.13 Mandate that public and private landowners for all existing land uses comply with all applicable state and local requirements and implement site-specific safety measures that mitigate to a low-risk condition around or near public facilities, infrastructure, and natural resources.
- Policy 3.14 Provide information regarding defensible space and building retrofits to achieve a low-risk condition.
- Policy 3.15 Require public and private landowners to minimize the risk of wildfire moving from wildland areas to developed properties or from property to property by increasing structural hardening measures (e.g., fire-rated roofing and fire-resistant construction materials and techniques), maintaining and improving defensible space on site, and supporting vegetation management in adjacent undeveloped areas.
- Policy 3.16 Require structures with fire protection sprinkler systems to provide for outside alarm notification.
- Policy 3.17 Mitigate existing non-conforming development to contemporary fire safe standards (e.g., road standards, vegetative hazards). Support state legislation that would provide tax incentives to encourage the repair or demolition of structures that could be considered fire hazards.

### **Infill Development**

- Policy 3.18 Prioritize infill development within the existing developed footprint to avoid hazardous areas and support emergency response times.
- Policy 3.19 Ensure that all infill development projects within State Responsibility Areas or Very High Fire Hazard Severity Zones are required to comply with applicable state or local fire safety and defensible space regulations or standards and any applicable fire protection or risk reduction measures identified in locally adopted plans.
- Policy 3.20 Ensure that discretionary infill projects may be required to prepare a project-specific fire hazard and risk assessment and incorporate project-specific risk reduction measures, subject to the determination and approval of the Fire Marshal.

### **All Development**

- Policy 3.21 Support the continuation of long-term maintenance of fire hazard reduction projects, such as a weed abatement program (existing), community fire breaks, and private and public road clearance.

- Policy 3.22 Ensure that the distribution of fire hydrants and capacity of water lines is adequate through periodic review. Collaborate with the Padre Dam Municipal Water District to ensure that the City's water supply location and long-term integrity are sufficient and future water supply needs are met.
- Policy 3.23 Encourage and support the delivery of a high level of emergency services through cooperation with other agencies and use of available financial opportunities.
- Policy 3.24 Encourage the continued development, implementation, and public awareness of fire prevention programs.
- Policy 3.25 The Santee Fire Department shall continue to be involved in the review of development applications to minimize fire hazards. Considerations shall be given to adequate emergency access, driveway widths, turning radii, future water supply needs, fire hydrant locations, needed fire flow requirements, street addressing, and signage.
- Policy 3.26 Coordinate with the Padre Dam Municipal Water District on future water supply needs and existing water infrastructure constraints and deficiencies that could affect the City's ability to meet fire flow requirements.
- Policy 3.27 Ensure that the timing of additional fire station construction or renovation (or new services) relates to the rise of service demand in Santee and surrounding areas.
- Policy 3.28 Ensure that re-development after a large fire complies with the requirements for construction in the Very High Fire Hazard Severity Zones for fire safety.
- Policy 3.29 Ensure that the planning and design of re-development in very high Fire Hazard Severity Zones minimizes the risks of wildfire and includes adequate provisions for vegetation management, emergency access, and firefighting while also complying with current fire codes.
- Policy 3.30 Support mutual aid agreements and communications links with the County of San Diego and the other municipalities participating in the Unified San Diego County Emergency Service Organization.
- Policy 3.31 Provide adequate staffing, equipment, technology, training, and funding for the Santee Fire Department to meet the existing and projected service demands and response times.

**Objective 4.0** Minimize injuries, loss of life, and property damage and losses resulting from criminal activities.

- Policy 4.1 Encourage citizen and business participation in the Neighborhood Watch Program and the "Safe Santee" program and promote the establishment of new neighborhood watch programs to encourage community participation in the patrol and to promote the awareness of suspicious activity.
- Policy 4.2 Incorporate Crime Prevention through Environmental Design principles into site planning for new developments, publicly owned spaces and renovations of existing developments, considering the concepts of defensible space, surveillance,

territoriality, access control, and maintenance.

- Policy 4.3 Encourage the upgrading of building security requirements.
- Policy 4.4 Continue to involve law enforcement personnel in the review of new development applications through participation in the Development Review process.
- Policy 4.5 Ensure that structures are adequately identified by street address and lighted sufficiently to deter criminal activity.
- Policy 4.6 Work with the school districts in the establishment of a permanent School Resource Officer program or similar measure to provide a law enforcement presence at City schools.
- Policy 4.7 Ensure that critical facilities, hazardous facilities, and special occupancy structures are located and designed to be functional in an event of a disaster. These facilities and structures include fire and police stations, hospitals, communication centers, schools, churches, and other high occupancy structures.

**Objective 5.0** Minimize injuries, loss of life, and property damage resulting from traffic hazards.

- Policy 5.1 Continue to review traffic safety problems annually and enforcement of parking regulations.
- Policy 5.2 Promote the use of traffic control devices such as signals, medians, and other street design measures along busy roadways to regulate, warn, and guide traffic, thereby diminishing traffic hazards.
- Policy 5.3 Encourage ridesharing and the use of transit and other transportation systems management programs to reduce the number of vehicle miles traveled and traffic congestion.
- Policy 5.4 Preclude through-city truck traffic on local roadways and limit truck routes through Santee to principal and major arterial roadways.
- Policy 5.5 Promote the establishment of shared driveways and reciprocal access between adjoining properties to reduce the number of curb cuts and conflicting traffic movements on major roads.

**Objective 6.0** Improve the safety and functionality of light-rail transit.

- Policy 6.1 Consider methods of improving service safety along and across the trolley line in coordination with San Diego Association of Governments, San Diego Metropolitan Transit System, and other relevant agencies.
- Policy 6.2 Coordinate with San Diego Metropolitan Transit System to encourage transit stops in areas serving vulnerable populations, such as near senior housing projects, medical facilities, major employment centers, and mixed-use areas.

**Objective 7.0** Minimize injuries, loss of life, and property damage resulting from airport hazards.

- Policy 7.1 Continue reviewing all development proposed in the Gillespie Field Airport Influence Areas using the Airport Land Use Compatibility Plan, which provides guidance on appropriate land uses surrounding airports to protect the health and safety

of people and property within the vicinity of an airport. Ensure consistency determinations are received from the Airport Land Use Commission to ensure that design features are incorporated into the site plan to address identified aircraft safety and noise hazards.

- Policy 7.2 Continue to discourage the establishment of additional high-risk uses, including schools, hospitals, nursing homes, and daycare centers in Airport Safety Zones and receive consistency determinations from the Airport Land Use Commission.
- Policy 7.3 Receive final airspace determination from the Federal Aviation Administration for projects in Airport Influence Areas in accordance with Code of Federal Regulations, Title 14, Part 77, Safe, Efficient Use, and Preservation of the Navigable Airspace.

**Objective 8.0** Ensure the efficient control of emergency operations during natural or human-caused disasters.

- Policy 8.1 Continue to hold periodic disaster exercises in cooperation with the appropriate state and federal agencies.
- Policy 8.2 Update the adopted Santee Emergency Operations Plan periodically to ensure the safety of residents, employees, and visitors in times of natural or human-caused disaster.
- Policy 8.3 Maintain an Emergency Operations Center to coordinate resources, information, and communication, which would strengthen the City of Santee's ability to detect and respond to threats.

**Objective 9.0** Minimize the risk of damage to people, property, and the environment caused by hazardous materials.

- Policy 9.1 Continue to implement the County of San Diego's Hazardous Waste Management Plan or develop and implement an equivalent plan.
- Policy 9.2 Continue to participate in the San Diego County Joint Powers Authority Hazardous Materials Response Team in dealing with hazardous materials incidents.
- Policy 9.3 Require that any potential hazardous materials issues be fully investigated at the environmental review stage prior to project approval.
- Policy 9.4 Review any proposed uses involving the use, transport, storage, or handling of hazardous waste to ensure that such uses will not represent a significant risk to surrounding uses or the environment.
- Policy 9.5 Continue to provide for a household hazardous waste collection program for Santee residents as part of the contract with the City of Santee trash franchisee.
- Policy 9.6 Control the location, manufacture, storage, or use of hazardous materials in Santee through Zoning Ordinance implementation and the development review process.
- Policy 9.7 Encourage safe and proper disposal of household hazardous waste.
- Policy 9.8 Promote safe, environmentally sound means of solid waste disposal for the community.
- Policy 9.9 Investigate ways to encourage businesses to recycle their waste.

- Policy 9.10 Continue to implement the Construction and Demolition Diversion Ordinance as required by Cal Recycle.

**Objective 10.0** Build capacity to adapt to climate-related hazards through resilient emergency management and hazard mitigation strategies.

- Policy 10.1 Integrate findings of climate vulnerability into emergency planning, including mitigation, preparedness, response, and recovery efforts. In doing so, the City of Santee will respond to any unique challenges in the community identified through the Vulnerability Assessment.
- Policy 10.2 Ensure that emergency management activities are conducted equitably and are responsive to the needs of all community members, primarily by communicating emergency plans in many different formats and in multiple languages, as appropriate, and conducting outreach with and to seek feedback from members of the community who face equity issues.
- Policy 10.3 Continue to collaborate with local and regional partners to support business resiliency through preparedness education, training, and resources.
- Policy 10.4 Collaborate with local, regional, state, and federal partners to provide communitywide outreach to educate people on how to prepare for and recover from climate change effects.
- Policy 10.5 Provide information on the benefits of the resiliency of existing residential and commercial development through structural strengthening, fire safe landscaping, and energy efficiency upgrades.
- Policy 10.6 Coordinate with transportation agencies to identify local and regional transportation corridors that are at risk from climate change effects while using the best available science and resilient design features to improve resiliency to extreme climate events.
- Policy 10.7 Coordinate with regional transit providers to identify alternative routes, stops, and modes of transit if normal infrastructure is damaged or closed because of extreme events.
- Policy 10.8 Promote climate preparedness and provide outreach to vulnerable populations.

**Objective 11.0** Increase resiliency to the impacts of extreme heat.

- Policy 11.1 Increase the energy reliability of municipal facilities to withstand increased energy demands.
- Policy 11.2 Continue expedited review of building permits for solar equipment and electric vehicle charging stations.
- Policy 11.3 Encourage the conservation of energy during peak demand hours.
- Policy 11.4 Promote adequate protection for outdoor workers and people experiencing homelessness from extreme conditions.
- Policy 11.5 Provide information to the public in cooperation with community-based organizations to ensure that emergency shelters and cooling centers are available during climate events, such as extreme heat events, poor air quality, severe weather events, and other highly hazardous conditions.

- Policy 11.6 Encourage shade trees near buildings, in parking lots, and along bike and pedestrian pathways.
- Policy 11.7 Promote reverse 911 calls to notify residents of serious heat events or natural disasters and encourage residents to register into the Alert San Diego system.

**Objective 12** Increase resiliency to the impacts of wildfire.

- Policy 12.1 Continue to require fire prevention planning and defensible space in all new development within Very High Fire Hazard Severity Zones or wildland-urban interface.
- Policy 12.2 Review development proposals and coordinate with regional transportation agencies, as needed, to ensure that multiple evacuation routes are available under a range of scenarios and to identify alternative routes that are accessible to people without life-supporting resources.
- Policy 12.3 Continue to educate the public on the importance of fire safety with information on topics including but not limited to defensible space, evacuation routes, and road clearance, with a focus on reaching at-risk, vulnerable populations.
- Policy 12.4 Identify fire-prone habitats to plan for increased risk of larger and more frequent wildfires.

**Objective 13.0** Increase resiliency to the impacts of extreme precipitation.

- Policy 13.1 Continue to encourage the implementation of low-impact development (e.g., rain gardens, rainwater harvesting, green roofs) to reduce flooding.
- Policy 13.2 Continue to promote the application of nature-based solutions (e.g., greenways, tree trenches) to improve resilience and preserve biodiversity.
- Policy 13.3 Continue to encourage the use of climate-smart landscaped surfaces (e.g., permeable pavement, stormwater parks, green streets) in new and existing development.

**Objective 14** Increase resiliency to the impacts of drought.

- Policy 14.1 Provide information on water efficiency and conservation efforts.
- Policy 14.2 Continue to implement the City of Santee's Water Efficient Landscape Ordinance for private and public projects.
- Policy 14.3 Provide information on building code requirements for water conservation features (e.g., low-flow toilets, faucets, appliances).
- Policy 14.4 Explore programs to expand access to limited water resources for at-risk, vulnerable populations (e.g., people experiencing homelessness).

Environmental Justice Element Goal: The goal of the Environmental Justice Element is to address the inequities resulting from environmental hazards and health impacts in the built environment.

Environmental Justice Element Objectives and Policies:

**Objective 1.0** Continue to minimize the potential impact of pollution on disadvantaged communities by mitigating the factors and conditions that contribute to exposure.

- Policy 1.1 Continue to protect natural resources from pollution, such as trash and debris in creeks, rivers, and storm drainage areas, especially in areas where transient populations are prevalent.
- Policy 1.2 Increase maintenance of public spaces, such as parks and trails, to protect natural resources from pollution.
- Policy 1.3 Continue to reduce the potential danger related to the use, storage, transport, and disposal of hazardous materials to an acceptable level of risk.
- Policy 1.4 Continue to protect the air, water, soil, and biotic resources from damage by exposure to hazardous materials.

**Objective 2.0** Maintain and improve air quality, especially in areas identified as disadvantaged communities, by defining sources of air pollution and reducing emissions from said sources.

- Policy 2.1 Continue to maintain or improve the current air quality level within the City of Santee's jurisdiction.
- Policy 2.2 Remove particulate matter from mobile source emissions through implementation of the Sustainable Santee Plan's public transit, active transportation, and electrification strategies.
- Policy 2.3 Seek to partner with the San Diego County Air Pollution Control District and the California Department of Transportation to establish a mitigation program, such as a roadside vegetation barrier program, to reduce the impacts of pollution, notably for homes in the disadvantaged communities bounded by Magnolia Avenue, Prospect Avenue, Cuyamaca Street, and Mission Gorge Road.
- Policy 2.4 Explore creating a program to provide education on how to improve air quality for City residents impacted by air pollutants, especially those living within proximity to Gillespie Field.
- Policy 2.5 Seek to partner with the San Diego County Air Pollution Control District to (1) establish a mitigation program to reduce the impact of air pollution on disadvantaged communities and (2) create targeted permit inspection programs in disadvantaged communities to help ensure enforcement of air quality permits.
- Policy 2.6 Create land use patterns that encourage people to bicycle, walk, or use public transit to reduce emissions from mobile sources, such as plans that (1) require vegetative barriers to be included in industrial developments near residential areas in Santee and/or (2) improve tree canopy and promote green infrastructure development

in disadvantaged communities, particularly the neighborhoods that do not already have access to green space.

- Policy 2.7 Encourage stronger pollution controls at facilities in/near disadvantaged communities, especially the neighborhoods around Magnolia Avenue, Prospect Avenue, Cuyamaca Street, and Mission Gorge Road.

**Objective 3.0** Promote access to public transit by increasing frequency of buses and trolleys, decreasing travel duration for commuters, and updating system networks to connect riders to priority areas, such as shopping centers, schools, and parks and recreation facilities.

- Policy 3.1 Implement the Santee Parks and Recreation Master Plan to increase access to diverse, high-quality parks, green space, recreation facilities, and natural environments for disadvantaged communities.
- Policy 3.2 Work with the San Diego Metropolitan Transit System and the San Diego Association of Governments to encourage transit providers to establish, maintain, and increase frequency of routes to jobs, shopping, schools, daycares, parks, and healthcare facilities that are convenient to the disadvantaged communities in both the southeastern and the southwestern portions of Santee.
- Policy 3.3 Promote and support the continued expansion of the San Diego Trolley system that benefits residents of Santee, especially in higher-density areas. Work with the San Diego Metropolitan Transit System to ensure that public transportation is provided from disadvantaged communities to commercial and recreational facilities. Work with the San Diego Metropolitan Transit System to increase frequency of the Green and Copper Lines, particularly during weekends, which provides access to and from the City of Santee and the City of San Diego.
- Policy 3.4 Encourage the use of alternative transportation modes, such as walking, cycling, and public transit. Maintain and implement the policies and recommendations of the Active Santee Plan and the San Diego Association of Governments San Diego Regional Safe Routes to School Strategic Plan to improve safe bicycle and pedestrian access to major destinations.
- Policy 3.5 Coordinate with the San Diego Metropolitan Transit System and San Diego Association of Governments to provide efficient, cost-effective, and responsive systems; multimodal support facilities; and adequate access near and to and from transit stops for bicyclists and pedestrians, including children and youth, older adults, and people with disabilities.
- Policy 3.6 Encourage and provide ridesharing, park and ride, and other similar commuter programs that eliminate vehicles from freeways and arterial roadways. Encourage businesses to provide flexible work schedules for employees and employers to offer shared commute programs and/or incentives for employees to use public transit.
- Policy 3.7 Work to increase public transit ridership among transit-dependent populations by providing greater access to public transit throughout Santee.

**Objective 4.0** Improve the quality of public facilities and promote equitable access to community (public) spaces.

- Policy 4.1 Prioritize seeking public funding to upgrade public facilities in disadvantaged communities, particularly the neighborhoods around Magnolia Avenue, Prospect Avenue, Cuyamaca Street, and Mission Gorge Road.
- Policy 4.2 Continue the City of Santee’s maintenance and operation of parks and other recreational spaces throughout Santee, especially in the regions along the river, with more frequency. Provide and maintain the highest level of service possible for all community public services and facilities.
- Policy 4.3 Continue to evaluate current agreements and work to improve joint-use agreements with schools for access to indoor facilities and use of fields to adopt a more cooperative approach to providing services to the community.
- Policy 4.4 Explore providing more community centers throughout Santee, especially in residential areas that lack a community center within walking distance from home, such as the southwestern areas of Santee.
- Policy 4.5 Prioritize new investments in community-building facilities that will foster a sense of belonging among its residents.

**Objective 5.0** Continue to create a “livable community” by offering supportive community programs and services, providing alternative transportation choices, and promoting equitable, affordable housing.

- Policy 5.1 Create a vibrant town center by developing a connected system of multi-modal corridors that encourages walking, biking, and riding public transit. A mobility hub should be considered at the existing Santee Trolley Square to provide features such as bike-share, bike parking, car-share, neighborhood electric vehicles, real-time traveler information, demand-based shuttle services, wayfinding signage, bicycle and pedestrian improvements, and urban design enhancements.
- Policy 5.2 Continue to implement the Santee Town Center Specific Plan, which provides retail commercial, office, recreational, and other appropriate uses to establish a focal point for Santee.
- Policy 5.3 Allow for the development of a wide range of commercial and residential building and structure types in Santee and ensure that development in Santee is consistent with the overall community character and contributes positively to Santee’s image.
- Policy 5.4 Ensure that industrial uses are compatible with adjacent land uses, ensure that natural and human-induced hazards are adequately addressed in the location and intensity of development in Santee, and minimize land use conflicts between land uses in adjacent areas and existing and planned land uses in Santee.
- Policy 5.5 Continue to increase sidewalks, crosswalks, and safety for people who walk and/or use mobility devices, such as wheelchairs.

- Policy 5.6 Implement the Complete Streets Policy in the Santee General Plan Mobility Element.
- Policy 5.7 Continue to plan for and implement a comprehensive network of safe pedestrian facilities to promote pedestrian travel.
- Policy 5.8 Continue to design pedestrian walkways in a way that promotes walking by providing a safe, aesthetically pleasing path of travel.
- Policy 5.9 Maintain access for pedestrian travel where it already exists and provide it where it does not to prevent or eliminate barriers to pedestrian travel.
- Policy 5.10 Coordinate with local school districts and nonprofit organizations to improve access and resources to engage in active forms of transportation (e.g., bicycles, skates, helmets, and related equipment) for disadvantaged communities.

**Objective 6.0** Improve access to and connectivity between community services, including group meetings, recreation programs, and health classes.

- Policy 6.1 Continue to provide a comprehensive program of recreational services for all ages, with an emphasis on programs for children and youth.
- Policy 6.2 Continue to consider alternative recreation programs, such as providing basketball equipment to private groups, using church and commercial center facilities, and closing streets to through-traffic, where feasible, in neighborhoods with park deficiencies.
- Policy 6.3 Provide readily accessible meeting space and inclusive programming at the community centers to meet the needs of people of all ages, physical conditions, and socioeconomic situations, especially Santee's diverse communities, including but not limited to the art and lesbian, gay, bisexual, and transgender communities.
- Policy 6.4 Encourage service clubs, civic groups, individual donors, and others to help develop recreational facilities. Encourage private employee recreation in business and industrial areas to provide recreational opportunities for employees.
- Policy 6.5 Consider providing affordable and free educational programming in disadvantaged communities to highlight practices that can improve one's health, such as physical activity and healthy eating.
- Policy 6.6 Actively seek public and private funding sources to support recreation development, programs, and operation in the process of reviewing recreation programming to ensure that recreation programs reach all segments of the community.
- Policy 6.7 Collaborate with organizations like California Walks to improve active transportation in Santee through policy, project, and program development and implementation; grant writing; and neighborhood needs assessments.

**Objective 7.0** Continue to create green spaces, such as community gardens, open spaces, and public parks, that support food education, promote healthy lifestyles, and foster community building.

- Policy 7.1 Continue to create safe, attractive spaces for recreation, including well-lit parks and pedestrian paths, through implementation of the Santee Parks and Recreation Master Plan, which is a roadmap used to address the need for additional trails for activities such as biking and hiking to improve connectivity throughout the Santee and to provide a system of public parks and recreation facilities that serve the residents of Santee.
- Policy 7.2 Continue to provide adequate recreational acreage and facilities in all areas of Santee by identifying vacant lots and underused public land that can be turned into neighborhood-run community gardens. Provide additional park and recreational facilities for Santee residents, which could include a combination of local parks, trails, school playgrounds, and other public facilities that meet part of the need for local recreational facilities.
- Policy 7.3 Encourage the development of a San Diego River Park with passive recreation uses throughout Santee as part of an overall master plan concept for the entire San Diego River. Encourage the inclusion of recreational facilities in all mixed land use developments, especially in the Santee Trolley Square Town Center.
- Policy 7.4 Locate mini-parks in the built-up areas of Santee where recreational facilities are needed and where available land is limited. Pursue the development of additional publicly owned parks and recreation facilities that are distributed throughout Santee to meet the needs of all residents.
- Policy 7.5 Continue and expand the City of Santee’s community garden program and provide information on how existing community gardens operate and how residents can get involved.
- Policy 7.6 Assess and, if feasible, develop open land for community gardens.
- Policy 7.7 Identify and implement opportunities to incorporate open spaces suitable for community gardens into larger development projects.

**Objective 8.0** Continue to create a “livable community” by investing in environmental education initiatives and streetscape beautification projects.

- Policy 8.1 Consider creating an environmental education program that will include the following to encourage the appreciation of Santee’s natural resources:
  - Development of trails, interpretive signs, and overlooks at public parks adjacent to sensitive environments
  - Encouragement of private environmental organizations to sponsor wetlands enhancement programs and to provide docents for wetlands tours
  - Coordination with school districts to use specified areas as outdoor learning laboratories
- Policy 8.2 Consider developing and implementing a Green Infrastructure Plan, including a combination of stormwater features, habitat, trees, and other greenery.

- Policy 8.3 Identify strategies for grassroots implementation of green infrastructure and restoration by Santee residents, such as through the promotion of eco-literacy with a focus on urban gardening.

**Objective 9.0** Expand healthcare access and readiness by working with partners at the regional, state, and federal levels to increase affordability of physical and mental healthcare services.

- Policy 9.1 Encourage new healthcare facilities, including mental health facilities, to locate to Santee, with a focus on areas where residents lack health insurance or are underinsured, such as the southwestern portion of Santee.
- Policy 9.2 Encourage existing healthcare organizations to provide safety improvement and service enhancements, as needed, to implement new technologies and best industry practices.
- Policy 9.3: Explore partnerships with local and regional healthcare providers to provide free community healthcare and dental screenings and services throughout the year, particularly in disadvantaged communities.

**Objective 10.0** Improve the nutrition and overall health of the population by expanding the already existing network of food banks and meal sites into neighborhoods with disadvantaged communities.

- Policy 10.1 Encourage the establishment and operation of additional farmers markets, farm stands, ethnic markets, mobile health food markets, and convenience/corner stores that sell healthy foods, including fresh produce where feasible and appropriate.
- Policy 10.2 Encourage new developments to include a healthy food supply or edible garden (e.g., urban garden).
- Policy 10.3 Work with nonprofits to expand and diversify alternative food access points, such as farmers markets and community-supported agriculture, and other healthy and local food distribution models.
- Policy 10.4 Prioritize healthy food supplies in economic development efforts, especially in areas where a healthy food supply, farmers market, or community garden is not within a half mile of residential areas.
- Policy 10.5 Work with food banks that serve the Santee community to maintain them as a food source to Santee residents, farmworkers, and youth.
- Policy 10.6 Provide healthy food options at all municipal buildings and at City of Santee events where food is made available by the City.
- Policy 10.7 Find incentives that encourage school districts to develop a program that integrates gardening and nutrition, making the connection between healthy food choices and fresh, locally grown produce.
- Policy 10.8 Utilize the City of Santee's social media and newsletter to promote messages regarding healthy eating habits and food choices and information about food assistance programs, such as the Supplemental Nutrition Assistance Program (SNAP).

**Objective 11.0** Continue to ensure community health and well-being by supporting rehabilitation programs, enforcing municipal codes, and supporting affordable housing projects that allow for members of disadvantaged communities, such as low-income residents, to live in safe, healthy housing.

- Policy 11.1 Continue to support and coordinate with social service providers and regional agencies to address the housing-related needs of Santee residents, particularly those with special needs. Continue the operation of the Residential Rehabilitation Program, which offers a limited amount of low-interest, deferred loans to income-eligible homeowners to facilitate home improvements and/or correct any health and safety or building code violations.
- Policy 11.2 Continue to prioritize and enforce the existing Buildings and Construction Code based on safety and blight as required through existing—and, if necessary, expanded—code enforcement efforts. Continue to use the City of Santee’s Code Compliance Program to bring substandard units into compliance with City of Santee codes and to improve overall housing quality and neighborhood conditions in Santee.
- Policy 11.3 Continue to use HOME Investment Partnerships and other funding sources to assist residents with extremely low, very low, and low incomes with housing rehabilitation Citywide. Develop and maintain collaborative efforts among nonprofits, for-profit developers, and public agencies to encourage the development, maintenance, and improvement of affordable housing.
- Policy 11.4 Continue to provide information to the public regarding resources for housing repairs for single-family homes, multi-family properties, and mobile or manufactured homes to address unsafe and unhealthy conditions in neighborhoods.
- Policy 11.5 Continue to educate and/or provide resources and weatherization (i.e., weatherproofing) measures that can improve housing conditions and reduce energy costs.

**Objective 12.0** Increase affordable housing so households can put their income toward other goods and services, healthcare needs, and basic necessities and so households can avoid overcrowding, displacement of residents, and increased homelessness.

- Policy 12.1 Address housing affordability through the Housing Element and Land Use Element to optimize land use for housing and to encourage affordable housing development.
- Policy 12.2 Consider establishing a Community Revitalization and Investment Authority in the Santee Town Center area that would allow the City of Santee to use a portion of the property tax increment generated in that area to develop affordable housing and otherwise support Santee Town Center community revitalization projects.
- Policy 12.3 Encourage both the private and public sectors to produce or assist in the production of housing, with particular emphasis on housing affordable to lower-income households, including extremely low-income households, and housing suitable for people with disabilities, older adults, large families, and female-headed household.

- Policy 12.4 Ensure that all new housing development and redevelopment in Santee is properly phased in amount and geographic location so that City of Santee services and facilities can accommodate growth.
- Policy 12.5 Coordinate with affordable housing developers and social service providers in Santee to provide Santee residents with education on how to qualify and apply for affordable housing and other housing-related needs.
- Policy 12.6 Increase affordable homeownership opportunities for Santee’s low-income households and provide free homeownership education programs.
- Policy 12.7 Collaborate with local social service providers to address the needs of Santee’s homeless population.

**Objective 13.0** Increase community involvement and participation in defining community needs, establishing local priorities, and creating programs to meet these needs.

- Policy 13.1 Establish and clearly communicate the purpose of outreach efforts and the role the public shall play in decisions or outcomes through the City of Santee’s social media and newsletter to share updates, resources, and other information from the City of Santee.
- Policy 13.2 Consider providing multi-lingual requirements for published City of Santee notices and materials, meetings, and facilitation events, where appropriate.
- Policy 13.3 Leverage online tools for community engagement when beneficial, including videos and podcasts, e-comments, online forums, interactive web-based mapping, interactive planning, and tools that allow community members to use data and create their own reports. Consider instituting broadband initiatives, such as providing laptops or internet hotspots to the households in Santee affected by inadequate internet access (i.e., “digitally divided” households).
- Policy 13.4 Leverage offline tools for community engagement and continue to work with local media services, such as television and radio stations, to ensure adequate public awareness of events, City of Santee resources, recreation opportunities, and policy decisions under consideration.
- Policy 13.5 Collaborate with community-based organizations that have relationships, trust, and cultural competency with target communities to outreach for local initiatives and issues.
- Policy 13.6 Continue to hold meetings and other public engagement forums at accessible locations and times to include a wide range of residents. Consider holding virtual meetings alongside in-person meetings to enable more residents and other stakeholders to conveniently participate in public meetings.
- Policy 13.7 Prioritize outreach efforts to target communities that will be most impacted by an issue or a decision.
- Policy 13.8 Continue community outreach that introduces residents to the City of Santee’s functions and services while equipping residents to get involved in their community.

**Objective 14.0** Implement the Sustainable Santee Plan to help communities reduce greenhouse gases that cause climate change and to adapt to a changing climate with more extreme, more common weather phenomena.

- Policy 14.1 Invest in census tracts in the areas of Santee that are more exposed to extreme heat events to build community resilience to and minimize impacts from climate change-induced phenomena.
- Policy 14.2 Reduce greenhouse gas emissions, increase renewable energy, and promote energy efficiency through implementation of the Sustainable Santee Plan.
- Policy 14.3 Prioritize disproportionately vulnerable populations for adaptation and mitigation investments identified in the Local Hazard Mitigation Plan.
- Policy 14.4 Plan responsive measures to wildfire events. Provide public information on emergency preparedness, evacuation, shelters, food, water, and recovery in both Spanish and English. Use the City of Santee's social media and newsletter to provide information for climate-related hazards.
- Policy 14.5 Work with the County of San Diego and community-based organizations to identify resources and funding sources for those who may otherwise not qualify for financial assistance from the Federal Emergency Management Administration in the event of a disaster.
- Policy 14.6 Prevent or limit significant increases in housing costs or essential supplies ("price gouging") following disasters either through ordinances or other measures.
- Policy 14.7 Prioritize dissemination of public information on emergency preparedness, evacuation, shelters, food, water, and recovery in languages primarily spoken by the ethnic and immigrant groups in the community.
- Policy 14.8 Implement green infrastructure projects, including tree planting in disadvantaged communities, through implementation of a Green Infrastructure Plan through implementation of the Sustainable Santee Plan, Urban Forestry Plan, and private development proposals.
- Policy 14.9 Integrate the natural and human-made landscapes of Santee to enhance the quality of life, revitalize older neighborhoods and community places, and sustain a beautiful, distinctive, and well-organized community for Santee residents.

**Objective 15.0** Prioritize the health and safety of residents to create a resilient, adaptable community.

- Policy 15.1 Continue to create an environment that promotes racial, ethnic, and religious tolerance and is free from discrimination and continue to support community and religious efforts and programs that advance tolerance and embrace diversity and anti-discrimination.
- Policy 15.2 Use tools and services, such as Neighborhood Watch, law enforcement, community services, rehabilitation loan programs, code compliance, and waste management services, to support and enhance neighborhoods and streetscapes in need of revitalization.

## COMMUNITY ENHANCEMENT ELEMENT

Goal: To respect and integrate the natural and man made environments of Santee to enhance the quality of life, revitalize older neighborhoods and community places, and sustain a beautiful, distinctive and well organized community for our citizens.

### Objectives and Policies:

**Objective 1.0** Ensure an environment that promotes racial, ethnic and religious tolerance and which is free from discrimination.

- Policy 1.1 The City should continue to support community and religious efforts and programs that advance tolerance, and embrace diversity and anti-discrimination.
- Policy 1.2 The City should support the creation of a Human Relations Board or any other group or committee that advances positive human relations in the City.

**Objective 2.0** Strengthen neighborhood identity.

- Policy 2.1 The City shall promote introduction of distinctive landscape treatments, signage, entry statements, etc., in residential areas.
- Policy 2.2 The City shall encourage the use of existing natural features (river, hillsides, etc.) as character/theme sources for new residential development.
- Policy 2.3 The City should encourage the strengthening of neighborhood edges through strategic location of open space/ recreational buffers, use of distinctive street tree/streetscape designs and changes in residential products/forms.
- Policy 2.4 The City shall provide for formation of distinct residential neighborhoods when implementing the Redevelopment Plan.
- Policy 2.5 The City shall encourage the formation of a focal point/activity center for neighborhoods when feasible and practical.
- Policy 2.6 The City shall identify older neighborhoods in need of revitalization and develop a strategy that utilizes tools such as neighborhood watch, law enforcement, community services, rehabilitation loan programs, code compliance and waste management services to enhance and stabilize them.

**Objective 3.0** Improve the diversity and quality of housing in the City.

- Policy 3.1 The City shall encourage innovative site planning and housing product designs.
- Policy 3.2 The City shall promote the mix of housing product types and site planning features within larger residential developments.
- Policy 3.3 The City shall encourage use of varied setbacks, lot orientations and placement of dwelling units.
- Policy 3.4 The City shall discourage the overuse of repetitious dwelling unit designs and site planning features.

- Policy 3.5 The City shall encourage adaptive housing products and siting treatments in hillsides and along the river corridor that respect and enhance the features of the natural environment.
- Policy 3.6 The City shall support housing in mixed use projects that offer a desirable urban lifestyle.

**Objective 4.0** Promote the integration of new residential development with the existing community.

- Policy 4.1 The City shall promote the Town Center as a focal point and activity center for the entire City.
- Policy 4.2 The City shall ensure that new residential development are adequately linked to the existing community by streets, sidewalks, trails and bikeways.

**Objective 5.0** Improve or remove negative visual elements within residential areas.

- Policy 5.1 The City shall develop a neighborhood revitalization program that brings together City resources, the resources of other agencies and residents to voluntarily improve the appearance and safety of their neighborhoods.
- Policy 5.2 The City shall pursue the rehabilitation/demolition of dwelling units in need of major repairs consistent with the policies of the Housing Element.
- Policy 5.3 The City shall pursue the removal of vehicles on residential property which are abandoned, unregistered or in a state of disrepair that are public safety hazards or community eyesores.
- Policy 5.4 The City shall promote trash clean-up events in neighborhoods.

**Objective 6.0** Improve the appearance and condition of commercial facilities in the City.

- Policy 6.1 The City shall ensure that all new commercial developments contribute towards an overall positive and cohesive visual identity.
- Policy 6.2 The City shall promote rehabilitation of commercial sites and investigate funding opportunities for rehabilitation/remodeling of small businesses.
- Policy 6.3 The City shall continue to promote commercial signage which consolidates advertising for commercial outlets and presents a cohesive thematic pattern.
- Policy 6.4 The City shall develop a kiosk, or similar sign program that will allow for advertising of public and quasi-public events and meet the needs of the community.
- Policy 6.5 The City shall investigate partnerships with its corporate base and businesses to develop a public arts program.
- Policy 6.6 The City shall ensure all commercial development is designed to a pedestrian scale.

**Objective 7.0** Consolidate strip commercial uses into functional commercial units.

- Policy 7.1 The City shall promote replacement of individual store parking lots and driveways with shared parking areas and driveways whenever possible.

- Policy 7.2 The City shall promote coordinated structure setbacks, re-orientation of business entrances, coordinated thematic landscaping, minimizing curb cuts, establishment of reciprocal access points between adjacent properties and consolidation of entrance/exist locations during rehabilitation or redevelopment of commercial areas.
- Policy 7.3 The City shall ensure that public streetscape improvements are coordinated with proposed rehabilitation/ redevelopment of commercial areas.

**Objective 8.0** Improve the appearance and function of existing and planned industrial areas.

- Policy 8.1 The City shall explore opportunities for comprehensive industrial development consistent with the Redevelopment Plan.
- Policy 8.2 The City shall ensure that adjacent residential land uses are adequately buffered from industrial uses through site planning and landscaping features.
- Policy 8.3 The City shall ensure through the Development Review process that standards established for the industrial areas are maintained.
- Policy 8.4 The City shall ensure that all industrial development is attractive and of high quality design to enhance the image of the City.

**Objective 9.0** Provide a unifying and distinctive streetscape system throughout the City.

- Policy 9.1 The City shall promote visual continuity of trafficways through coordinated landscape plantings, lighting and street improvements which reinforce the hierarchy of the street system.
- Policy 9.2 The City shall promote a Citywide street tree and median planting program which enhances views and is scaled in relationship to the function of the roadway.
- Policy 9.3 The City shall ensure adequate landscaped buffers are provided between trafficways and sidewalks.
- Policy 9.4 The City shall provide for streetscape treatments at activity nodes and major decision-making points, through paving materials and lighting, accent plantings and thematic signage to reinforce their importance.
- Policy 9.5 The City shall continue to utilize landscape maintenance districts where practical to ensure the maintenance of streetscape plant materials and hardscape features.
- Policy 9.6 The City should consider introduction of sculptural elements to the streetscape at major activity nodes (such as water fountains, public art, etc).
- Policy 9.7 The City shall require landscaping and the use of decorative materials for structural features along the State Route 52 right-of-way. Once completed, the City shall explore opportunities for beautification of the freeway right-of-way through Caltrans' Transportation Art Program.
- Policy 9.8 The City shall promote and facilitate the beautification of the State Route 67 right-of-way.

- Policy 9.9 Upon completion of the State Route 52 to State Route 67, the City shall explore pursuing its designation as a State Scenic Highway, all or in part, as appropriate.
- Policy 9.10 The City should promote a community tree forestry program, using the resources of the Tree USA program or other similar programs that encourage city-wide tree plantings.

**Objective 10.0** Strengthen the gateways into the City.

- Policy 10.1 The City shall preserve the high quality scenic viewshed visible from the western entry along Mission Gorge Road and State Route 52.
- Policy 10.2 The City shall maintain distinctive signage, accent plantings and paving materials for entries from the east and south.
- Policy 10.3 The City should discourage the placement of temporary signs in gateway setback areas.

**Objective 11.0** Remove visually disruptive elements from the street system.

- Policy 11.1 The City shall pursue the undergrounding of utilities and/or the relocation of overhead utility lines to enhance road corridors.
- Policy 11.2 The City shall ensure all signs are compatible with the overall streetscape design and pursue the consolidation or redesign/removal of those signs which are disruptive elements.

**Objective 12.0** Recognize historic structures for their ability to strengthen place identity.

- Policy 12.1 The City should ensure that future development respects and enhances the Edgemoor "Polo Barn" setting.
- Policy 12.2 The City shall support the continued protection of the Mission Dam Historic Site within the Mission Trails Regional Park.
- Policy 12.3 The City should preserve materials of the Granite House in a manner that increases public awareness and appreciation of the City's heritage.

**Objective 13.0** Integrate adequate open space uses into new development within the City.

- Policy 13.1 The City shall ensure the provision of open space which provides adequate visual relief from developed portions of the City.
- Policy 13.2 The City shall ensure that adequate amounts of open space are located along the San Diego River and its tributaries to protect and enhance the river character.
- Policy 13.3 The City shall ensure that open space is provided in hillside areas proposed for development that performs multiple functions of view maintenance, resource protection and hazard avoidance.

**Objective 14.0** Minimize alteration of existing topography especially in hillside areas during the development and redevelopment process.

- Policy 14.1 The City shall encourage and work with developers to minimize the impacts of grading for new development throughout the City.
- Policy 14.2 The City shall ensure that development is oriented along natural terrain contours to the extent possible to maintain landform integrity.
- Policy 14.3 The City shall require use of contour grading techniques and multi-layered landscaping, whenever possible, to ensure the natural appearance of manufactured slopes.
- Policy 14.4 The City shall require the use of hillside development techniques in areas of steeper slopes.
- Policy 14.5 The City shall encourage the protection of prominent ridgelines whenever feasible. This shall be accomplished by siting development below ridgelines in such a manner that permits the ridgeline to remain visible.

**Objective 15.0** Maintain and enhance existing scenic views.

- Policy 15.1 The City shall require revegetation of graded slopes with indigenous plant materials, where feasible, to maintain scenic views and assist in slope stabilization.
- Policy 15.2 The City should provide for the maintenance of view opportunities to surrounding hillsides by ensuring proposed structures do not significantly impact existing community-level viewsheds.

**Objective 16.0** Utilize the natural design elements presented by the river/creek system within the City.

- Policy 16.1 The City should encourage the strengthening of links between the San Diego River, Forester Creek, Woodglen Vista Creek and the Sycamore Creek/Santee Lakes.
- Policy 16.2 The City should promote the introduction of water elements (fountains, streams/canals, ponds, etc.) and riparian plant materials (i.e Sycamores, Oaks, etc) into developments along watercourses.
- Policy 16.3 The City should ensure that all development along the River corridor maximizes orientation towards the River and enhances the natural character of the River.
- Policy 16.4 The City shall respect the natural stream processes of the San Diego River and its tributaries and ensure that flood control improvements along existing watercourses/channels avoid concrete channelization whenever possible and retain the natural character of the corridor through planting or preservation of native vegetation.
- Policy 16.5 The City shall integrate habitat enhancement with recreation opportunities along the San Diego River and its tributaries wherever feasible and practical in meeting recreation and conservation needs.

**Objective 17.0** Balance development with natural resource protection needs.

- Policy 17.1 The City should provide for the preservation of significant habitat and vegetation in strategic locations along watercourses and in undeveloped hillside areas.
- Policy 17.2 The City should promote the incorporation of unique and significant natural resource features (vegetation, habitat, rock outcrops) into development plans.

# ANNUAL PROGRESS 2025

The following provides a summary of accomplishments by City Departments during calendar year 2025 demonstrating how the City is meeting the goals and objectives of the General Plan. Also included are future actions planned by City Departments which would further the goals and objectives of the General Plan.



## MISSION STATEMENT

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

## PROGRAM DESCRIPTION

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

## 2025 ACCOMPLISHMENTS

- Continued work on the City Council's priorities, which include a focus on economic development opportunities and fiscal stability; infrastructure and road repairs; services and safety for the homeless; and affordable housing efforts
- Supported staff in the accomplishment of many of the priorities set by City Council, including adopting the Town Center Specific Plan and continued progress towards the construction of a new Community Center
- Completed construction of a new interim fire station and completed design of a new permanent station
- Worked with staff to implement the cannabis business application process and permit assignments
- Expanded the Santee Hometown Heroes Banner program, which recognizes veteran and active-duty military with light pole banners, which has honored a total of 124 veterans.
- Continued to foster support for the City's two (2) adopted Marine Units – 2nd Battalion, 1st Marines (Camp Pendleton) and HMH-462 (Miramar) by co-hosting a golf tournament fundraiser in February 2025 and providing financial support for Marine Corps Ball gifts.
- Met the annual funding level recommended to reach the goal of a 70% percent pavement condition index (PCI)
- Reviewed City staff organization restructuring possibilities to improve organizational operations

## FUTURE ACTIONS - 2026 GOALS AND OBJECTIVES

- Maintain emphasis on efficient delivery of City services for taxpayers with a high level of fiscal responsibility while balancing competing interests in challenging economic times
- Uphold the priority to protect the health, safety and welfare of Santee residents through effective public safety strategies
- Continue efforts to increase City revenues through support of balanced economic development initiatives, including residential, commercial and entertainment projects
- Continue work towards implementation of recommendations from the Community Risk Assessment Report for additional fire infrastructure

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES (CONT.)

- Continue to support staff with the implementation of the Arts & Entertainment Neighborhood to diversify economic development
- Continue efforts to increase awareness of river bottom corridor quality of life issues for the community
- Complete the City of Santee Multi-Species Conservation Plan (MSCP) Subarea Plan and associated Environmental Impact Report (EIR)
- Encourage regional collaboration with other agencies on issues that may impact Santee and our surrounding community
- Implement a Customer Relationship Management (CRM) system for project and resident inquiry tracking
- Continue working with federal, state and local agencies in support of the Highway 52 Coalition

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# CITY ATTORNEY

## MISSION STATEMENT

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

## PROGRAM DESCRIPTION

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

## 2025 ACCOMPLISHMENTS

- Supported transition of landscaping and custodial services in Service Area 1 from third-party contractor to City staff, including acquisition of necessary equipment (Council Priority 8)
- Supported solicitation and award of contract for construction of the Santee Community Center (Council Priority 11)
- Provided legal support to City staff in the development and construction of the temporary Fire Station 20 and vetted identified options for a temporary fire station in northern Santee (Council Priority 1)
- Provided legal support to City staff and City Council regarding its approach to annexation opportunities in the western Santee (Council Priority 2)
- Provided legal support to City staff regarding expanded road paving and other infrastructure improvements (Council Priority 3)
- Provided legal support to City staff in the selection process through which City Council selected four cannabis retail businesses in Santee to proceed in the Retail Commercial Cannabis Business Permit process and in the negotiation of Community Benefit Agreements (Council Priority 4)
- Provided legal support to City staff in the successful completion of the Town Center Specific Plan Amendment related to the Arts & Entertainment Neighborhood, without legal challenge (Council Priority 4)
- Assisted City staff in addressing legal issues associated with the automated permit system and other IT challenges (Council Priority 5)

## 2025 ACCOMPLISHMENTS (CONT.)

- Continued enforcement of the San Diego River Corridor Ordinance and other City laws to improve quality of life and safety, including on City trails (Council Priorities 6 and 8)
- Assisted Fire Marshal with the presentation and adoption of Fire Hazard Zone Ordinance and Map (Council Priority 1)
- Provided legal support to City staff regarding the successful adoption of nexus fee study and update to the City's mitigation impact fees, without legal challenge (Council Priority 10)
- Assisted City staff with the successful application for and distribution of Permanent Local Housing Allocation Grant Funding from the State Department of Housing and Community Development
- Evaluated impacts of program changes to Community Development Block Grant funding and supported Consolidated Plan for Program Years 2025-2029 and Year 2025 Annual Action Plan
- Assisted Planning staff with the solicitation and award of non-exclusive on-call planning and environmental services firms based on qualifications
- Assisted Fire staff negotiate agreement for a Type 1 Fire Engine Refurbishment (Council Priority 1)
- Assisted City staff with evaluation, adoption and implementation of updates to the Santee Municipal Code, including prohibition of trespassing on private property and business premises; updated Industrial District permitted uses; adoption of pilot program setting age minimums for operation of Class 1 electric bicycles; triennial adoption of California Building Standards Code; updated ADU and JADU regulations to comply with state law
- Implemented Council's legislative priorities for 2024-2025 and provided Council with an update on new California legislation effective in 2025
- Provided targeted training and support to City staff regarding key City governance and operational issues
- Assisted City staff in the land development process, including advising on key new laws related to housing and planning issues

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES

- Continue to provide legal support to the City's efforts to improve and fund fire station facilities and services, including by supporting completion of Station 20 and options for a new temporary and permanent station in northern Santee (Council Priority 1)
- Assist in the consideration of annexation of land currently in the City of San Diego near Santee's western border (Council Priority 2)
- Continue to provide legal support to the City's effort to expand road paving and other infrastructure improvements (Council Priority 3)
- Assist City staff in the selection and the implementation of a new financial software system, and continue to support other IT and IT security upgrades (Council Priority 5)
- Help organize the various departments working on issues in the San Diego River Corridor and present an agenda item to City Council to establish specific goals and milestones for improvements in the San Diego River Corridor (Council Priority 6)

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES (CONT.)

- Continue legal defense of the San Diego River Corridor Ordinance enforcement (Council Priority 6)
- Continue to support efforts by the Sheriff, in coordination with the City, to enhance safety on City trails, including installation of new security cameras (Council Priority 8)
- Assist City staff in the development of a cost allocation/user fee study (Council Priority 10)
- Continue to support the City's streamlined contracting process through the implementation of updated templates and training
- Continue implementing the Community Oriented Policing Program
- Continue to support City staff regarding land development and new housing laws, and continue to defend City Council decisions regarding such projects
- Provide the City Council with an update in February of newly adopted laws that might impact Santee in 2026

## MISSION STATEMENT

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

## PROGRAM DESCRIPTION

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

## 2025 ACCOMPLISHMENTS

- Continued the coordination and implementation of executing City Council priorities
- Received federal/FEMA grant funding to reduce fuel hazards and increase defensible space in the San Diego River
- Participated in regular meetings with the Homeless Working Group to coordinate efforts between the City of Santee and partnering agencies in support of homelessness prevention and related issues
- Worked with staff and City Council to facilitate the selection of four retail cannabis businesses and four alternates.
- Supported staff in the completion and City Council approval of the Town Center Specific Plan, including the Arts & Entertainment Neighborhood

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES

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

# ECONOMIC DEVELOPMENT & MARKETING

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## PROGRAM DESCRIPTION

The Economic Development & Marketing Division supports the City's economic vitality through business attraction, expansion, and retention while strengthening local employment opportunities. The Division leads centralized citywide marketing and communications, including website management focused on design and accessibility, public information services, community engagement, media relations, and coordinated messaging across platforms, while developing promotional materials and brand standards to connect with residents, businesses, community organizations, and regional partners. Oversight of SanteeTV further supports transparency and outreach through livestreamed public meetings and community programming, aligning economic development efforts with clear, accessible, and consistent communication citywide.

## 2025 ACCOMPLISHMENTS

- Provided ongoing website maintenance, content updates, and accessibility improvements for all City departments.
- Initiated negotiations with a prospective purchaser on the four (4) City-owned parcels which received approval for future disposition through the State Housing and Community Development Department (HCD), pursuant to the Surplus Land Act process.
- Served as a resource for economic development issues with various businesses and staff, including assisting new businesses find locations and providing referrals to the East County Small Business Development Center.
- Attended International Council of Shopping Centers (ICSC) conferences and various regional events to attract and recruit businesses to Santee.
- Coordinated information with property owners and businesses in the new Arts & Entertainment Neighborhood.
- Facilitated a Commercial Property Public Safety Meeting in collaboration with the Santee Sheriff's Station to share public safety strategies with local shopping centers and commercial property owners aimed at safeguarding their properties.
- In collaboration with the Santee Sheriff Station and the County District Attorney's Office, organized a Retail Theft Workshop with major retailers to share information on new legislation and proactive strategies to address retail theft.
- During fiscal year 2024-25, sixteen (16) new commercial businesses opened occupying a total of 51,031 square feet of space. By the end of the fiscal year, eleven (11) of the City's twenty-two (22) shopping centers were 100% leased. Additionally, seven (7) new national chains established new locations in Santee: Trader Joe's, ULTA, Flooring Liquidators, Freeway Insurance, Popeyes, Pro Image Sports, and Wingstop. Finalized an Economic Development Strategic Plan to address future goals and objectives for enhancing economic development opportunities.
- Coordinated communication with businesses, the City, and law enforcement regarding homelessness impacts.

## 2025 ACCOMPLISHMENTS (CONT.)

- Continued expansion of the Santee Hometown Heroes Banner Program along Mast Boulevard heading east, following allocation of light poles to the west. The program currently honors (124) veterans.
- 61,182 e-mail notifications sent across 89 campaigns with a 51.85% open rate. The national average is 40.55%.
- Received a Savvy Award through 3CMA (City-County Communication and Marketing Association) for best overall website redesign.
- Website performance increased significantly, with 248,000 active users (up 12.8% from 2024) and new users up 12.6%; direct traffic rose 47.5%, and organic social traffic increased 44.6%, demonstrating stronger brand recognition and increased website visits driven by City social media content.
- Participated in ongoing efforts to enhance the arts in Santee by supporting art grant initiatives, collaborating with arts and marketing partners, and regularly attending Santee Arts meetings. Supported multiple departments in outreach and engagement initiatives to strengthen communication and community involvement.
- Relunched the Mission Gorge Banner space, securing an exclusive opportunity to engage more than 38,000 daily vehicles traveling along Mission Gorge Road.
- Achieved 7.4 million impressions, 287,459 engagements, 3,987 organic follower gains, 464,753 video views, and 2,669 posts across all social media platforms.
- SanteeTV's live stream views increased 19.4% to 8,262 and is now our most watched item on the channel. We also saw a 47.1% increase in watch time.

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES

- Continue to support the recovery and revitalization of local businesses and expand economic development opportunities by marketing City programs and opportunities on SanteeTV and social media pages.
- Implement the Economic Development Strategic Plan while enhancing business support and development through the coordinated use of City communication outlets.
- Continued targeted recruitment strategies to attract breweries, craft distilleries, wineries, restaurants and other entertainment and hospitality-related industries to key areas of the City, including the Arts & Entertainment Neighborhood.
- Promote tourism for the City by highlighting key attractions such as the trail system, Arts & Entertainment Neighborhood, Santee Lakes, Sportsplex USA, and local shopping centers.
- Complete disposition process for four (4) parcels previously owned by the City of Santee and pursue additional surplus land actions needed for other City owned parcels.
- Support efforts to expand arts and culture programs, with a focus on initiatives within the Arts & Entertainment Neighborhood.
- Continue to review demographics and economic statistics used for market comparisons to support business retention and expansion efforts.

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES (CONT.)

- Continue to increase overall website traffic while enhancing user engagement and improving the overall user experience.
- Continue to work with local partnership agencies such as Padre Dam Municipal Water District, Santee School District, and local legislative groups to provide additional community content on SanteeTV.
- Broaden the City’s marketing capabilities for in-house design, photography, videography, content-creation, and editing.
- Sustain increased metrics for social media and SanteeTV engagement and viewership and continue to use data-driven decision-making.
- Collaborate citywide to develop creative initiatives celebrating America’s 250th anniversary.
- Finalize the Crisis Communication Plan

## PROGRAM DESCRIPTION

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

## 2025 ACCOMPLISHMENTS

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

### Network Infrastructure Enhancements:

- Performed comprehensive modernization of the city's telecommunications environment by migrating legacy systems to a cloud-based phone platform, improving scalability, reliability, user experience, and operational efficiency through enhanced features and updated hardware.
- Provided support in establishing a secure, resilient connection between the Fire Department and Heartland Fire
- Performed the installation and configuration of computer and network equipment for Fire Station 20 to support reliable operations.
- Reconfigured network switches and firewall configurations to eliminate partial T1 connections, improving security, stability, and performance of the Heartland Fire network link.
- Reconfigured and tested the firewall infrastructure to securely onboard and integrate Fire Station 20 into the enterprise.
- Advanced Security Actions: Upgraded and strengthened the security for the public facing connection of the GIS Server
- Implemented a new cloud-based backup solution, enhancing the city's data security, reliability, and backup resilience.

## 2025 ACCOMPLISHMENTS (CONT.)

### Network Security Enhancements:

- Executed comprehensive network penetration testing to validate the resilience of firewall controls and critical security appliances against potential threats
- Executed firewall patching initiatives to proactively reduce cyber risk exposure and reinforce the organization's security infrastructure.

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES

- Continue to review and implement advanced security measures, including network infrastructure vulnerability testing and segmentation
- Implement a secondary internet connection along with a load balancer to ensure uninterrupted business operations and maintain continuity in the event of a primary internet service failure.
- Conduct a Citywide IT needs assessment to optimize technology investments, improve operational efficiency, mitigate risks, and streamline work processes
- Introduce Artificial Intelligence (AI) modules to identify possible cost savings, to enhance productivity
- Update the City's IT Master Plan to identify possible cost savings, enhance productivity, improve interdepartmental collaboration and mitigate risks
- Update the City's IT policies to ensure the City's technology requirements are accurately addressed and documented
- Continue to research additional opportunities to utilize SharePoint to create automated workflows and improve productivity utilizing AI
- Assist the City Clerk Department with research and implementation of a document management solution
- Assist the Finance Department with research and implementation of a new financial system
- Upgrade the network wiring in all City Hall buildings to improve speed and reliability

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# ANIMAL CONTROL

## MISSION STATEMENT

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

## PROGRAM DESCRIPTION

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

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

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

## MISSION STATEMENT

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

## PROGRAM DESCRIPTION

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

## 2025 ACCOMPLISHMENTS

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

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES

- Continue to identify and implement strategies to address unfunded liabilities including CalPERS retirement costs
- Develop an enhanced long-range financial planning model to better assist the City in its long-range fiscal planning efforts
- Issue a Request for Proposals for consultant services and complete a User Fee study

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES (CONT.)

- Move forward on the selection and implementation of a new Enterprise Resource Planning (ERP) system
- Lead the development of the City's FY 2026-27 Operating Budget
- Submit the City's ACFR for the fiscal year ended June 30, 2026 to the GFOA for the Certificate of Achievement for Excellence in Financial Reporting program
- Continue to support SLEMSA
- Identify funding options for Fire Infrastructure needs
- Conduct purchasing training for staff to include instructions for procurement guidelines, request for proposals, quick quotes, etc.
- Finalize purchasing templates to simplify and standardize procurement documents

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# ENGINEERING

## MISSION STATEMENT

Guiding sustainable development through community partnership and excellence in service.

## PROGRAM DESCRIPTION

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

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

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

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

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

## 2025 ACCOMPLISHMENTS

### Capital Improvement Program (CIP)

- Managed the construction of three street paving projects totaling 616,114 square feet of pavement overlays, 893,982 square feet of slurry and chip sealing, 58 accessible pedestrian ramps
- Managed the Citywide Pavement Management Report on the condition analysis of all City streets.
- Coordinated the ongoing updates and configuration of the Permit and Land Management Software with City Departments to the permit system to improve efficiency and operation and to assist IT staff
- Managed the construction of the ADA Pedestrian Ramp Improvements project which installed 39 pedestrian ramps across the City.
- Managed the design, construction and completion of the Citywide Concrete Repair and Replacement Program 2025.

## 2025 ACCOMPLISHMENTS (CONT.)

### Capital Improvement Program (CIP) (Cont.)

- Managed the construction for the Citywide Storm Drain Trash Diversion project which installed 93 trash capture devices.
- Managed the construction of the Cuyamaca Street right turn pocket at Mission Gorge Road to 80% completion.
- Managed the design and bidding of the Fire Station No. 4 Roof Replacement.
- Managed the final design and environmental studies and bidding for the Santee Community Center.
- Continued the coordination of construction and inspection of the East County Advanced Water Purification (ECAWP) program project on Mast Boulevard and Fanita Parkway
- Managed the design and construction of the Temporary Fire Station No. 20 at the City Operations Center with the Fire Department and opened the Living Quarters structure of the Station in October 2025.
- Coordinated the feasibility study with the Fire Department for an Interim Fire Station at Woodglen Vista Park to provide a 4th Fire Station in the City.
- Managed the design of the permanent Fire Station No. 20 at the City Operations Center to 100% design completion

### Land Development

- Provided construction oversight for grading and improvements required for the completion of Soapy Joe's Carwash, Prospect Estates II, Ukranian Church, Dlazio Subdivision, Woodspring Suites hotel, Lantern Crest Ridge II, Hillside Meadows wetlands area, Bunny Bears Daycare, Lutapaj Specialty Food Store, and County Animal Shelter.
- Provided grading and improvement plan reviews for construction for the Cuyamaca Business Center, Fanita Drive Villas, Lake Cayon Subdivision, Super Star Car Wash, Slope Street Estates, Santee Hills, Graves Self Storage, Paseo Townhomes, Summit Subdivision, Townsend Rough Grading, Fordyce Office Building, Palm Tree Subdivision, ParkVue Rough Grading, Extra Space Storage, The Exchange Rough Grading, and several custom home lots in Sky Ranch.
- Assisted with the review and entitlement of the Summit Multifamily Subdivision, ParkVue Multifamily Subdivision, Townsend Subdivision, The Exchange Multifamily Subdivision, Paseo Townhomes, Extra Space Storage, North Palisades Industrial Building, and the Fordyce Construction Building.
- Provided input and assistance with the review of Valvoline Instant Oil Change, Trailside Drive Thru, Laurel Park Tentative Map, Rockvill Industrial Building, the redevelopment of the Carlton Oaks Golf Course project, development of Parcel 6 at Town Center, Shadow Hill Commercial Building, Atlas View Apartments, Sycamore Landfill improvements at Mast Boulevard, and the Public Works Standards update.
- Completed coordination and plan review for the issuance of 4 grading permits, 219 encroachment permits, 21 retaining wall permits, several parcel/final maps, easement boundary adjustments, development permit applications, initial consultations, and supported numerous public inquiries/contacts at the community information counter, in addition to responding to stormwater complaints and spills

## 2025 ACCOMPLISHMENTS (CONT.)

### Traffic Engineering (Cont.)

- Approved the final map for the Fanita Drive Villas project
- Completed testing of a smart signal system on Magnolia Avenue as part of the evaluation and selection of smart signal systems
- Completed construction of the streetlight LED upgrade project of 1,600 streetlights on concrete poles
- Completed design of the streetlight LED upgrade project phase 2 to retrofit and rehabilitate 162 streetlights on square metal poles and awarded the construction contract
- Retrofitted the following walkway and streetlights with upgraded LEDs:
  - 63 bell shaped streetlights on Prospect Avenue
  - 56 streetlights in Sky Ranch
  - 133 walkway lights at various locations
- Complete the construction of the Streetlight LED Upgrade Phase 2 project
- Completed the design and initiated construction of the project to upgrade traffic signals and communication at ten isolated locations
- Completed the smart signal system project for Mission Gorge Road
- Complete the design of the broadband project to connect City Hall to the offsite locations with fiberoptic cable.
- Worked with Caltrans and SANDAG to transfer the \$2.5 million Federal earmark to Caltrans to fund the design and environmental work for SR-52 Phase I Improvements
- Maintained the City's traffic signals, striping, signage, and streetlights
- Performed safety evaluations of the Trolley grade crossings with MTS and California Public Utilities Commission and completed necessary upgrades
- Investigated and responded to 142 citizen requests on traffic issues including traffic safety in a timely manner
- Conducted a city-wide traffic safety review
- Completed the following roadway striping:
  - 8,000 feet of crosswalks and stop bars
  - 3,800 feet of skip lane lines
  - 11,700 feet of double yellow
  - 24,500 feet of solid white
  - 1,800 feet of double-double yellow
  - 5,900 feet of two-way left turn
  - 2,500 feet of turn pocket
  - 12,200 feet of bike lane
  - 16,000 feet of red curbs
  - 130 roadway legends

## 2025 ACCOMPLISHMENTS (CONT.)

### Traffic Engineering (Cont.)

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

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES

### Capital Improvement Program (CIP)

- Plan, coordinate, and manage the construction of the Citywide Pavement Rehabilitation Program for major reconstruction and maintenance projects
- Evaluate and begin design for the next phase of the CMP storm drain repair program based on re-prioritized locations
- Complete the construction of the Cuyamaca Street Right Turn Pocket at Mission Gorge Road
- Manage the construction of the Santee Community Center project.
- Coordinate the construction and inspection of the East County Advanced Water Purification Project pipelines as it relates to restoration of City facilities on Mast Blvd and Fanita Parkway and Mission Gorge Road
- Complete the design and bidding of the City Hall Improvements, Building 4 front counter remodel
- Complete the construction of the Temporary Fire Station No. 20 at the City Operations Center
- Complete the design and environmental for the permanent Fire Station No. 20 at the City Operations Center
- Coordinate the design and environmental for Fire Station No. 24 at Woodglen Vista Park
- Complete the bidding and construction for the Vector Decanting Station at the City Operation Center
- Coordinate data entry and analysis for the Asset Management system with GIS staff and other City departments
- Assist the Fire Department with studies and improvements to existing fire department facilities

### Land Development

- Continue occupancy inspections and improvement oversight on ongoing development projects, including Woodspring Suites Hotel, Lantern Crest – Phase 4, D'Lazio, Prospect Estates II, Ukrainian Church, Laurel Heights, Bunny Bears Daycare, Lutapaj Specialty Food Store, Soapy Joe's Car Wash, and acceptance of the Santee Auto Center public improvements

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES (CONT.)

### Land Development (Cont.)

- Provide plan review and/or construction oversight for grading and improvements required for Lake Canyon Subdivision, Slope Street Subdivision, Santee Hills Subdivision, Graves Self Storage, Paseo Townhomes, ParkVue Multifamily Subdivision, Townsend Multifamily Subdivision, The Exchange Multifamily Subdivision, Palm Tree Subdivision at Our Way, and other approved land development projects
- Continue to support the Planning Department in providing development and discretionary reviews for Westerre Multifamily Subdivision, Laurel Park Subdivision, Shadow Hill Commercial Building, and Atlas View Apartments.
- Anticipate future grading permits including the following projects: Fanita Drive Villas, Super Star Car Wash, Graves Self Storage, Summit Multifamily Subdivision, and Slope Street Estates
- Assist the public and development community by processing land development applications and requests for grading permits, building permits, and encroachments into the public right of way

### Traffic Engineering

- Complete the construction of the broadband project to connect City Hall to the offsite locations with fiberoptic cable.
- Continue to collaborate with Caltrans for implementing Phase I improvements for SR-52, coordinating with developers and Caltrans on project development and related issues
- Continue to maintain the City's traffic signals, striping, signage, and streetlights
- Continue to address requests on traffic issues including traffic safety in a timely manner
- Continue to pursue grant funding for traffic and safety related projects including smart signals
- Initiate the design of Phase 2 of the smart signal project on Mast Boulevard.
- Continue to review traffic control and development plans
- Install electronic traffic control devices for traffic calming
- Apply for grants in support of SR-52 phased improvements
- Implement the Traffic Signal LED replacement project
- Conduct annual city-wide traffic safety review

## MISSION STATEMENT

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

## PROGRAM DESCRIPTION

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

## 2025 ACCOMPLISHMENTS

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

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES

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

# PLANNING & BUILDING PLANNING

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## MISSION STATEMENT

Guiding sustainable development through community partnership and excellence in service.

## PROGRAM DESCRIPTION

The Planning Division is responsible for planning and developing the City's residential communities, commercial and industrial centers, community parks, and open space preserves. Within this framework, the Division operates through three core functions: long-range planning, project planning, and environmental/sustainability planning.

Under its long-range planning function, the Division focuses on integrating the community's vision into planning and policy through the preparation, maintenance, and administration of the City's General Plan and its elements.

Implementation of this vision occurs through project planning, which supports the physical development of the community in accordance with the General Plan and its supporting documents. The environmental and sustainability planning function includes reviewing projects and long-range documents for their potential impact on the environment while upholding the State-mandated climate objectives. The Planning Division's work is highly coordinated with local, regional, state, and federal regulations and partnerships.

## 2025 ACCOMPLISHMENTS

- Developed and submitted the calendar year 2024 General Plan and Housing Element Annual Progress Report to the City Council and California Department of Housing and Community Development
- Reviewed twelve (12) applications for new residential development projects that could result in a total of 231
- Presented eight (8) discretionary projects to City Council for approval for a total of 538 new units and 377,708 square feet of commercial space.
- Processed twelve (12) ministerial projects approved by the Director of Planning & Building
- Updated the land uses and development standards to Title 13 of the Santee Municipal Code including regulations related to accessory structures, industrial uses, and wineries
- Continued accepting, routing, and managing projects through the City's online permitting and licensing portal
- Successfully adopted a comprehensive update to the Town Center Specific Plan establishing a collection of neighborhoods, including an Arts & Entertainment Neighborhood, and adopted a program level Environmental Impact Report, without legal challenge
- Maintained the City's Active Projects Map
- Completed the update to the Safety and Environmental Justice Element of the General Plan
- Solicited and selected on-call planning and environmental services to support City efforts including the Hazard Mitigation Grant

## 2025 ACCOMPLISHMENTS (CONT.)

- Completed environmental review for Capital Improvement Projects including the Santee Community Center, Interim Fire Station 20, and Fire Station 24.
- Prepared a draft Multiple Species Conservation Program (MSCP) Subarea Plan and an Environmental Impact Report for public review
- Continued discussions about potential annexation on the west and east ends of the City
- Began discussions with the County of San Diego on the temporary and potential long term use of Woodglen Vista Park.
- Coordinated with the Building Official to identify improvements to the plan check process
- Facilitated the adoption of the Commercial Cannabis Retail Business (CCB) Application Process, including procedures and fees
- Completed the second phase of the CCB process by issuing four retail cannabis business licenses and negotiating a background check services provider
- Kicked off the update to the General Plan with a focus on the Land Use Element and ensuring consistency between all General Plan Elements
- Contracted with CSA San Diego to conduct fair housing testing within the city and seeks to identify and eliminate illegal housing discrimination
- Implemented AB 2782, which increased the total number of mobile home spaces subject to rental control provisions under the City's Manufactured Home Fair Practices Ordinance. The total number of regulated leases increased from 1,200 to 1,951 as of January 1, 2025
- Participated in the Consortium with the County of San Diego and five partnering cities to provide HOME funding to eligible participants for a first-time home buyer loan program. In total, 25 loans were administered county-wide and one within the city
- Held two biannual meetings for the Manufactured Home Fair Practices Commission to provide updates to mobile home residents, assess annual Commission activity and review financial information related to implementation of the Ordinance
- Contracted with six service providers through the Community Development Block Grant (CDBG) program to serve low-to-moderate income populations by providing temporary housing, shelters, case management, meals and clothing

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES

- Continue implementation of the City's permitting and licensing system
- Stay up to date on legal and legislative direction to facilitate housing development
- Maintenance of the City's planning framework including updating the Land Use and Conservation/Open Space Elements
- Finalize the MSCP Subarea Plan and corresponding Program EIR to present to Council for adoption

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES (CONT.)

- Participate in SANDAG’s technical working groups to remain informed on grant opportunities and planning matters such as environmental programs, energy conservation/sustainability, and population and housing forecasts
- Facilitate on-going implementation of the Sustainable Santee Plan
- Coordinate with the Building Official and City Engineer to complete improvements to the public service counter
- Collaborate with IT, Marketing, Engineering and Economic Development to update planning webpages to make them more user friendly and incorporate enhanced maps, informational videos, and handouts with improved graphics
- Continue to work with City Attorney’s Office in the annual update to the Municipal Code to identify and suggest recommended changes to the Zoning Ordinance to ensure land uses and development standards remain current
- Continue to maintain the Active Projects Map and work with IT to develop an interactive GIS story map of the City’s active projects
- Continue to provide guidance and assistance to the development community on local zoning
- Continue to work with non-profit service providers through the CDBG and Permanent Local Housing Allocation programs to serve low-to-moderate income populations by providing temporary housing, meal services, accessibility modifications and homeless outreach services
- Continue to contract with CSA San Diego to provide fair housing services to Santee residents including educational outreach sessions and in-person counseling and tenant-landlord mediation
- Continue supporting mobilehome residents through the implementation and enforcement of the rental control provisions of the City’s Manufactured Home Fair Practices Ordinance
- In conjunction with the City Attorney’s Office, continue to monitor state and federal legislation as it relates to the city’s development process and zoning requirements

# PLANNING & BUILDING BUILDING

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## PROGRAM DESCRIPTION

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

After years of utilizing outside consultants to provide Building Division functions, the City has committed to determining the most cost-efficient way to provide quality customer service, which has included the hiring of full-time staff. The Building Division is currently staffed by a Building Official, Senior Inspector, and two Permit Technicians. In an effort to transition to a fully staffed Building Division, a Plans Examiner and Building Inspector Position was approved by City Council in 2025, with the positions expected to be filled in 2026. The Division produces weekly, monthly, and annual reports that are submitted to the United States Census Bureau, the State Department of Finance, the State Architect, the Building Standard Commission, and the County of San Diego Assessor's Office.

## 2025 ACCOMPLISHMENTS

- Issued over 1,417 permits, including valuations of \$ 9.9 million for new residential structures, \$ 5.3 million for commercial/industrial structures additions/alterations, and \$20.6 million for residential building additions and alterations
- Conducted over 5,044 inspections, including inspections for new buildings, tenant improvements, and residential additions/alterations
- 77% of total applications were reviewed in-house. Reviews completed by staff include photovoltaic plans, residential additions, solar and small commercial projects.
- Provided an increased level of support on code compliance cases, planning and Fire reviews
- Building permit fees collected totaled approximately \$ 1 million
- Provided support to the Fire Department/Marshal with intake, processing, and issuance of Fire permits.
- Reviewed capital projects including the interim Fire Station 20 and the Community Center

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES

- Continue to improve the online permitting portal experience based on customer feedback to ensure easier submissions and clearer directions
- Continue to identify and participate in specialized professional development training opportunities focused on new and updated standards for state building standards codes
- Continue to increase the number of plan checks completed in-house

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES (CONT.)

- Continue supporting capital improvement projects
- Implement Division policies to be consistent with best practices, regional standards, and other relevant regulations
- Complete the digital library of scanned permit documents
- Expand the Building team by hiring and onboarding two new positions including a Plans Examiner and Building Inspector to enable a full-service division
- Review website materials with an emphasis on useability, accessibility and transparency

# PLANNING & BUILDING CODE COMPLIANCE

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## PROGRAM DESCRIPTION

The Code Compliance Division works with the community to maintain a safe, healthy, and attractive environment while preserving and improving the overall quality of life within Santee's neighborhoods. As such, the Division interfaces with the public to resolve complaints related to property maintenance, land use, construction, animals, signage, inoperable vehicles, junk, and businesses operating without the required business license. The Abandoned Property and Weed Abatement Programs are administered by this Division. The Code Compliance Division works closely with County of San Diego Departments/Divisions including the Sheriff's Department, Environmental Health and Quality, Food & Housing Division, Vector Control, Parks, and Real Estate Assets. This Division also coordinates with a number of other agencies including the California Department of Transportation, the Humane Society, Padre Dam Municipal Water District, San Diego Gas and Electric, and the State Housing and Community Development Department.

## 2025 ACCOMPLISHMENTS

- Continued to resolve long-standing nuisance code compliance cases in conjunction with the City Attorney's Office. The City has again successfully concluded multiple cases in which nuisance properties were sold, and new owners began rehabilitating properties.
- Continued to address dilapidated and visually negative elements in the community.
- Responded to approximately 664 code service requests. Opened 519 code cases and closed 413 cases. Issued 116 Administrative Citations.
- Responded to citizen inquiries and made referrals to other agencies when appropriate.
- Processed approximately 960 parking enforcement requests and issued 290 parking citations. Note that parking enforcement responsibilities returned to the Sheriff's Department in September 2025.
- Identified over 33 properties where unpermitted construction activities occurred.
- Worked closely with Planning, Building, Engineering, Stormwater Divisions and the Fire Department to resolve more complex code compliance cases.
- Worked with the Finance Department to address businesses operating without the required business license.
- Managed the Weed Abatement Program to help minimize the risk of vegetation fires.
- Met with a local jurisdiction and toured multiple cannabis businesses to view operations and enforcement procedures.

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES

- In conjunction with the City Attorney’s Office, staff will continue to monitor the progress of nuisance cases to ensure compliance with the City’s Municipal Code. If property owners fail to achieve compliance, staff will coordinate with the courts to appoint a receiver to take control of the property or other appropriate enforcement action.
- Continue to identify businesses operating without the required business license.
- Continue to identify unpermitted construction activity by house flippers operating without the required building permits.
- Continue to dialogue with the Fire Department on brush management concerns.
- Continue to identify issues facing neighborhoods and communities and deploy available resources to best address and resolve such matters.

# COMMUNITY SERVICES ADMINISTRATION

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## MISSION STATEMENT

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

## PROGRAM DESCRIPTION

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

## 2025 ACCOMPLISHMENTS

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

## 2025 ACCOMPLISHMENTS (CONT.)

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

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES

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

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES (CONT.)

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

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES (CONT.)

- Continue the annual defensible space program in the San Diego River to reduce wildfire risk
- Build upon the success of the FY 24/25 homelessness initiatives and refine outreach and service coordination for continued impact in future fiscal years

# COMMUNITY SERVICES

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## PUBLIC SERVICES (MAINTENANCE)

### PROGRAM DESCRIPTION

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

### 2025 ACCOMPLISHMENTS

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

### FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES

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

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES (CONT.)

- Ensure high-quality service delivery under new contracts for Areas 2 and 3– including Community Facilities Districts (CFD), Landscape Maintenance Districts (LMD), rights-of-way (ROW), and medians, through close collaboration with contractors and active quality oversight

# COMMUNITY SERVICES

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## PUBLIC SERVICES (STORM WATER)

### PROGRAM DESCRIPTION

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

### 2025 ACCOMPLISHMENTS

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

### FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES

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

# COMMUNITY SERVICES

## SOLID WASTE & RECYCLING

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### PROGRAM DESCRIPTION

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

### 2025 ACCOMPLISHMENTS

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

### FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES

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

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES (CONT.)

- Continue solid waste disposal education, to maintain a disposal rate below the State’s pounds per-person-per day (l/p/d) target goal set for Santee

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# COMMUNITY SERVICES FACILITY OPERATIONS

## PROGRAM DESCRIPTION

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

## 2025 ACCOMPLISHMENTS

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

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES

- Improve standard operating procedures for the use of Civic Center and City Hall meeting spaces
- Continue replacing indoor facility rental equipment and addressing maintenance needs on a rotational schedule to maintain high-quality facility and functionality
- Optimize City Hall office space to enhance privacy and increase operational efficiency
- Identify and support staff professional development opportunities in facility management and maintenance

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES (CONT.)

- Generate strategies to increase revenue across all indoor and outdoor rental facilities
- Research and evaluate best practices for expanding access to AEDs in park settings
- Expand marketing efforts for Town Center Community Park East to attract more special events and sports tournaments

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# COMMUNITY SERVICES RECREATION SERVICES

## PROGRAM DESCRIPTION

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

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

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

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

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

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

## 2025 ACCOMPLISHMENTS

- Successfully implemented “Trail Mixers”, an all-ages community outreach program promoting the City’s parks and trails through guided walks and hikes
- Attended AARP-sponsored Age Friendly meetings and formed a partnership to offer free outreach and educational opportunities for seniors
- Continued the “San Diego County Feeling Fit” free older adult exercise twice-weekly program at Santee City Hall with strong participation, nearing full capacity
- Coordinated outreach events at various senior mobile home parks, offering bingo activities and promotion of senior program offerings

## 2025 ACCOMPLISHMENTS (CONT.)

- Held biannual Santee Partnered Youth Sports Organization (PYSO) and youth field user meetings to assure continuity of field use priorities, policies, and procedures within the City of Santee including joint use at Santee School District and local Grossmont Union High School District (GUHSD) High Schools
- Full-time recreation staff attended professional development at the California Parks and Recreation Society (CPRS) Annual Conference in Sacramento
- Maintained established partnerships with the Santee Library to deliver specialty activities for seniors, teens, and summer day camp participants, while also providing collaborative outreach at community special events
- Maintained the “San Diego County SD Nights” teen outreach program, offering free activities at special events, the Teen Center, and summer day camps
- Offered an off-site Teen Center activity at the YMCA, which included an open swim and SD Nights-sponsored activities
- Continued Impact Melanoma partnership to install free sunscreen dispensers in City parks, as well as educational outreach to the community, recreation program participants, and staff
- Coordinated the Total Altruistic Program (TAP) program expansion at Mast Park, a program for park patrons to participate in litter removal
- Re-negotiate the current recreational software contract with Active net to ensure for most beneficial financial arrangement
- Established a formal orientation meeting for new PYSO board presidents

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES

- Continue providing professional development opportunities for full-time staff to support career growth, and prepare for possible succession planning
- Expand and strengthen our partnership with AARP to increase utilization of their free community outreach programs and activities
- Increase focused marketing and engagement efforts within our senior mobile home parks to expand our senior outreach program participation
- Expand off-site Teen Center activities to a minimum of once per quarter
- Enhance the “Trail Mixer” community outreach program, expanding to different trails and parks throughout the year
- Expand public arts programming citywide and actively pursue additional funding opportunities
- Expand San Diego County senior free fitness programs start Free Tai Chi: Moving for better balance in winter 2026

# COMMUNITY SERVICES SPECIAL EVENTS

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## PROGRAM DESCRIPTION

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

## 2025 ACCOMPLISHMENTS

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

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES

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

# LAW ENFORCEMENT SERVICES

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## MISSION STATEMENT

We provide the highest quality public safety service in an effort to make San Diego the safest urban county in the nation.

## PROGRAM DESCRIPTION

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

## 2025 ACCOMPLISHMENTS

- Through proactive and information-led policing strategies, continued to maintain one of the lowest crime rates of the nine Sheriff's contract cities; Santee is currently ranked 2nd safest city in San Diego County and 11th safest overall in California
- Conducted routine traffic enforcement details in identified areas of higher safety concerns
- Implemented enforcement of the City of Santee's San Diego River Corridor Ordinance to help reduce pollution and prevent fires along the San Diego River
- Continued collaboration through the Safe Santee project, providing opportunities to partner with residents and businesses to address community safety concerns in real-time
- Collaborated with the City Attorney's Office on the implementation of the E-Bike Ordinance
- Conducted Metropolitan Transit System (MTS) and Joint Trolley Task Force details to address and deter criminal activity at and around the Santee Trolley Square platform
- Continued use of social media platforms to enhance communication and engagement with the community
- Conducted active shooter response, evacuation, and re-population training in partnership with the Santee Fire Department to enhance preparedness for critical incidents
- Conducted meetings with business owners and property managers to increase awareness and use of Trespass Arrest Authorization forms
- Conducted Organized Retail Crime operations throughout the year, to address organized retail theft and deter other criminal activity

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES

- Continue to focus on proactive, data driven policing strategies to maintain low crime rates and ensure Santee remains one of the safest cities in San Diego County

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES (CONT.)

- Collaborate with the City's Open Space Coordinator and service providers to address homelessness related concern through outreach, enforcement, and resource coordination
- Expand traffic enforcement efforts in and around school zones to enhance juvenile safety during school commute hours and reduce impacts to nearby businesses
- Increase public education and awareness efforts aimed at reducing catalytic converter theft through crime prevention messaging and community outreach
- Educate the community on the recent surge in Jeep and off-road vehicle thefts, including prevention strategies and reporting trends
- Through continued community partnerships, raise awareness of fentanyl related crimes and overdoses while supporting harm reduction initiatives, including the distribution of overdose prevention kits
- Work with the City to expand E-Bike safety education for youth and adult riders as well as conduct enforcement efforts of the new E-Bike ordinance
- Continue conducting DUI checkpoints and saturation patrols throughout the year to deter impaired driving
- Maintain the assignment of qualified clinicians to the Psychiatric Emergency Response Team (PERT) to support individuals experiencing mental health crises
- Continue collaboration with the Mobile Crisis Response Team (MCRT) to provide additional resources and timely responses to mental health related incidents
- Increase community engagement through in person outreach efforts, including Coffee with a cop events and City sponsored community programs

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# FIRE & LIFE SAFETY ADMINISTRATION

## MISSION STATEMENT

Positively impacting our community through empowerment and sacrifice.

## PROGRAM DESCRIPTION

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

## 2025 ACCOMPLISHMENTS

- Continued implementation of system-wide improvements under the Santee-Lakeside Emergency Medical Services Authority (SLEMSA)
- Sustained wildfire mitigation efforts within the San Diego River corridor to reduce fire risk
- Completed construction of the temporary fire station located at the City Operations Yard
- Finalized the design of the permanent Fire Station 20
- Accepted the Multi-Jurisdictional Hazardous Mitigation Program Grant (HMPG)
- Submitted grant applications for the SHSP, Assistance to Firefighters Grant (AFG), and Urban Areas Security Initiative (UASI) programs
- Assisted with the recruitment and onboarding of a Project Manager for the implementation of the HMPG Grant
- Awarded the contract for the Phase 1 environmental work for the HMPG Grant to Dudek, Inc. All biological, cultural, and historical surveys needed for the Environmental Impact Report completed by Dudek.
- Complete a feasibility study for the establishment of an interim fire station in the northeast region of the City (District 1)

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES

- Continue proactive wildfire mitigation within the San Diego River corridor
- Support the successful execution and completion of Phase 1 of HMPG Grant and the certification of the Environmental Impact Report. Begin the Phase 2 fuel modifications.
- Complete the design and environmental review of an interim fire station to serve northeastern Santee at Woodglen Vista Park

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES (CONT.)

- Complete planned Capital Improvement Program (CIP) projects at Fire Station 4 to maintain and improve operational functionality
- Develop a plan for a comprehensive remodel of Fire Station 4.

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# FIRE & LIFE SAFETY EMERGENCY OPERATIONS

## PROGRAM DESCRIPTION

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

## 2025 ACCOMPLISHMENTS

- Completed all operational and logistical requirements necessary to open and staff a temporary fire station at the City Operations Yard
- Conducted two joint fire academies with Central Zone partner agencies
- Purchased a new Decision-Making Thermal Imaging Camera (TIC)
- Acquired a new Type 3 Wildland Engine (Brush 5)
- Replaced the existing Squad 4 vehicle with a new F-350

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES

- Continue the trial study of the two-person Squad unit
- Conduct a Fire Captain Promotional Exam
- Participate in two joint fire academies with Central Zone agencies

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# FIRE & LIFE SAFETY EMERGENCY MEDICAL

## PROGRAM DESCRIPTION

Under the direction of the Emergency Medical Services (EMS) Battalion Chief, the Emergency Medical Services Division is responsible for responding to 911 emergency calls and providing both Advanced Life Support (ALS) and Basic Life Support (BLS) patient care in the treatment and transport of individuals suffering medical illness or traumatic injury. This budget provides funding for all EMS services including, but not limited to: ALS and BLS training consistent with State and local laws, as well as County of San Diego policies; ambulance maintenance and repair, medical supplies, employee health, safety and wellness programs; ALS and BLS equipment maintenance and repair, community education and public relations programs; and personnel costs associated with the delivery of EMS provided by the Santee Fire Department. Ambulance procurement is budgeted through the separate Vehicle Acquisition & Replacement Fund. The program is funded through the Santee Lakeside Emergency Medical Services Authority (SLEMSA) Joint Powers Authority (JPA).

## 2025 ACCOMPLISHMENTS

- Continued assessment of the need for additional SLEMSA transport units
- Conducted a trial program staffing Medic 4 and Medic 5 with one (1) EMT and one (1) Firefighter/Paramedic
- Implemented the approved alternate dispatch plan
- Participated in the Central Zone Nurse Navigator trial program
- Replaced one aging AutoPulse with a LUCAS mechanical compression system
- Remounted one reserve ambulance

## FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES

- Continue evaluating ambulance Unit Hour Utilization (UHU) and Mutual Aid received
- Provide high-quality EMS training utilizing the SLEMSA Nurse Coordinator
- Replace one aging AutoPulse with a LUCAS mechanical compression device
- Continue to evaluate the effectiveness of Squad 4 and impact on fire apparatus UHU

# FIRE & LIFE SAFETY

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## EMERGENCY PREPAREDNESS

### PROGRAM DESCRIPTION

The Emergency Preparedness Program is responsible for planning, preparing, and responding to natural disasters, man-made emergencies and war-related emergencies utilizing the National Incident Management System (NIMS). The goals of the program include prevention and mitigation training directed towards saving lives, limiting civilian and responder casualties, minimizing property damage and restoration of the City to normal operations in an efficient and expeditious manner following a large-scale emergency event. The Emergency Preparedness Program achieves community risk reduction through innovative and comprehensive public education and preparedness training. Additionally, this program includes training in the areas of documentation, damage assessment, disaster relief, cost recovery, the City's Emergency Operations Plan (EOP), the Cities Readiness Initiative (CRI) Plan, the Continuity of Operations Plan (COOP), Community Emergency Response Team (CERT) training and readiness of the City's Emergency Operations Center (EOC).

### 2025 ACCOMPLISHMENTS

- Developed a Fire Department Familiarization Program to provide hands-on training for those interested in a fire service career
- Provided public education and first aid staffing for multiple City events including, Santee Salutes, Fido Fest, Open House, and the Chamber of Commerce Street Fair
- Enhanced emergency preparedness messaging on City website
- Purchased Automated Emergency Defibrillators (AED) for all City facilities to meet compliance requirements
- Hosted biannual Emergency Operations Center (EOC) drill for City staff
- Continued mitigation efforts for fire and flood hazards within the San Diego River Corridor
- Conducted Fire Department Updates to provide public education and gather community feedback
- Conducted Emergency Operations Plan (EOP) stakeholder meetings to obtain input from various community organizations

### FUTURE ACTIONS – 2026 GOALS AND OBJECTIVES

- Continue providing public education and first aid staffing at City events
- Provide Emergency Management Specialist Training for EOC personnel, funded through Urban Area Security Initiative (USAI) grant support
- Collaborate with San Diego County agencies to update the City's Emergency Operations Plan (EOP)
- Provide Disaster preparedness and emergency evacuation education for local business and residents, utilizing Alert San Diego tools and resources



-End of Report-

**Please Start Here**

General Information	
Jurisdiction Name	Santee
Reporting Calendar Year	2025
Contact Information	
First Name	Brittany
Last Name	Gohres
Title	Senior Management Analyst
Email	Bgohres@cityofsanteeca.gov
Phone	6192584100
Mailing Address	
Street Address	10601 Magnolia Ave
City	Santee
Zipcode	92071

**Optional:** Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated. If a project is no longer has any reportable activity, you may delete the project by selecting a cell in the row and typing ctrl + d.

[Click here to download APR Instructions](#)

Click here to add rows to a table. If you add too many rows, you may select a cell in the row you wish to remove and type ctrl + d.

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**Optional:** This runs a macro which checks to ensure all required fields are filled out. The macro will create two files saved in the same directory this APR file is saved in. One file will be a copy of the APR with highlighted cells which require information. The other file will be list of the problematic cells, along with a description of the nature of the error.

**Optional:** Save before running. This copies data on Table A2, and creates another workbook with the table split across 4 tabs, each of which can fit onto a single page for easier printing. Running this macro will remove the comments on the column headers, which contain the instructions. Do not save the APR file after running in order to preserve comments once it is

**Optional:** This macro identifies dates entered that occurred outside of the reporting year. RHNA credit is only given for building permits issued during the reporting year.

Link to the online system: <https://hcd.my.site.com/hcdconnect>

Toggles formatting that turns cells green/yellow/red based on data validation rules.

### Submittal Instructions

**Please save your file as Jurisdictionname2025 (no spaces).** Example: the City of San Luis Obispo would save their file as SanLuisObispo2025

Housing Element Annual Progress Reports (APRs) forms and tables must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1 of each year for the prior calendar year; submit separate reports directly to both HCD and OPR pursuant to Government Code section 65400. There are two options for submitting APRs:

1. **Online Annual Progress Reporting System - Please see the link to the online system to the left.** This allows you to upload the completed APR form into directly into HCD's database limiting the risk of errors. If you would like to use the online system, email [APR@hcd.ca.gov](mailto:APR@hcd.ca.gov) and HCD will send you the login information for your jurisdiction. *Please note: Using the online system only provides the information to HCD. The APR must still be submitted to OPR. Their email address is [opr.apr@opr.ca.gov](mailto:opr.apr@opr.ca.gov).*

2. **Email** - If you prefer to submit via email, you can complete the excel Annual Progress Report forms and submit to HCD at [APR@hcd.ca.gov](mailto:APR@hcd.ca.gov) and to OPR at [opr.apr@opr.ca.gov](mailto:opr.apr@opr.ca.gov). Please send the Excel workbook, not a scanned or PDF copy of the tables.

<b>Jurisdiction</b>	Santee	
<b>Reporting Year</b>	2025	(Jan. 1 - Dec. 31)
<b>Housing Element Planning Period</b>	6th Cycle	04/30/2021 - 04/30/2029

<b>Building Permits Issued by Affordability Summary</b>		
<b>Income Level</b>	<b>Current Year</b>	
Acutely Low	Deed Restricted	0
	Non-Deed Restricted	1
Extremely Low	Deed Restricted	0
	Non-Deed Restricted	0
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	1
Moderate	Deed Restricted	0
	Non-Deed Restricted	19
Above Moderate		24
<b>Total Units</b>		<b>45</b>

<b>Units by Structure Type</b>	<b>Entitled</b>	<b>Permitted</b>	<b>Completed</b>
Single-family Attached	0	0	27
Single-family Detached	6	21	1
2 to 4 units per structure	94	0	0
5+ units per structure	438	0	0
Accessory Dwelling Unit	0	24	22
Mobile/Manufactured Home	0	0	0
<b>Total</b>	<b>538</b>	<b>45</b>	<b>50</b>

<b>Infill Housing Developments and Infill Units Permitted</b>	<b># of Projects</b>	<b>Units</b>
Indicated as Infill	45	45
Not Indicated as Infill	0	0

<b>Housing Applications Summary</b>	
Total Housing Applications Submitted:	72
Number of Proposed Units in All Applications Received:	341
Total Housing Units Approved:	118
Total Housing Units Disapproved:	0

<b>Use of SB 423 Streamlining Provisions - Applications</b>	
Number of SB 423 Streamlining Applications	0
Number of SB 423 Streamlining Applications Approved	0

<b>Units Constructed - SB 423 Streamlining Permits</b>			
<b>Income</b>	<b>Rental</b>	<b>Ownership</b>	<b>Total</b>
Acutely Low	0	0	0
Extremely Low	0	0	0
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Streamlining Provisions Used - Permitted Units</b>	<b># of Projects</b>	<b>Units</b>
SB 9 (2021) - Duplex in SF Zone	0	0
SB 9 (2021) - Residential Lot Split	0	0
AB 2011 (2022)	0	0
SB 6 (2022)	0	0
SB 423 (2023)	0	0

<b>Ministerial and Discretionary Applications</b>	<b># of Applications</b>	<b>Units</b>
Ministerial	55	55
Discretionary	17	286

<b>Density Bonus Applications and Units Permitted</b>	
Number of Applications Submitted Requesting a Density Bonus	0
Number of Units in Applications Submitted Requesting a Density Bonus	0
Number of Projects Permitted with a Density Bonus	0
Number of Units in Projects Permitted with a Density Bonus	0

<b>Housing Element Programs Implemented and Sites Rezoned</b>	<b>Count</b>
Programs Implemented	14
Sites Rezoned to Accommodate the RHNA	0

Jurisdiction	Santee
Reporting Year	2025
Planning Period	6th Cycle (04/30/2021 - 04/30/2025)

**ANNUAL ELEMENT PROGRESS REPORT**  
**Housing Element Implementation**

Note: "+" indicates an optional field  
 Cells in grey contain auto-calculation formulas

**Table A**  
**Housing Development Applications Submitted**

Project Identifier				Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes										Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Historic Sites	Density Bonus Law Applications		Application Status	Project Type	Notes				
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23							
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure (R=Renter O=Owner)	Date Application Submitted (see instructions)	Acutely Low-Income Deed Restricted	Acutely Low-Income Non Deed Restricted	Extremely Low-Income Deed Restricted	Extremely Low-Income Non Deed Restricted	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by Project	Total DISAPPROVED Units by Project	Please select state streamlining provision/s the application was submitted pursuant to.	Is this project located on a site with an associated historical designation as outlined in Government Code Section 65400(a)(2)(N) and reported on Table L?	Did the housing development application seek incentives or concessions pursuant to Government Code section 65915?	Were incentives or concessions requested pursuant to Government Code section 65915 approved?	Please indicate the status of the application.	Is the project considered a ministerial project or discretionary project?	Notes*	
Summary Row: Start Data Entry Below							0	2	0	0	0	0	0	0	1	0	50	288	341	118	0								
	386-690-38-00	8479 Sofia CT Santee, CA 92071	Fanita Villas	TM2021-2 (B-RNEW-24-0101)	SFD	O	2/24/2025											1	1			NONE	No	No	No	Pending	Discretionary	Council approved final map on 9/24, permits are still pending in EnerGov. New APN pending	
	386-690-38-00	8473 Sofia CT Santee, CA 92071	Fanita Villas	TM2021-2 (B-RNEW-24-0102)	SFD	O	2/24/2025											1	1			NONE	No	No	No	Pending	Discretionary	See above	
	386-690-38-00	8467 SOFIA COURT Santee, CA 92071	Fanita Villas	TM2021-2 (B-RNEW-24-0103)	SFD	O	2/24/2025											1	1			NONE	No	No	No	Pending	Discretionary	See above	
	386-690-38-00	8461 Sofia CT Santee, CA 92071	Fanita Villas	TM2021-2 (B-RNEW-24-0104)	SFD	O	2/24/2025											1	1			NONE	No	No	No	Pending	Discretionary	See above	
	386-690-38-00	8464 Sofia CT Santee, CA 92071	Fanita Villas	TM2021-2 (B-RNEW-24-0105)	SFD	O	2/24/2025											1	1			NONE	No	No	No	Pending	Discretionary	See above	
	386-690-38-00	8470 Sofia CT Santee, CA 92071	Fanita Villas	TM2021-2 (B-RNEW-24-0106)	SFD	O	2/24/2025											1	1			NONE	No	No	No	Pending	Discretionary	See above	
	386-690-38-00	8476 Sofia CT Santee, CA 92071	Fanita Villas	TM2021-2 (B-RNEW-24-0107)	SFD	O	2/24/2025											1	1			NONE	No	No	No	Pending	Discretionary	See above	
	386-690-38-00	8484 SOFIA COURT Santee, CA 92071	Fanita Villas	TM2021-2 (B-RNEW-24-0108)	SFD	O	2/24/2025											1	1			NONE	No	No	No	Pending	Discretionary	See above	
	381-040-36-00	9505 Mission Gorge Rd	The Exchange (Walmart)	TM-2025-0002	SFA	O	3/7/2025											100	100	100		NONE	No	No	No	Approved	Discretionary		
	378-180-10-00	11009 Summit Ave	Westerre	TM-2025-0003	SFA	O	5/21/2025											49	49			NONE	No	No	No	Pending	Discretionary		
	386-300-44-00	7735 MISSION GORGE RD Santee, CA 92071	Laurel Park	TM-2025-0004	SFA	O	8/1/2025											71	71			NONE	No	No	No	Pending	Discretionary	Project proposed will replace an existing mobile home park with 67 existing units	
	384-420-25-00	8621 ATLAS VIEW DRIVE Santee, CA 92071	Atlas View	TPM-2025-0001	SFD	O	11/24/2025											3	3			NONE	No	No	No	Pending	Discretionary		
	384-020-15-00	9637 MAC COOL LN Santee, CA 92071		B-ADU-25-0001	ADU	R	1/3/2025											1	1			NONE	No	No	No	Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	383-310-36-00	8624 SUNRIDGE DRIVE Santee, CA 92071		B-ADU-25-0002	ADU	R	1/8/2025											1	1	1		NONE	No	No	No	Approved	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	384-142-12-00	11060 SUNSET TRAIL Santee, CA 92071		B-ADU-25-0004	ADU	R	1/24/2025											1	1	1		NONE	No	No	No	Approved	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	384-201-21-00	8566 ATLAS VIEW DR Santee, CA 92071		B-ADU-25-0005	ADU	R	1/31/2025											1	1			NONE	No	No	No	Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	383-203-02-00	8529 BIG ROCK RD Santee, CA 92071		B-ADU-25-0006	ADU	R	2/6/2025											1	1	1		NONE	No	No	No	Approved	Ministerial	Owner completed the affordability survey; relative will occupy the unit without paying rent or utilities. Acutely low income assumed based on affordability calculator	
	380-482-07-00	9677 CAMBURY DR Santee, CA 92071		B-ADU-25-0007	ADU	R	2/21/2025											1	1			NONE	No	No	No	Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	380-322-06-00	9544 HARTLAND CIR Santee, CA 92071		B-ADU-25-0008	ADU	R	2/25/2025											1	1			NONE	No	No	No	Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	381-361-08-00	9236 SHADOW HILL RD Santee, CA 92071		B-ADU-25-0009	ADU	R	3/4/2025											1	1	1		NONE	No	No	No	Approved	Ministerial	affordability survey indicating that it will be owner occupied, which is assumed above-moderate income in accordance with the City's HE	
	384-350-20-00	9723 AIRPORT VISTA RD Santee, CA 92071		B-ADU-25-0010	ADU	R	3/21/2025											1	1	1		NONE	No	No	No	Approved	Ministerial	Owner completed the affordability survey; relative will occupy the unit without paying rent or utilities. Acutely low income assumed based on affordability calculator	
	380-403-03-00	9756 DOMER RD Santee, CA 92071		B-ADU-25-0011	ADU	R	3/26/2025											1	1			NONE	No	No	No	Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	383-214-05-00	9332 OAKBOURNE RD Santee, CA 92071		B-ADU-25-0012	ADU	R	4/1/2025											1	1	1		NONE	No	No	No	Approved	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	

Jurisdiction	Santee
Reporting Year	2025
Planning Period	6th Cycle

**ANNUAL ELEMENT PROGRESS REPORT**  
**Housing Element Implementation**

Note: "+" indicates an optional field  
Cells in grey contain auto-calculation formulas

**Table A**  
**Housing Development Applications Submitted**

Project Identifier				Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes										Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Historic Sites	Density Bonus Law Applications	Application Status	Project Type	Notes					
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23							
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted (see instructions)	Acutely Low-Income Deed Restricted	Acutely Low-Income Non Deed Restricted	Extremely Low-Income Deed Restricted	Extremely Low-Income Non Deed Restricted	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by Project	Total DISAPPROVED Units by Project	Please select state streamlining provision/s the application was submitted pursuant to.	Is this project located on a site with an associated historical designation as outlined in Government Code Section 65400(a)(2)(N) and reported on Table L?	Did the housing development application seek incentives or concessions pursuant to Government Code section 65915?	Were incentives or concessions requested pursuant to Government Code section 65915 approved?	Please indicate the status of the application.	Is the project considered a ministerial project or discretionary project?	Notes*	
Summary Row: Start Data Entry Below							0	2	0	0	0	0	0	0	1	0	50	288	341	118	0								
	381-291-33-00	10033 MAPLE TREE RD Santee, CA 92071		B-ADU-25-0013	ADU	R	4/16/2025											1								Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	380-162-08-00	9550 DOMER RD Santee, CA 92071		B-ADU-25-0015	ADU	R	5/2/2025											1								Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	384-290-30-00	8747 RAILROAD AVE Santee, CA 92071		B-ADU-25-0016	ADU	R	5/3/2025											1								Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	380-162-08-00	9552 DOMER RD Santee, CA 92071		B-ADU-25-0017	ADU	R	5/13/2025											1								Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	380-132-07-00	9441 Domer RD Santee, CA 92071		B-ADU-25-0018	ADU	R	5/15/2025											1								Approved	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	386-340-24-00	8625 La Butte LN Santee, CA 92071		B-ADU-25-0019	ADU	R	5/16/2025											1								Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	381-260-63-00	9907 CONEJO RD Santee, CA 92071		B-ADU-25-0020	ADU	R	5/20/2025											1								Approved	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	378-245-21-00	10123 WHITE PINE LN Santee, CA 92071		B-ADU-25-0021	ADU	R	5/23/2025											1								Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	384-360-41-00	8748 LIND VERN CT Santee, CA 92071		B-ADU-25-0022	ADU	R	5/26/2025											1								Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	378-272-29-00	10127 CORKWOOD AVENUE Santee, CA 92071		B-ADU-25-0023	ADU	R	5/31/2025											1								Approved	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	386-340-24-00	8627 La Butte LN Santee, CA 92071		B-ADU-25-0025	ADU	R	6/5/2025											1								Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	386-420-26-00	8605 ELLSWORTH LANE Santee, CA 92071		B-ADU-25-0026	ADU	R	6/16/2025											1								Approved	Ministerial	Owner completed the survey; based on monthly rent, the unit is deemed low-income using the affordability calculator	
	380-140-17-00	9412 Pike RD Santee, CA 92071		B-ADU-25-0027	ADU	R	6/25/2025											1								Approved	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	384-223-20-00	9456 SLOPE ST Santee, CA 92071		B-ADU-25-0028	ADU	R	7/1/2025											1								Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	380-080-18-00	9416 MANDEVILLE RD Santee, CA 92071		B-ADU-25-0029	ADU	R	7/2/2025											1								Pending	Ministerial	Renter occupied based on affordability survey. Monthly rent is unknown, so presumed moderate-income per HE	
	380-332-13-00	9542 ABBEYFIELD RD Santee, CA 92071		B-ADU-25-0030	ADU	R	7/13/2025											1								Approved	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	380-550-14-00	9515 LUTHERAN WAY Santee, CA 92071		B-ADU-25-0031	ADU	R	7/15/2025											1								Approved	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	380-332-13-00	9540 ABBEYFIELD RD Santee, CA 92071		B-ADU-25-0032	ADU	R	7/13/2025											1								Approved	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	380-282-11-00	9456 PEARLWOOD RD Santee, CA 92071		B-ADU-25-0033	ADU	R	7/23/2025											1								Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	386-050-16-00	8567 FANITA DRIVE Santee, CA 92071		B-ADU-25-0034	ADU	R	7/25/2025											1								Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	384-109-13-00	10315 PARK AVENUE Santee, CA 92071		B-ADU-25-0036	ADU	R	8/19/2025											1								Approved	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	381-032-34-00	10264 PALM GLEN DRIVE Santee, CA 92071		B-ADU-25-0037	ADU	R	8/25/2025											1								Approved	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	384-142-12-00	11056 SUNSET TRAIL Santee, CA 92071		B-ADU-25-0038	ADU	R	8/26/2025											1								Approved	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	

Jurisdiction	Santee
Reporting Year	2025
Planning Period	6th Cycle (04/30/2021 - 04/30/2025)

**ANNUAL ELEMENT PROGRESS REPORT**  
**Housing Element Implementation**

Note: "+" indicates an optional field  
Cells in grey contain auto-calculation formulas

**Table A**  
**Housing Development Applications Submitted**

Project Identifier				Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes										Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Historic Sites	Density Bonus Law Applications	Application Status	Project Type	Notes					
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22								
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted (see instructions)	Acutely Low-Income Deed Restricted	Acutely Low-Income Non Deed Restricted	Extremely Low-Income Deed Restricted	Extremely Low-Income Non Deed Restricted	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by Project	Total DISAPPROVED Units by Project	Please select state streamlining provision/s the application was submitted pursuant to.	Is this project located on a site with an associated historical designation as outlined in Government Code Section 65400(a)(2)(N) and reported on Table L?	Did the housing development application seek incentives or concessions pursuant to Government Code section 65915?	Were incentives or concessions requested pursuant to Government Code section 65915 approved?	Please indicate the status of the application.	Is the project considered a ministerial project or discretionary project?	Notes*	
Summary Row: Start Data Entry Below							0	2	0	0	0	0	0	0	1	0	50	288	341	118	0								
	384-101-15-00	10366 PARK AVENUE Santee, CA 92074		B-ADU-25-0039	ADU	R	8/27/2025										1		1			NONE	No	No	No	Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	386-350-31-00	8859 PROSPECT AVE Santee, CA 92074		B-ADU-25-0040	ADU	R	9/2/2025										1		1			NONE	No	No	No	Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	380-570-11-00	9722 DRAGOYE DR Santee, CA 92074		B-ADU-25-0041	ADU	R	9/10/2025										1		1			NONE	No	No	No	Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	384-430-25-00	9464 PRYOR DR Santee, CA 92074		B-ADU-25-0042	ADU	R	9/11/2025										1		1			NONE	No	No	No	Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	386-420-16-00	8516 ELLSWORTH LANE Santee, CA 92074		B-ADU-25-0044	ADU	R	9/15/2025										1		1			NONE	No	No	No	Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	383-290-10-00	8556 MATTERHORN DRIVE Santee, CA 92074		B-ADU-25-0045	ADU	R	10/6/2025										1		1			NONE	No	No	No	Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	383-222-03-00	9310 OAKBOURNE RD Santee, CA 92074		B-ADU-25-0046	ADU	R	10/24/2025										1		1	1		NONE	No	No	No	Approved	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	383-250-08-00	8515 CHERUB COURT Santee, CA 92071		B-ADU-25-0047	ADU	R	11/10/2025										1		1			NONE	No	No	No	Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	380-140-17-00	9410 PIKE ROAD Santee, CA 92071		B-ADU-25-0048	ADU	R	11/12/2025										1		1			NONE	No	No	No	Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	380-152-04-00	9524 DOMER RD Santee, CA 92074		B-ADU-25-0049	ADU	R	11/14/2025										1		1			NONE	No	No	No	Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	383-141-05-00	9138 WILLOWGROVE AVE Santee, CA 92074		B-ADU-25-0050	ADU	R	11/20/2025										1		1			NONE	No	No	No	Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	380-670-10-00	9911 GANDY AVE Santee, CA 92074		B-ADU-25-0051	ADU	R	11/21/2025										1		1			NONE	No	No	No	Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	380-080-18-00	9416 MANDEVILLE ROAD Santee, CA 92074		B-ADU-25-0052	ADU	R	12/5/2025										1		1			NONE	No	No	No	Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	380-361-12-00	9310 GALSTON DRIVE Santee, CA 92071		B-ADU-25-0053	ADU	R	12/6/2025										1		1			NONE	No	No	No	Pending	Ministerial	Renter occupied based on affordability survey. Monthly rent indicates moderate income per the Affordability Calculator	
	380-361-12-00	9310 GALSTON DRIVE Santee, CA 92071		B-ADU-25-0054	ADU	R	12/8/2025										1		1			NONE	No	No	No	Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	378-190-04-00	10992 NORTH MAGNOLIA AVENUE Santee, CA 92074		B-ADU-25-0055	ADU	R	12/10/2025										1		1			NONE	No	No	No	Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	386-170-01-00	8502 ORGANDY LANE Santee, CA 92074		B-ADU-25-0056	ADU	R	12/16/2025										1		1			NONE	No	No	No	Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	378-250-51-00	9402 LAKE CANYON ROAD Santee, CA 92074		B-ADU-25-0057	ADU	R	12/22/2025										1		1			NONE	No	No	No	Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	380-700-54-00	8758 GRASS VALLEY LANE Santee, CA 92071		B-ADU-25-0058	ADU	R	12/27/2025										1		1			NONE	No	No	No	Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	380-373-11-00	9222 CARITA ROAD Santee, CA 92074		B-ADU-25-0059	ADU	R	12/29/2025										1		1			NONE	No	No	No	Pending	Ministerial	Based on City's HE, ADUs assumed as affordable to moderate-income	
	381-032-07-00	701 Park center Dr Santee, CA 92071	Paseo 1, Unit Type 1	B-RNEW-25-0008	SFA	O	5/12/2025											13	13			NONE	No	No	No	Pending	Discretionary	New Master Plan Community - Addresses assigned, APNs have not been assigned.	
	381-032-07-00	701 Park center Dr Santee, CA 92071	Paseo 1, Unit Type 2	B-RNEW-25-0009	SFA	O	5/12/2025											13	13			NONE	No	No	No	Pending	Discretionary	New Master Plan Community - Addresses assigned, APNs have not been assigned.	

Jurisdiction	Santee
Reporting Year	2025 (Jan. 1 - Dec. 31)
Planning Period	6th Cycle (04/30/2021 - 04/30/2025)

**ANNUAL ELEMENT PROGRESS REPORT**  
**Housing Element Implementation**

Note: "+" indicates an optional field  
Cells in grey contain auto-calculation formulas

**Table A**  
**Housing Development Applications Submitted**

Project Identifier				Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes										Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Historic Sites	Density Bonus Law Applications	Application Status	Project Type	Notes				
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22							
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted (see instructions)	Acutely Low-Income Deed Restricted	Acutely Low-Income Non Deed Restricted	Extremely Low-Income Deed Restricted	Extremely Low-Income Non Deed Restricted	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project	Please select state streamlining provision/s the application was submitted pursuant to.	Is this project located on a site with an associated historical designation as outlined in Government Code Section 65400(a)(2)(N) and reported on Table L?	Did the housing development application seek incentives or concessions pursuant to Government Code section 65915?	Were incentives or concessions requested pursuant to Government Code section 65915 approved?	Please indicate the status of the application.	Is the project considered a ministerial project or discretionary project?	Notes*
Summary Row: Start Data Entry Below																												
	381-032-07-00	701 Park center Dr SANTEE, CA 92071	Paseo 1, Unit Type 3	B-RNEW-25-0010	SFA	O	5/12/2025	0	2	0	0	0	0	0	1	0	50	288	341	118	0	NONE	No	No	No	Pending	Discretionary	New Master Plan Community - Addresses assigned, APNs have not been assigned.
	385-435-18-00	7834 MORRELLA ST Santee, CA 92071	Sky Ranch Lot 183	B-RNEW-25-0011	SFD	O	8/1/2025											1	1			NONE	No	No	No	Pending	Ministerial	New Single Family Dwelling
	386-701-02-00	7737 MISSION GORGE RD Santee, CA 92071	Townsend	B-RNEW-25-0013	SFD	O	11/5/2025											1	1			NONE	No	No	No	Pending	Discretionary	New Master Plan Community - Addresses and APNs have yet to be assigned. Unit Count 1, Model Home
	386-701-02-00	7737 MISSION GORGE RD Santee, CA 92071	Townsend	B-RNEW-25-0014	SFD	O	11/5/2025											1	1			NONE	No	No	No	Pending	Discretionary	New Master Plan Community - Addresses and APNs have yet to be assigned. Unit Count 1, Model Home





<b>Jurisdiction</b>	Santee	
<b>Reporting Year</b>	2025	(Jan. 1 - Dec. 31)
<b>Planning Period</b>	6th Cycle	04/30/2021 - 04/30/2029

**ANNUAL ELEMENT PROGRESS REPORT  
Housing Element Implementation**

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.  
Please contact HCD if your data is different than the material supplied here

Table B Regional Housing Needs Allocation Progress Permitted Units Issued by Affordability														
Income Level	RHNA Allocation by Income Level	1 Projection Period - 06/30/2020-04/29/2021	2									3 Total Units to Date (all years)	4 Total Remaining RHNA by Income Level	
			2021	2022	2023	2024	2025	2026	2027	2028	2029			
Acutely Low	Deed Restricted	-	-	-	-	-	-	-	-	-	-	-	1	-
	Non-Deed Restricted	-	-	-	-	1	-	-	-	-	-	-	-	-
Extremely Low	Deed Restricted	-	-	-	-	-	-	-	-	-	-	-	-	-
	Non-Deed Restricted	-	-	-	-	-	-	-	-	-	-	-	-	-
Very Low	Deed Restricted	406	-	-	-	-	-	-	-	-	-	-	1	405
	Non-Deed Restricted	-	-	-	-	-	-	-	-	-	-	-	-	-
Low	Deed Restricted	200	-	-	-	-	-	-	-	-	-	-	5	195
	Non-Deed Restricted	-	-	-	-	4	1	-	-	-	-	-	-	-
Moderate	Deed Restricted	188	-	-	-	-	-	-	-	-	-	-	197	-
	Non-Deed Restricted	-	8	8	124	17	21	19	-	-	-	-	-	-
Above Moderate		425	260	30	35	69	46	24	-	-	-	-	464	-
<b>Total RHNA</b>		<b>1,219</b>												
<b>Total Units</b>			<b>268</b>	<b>38</b>	<b>159</b>	<b>86</b>	<b>71</b>	<b>45</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>667</b>	<b>600</b>

\*For years prior to 2025, Acutely Low-Income units are reported within the Extremely Low-Income category

\*For jurisdictions that received RHNA determinations for the current cycle prior to the passage of AB 3093 (September 19, 2024):

- You were not allocated Acutely Low-Income and Extremely Low-Income RHNA targets, therefore the allocations in Field 1 are listed as "0"
- If you wish to set your own targets in these income categories for informational purposes, contact HCD staff at [apr@hcd.ca.gov](mailto:apr@hcd.ca.gov).
- All Acutely Low-Income and Extremely Low-Income units reported during the cycle are counted towards Very-Low Income RHNA progress

\*For years prior to 2025, data on deed-restricted vs. non-deed restricted Extremely Low-Income units is approximated from whether the projects reported any deed-restricted Very Low-Income Units. If you wish to edit this historical data for accuracy or have any questions about the data, you may login to HCD's online APR system, or contact HCD staff at [apr@hcd.ca.gov](mailto:apr@hcd.ca.gov).

Please Note: Table B does not currently contain data from Table F or Table F2 for prior years. You may login to the APR system to see Table B that contains this data.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at [apr@hcd.ca.gov](mailto:apr@hcd.ca.gov).



**ANNUAL ELEMENT PROGRESS REPORT  
Housing Element Implementation**

Jurisdiction		Santee
Reporting Year		2025 (Jan. 1 - Dec. 31)

**Table D**

**Program Implementation Status pursuant to GC Section 65583**

**Housing Programs Progress Report**

Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.

1	2	3	4	5	6	7	8	9
Name of Program	Objective	Projected Completion Date in Housing Element	Applicable Cycle	Status of Program Implementation	Program Implementation Details	Quantified Outcomes: Category	Quantified Outcomes: Count	Supporting Documents
<b>Program 1: Mobile Home Assistance Program and Conversion Regulations</b>	Circulate flyers to existing mobile home park renters periodically. Co-sponsor Mobile Home Park Assistance Program (MPAP) applications as opportunity arises. Provide information at mobilehome parks on tenant protection services such as rent stabilization and eviction protection. Consider in 2022 utilizing SB2 Permanent Local Housing Allocation (PLHA) funding to provide rent subsidies to low income mobile home park tenants.	4/15/2029	6th Cycle	Continuous	Ongoing implementation: In 2025 the City was awarded Permanent Local Housing Allocation (PLHA) funds, administered by the State, to provide accessibility improvements and modifications. In 2025, the City selected Habitat for Humanity (HFH) as a PLHA subrecipient to provide accessibility modifications for lower income owner-occupied housing. This program is anticipated to start in early 2026. Based on the funding proposed, HFH estimates between 5-12 households will be provided accessibility enhancements for the three-year grant term. A new flyer was created in 2023 and made available on the City website and at City Hall identifying fair housing rights and resources to help renters. The City will co-sponsor MPAP applications as opportunity arise. Additional outreach and information regarding tenant protections within mobile home parks are provided by the fair housing services provider. In 2022, the City considered utilizing SB2 PLHA funding to provide rent subsidies to low income mobile home park tenants but did not proceed with the effort.	Households	5	City's PLHA Website: <a href="https://www.cityofsanteeca.gov/departments/finance/bid-opportunities/plha-funded-homeless-outreach-services-january-14th-2026-council-agenda-to-execute-plha-agreements">https://www.cityofsanteeca.gov/departments/finance/bid-opportunities/plha-funded-homeless-outreach-services-january-14th-2026-council-agenda-to-execute-plha-agreements</a> <a href="https://www.cityofsanteeca.gov/documents/city-clerk/council-agendas/2026/01-14-2026-agenda-package.pdf">https://www.cityofsanteeca.gov/documents/city-clerk/council-agendas/2026/01-14-2026-agenda-package.pdf</a>
<b>Program 2: Maintenance and Improvement of Existing Housing</b>	Ensure that Code Compliance addresses and resolves issues with severely substandard and/or dilapidated housing and that residents are aware of home maintenance standards and programs. In 2022, develop tenant protection policies to mitigate displacement impacts on tenants of substandard housing.	4/15/2029	6th Cycle	Continuous	Ongoing implementation: Code Compliance, in coordination with the City Attorney and Building Division, address and resolve issues related to complaints about substandard and/or dilapidated housing. When needed, the City has taken steps to ensure that housing is properly maintained including making repairs and seeking reimbursement through receiverships. In 2025 the City was awarded Permanent Local Housing Allocation (PLHA) funds, administered by the State, to provide accessibility improvements and modifications. In 2025, the City selected Habitat for Humanity (HFH) as a PLHA subrecipient to provide accessibility modifications for lower income owner-occupied housing. This program is anticipated to start in early 2026. Based on the funding proposed, HFH estimates between 5-12 households will be provided accessibility enhancements for the three-year grant term this includes both manufactured homes and existing housing. Additionally, in 2025, outreach and information regarding tenant protections tied to updating of substandard/dilapidated housing was provided by CSA, the City's fair housing services provider. CSA San Diego served 214 Santee residents, including 100 in-office counseling visits and 114 participants of educational outreach sessions that address fair housing practices and tenant protections.	Persons	214	The number of individuals served is documented through quarterly progress reports provided to the City by CSA San Diego. The latest report can be provided upon request.
<b>Program 3: Conservation of Existing and Future Affordable Units</b>	Monitor the status of the 222 at-risk units at Cedar Creek Apartments, Forester Square Apartments, and Laurel Park Senior Apartments. The City of Santee will work with property owners, interest groups and the State and federal governments to implement the following programs on an ongoing basis to conserve its affordable housing stock: Monitor Units at Risk, Work with Potential Purchasers, Tenant Education, and Assist Tenants of Existing Rent Restricted Units to Obtain Section 8 Voucher Assistance.	4/15/2029	6th Cycle	Continuous	The City has not received any notices of intent to convert during 2025.	Households	222	N/A - No documentation
<b>Program 4: Housing Choice Voucher Program</b>	Continue to contract with the San Diego County Housing Authority to administer the Housing Choice Voucher (HCV) Program.	4/15/2029	6th Cycle	Continuous	Santee is among 12 cities served by the Housing Authority of the County of San Diego. The County has developed a Consortium Consolidated Plan which contains a comprehensive affordable housing strategy that covers the City of Santee. According to the County Housing Authority, as of December 31, 2025, 352 households were using a Housing Choice Voucher to help pay for rent in the City of Santee and 1,566 applications submitted by Santee residents were recorded on a waiting list.	Households	338	The County of San Diego's Health and Human Services Agency provided a report to the City with the total number of households utilizing Housing Choice Vouchers and families on the waitlist. Due to the County transitioning to a new system, data was only available through September 2025.
<b>Program 5: Homebuyer Assistance Programs</b>	Assist Santee first time homebuyers with down payment and closing costs assistance.	4/15/2029	6th Cycle	Continuous	The City of Santee participates in HOME funding through a consortium comprised of the County of San Diego and the Cities of Encinitas, Carlsbad, La Mesa, San Marcos and Vista to administer Federal HOME funds. The County of San Diego acts as the administrator of the consortium. Low income persons seeking down payment and closing cost assistance for the purchase of a home in Santee may submit an application to the County of San Diego Department of Housing and Community Development for underwriting and loan origination. During CY 2025, one loan for the purchase of a Santee home was completed, while 25 loans were administered county-wide. The low number of first-time homebuyers may be due to higher home prices combined with high interest rates. At higher home prices, lower income buyers have difficulty staying below the 36% maximum housing debt ratio.	Households	1	None. This is information provided by the County of San Diego via email correspondence. Email can be provided as proof upon request.
<b>Program 6: Manufactured Home Fair Practices Program</b>	The City regulates approximately 1,951 leases in mobile home parks and provides staff support to the Manufactured Fair Practices Commission, which holds biannual meetings. The program requires significant financial resources in administration and legal defense of the Ordinance. Through the City Attorney's office, the City has defended or initiated many lawsuits to uphold the requirements of the Manufactured Home Rent Stabilization Program since 1998	4/15/2029	6th Cycle	Continuous	To date, all of the City's efforts to maintain the rent control system have been successful. The City will continue to attend the biannual Manufactured Fair Practices Commission and promote its services to residents. No parks were at risk of converting in CY2025. Also, with the passage of Assembly Bill 2782 in 2020 long-term lease exemption for local rent control ordinances will be in effect as of January 1, 2025. The number of mobilehome spaces subject to rental control provisions increased from 1,200 to 1,951 as of January 1, 2025. In 2024, the City began preparing for the increase in the number of spaces the City will regulate in 2025. In an effort to implement these changes, the City sent multiple notices to the mobile home park owners in 2024 to inform park owners of the non-exempt status change for long-term leases.	Households	1,951	Santee Manufactured Home Fair Practices Commission Website: <a href="https://www.cityofsanteeca.gov/city-clerk/boards-commissions-committees/manufactured-home-fair-practices-commission">https://www.cityofsanteeca.gov/city-clerk/boards-commissions-committees/manufactured-home-fair-practices-commission</a>
<b>Program 7: To Facilitate Affordable Housing Development</b>	*Annually update contact information and reach out to affordable housing developers for the purposes of soliciting their involvement in development projects in Santee. Page 88 *Participate with affordable housing developers to review available federal and State financing subsidies and apply as feasible on an annual basis. **Review and revise the City's Density Bonus Ordinance in 2021 to ensure consistency with State law. *Achieve the development of 200 units affordable to lower and moderate income households (estimated based on 25 percent of the RHNA, and representing an improvement over the 150 affordable units achieved during the 2013-2021 Housing Element planning period). ***Pursuant to SB 1387, provide a copy of the adopted Housing Element to the City's water and sewer service providers, emphasizing priority for services for affordable housing projects.	4/15/2029	6th Cycle	Continuous	*On Track – Annual Monitoring **The City's Density Bonus Chapter (SMC 13.26) sends you to Government Code Sections 65915-65918 for compliance. *** As part of the public noticing effort for the adopting of the HE a copy was provided to PDWWD in October 2022.	Other	100	The City maintains a contact list of housing developers, housing solution partners and investors and temporary housing non-profit organizations. This list includes approximately 100 contacts, which has been updated as staff attends housing conferences and trainings.
<b>Program 8: Supportive Services</b>	Assist 1,800 persons with temporary shelter and supportive services during the planning period (300 meals for lower income seniors, and temporary shelter, food, and clothing for 1,500 lower income individuals and families affected by domestic violence).	4/15/2029	6th Cycle	Continuous	Through the City's contract with Crisis House to provide a homeless prevention and intervention program, 33 individuals were provided temporary housing and supportive services in the last two quarters of the CY. The City also contracts with East County Transitional Life Center who provided shelter to 327 individuals in 2025. The City also partners with other CDBG non-profit service providers like Meals on Wheels, Santee Santos, and Santee Food Bank who provide meals and incidentals to Santee residents. It's estimated that these non-profit service providers serve approximately 17,000 residents annually.	Persons	330	Number of persons served is reported through CDBG quarterly progress reports submitted to the City. Reports are available upon request.
<b>Program 9: Inventory of Available Sites and Monitoring No Net Loss</b>	*Maintain an inventory of the available sites for residential development and provide it to prospective residential developers. Specifically, promote opportunities for new housing to affordable housing developers (including those for special needs housing). *Starting in 2023 upon completing of rezoning efforts, conduct annual e-mail blast and follow-up meetings with developers.	4/15/2029	6th Cycle	In Progress	The City's housing webpage provides a list of sites planned for residential development in the Housing Element along with the number and type of units assumed. The webpage also offers an option for interested parties to receive updates on proposed housing projects and development opportunities. There is also a designated email address for developers to request meetings with city staff related to planning questions. In 2025, the City met with three affordable developers to discuss potential housing projects and continues to answer questions related to sites within the City. **Rezone identified parcels within one year of the Housing Element Adoption (Adopted May 11, 2022); May 11, 2023 *Continue implementing a formal evaluation procedure pursuant to Government Code Section 65863 to monitor the development of vacant and nonvacant sites in the sites inventory and ensure that adequate sites are available to meet the remaining RHNA by income category. *On Track – Annual Monitoring Annual Monitoring and Implementation of No Net Loss through Project-by-Project Evaluation. Annual e-mail blast and follow-up meetings with developers as part of the City's Initial Consultation process. ***On Track – HE sites rezoned 10/12/2022 (Reso. No 125-2022, 126-2022, 127-2022 and Ordinance 603).	Meetings	3	<a href="https://www.cityofsanteeca.gov/departments/planning/building/housing/">https://www.cityofsanteeca.gov/departments/planning/building/housing/</a> *For developer meetings, meeting invites and emails can be provided as proof upon request.
<b>Program 10: Comply with AB 1397 to further incentivize development of housing on sites that have been available over one or more planning periods.</b>	Update the Zoning Ordinance within one year of Housing Element adoption. Pursuant to AB 1397 passed in 2017, the City will amend the Zoning Ordinance to provide by-right approval of housing development in which the project proponent voluntarily includes 20 percent of the units as housing affordable to lower income households, on sites being used to meet the Sixth Cycle RHNA from previous Housing Element cycles, as well as the rezoned sites required for the 492-unit shortfall in lower income RHNA.	10/22/2022	6th Cycle	Completed	On October 12, 2022 the City adopted Objective Design Standards and certified a Program Environmental Impact Report with Project-Level Analysis for potential by-right sites. The ministerial procedure for processing qualifying by-right housing projects and corresponding objective design standards are located in Chapter 13.11 of the Santee Municipal Code.	Other	1	This item is complete and not quantifiable. "1" was used as a quantified count since "0" cannot be used. Reference: Chapter 13.11 (Ordinance 604)
<b>Program 11: Replacement Housing</b>	The City will amend the Zoning Code to require the replacement of units affordable to the same or lower income level as a condition of any development on a non-vacant site consistent with those requirements set forth in State Density Bonus Law.	12/11/2019	6th Cycle	Completed	Zoning Ordinance updated and replacement housing provision captured through Chapter 13.26 of the Santee Municipal Code	Other	1	This item is complete and not quantifiable. "1" was used as a quantified count since "0" cannot be used. Reference: <a href="https://www.cityofsanteeca.gov/departments/planning/building/housing/streamlining-in-santee">https://www.cityofsanteeca.gov/departments/planning/building/housing/streamlining-in-santee</a>
<b>Program 12: Facilitate the development of 80 ADUs.</b>	Explore other tools to facilitate ADU construction in 2022 and evaluate potential extension of fee waivers in 2024. Explore the potential for fee waivers in exchange for deed restrictions for affordability by the end of 2024.	9/24/2024	6th Cycle	Completed	Complete September 24, 2024. Building permits have been issued for 81 ADUs during the current housing cycle (not including 2025) ADU webpage and informational materials provided prior to 2022 to facilitate construction. City evaluated a fee waiver extension on September 24, 2024, and the City Council chose not to extend the waiver.	Units	81	<a href="https://www.cityofsanteeca.gov/planning/building/housing/streamlining-in-santee">https://www.cityofsanteeca.gov/planning/building/housing/streamlining-in-santee</a>
<b>Program 13: Monitor State and federal legislation as well as City development process and zoning regulations to identify and remove housing constraints.</b>	Annual monitoring and reporting throughout the planning period. End of Planning Period: April 15, 2029	4/15/2029	6th Cycle	Continuous	2025 Update: On-going. The City in conjunction with the City Attorney's Office tracks new state and federal legislation as it relates to development, zoning and housing regulations and requirements. *Zoning Ordinance was updated Oct 12, 2022 to include a ministerial review process for by-right housing projects (Chapter 13.11) (Ordinance 604) On Track – Annual Monitoring – Staff planners and attorneys continually monitor state and federal law to ensure development processes are updated to be streamlined and zoning regulations are aligned with current State and Federal law/objectives.	Other	19	Agenda Item (20) to amended Title 13, Chapter 10, Section 045 of the Santee Municipal Code for changes to ADUs and JADUs: <a href="https://www.cityofsanteeca.gov/documents/city-clerk/council-agendas/2026/12-10-2025-agenda-package.pdf">https://www.cityofsanteeca.gov/documents/city-clerk/council-agendas/2026/12-10-2025-agenda-package.pdf</a> In 2025, the Department tracked 19 legislative changes that went into effect that impact the Planning & Building Divisions, with hundreds to go into effect in 2026.
<b>Program 14: Affirmatively Furthering Fair Housing</b>	To affirmatively further fair housing, the City will undertake a series of actions as outlined below: 1. Participate in regional efforts to address fair housing issues and monitor emerging trends/issues in the housing market. Attend quarterly SDRAFFH coordinating meetings. 2. Continue to contract with a fair housing service provider to provide fair housing services to 500 residents of Santee over the 2021-2029 planning period. As part of its scope of work, require annual fair housing workshops to be conducted in Santee. 3. Include fair housing testing from fair housing provider as part of scope every two years starting in 2022. 4. Develop interest list for updates on fair housing and affordable housing projects lists by 2022. On an ongoing basis, contact interest list with updates. 5. Semi-annually, the City will update its City website with the affordable housing projects. 6. By 2022, expand outreach and education of the State's new Source of Income Protection (SB 329 and SB 222), defining public assistance including HCVs as legitimate source of income for housing. Increased outreach and education to the southern census tracts with disproportionate needs. 7. Utilize non-traditional media (i.e. social media, City website) in outreach and education efforts, in addition to print media and notices. Increase outreach to the southern census tracts. Annually promote fair housing awareness during the Fair Housing Month (April). 8. Annually, require evidence of effective outreach from Fair Housing Provider. City will require attendance reports to events from fair housing providers. Based on reports, work with fair housing provider on plan to increase attendance to outreach events. 9. In 2021-2022, pursue a HUD Section 108 loan in the amount of \$1.24 million to implement the Active Santee Plan and ADA Transition Plan. 10. By 2023, develop incentives or mechanisms to facilitate the development of a variety of housing types, including livework housing and large units appropriate for large households. 11. As part of Santee Active Plan (January 2021), identified wheelchair accessible areas and prioritization of them for improvements. Leverage this plan to prioritize improvements in the southern census tracts of City. 12. The City is working on ADA Transition Plan that builds on the adopted Active Santee Plan to identify deficiencies in City and allocate resources in the operating budget. The AFFH analysis of needs will inform the annual budgetary process to prioritize CDBG and General City funds for improvements in southern portions of City. 13. As part of the Safety Element Update (targeted for adoption by January 2022), existing conditions for Environmental Justice (EJ) have been drafted. The report identifies the southwestern portion of the City based on disadvantaged communities mapping. Annually, coordinate with Public Works to prioritize these EJ areas for actions and improvements. According to the CIP, planned improvements include: - Prospect Ave./Mesa Rd. intersection improvements - Replace induction streetlights along Prospect Ave. with LED lights - Provide stormwater capture devices - Fill gaps in sidewalks - Improve sidewalks with pedestrian ramps where needed. 14. Promote key lower income housing opportunity sites for affordable housing development, particularly site 16A (Town Center), as a means to bring new housing opportunities in high resource areas. Provide technical assistance to housing developers on how to utilize the City's incentives and concessions for affordable housing. 15. Support funding applications by nonprofit developers for affordable housing in high resource areas. 16. Continue to implement the Mobile Home Assistance Program and Conversion Regulations (Program 1) 17. Continue to implement the Mobile Home Park Fair Practices Commission Ordinance (Rent Control Ordinance, Chapter 2.44 of Santee Municipal Code) (Program 6) 18. HCV use outreach (as part of fair housing outreach plan). 19. As part of the project application review, require applicant to provide advance notice to existing tenants. By 2023, create a registry for "first-right of refusal" for displaced lower income tenants to return if affordable housing is created in the new project. 20. Focus fair housing outreach and education on areas with high displacement risk with further enhancement of the City's website (southern census tracts, especially the tract identified as a sensitive community in Figure E-25 and tracts identified as disadvantaged communities in Figure E-26).	4/15/2029	6th Cycle	Continuous	On Track – Annual Monitoring - Action specific but Program overall is on track 1. Ongoing effort: Staff participated in regional efforts and attends quarterly SDRAFFH meetings. 2. Ongoing effort: The City contracts with CSA San Diego County, a fair housing service provider, to ensure fair housing services and outreach for Santee residents. CSA conducts meetings and outreach along with an annual fair housing workshop for Santee residents to attend and learn about fair housing. In the last 2 quarters alone, CSA conducted 100 in-office counseling and mediation visits/meetings with Santee residents and 114 residents participated in outreach/educational sessions conducted by CSA San Diego. 3. Ongoing effort: CSA completed fair housing testing in 2025. 4. An option to sign up for email notifications for Affordable/Fair Housing Projects will be added to the City's website for interested parties to stay informed and pertinent information (such as approved projects and website updates) to be provided. 5. On a monthly basis, the City updates their Active Projects Map/Log which outlines current projects in the City that are pending entitlement, approved but not yet build and under construction. The Project Log includes a project description which identifies which are housing projects with a density bonus or affordability component. In addition, existing inventory of affordable housing is available for review on the City's website under the Fair Housing page, which is updated periodically/when necessary. 6. Ongoing effort: HCV outreach provided by the City's fair housing services provider along with annual fair housing workshops. 7. Ongoing effort: The City utilizes a wide variety of media platforms for outreach and education including but not limited to: Santee Website, Santee TV, Newsletters, Email Notifications (for those who subscribe to topics of interest) Twitter and LinkedIn. In addition, the City's fair housing services provider assists with the fair housing outreach and informational workshops on behalf of the city through Facebook, Twitter, Instagram and YouTube. Additional outreach and promotion is done during the month of April for Fair Housing Month. 8. Ongoing effort: events and attendance reports are provided on a quarterly basis for City's review. 9. The City assessed utilizing a HUD Section 108 loan but decided not to pursue the loan and is instead relying on alternative funding sources for implementation. 10. The City's Density Bonus program refers back to government code section 65915 – 65918 (Density Bonuses and Other Incentives) which allows affordable housing projects to propose incentives including mixed-use/commercial development if it supports lower housing costs and is compatible with surrounding development. The City is also actively working on the Town Center Specific Plan, which will further support mixed-use livework developments on additional sites within the City. The City will explore additional incentive opportunities for larger units under future Zoning Ordinance updates. 11. Ongoing effort: In 2025, 39 total pedestrian ramps were installed as part of the Citywide Pavement Repair and Rehabilitation project. Two of these pedestrian ramps were located in disadvantaged communities. 12. The City in coordination with a consultant completed the City's ADA Transition Plan in mid-July 2024. The City plans to facilitate training with staff related to utilizing the consultant's software to generate ADA reports. 13. In 2025, City completed installation of 39 total pedestrian ramps. In 2025, the City installed 53 full storm drain trash capture devices in disadvantaged communities. Staff anticipates installation of an additional 100 by the end of 2027. In 2024, in March 2024, the City Council approved acceptance of completion of the Prospect Avenue/Mesa Road intersection improvements project. In addition, the City completed installation of 24 total pedestrian ramps, 2 of which were located in disadvantaged communities. 14. Ongoing: In 2025 engaged with 3 housing developers for potential development on sites identified for low-income residential development in the HE Sites Inventory. 15. Ongoing: see discussion above. 16. Ongoing: see discussion above. 17. Ongoing: see discussion above. 18. Ongoing effort: HCV outreach provided by the fair housing services provider. Effective outreach is reviewed through quarterly reports supplied by the fair housing services provider and reviewed by the City. 19. A Notice of Application for projects is sent to site tenants and neighbors within 300 feet of the project site during the entitlement phase. As part of applying for a housing project, if determined there are existing tenants based on the applicant's response to the housing and tenant income verification questions, tenant noticing requirements and "first right of refusal" rights are established for the project. 20. The City's website was redesigned in 2024 to include additional information regarding the disadvantaged communities and easier access to our fair housing page. In addition, there is an option to sign up for email notifications for Affordable/Fair Housing Projects for interested parties to stay informed about pertinent program information. The Fair Housing & AB 987 webpage includes an inventory of affordable housing, current housing at-risk of losing affordability, AB 987 listing database, and contact information.	Other	306	The figure to the left in the "quantified outcomes count" is based on the installation of 39 ADA pedestrian ramps, 214 residents who received fair housing services including in-office visits and attendance at fair housing outreach events, and 53 storm drain trash capture devices in disadvantaged communities. The City of Santee's fair housing webpage is accessible here: <a href="https://www.cityofsanteeca.gov/fair-housing-ab987">https://www.cityofsanteeca.gov/fair-housing-ab987</a>



<b>Jurisdiction</b>	Santee	
<b>Reporting Period</b>	2025	(Jan. 1 - Dec. 31)
<b>Planning Period</b>	6th Cycle	04/30/2021 - 04/30/2029

## ANNUAL ELEMENT PROGRESS REPORT

### Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

**Table F**

#### Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)

Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.

Activity Type	Units that Do Not Count Towards RHNA <sup>+</sup> Listed for Informational Purposes Only				Units that Count Towards RHNA <sup>+</sup> Note - Because the statutory requirements severely limit what can be counted, please contact HCD at <a href="mailto:apr@hcd.ca.gov">apr@hcd.ca.gov</a> and we will unlock the form which enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1 <sup>+</sup> . For detailed reporting requirements, see the checklist here:  <a href="https://www.hcd.ca.gov/community-development/docs/adequate-sites-checklist.pdf">https://www.hcd.ca.gov/community-development/docs/adequate-sites-checklist.pdf</a>
	Extremely Low-Income <sup>+</sup>	Very Low-Income <sup>+</sup>	Low-Income <sup>+</sup>	TOTAL UNITS <sup>+</sup>	Extremely Low-Income <sup>+</sup>	Very Low-Income <sup>+</sup>	Low-Income <sup>+</sup>	TOTAL UNITS <sup>+</sup>	
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Units									
Mobilehome Park Preservation									
Total Units by Income									









<b>Jurisdiction</b>	Santee	
<b>Reporting Period</b>	2025	(Jan. 1 - Dec. 31)
<b>Planning Period</b>	6th Cycle	04/30/2021 - 04/30/2029

## ANNUAL ELEMENT PROGRESS REPORT

**Table K**  
**Tenant Preference Policy**

Local governments are required to inform HCD about any local tenant preference ordinance the local government maintains when the jurisdiction submits their annual progress report on housing approvals and production, per Government Code 7061 (SB 649, 2022, Cortese). Effective January 1, 2023, local governments adopting a tenant preference are required to create a webpage on their internet website containing authorizing local ordinance and supporting materials, no more than 90 days after the ordinance becomes operational.

<b>Does the Jurisdiction have a local tenant preference policy?</b>	No	
<b>If the jurisdiction has a local tenant preference policy, provide a link to the jurisdiction's webpage containing authorizing local ordinance and supporting materials.</b>		
<b>Notes</b>		





**MEETING DATE**

March 25, 2026

**ITEM TITLE RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA, APPROVING A PARKING LICENSE AGREEMENT BETWEEN THE CITY OF SANTEE AND SANTEE HOTEL LP AND DETERMINING THE PROJECT IS CATEGORICALLY EXEMPT FROM ENVIRONMENTAL REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (“CEQA”) PER STATE CEQA GUIDELINES SECTIONS 15311 AND 15304**

**DIRECTOR/DEPARTMENT**

Wendy Kaserman, City Manager

**SUMMARY**

On February 15, 2022, the City of Santee entered into a Disposition and Development Agreement (DDA) with Excel Acquisitions LLC (Excel) to facilitate the development of real property owned by the City, located at 381 Town Center Parkway (APN 381-052-04) within the Santee Trolley Square shopping center. The DDA specified the development of a 4-story hotel consisting of a minimum of 89 rooms, a breakfast seating area, a pool with deck and approximately 64 parking spaces.

The DDA was amended in December 2022 to include project milestones and requirements for the developer. Excel also assigned their rights to Santee Hotel LP. The amended DDA includes provisions for extending prior completion due dates, as well as the development of a parking and access arrangement between the developer and the City. Due to unforeseen issues with the neighboring property owner taking longer than anticipated to resolve, many of the deadlines and milestones included in the DDA, as well as the tax sharing agreement referenced below, were extended.

On April 26, 2023, the City Council approved Development Review (DR2022-6) and Variance (V2022-4) approving a four-story, 97-guestroom hotel on a 1.6-acre lot located at 381 Town Center Parkway (APN 381-052-04) within the Santee Trolley Square shopping center in the Town Center (TC) Zone and Arts and Entertainment Overlay District. The approved Variance allowed for a reduction in the number of required parking spaces from a total of 99 parking spaces to 61 spaces. At the same April 26, 2023, meeting, the City Council approved a Tax Sharing Agreement with Excel as an economic subsidy for the operation of the hotel. The hotel will operate within the City for at least 10 years and in exchange the City will make quarterly payments to Excel equal to 85% of the net Transient Occupancy Tax (TOT) revenue collected by Excel and received by the City each calendar quarter, up to a cap amount of \$2,500,000.

Following the approval of the entitlements and the tax sharing agreement, the developer notified the City that in order to meet the requirements of a brand hotel, such as Hilton, an additional 23 spaces are needed for the hotel. The developer had worked to secure a shared parking agreement with the neighboring property owner and was unsuccessful in those efforts. Recognizing the importance of the hotel to helping achieve the City’s long-term vision for the Arts and Entertainment Neighborhood, as well as the future TOT revenue to be generated by the hotel, the City began working with the developer on a parking license agreement to address the 23 additional parking spaces.



This item presents the proposed Parking License Agreement (Agreement) for City Council consideration. The agreement allows for the developer, referred to as the Licensee, to construct parking on a portion of the City owned real property identified as Parcel 3 of Map No. 20177 (APN 381-050-66). This property is located to the northwest of the hotel site, across Town Center Parkway (as shown in Exhibit B of the attached Agreement). The Licensee is permitted to construct 23 dedicated parking spaces and may include signage designating the spaces for use by hotel guests. The costs of construction will be fully borne by the Licensee and all improvements must meet City standards. These improvements are consistent with the anticipated use of Parcel 3 and may assist in its future development consistent with the Arts and Entertainment Neighborhood. Should it be necessary, the City will work cooperatively with the Licensee to remove non-guest vehicles utilizing the parking spaces for periods in excess of 72 hours. The Agreement also requires the Licensee continue to work with Kimco in an effort to negotiate a shared parking agreement to provide the 23 parking spaces needed. This will become more important in the future as the City looks to further develop properties in the Arts and Entertainment Neighborhood.

**ENVIRONMENTAL REVIEW**

This action is categorically exempt from the California Environmental Quality Act (“CEQA”), pursuant to Section 15311, Accessory Structures and Section 15304, Minor Alternations to Land, of the CEQA Guidelines, as it involves an accessory parking lot, appurtenant to the hotel, located in a previously disturbed and developed area. None of the exceptions to the use of a categorical exemption found in CEQA Guidelines Section 15300.2 apply.

**FINANCIAL STATEMENT** *ER for HJ*

There is no financial impact directly associated with approving this agreement, however executing the Agreement will help facilitate the development of the hotel, which will generate transient occupancy tax to the City.

**CITY ATTORNEY REVIEW**

N/A       Completed

**RECOMMENDATION** *WK*

Adopt the Resolution:

1. Approving the Parking License Agreement Between the City of Santee and Santee Hotel LP; and
2. Authorizing the City Manager to execute all necessary documents to execute the Agreement on behalf of the City; and
3. Determining this action is categorically exempt from the California Environmental Quality Act (“CEQA”) pursuant to Section 15311, Accessory Structures and Section 15304, Minor Alternations to Land, Existing Facilities, of the CEQA Guidelines.

**ATTACHMENTS**

- Parking License Agreement Between the City of Santee and Santee Hotel LP
- Resolution
- Project Vicinity Map



**PARKING LICENSE AGREEMENT BETWEEN THE CITY OF SANTEE AND  
SANTEE HOTEL LP**

This Parking License Agreement (“Agreement”) is entered into as of \_\_\_\_\_, by and between the City of Santee, a California municipal corporation (“City”) and Santee Hotel LP, a California limited partnership (“Licensee”).

**RECITALS**

A. WHEREAS, City owns that real property located on Town Center Parkway identified as Parcel 3 of Map No. 20177 (APN 381-050-66) as further described and depicted in Exhibit “A” attached hereto and incorporated herein by reference (“Lot”) which is located within the City’s Arts and Entertainment Neighborhood.

B. WHEREAS, Licensee is a subsidiary or affiliate of Excel Acquisitions, LLC, the developer of and future operator of the hotel project being constructed at 381 Town Center Parkway (APN 381-052-04) as approved by Development Review Permit DR 2022-6 on April 26<sup>th</sup>, 2023 (“Licensee’s Hotel”). Licensee wishes to construct parking on a portion of the Lot (“Premises”) and utilize the Premises as parking for Licensee’s Hotel. City is willing to permit the Licensee to use the Premises as set forth in this Agreement and for that purpose. The Premises are more particularly described in Exhibit “B” attached hereto and incorporated herein by reference.

C. WHEREAS, the Parties intend that the license set forth in this Agreement will provide dedicated parking spaces for Licensee’s Hotel guests, employees and invitees until such time as additional public parking is provided by the City consistent with the terms of this Agreement.

D. WHEREAS, the development of these parking spaces on the Premises will provide parking for and are in furtherance of the development of a future movie theater on the Lot. The construction of this parking may reduce costs associated with and assist the City in securing a developer for the development of the Lot.

NOW, THEREFORE, for good and valuable consideration and the mutual promises and covenants of the parties set forth in this agreement, city and licensee agree as follows:

**TERMS**

1. License. In consideration of the terms and conditions in this Agreement, City hereby grants to Licensee a license in, on, across, and over the Premises for the purpose of Licensee constructing 23 parking spaces and utilizing said parking spaces as dedicated parking spaces for Licensee and its guests, invitees, and employees (“License”) until such time as additional hotel parking is obtained elsewhere by Licensee, provided by the City in a location that is within approximately 600 feet from the center of the parking lot entrance to the nearest edge of the Licensee’s Hotel parcel, or elsewhere, as mutually agreed to by the Parties, consent not to be unreasonably withheld. The additional parking shall consist of as many contiguous spaces as the number of spaces removed from the Premises unless otherwise agreed to by the Parties.

2. Construction of Parking. Licensee acknowledges the Lot currently does not contain parking improvements. Prior to utilizing the Premises for parking purposes, Licensee shall cause

the construction of the parking improvements including no less than 23 striped parking spaces, necessary curb cuts, right of way striping, and lighting which have been designed, permitted, and constructed consistent with City standards as described in Exhibit "C", which is attached hereto and incorporated herein by reference ("Parking Improvements"). Any curb cuts, right-of-way striping and lighting necessary for guests, invitees, and employees to travel from the parking lot to the hotel shall be subject to review and approval of the City Engineer. To the extent the Parking Improvements, or any component thereof, requires or involves a discretionary action of the City, the City retains its sole and absolute discretion as to those requests or approvals. Said curb cuts, right of way striping, and lighting shall be consistent with City standards and are generally depicted on Exhibit "C", which is attached hereto and incorporated herein by reference.

2.1 Licensee may include signage (post-mounted or striped on the asphalt) designating the spaces for the dedicated use of hotel guests, invitees, and employees, and permitting overnight parking by such guests, invitees, and employees. All signage shall be subject to review and approval of the City Planner. Notwithstanding the dedicated nature of these spaces, the Parties acknowledge these are public parking spaces and the Developer shall have no authority to tow or remove vehicles. Licensee and City shall work cooperatively to address any vehicles which remain onsite for 72 hours or more.

2.2 Licensee shall cause the Parking Improvements to be constructed at Licensee's sole cost and expense, consistent with City standards and all required permits. Licensee shall maintain all Parking Improvements in good condition and repair during the term of this Agreement.

2.3 Throughout the Term of this Agreement, Licensee shall use commercially reasonable efforts to reach an agreement with Kimco Realty/Santee Trolley Square 991 LP to accommodate the 23 parking spaces.

3. Term; Termination. The term of this Agreement shall commence upon the issuance of a grading permit for the Parking Improvements and shall terminate and expire upon Licensee entering into an agreement for the purchase or lease of sufficient additional parking as required by the Licensee's Hotel flag, the designation of the City provided parking as set forth in Paragraph 1 or by mutual agreement of the Parties, whichever occurs first.

4. Indemnity. To the fullest extent permitted by law, Licensee shall defend, indemnify, and hold City and its directors, officials, officers, employees, volunteers, designees and agents ("City Indemnitees") free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, in any manner arising out of or incident to any actual or alleged acts, omissions or willful misconduct of Licensee, its officers, employees, agents, consultants and contractors or any invitee of Licensee arising out of or in connection with this Agreement or arising out of or in connection with the construction, use and maintenance of the Parking Improvements, including without limitation the payment of all consequential damages and attorneys' fees and other related costs and expenses. The provisions of this section shall survive the expiration or termination of this Agreement.

Licensee acknowledges that City has made no representation, express or implied, to Licensee or any person associated with Licensee regarding whether laborers employed relative to the construction and installation of Licensee's Hotel must be paid the prevailing per diem wage rate for the labor classification as a result of this Agreement. Licensee shall defend, indemnify and

hold harmless the City Indemnitees from any claims, liabilities, costs, penalties or interest arising out of and failure or alleged failure of Licensee to comply with such Laws relating to this Licensee's Hotel project, including but not limited to California Labor Code Section 1781.

5. Assumption of Risk and Waiver. To the maximum extent allowed by law, Licensee assumes any and all risk of loss, damage, or injury of any kind to any person or property, including without limitation, the Lot and the Parking Improvements. Licensee's assumption of risk shall include, without limitation, loss or damage caused by defects in any structure or improvement on the Lot or accident or fire or other casualty on the Lot. In that connection, Licensee waives the benefit of California Civil Code Section 1542, which provides as follows:

A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release and that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.

\_\_\_\_\_  
Licensee's Initials

The provisions of this section shall survive the termination of this Agreement.

6. Insurance.

6.1 Time for Compliance. Licensee shall not commence any construction work under this Agreement until it has provided evidence satisfactory to the City that it has secured all insurance required under this Section 6. In addition, Licensee shall not allow any subcontractor to commence work on any subcontract until it has provided evidence satisfactory to the City that the subcontractor has secured all insurance required under this Section 6.

6.2 Minimum Requirements. Licensee shall, at its expense, procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the Agreement by the Licensee, its agents, representatives, employees or subcontractors. Licensee shall also require all of its subcontractors to procure and maintain the same insurance for the duration of the Agreement. Such insurance shall meet at least the following minimum levels of coverage:

(A) Minimum Scope of Insurance. Coverage shall be at least as broad as the latest version of the following: (1) *General Liability*: Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001); (2) *Automobile Liability*: Insurance Services Office Business Auto Coverage form number CA 0001, code 1 (any auto); and (3) *Workers' Compensation and Employer's Liability*: Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance. The policy shall not contain any exclusion contrary to the Agreement, including but not limited to endorsements or provisions limiting coverage for (1) contractual liability (including but not limited to ISO CG 24 26 or 21 29); or (2) cross liability for claims or suits by one insured against another.

(B) Minimum Limits of Insurance. Licensee shall maintain

limits no less than: (1) *General Liability* \$1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with general aggregate limit is used including, but not limited to, form CG 2503, either the general aggregate limit shall apply separately to this Agreement/location or the general aggregate limit shall be twice the required occurrence limit; (2) *Automobile Liability*: \$1,000,000 per accident for bodily injury and property damage; and (3) *Workers' Compensation and Employer's Liability* Workers' Compensation limits as required by the Labor Code of the State of California. Employer's Liability limits of \$1,000,000 per accident for bodily injury or disease. Defense costs shall be paid in addition to the limits.

(C) Notices; Cancellation or Reduction of Coverage. Licensee shall provide the City at least thirty (30) days prior written notice of cancellation of any policy required by this Agreement, except that the Licensee shall provide at least ten (10) days prior written notice of cancellation of any such policy due to non-payment of premium. If any of the required coverage is cancelled or expires during the term of this Agreement, the Licensee shall deliver renewal certificate(s) including the General Liability Additional Insured Endorsement to the City at least ten (10) days prior to the effective date of cancellation or expiration. In the event any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced, the City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by the City will be promptly reimbursed by Licensee or the City may withhold amounts sufficient to pay premium from Licensee payments. In the alternative, the City may suspend or terminate this Agreement.

(D) Additional Insured. The City of Santee, its officials, officers, employees, agents, and volunteers shall be named as additional insureds on Licensee's and its subcontractors' policies of commercial general liability and automobile liability insurance using the endorsements and forms specified herein or exact equivalents.

(E) Primary Coverage. For any claims related to this Agreement, the Licensees insurance coverage shall be primary and non-contributory and at least as broad as ISO CG 20 01 04 13 as respects The City of Santee, its officials, officers, employees, agents, and volunteers. Any insurance or self-insurance maintained by The City of Santee, its officials, officers, employees, agents, and volunteers shall be excess of the Licensee's insurance and shall not contribute with it. This requirement shall also apply to any Excess or Umbrella Liability policies.

(F) Umbrella or Excess Policy. The Licensee may use Umbrella or Excess Policies to provide the liability limits as required in this Agreement. This form of insurance will be acceptable provided that all of the Primary and Umbrella or Excess Policies shall provide all of the insurance coverages herein required, including, but not limited to, primary and non-contributory, additional insured, Self-Insured Retentions (SIRs), indemnity, and defense requirements. The Umbrella or Excess policies shall be provided on a true "following form" or broader coverage basis, with coverage at least as broad as provided on the underlying Commercial General Liability insurance. No insurance policies maintained by the Additional Insureds, whether primary or excess, and which also apply to a loss covered hereunder, shall be called upon to contribute to a loss until the Licensee's primary and excess liability policies are exhausted.

6.3 Insurance Endorsements. The insurance policies shall contain the following provisions, or Licensee shall provide endorsements on forms supplied or approved by

the City to add the following provisions to the insurance policies:

(A) General Liability. The general liability policy shall include or be endorsed (amended) to state that: (1) using ISO CG forms 20 10 and 20 37, or endorsements providing the exact same coverage, the City of Santee, its officials, officers, employees, agents, and volunteers shall be covered as additional insured with respect to any services or construction work or ongoing and complete operations performed by or on behalf of the Licensee, including materials, parts or equipment furnished in connection with such work; and (2) using ISO form 20 01, or endorsements providing the exact same coverage, the insurance coverage shall be primary insurance as respects the City, its officials, officers, employees, agents, and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of the Licensee's scheduled underlying coverage. Any excess insurance shall contain a provision that such coverage shall also apply on a primary and noncontributory basis for the benefit of the City, before the City's own primary insurance or self-insurance shall be called upon to protect it as a named insured. Any insurance or self-insurance maintained by the City, its officials, officers, employees, agents, and volunteers shall be excess of the Licensee's insurance and shall not be called upon to contribute with it in any way. Notwithstanding the minimum limits set forth in Section 3.2.11.2(B), any available insurance proceeds in excess of the specified minimum limits of coverage shall be available to the parties required to be named as additional insureds pursuant to this Section 3.2.11.3(A).

(B) Automobile Liability. The automobile liability policy shall include or be endorsed (amended) to state that: (1) the City, its officials, officers, employees, agents, and volunteers shall be covered as additional insureds with respect to the ownership, operation, maintenance, use, loading or unloading of any auto owned, leased, hired or borrowed by the Licensee or for which the Licensee is responsible; and (2) the insurance coverage shall be primary insurance as respects the City, its officials, officers, employees, agents, and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of the Licensee's scheduled underlying coverage. Any insurance or self-insurance maintained by the City, its officials, officers, employees, agents, and volunteers shall be excess of the Licensee's insurance and shall not be called upon to contribute with it in any way. Notwithstanding the minimum limits set forth in Section 3.2.11.2(B), any available insurance proceeds in excess of the specified minimum limits of coverage shall be available to the parties required to be named as additional insureds pursuant to this Section 3.2.11.3(B).

(C) Workers' Compensation and Employer's Liability Coverage. The insurer shall agree to waive all rights of subrogation against the City, its officials, officers, employees, agents, and volunteers for losses paid under the terms of the insurance policy which arise from work performed by the Licensee.

(D) All Coverages. Each insurance policy required by this Agreement shall be endorsed to state that: (A) coverage shall not be suspended, voided, reduced or canceled except after thirty (30) days (10 days for nonpayment of premium) prior written notice by certified mail, return receipt requested, has been given to the City; and (B) any failure to comply with reporting or other provisions of the policies, including breaches of warranties, shall not affect coverage provided to the City, its officials, officers, employees, agents, and volunteers. Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to the City, its officials, officers, employees, agents and volunteers, or any other additional insureds.

6.4 Separation of Insureds; No Special Limitations; Waiver of Subrogation. All insurance required by this Section shall contain standard separation of insureds provisions. In addition, such insurance shall not contain any special limitations on the scope of protection afforded to the City, its officials, officers, employees, agents, and volunteers. All policies shall waive any right of subrogation of the insurer against the City, its officials, officers, employees, agents, and volunteers, or any other additional insureds, or shall specifically allow Licensee or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Licensee hereby waives its own right of recovery against City, its officials, officers, employees, agents, and volunteers, or any other additional insureds, and shall require similar written express waivers and insurance clauses from each of its subcontractors.

6.5 Deductibles and Self-Insurance Retentions. Any deductibles or self-insured retentions must be declared to and approved by the City. Licensee shall guarantee that, at the option of the City, either: (1) the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its officials, officers, employees, agents, and volunteers; or (2) the Licensee shall procure a bond guaranteeing payment of losses and related investigation costs, claims and administrative and defense expenses.

6.6 Subcontractor Insurance Requirements. Licensee shall not allow any subcontractors to commence work on any subcontract relating to the work under the Agreement until they have provided evidence satisfactory to the City that they have secured all insurance required under this Section. If requested by Licensee, the City may approve different scopes or minimum limits of insurance for particular subcontractors. The Licensee and the City shall be named as additional insureds on all subcontractors' policies of Commercial General Liability using ISO form 20 38, or coverage at least as broad.

6.7 Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating no less than A:VIII, licensed to do business in California, and satisfactory to the City.

6.8 Verification of Coverage. Licensee shall furnish City with original certificates of insurance and endorsements effecting coverage required by this Agreement on forms satisfactory to the City. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf, and shall be on forms provided by the City if requested. All certificates and endorsements must be received and approved by the City before work commences. The City reserves the right to require complete, certified copies of all required insurance policies, at any time.

6.9 Reporting of Claims. Licensee shall report to the City, in addition to Licensee's insurer, any and all insurance claims submitted by Licensee in connection with the Services under this Agreement.

7. Attorneys' Fees. In any judicial or arbitration proceeding involving performance under this Agreement, or default or breach thereof, the prevailing party shall be entitled to its reasonable attorney's fees and costs.

8. Successors and Assigns. Except as specified herein, Licensee shall not assign or transfer (whether voluntarily or involuntarily) this Agreement in whole or in part to any other

person or entity without the prior written consent of City, which may be withheld in City's sole and absolute discretion. Licensee may assign or transfer this Agreement, in whole or in part to any other person or entity if it also assigns or transfers ownership of Licensee's Hotel to such person or entity provided all transfer and consent provisions of the Disposition and Development Agreement between the Parties have been satisfied. All the covenants and provisions of this Agreement shall be binding upon and inure to the benefit of the successors, legal representatives and assigns of the City and Licensee to the same extent and effect as the same are binding upon and insure to the benefit of the parties hereto.

9. Possessory Interest Tax. Licensee shall have no possessory interest in the Lot. In the event that any possessory interest or similar tax is imposed on Licensee's interest under this Agreement, Licensee shall be solely responsible for such amounts.

10. Severability. If any term, covenant, condition or provision of this Agreement, or the application thereof to any person or circumstance, shall to any extent be held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the terms, covenants, conditions, or provisions of this Agreement, or the application thereof to any person or circumstance, shall remain in full force and effect and shall in no way be affected, impaired or invalidated thereby.

11. Entire Agreement. This Agreement constitutes the entire agreement between the City and Licensee with respect to the subject matter hereof and supersedes all prior verbal or written agreements and understandings between the parties with respect to the items set forth herein. Any amendment to this Agreement shall be in writing signed by both Parties.

12. Governing Law. This Agreement shall be governed by the laws of the State of California. Venue shall be San Diego County.

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

**City of Santee**

**Licensee**

By: \_\_\_\_\_  
Wendy Kaserman  
City Manager

By: \_\_\_\_\_

Approved as to form:

Best Best & Krieger, LLP

By: \_\_\_\_\_  
Shawn Hagerty  
City Attorney

EXHIBIT "A"

Lot – Legal Description

Real property in the City of Santee, County of San Diego, State of California, described as follows:

PARCEL 3 OF PARCEL MAP 20177 OF RIVERVIEW OFFICE PARK, IN THE CITY OF SANTEE, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, FILED IN THE OFFICE OF THE COUNTY RECORDER OF SAN DIEGO COUNTY. DECEMBER 21, 2006

APN: 381-050-66

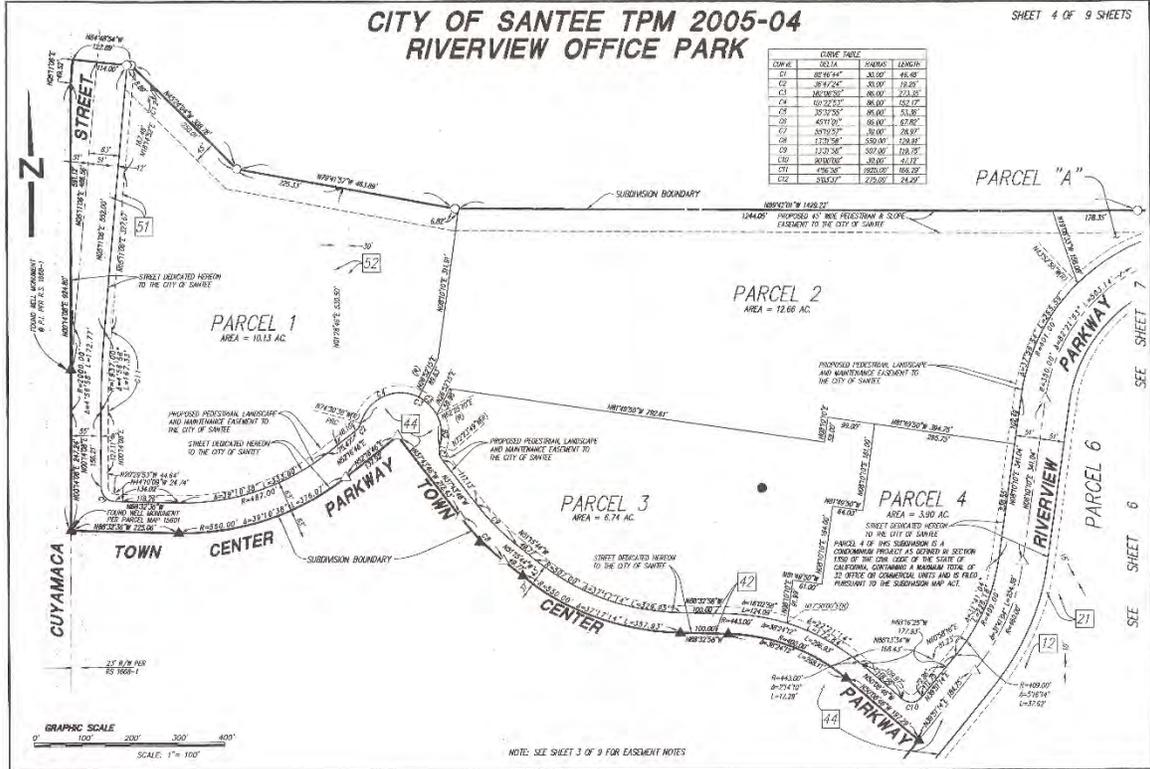
# EXHIBIT "B"

## The Premises

PARCEL MAP NO. 20177

SHEET 4 OF 9 SHEETS

### CITY OF SANTEE TPM 2005-04 RIVERVIEW OFFICE PARK



**NOTE**  
CITY ENGINEER

CALIFORNIA COORDINATE INDEX: 242-1773

T.P.M. 2005-04

## EXHIBIT "C"

### Parking Improvements

Minimum 23 stall parking lot with 1 van accessible ADA stalls. Parking lot constructed to minimum 3" thick asphalt concrete and suitable aggregate base and 6" curb surrounding the lot over native subgrade to eliminate export costs subject to approval by the City Engineer. Lot to be stripped and designated for hotel use. Lot to have 4' tall perimeter chain link fencing with object markers and shall install security lighting. Non-irrigated bio-swale assumed for storm water compliance draining to new catch basin that would connect to City storm drain system on Town Center Parkway. Assuming all design, construction management and preparation of Storm Water Pollution Prevention Plan/Storm Water Management Plan is included in the Hotel construction costs as is ancillary to the building site work. All work shall follow City of Santee grading and improvement plan design guidelines and shall be submitted for review and approval prior to construction.

RESOLUTION NO. \_\_\_\_

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTEE, CALIFORNIA,  
APPROVING A PARKING LICENSE AGREEMENT BETWEEN THE CITY OF  
SANTEE AND SANTEE HOTEL LP**

**WHEREAS**, on February 15, 2022, the City of Santee entered into a Disposition and Development Agreement (DDA) with Excel Acquisitions LLC to facilitate the development of a hotel on City owned real property located at 381 Town Center Parkway (APN 381-0523-04) within the Santee Trolley Square shopping center; and

**WHEREAS**, the DDA was amended in December 2022 to include project milestones and requirements for the developer and Excel Acquisitions LLC assigned their rights to Santee Hotel LP; and

**WHEREAS**, due to unforeseen issues with the neighboring property owner, many of the milestones in the DDA were extended; and

**WHEREAS**, on April 26, 2023, the City Council approved Development Review (DR2022-6) and Variance (V2022) approving a four-story, 97 room hotel on the 1.6 acre lot located at 381 Town Center Parkway (APN 381-0523-04). The approved variance allowed for a reduction in required parking spaces from 99 to 61 spaces; and

**WHEREAS**, in recognition of the economic development benefits of the hotel, on April 26, 2023, the City Council also approved a Tax Sharing Agreement with the developer to provide an economic subsidy to the project in exchange for the developer agreeing to operate the hotel for a minimum 10 years; and

**WHEREAS**, following the City Council approval of the entitlements and tax sharing agreement, the developer notified the City that to meet the parking requirements of a brand hotel (e.g. Hilton), an additional 23 spaces are needed for the hotel and the developer had been unsuccessful negotiating a shared parking agreement with the neighboring property owner; and

**WHEREAS**, recognizing the importance of the hotel to helping achieve the City's long-term vision for the Arts and Entertainment Neighborhood, as well as the future transient occupancy tax (TOT) revenue to be generated by the hotel, the City began working with the developer on a parking license agreement to address the 23 additional parking spaces; and

**WHEREAS**, the City and developer have negotiated a parking license agreement for a portion of the real property owned by the City identified as Parcel 3 of Map No. 20177 (APN 381-050-66) located on Town Center Parkway to be used for the construction of 23 dedicated parking spaces for the hotel; and

**WHEREAS**, the parking improvements are consistent with the anticipated use of Parcel 3 and may assist in its future development consistent with the Arts and Entertainment Neighborhood; and

**WHEREAS**, the project is categorically exempt from environmental review pursuant to Sections 15311 and 15304 of the State CEQA Guidelines.

**RESOLUTION NO. \_\_\_\_**

**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. Approves the Parking License Agreement Between the City of Santee and Santee Hotel LP; and
2. Authorizes the City Manager to execute all necessary documents to execute the Agreement on behalf of the City.

**SECTION 3.** The proposed action is categorically exempt from the California Environmental Quality Act ("CEQA"), pursuant to Section 15311, Accessory Structures and Section 15304, Minor Alterations to Land, of the CEQA Guidelines, as it involves an accessory parking lot, appurtenant to the hotel, located in a previously disturbed and developed area. None of the exceptions to the use of a categorical exemption found in CEQA Guidelines Section 15300.2 apply.

**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, 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 25<sup>th</sup> day of March 2026, by the following roll call vote, to wit:

**AYES:**

**NOES:**

**ABSENT:**

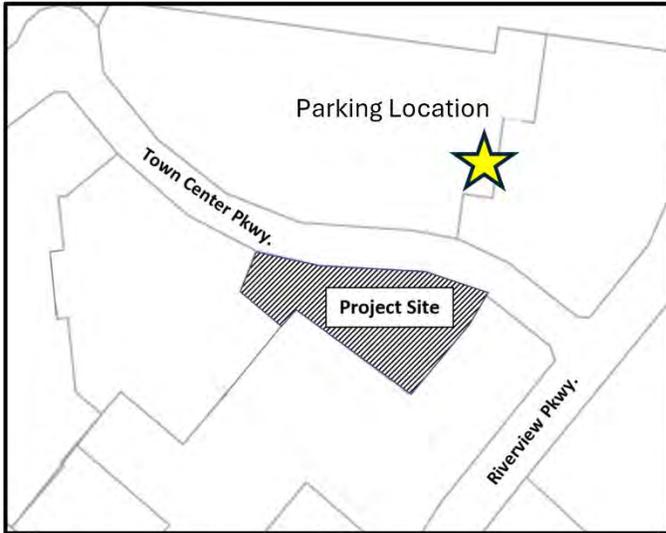
**APPROVED:**

\_\_\_\_\_  
**JOHN W. MINTO, MAYOR**

**ATTEST:**

\_\_\_\_\_  
**JAMES JEFFRIES, CITY CLERK**

# Vicinity Map



**MEETING DATE** March 25, 2026

**ITEM TITLE** SB 707 IMPLEMENTATION UPDATE AND WORKSHOP

**DIRECTOR/DEPARTMENT** James Jeffries, City Clerk

**BACKGROUND/DISCUSSION**

During the February 11, 2026, City Council meeting, the City Attorney provided the City Council with a report on new laws enacted in 2025 relevant to Santee. One of the laws highlighted in the report was SB 707, which makes significant changes to the rules for local agencies holding public meetings pursuant to the Ralph M. Brown Act.

Among the changes mentioned by the City Attorney, starting July 1, 2026, eligible legislative bodies must provide the public with the ability to attend all open and public meetings via a two-way telephonic service or two-way audiovisual platform. As outlined in the text of the bill, if an eligible legislative body elects to provide a two-way audiovisual platform, the eligible legislative body shall publicly post and provide a call-in option, and activate any automatic captioning function during the meeting if an automatic captioning function is included with the two-way audiovisual platform. This means should the City Council elect to use a two-way audiovisual platform, both options for participation must be provided.

City staff have been conducting tests of the Chamber AV system for both options and is now returning to the City Council with information regarding both options and is seeking City Council direction on which option to select for compliance with SB 707.

Two-way Telephonic Service – In December 2025, the City's IT division upgraded the City's phone system to be powered by RingCentral. Staff tested this new phone system as an option to comply with two-way telephonic service requirement of SB 707 and found that under the current contract and system, the City would be able to sufficiently comply without further need to purchase any additional software or licenses. Staff also believe operating the RingCentral system could be managed by staff currently attending the Council meeting and may not necessarily require additional support staff to attend the meetings. The public wishing to provide virtual public comment would be able to follow the meeting visually utilizing SanteeTV.

Two-way Audiovisual Service – Staff have tested various options for utilizing an audiovisual meeting software for compliance with SB 707. During the tests, staff noted several limitations of the current Chamber AV system. One such limitation is what the members of the public would view during the meeting. The current Chamber AV system only allows for one visual camera input. Additionally, in order for a member of the public to view any presentations presented during a meeting, those presentations would need to be run using the software hosting the virtual meeting or the public would need to simultaneously stream the broadcast on SanteeTV. Running the presentations via the virtual meeting software would require a staff person to be stationed permanently at the computer running the virtual meeting which is located in the Chamber AV room. During the February 11, 2026, City Council meeting, members of the City Council expressed interest in having members of the public be visible during their speaking portions of meetings. SB 707 does not require members of the public to be on camera, and should they decide to be on camera, the City would have no control over the



content of the image shared by the members of the public. Should the City Council give direction for staff to move forward with a two-way audiovisual service, staff would plan accordingly and budget for any additional software, licenses and staffing in future operating budgets. During the February 25, 2026, City Council meeting, the City Council did appropriate a small amount of funding during the Fiscal Year 2025-26 Operating Budget update, those funds will cover costs associated with preparing for and implementing SB 707 compliance during the current Fiscal Year.

Given the two options presented, at this time, staff would recommend moving forward with the option for two-way telephonic service to achieve compliance with SB 707 starting July 1, 2026. Staff would continue to monitor and explore options for utilizing two-way audiovisual service and would emphasize this need during the next upgrade to the Council Chamber audiovisual system upgrade through the Capital Improvement Program.

Staff would like the City Council to provide direction on whether the City’s Board, Commission, and Committees should also allow for virtual participation. Currently, under SB 707, it does not require subsidiary bodies to have virtual public participation but does expand teleconferencing options for subsidiary bodies.

Finally, with whatever direction the Council provides, SB 707 also mandates that the City adopt a written policy for responding to disruptions in the telephonic or internet service that prevent public members from attending or observing the meeting. In the event of such a disruption, the body must recess its open session and engage in a good-faith attempt to restore service. The session must stay in recess for at least an hour or until the disruption has been addressed and remedied, whichever is earlier. A draft policy is attached and would be brought back at a later date for adoption as part of an update to LPM 2019-1: City Council Meeting and Operating Procedures. With the future adoption of this policy the City could implement aspects of SB 707 compliance prior to July 1, 2026, should the City Council desire.

**ENVIRONMENTAL REVIEW**

This report does not meet the definition of a “project” under, and therefore is not subject to, the California Environmental Quality Act (“CEQA”).

**FINANCIAL STATEMENT**

*EB for HF*

Costs associated with preparing for and implementing SB 707 during Fiscal Year 2025/26 were appropriated at the February 25, 2026, City Council meeting. Future implementation and staffing costs associated with the compliance of SB 707 would be budgeted for annually in the Operating Budget.

**CITY ATTORNEY REVIEW**  N/A •  Completed

**RECOMMENDATION**

*wk*

Receive the update and provide direction to staff regarding the implementation of SB 707.

**ATTACHMENT**

Draft Disruption Policy  
LPM 2019-1



# **Policy: Disruption of Telephonic or Internet Service During Meetings**

## **1. Background**

Senate Bill 707 (2025) amended the Brown Act to require eligible legislative bodies to adopt, on or before July 1, 2026, a policy addressing how the agency will respond to disruptions in telephonic or internet service that prevent members of the public from participating remotely.

## **2. Purpose**

This policy establishes procedures for responding to a disruption in the telephonic or internet services that provide two-way remote public access to meetings of the City Council of the City of Santee, as required by the Brown Act (Government Code section 54953.4). The policy ensures transparency, public participation, and the continuation of meetings during technological disruptions.

## **3. Definitions**

“Service Disruption” means any failure, outage, or other interruption to the agency’s remote access services that prevents members of the public from participating in a City Council meeting through the remote access service.

“Disrupting” means engaging in behavior during a meeting of the City Council that actually disrupts, disturbs, impedes, or renders infeasible the orderly conduct of the meeting and includes, but is not limited to one of the following:

- a. A failure to comply with reasonable and lawful regulations adopted by the City Council of the City of Santee
- b. Engaging in behavior that constitutes use of force or a true threat of force.

“Remote access services” means the two-way telephonic service and/or two-way audiovisual platform used to provide real-time remote public attendance and observation of meetings.

“Two-way audiovisual platform” means an online platform that provides participants with the ability to participate in a meeting via both an interactive video conference and a two-way telephonic service.

“Two-way telephonic service” means a telephone service that does not require internet access and allows participants to dial a telephone number to listen and verbally participate.

“True threat of force” means a threat that has sufficient indicia of intent and seriousness, that a reasonable observer would perceive it to be an actual threat to use force by the person making the threat.

#### **4. Applicability**

This policy applies to all open and public meetings of the City Council at which remote public participation is required under the Brown Act. Consistent with the Brown Act, this policy shall not apply to the following meetings:

- a. Meetings held to attend a judicial or administrative proceeding to which the City of Santee is a party.
- b. Meetings held to inspect real or personal property provided that the topic of the meeting is limited to items directly related to the real or personal property.
- c. Meetings held to meet with elected or appointed officials of the United States or the State of California, solely to discuss a legislative or regulatory issue affecting the City of Santee and over which the federal or state officials have jurisdiction.
- d. Meetings held to meet in or nearby a facility owned by the City of Santee provided that the topic of the meeting is limited to items directly related to the facility.
- e. Meetings held in an emergency situation pursuant to Government Code section 54956.5.

#### **5. Remote Public Access Generally**

When remote public access is required under the Brown Act, the City Council shall provide members of the public with an opportunity to attend and participate in the meeting using a two-way audiovisual platform or a two-way telephonic service, provided that adequate telephonic or internet service is operational at the meeting location.

If adequate telephonic or internet service is not operational at the meeting location, the City Council shall not be required to provide remote access. If adequate telephonic or internet service is operational for only a portion of the meeting, the City Council shall provide remote access during that portion of the meeting.

If a two-way audiovisual platform is used, the City Council shall:

- a. Publicly post and provide a call-in option as well; and
- b. Activate any automatic captioning function that is available in the audiovisual platform.

If a two-way audiovisual platform is not provided, the City Council shall provide a two-way telephonic service.

Members of the public participating remotely shall be provided the same opportunity to provide public comment as members of the public attending in person, including the same time allotment.

## **6. Response to Service Disruption**

If the Mayor or City Clerk becomes aware of a service disruption:

- a. The Mayor or City Clerk shall immediately announce the service disruption to the public.
- b. The Mayor shall call for a recess of the open session and may convene the City Council in an authorized closed session, consistent with the Brown Act. The recess shall last for one hour or until service is restored, whichever is earlier.
- c. During the recess, City staff shall make a good faith effort to diagnose and restore the disrupted service.

## **7. Reconvening the Open Session**

After the expiration of the hour, if service has not been restored, the Mayor or City Clerk shall report on the status of staff's efforts to restore remote access services, and the City Council may reconvene to:

- a. Adjourn the meeting;
- b. Extend the recess to allow staff more time to make a good faith effort to restore remote access services; or
- c. Continue the open session portion of the meeting by adopting, by roll call vote, the following or a substantially similar finding:

"The City of Santee has made good faith efforts to restore telephonic or internet service in accordance with its adopted policy, and the public interest in continuing the meeting outweighs the public interest in remote public access."

Upon adoption of the finding, the City Council may continue the open session portion of the meeting despite the fact that remote access services have not been restored.

## **8. Recordkeeping**

The City Clerk shall enter a brief statement into the meeting minutes, including:

- The nature and time of the service disruption;
- The time the meeting was reconvened (if applicable);
- Any finding adopted pursuant to Section 7.

## **9. Response to Members of the Public Disrupting a Meeting**

If the Mayor or City Clerk becomes aware of a member of the public who is attending the meeting through remote access services and is disrupting the meeting or otherwise

preventing other members of the public from attending or observing the meeting remotely or in-person:

- a. The Mayor or City Clerk shall warn the person who is participating through remote access services that he or she is disrupting the meeting and his or her failure to cease that behavior may result in his or her removal.
- b. If the person to whom the Mayor or City Clerk gave the above warning persists in disrupting the meeting, the Mayor or City Clerk shall order staff to:
  - i. mute or otherwise limit the individual's ability to disrupt the meeting, while allowing the individual to continue to observe and attend the meeting; or
  - ii. remove the individual from the meeting if paragraph (a) does not address the disrupting behavior or is not available using the remote access service.

#### **10. Review and Updates**

This policy may be amended by the City Council at a noticed public meeting in open session and may not be placed on the consent calendar.

## **CITY COUNCIL LEGISLATIVE POLICY MEMORANDUM**

**Number:** LPM 2019-1

**Date:** December 11, 2019

**Initiated By:** Annette Ortiz, City Clerk  
Shawn Hagerty, City Attorney

**Reviewed by City Council:** October 23, 2019 and November 13, 2019

**Approved by City Council:** December 11, 2019

**SUBJECT:** City Council Meeting and Operating Procedures

### **SUPERSEDES:**

Legislative Policy Memorandums 1981-1, 1981-2, 1981-3, 1982-1, 1983-3, 1986-1, 1986-2, and 1995-1, and Resolutions Nos. 201-85, 070-05, and 074-06.

### **PURPOSE:**

To establish policies for City Council meetings and operations, including parliamentary procedures, due process, disclosure of conflict of interest, appointment of the Vice Mayor, roles of Mayor and Vice Mayor, agenda procedures, public participation at meetings, and the preparation of minutes.

### **ORGANIZATIONS AFFECTED:**

City Council  
City Commissions and Committees\*

\*Note: Except as otherwise noted throughout this Policy, this Policy shall also apply to the City's Commissions and Committees. In applying this Policy to City Commissions and Committees, the term "Council" shall be interpreted to mean the name of the City Commission or Committee, the term "Mayor" shall be interpreted to mean "Chairperson", the term "Vice Mayor" shall be interpreted to mean "Vice Chair", the term "Manager" shall be interpreted to mean "Director", and the term "City Clerk" shall be interpreted to mean the staff member responsible for providing support to the Commission/Committee.

### **REFERENCES:**

The Ralph M. Brown Act (Gov. Code § 54950, et seq.)

**POLICY:**

**1. Meetings Generally**

- 1.1 Regular Meetings (Gov. Code § 54954). Except as modified by resolution of the City Council, Regular Meetings of the City Council will be held at 6:30 p.m. in the City Council Chambers, located at 10601 Magnolia Avenue, Santee, California, on the second and fourth Wednesday of each month, except for the months of November and December. There will be one Regular Meeting held on the second Wednesday in November and one Regular Meeting held on the second Wednesday in December. Council may, by resolution, cancel any scheduled Regular Meeting.

The City Council endeavors to finish its consideration of all agenda items by 11:00 p.m. at each meeting, but meetings may continue beyond that time, as needed.

- 1.2 Adjourned Meetings (Gov. Code § 54955). The City Council may adjourn any Regular, Adjourned Regular, Special or Adjourned Special Meeting to a time and place specified in the order of adjournment as permitted by law. Less than a quorum may so adjourn from time to time. If all members are absent from any regular or adjourned regular meeting, the City Clerk may declare the meeting adjourned to a stated time and place and shall cause a written notice of the adjournment to be given in the same manner as provided in Government Code section 54956 for Special Meetings, unless such notice is waived as provided for Special Meetings. When a Regular or Adjourned Regular Meeting is adjourned, the resulting Adjourned Regular Meeting is a Regular Meeting for all purposes. When an order of adjournment of any meeting fails to state the hour at which the Adjourned Meeting is to be held, it shall be held at the hour specified for Regular Meetings.
- 1.3 Special Meetings (Gov. Code § 54956). A Special Meeting may be called at any time by the Mayor, with the approval of the City Manager or the City Clerk and at least one Council Member, by the Vice Mayor (when acting in the absence of the Mayor and subject to the same approval requirements), or by a majority of the City Council, by delivering written notice to each Council Member and to each local newspaper of general circulation and radio or television station requesting notice in writing and posting a notice on the City's web site. The notice shall be delivered personally or by any other means and shall be received at least 24 hours before the time of the meeting as specified in the notice. The call and notice shall specify the time and place of the Special Meeting and the business to be transacted or discussed, and shall be posted at least 24 hours prior to the special meeting in a location that is freely accessible to members of the public. The City Council shall consider only the business listed on the notice. The written notice may be dispensed with as to any

Council Member who at or prior to the time the meeting convenes files with the City Clerk a written waiver of notice. The written notice may also be dispensed with as to any member who is actually present at the meeting at the time it convenes.

1.3.1 The City Council shall not call a Special Meeting regarding the salaries, salary schedules, or compensation paid in the form of fringe benefits, of a City executive.<sup>1</sup> However, the City Council may call a Special Meeting to discuss the City's budget.

1.4 Emergency Meetings (Gov. Code § 54956.5). In the case of an emergency situation, as defined below, involving matters upon which prompt action is necessary due to the disruption or threatened disruption of public facilities, the City Council may hold an emergency meeting without complying with either the 24-hour notice requirement or the 24-hour posting requirement of Government Code section 54956 or both of the notice and posting requirements.

1.4.1 Each local newspaper of general circulation and radio or television station that has requested notice of Special Meetings pursuant to Government Code section 54956 shall be notified by the Mayor, or the Mayor's designee, one hour prior to the emergency meeting, or, in the case of a dire emergency, as defined below, at or near the time that the Mayor or the Mayor's designee notifies the Council Members of the emergency meeting. This notice shall be given by telephone and all telephone numbers provided in the most recent request of a newspaper or station for notification of special meetings shall be exhausted. In the event that telephone services are not functioning, the notice requirements of this section shall be deemed waived, and the City Council or the City Council's designee, shall notify those newspapers, radio stations, or television stations of the fact of the holding of the Emergency Meeting, the purpose of the meeting, and any action taken at the meeting as soon after the meeting as possible.

1.4.2 During an Emergency Meeting, the City Council may meet in closed session pursuant to Government Code section 54957 if agreed to by a two-thirds vote of the Council Members present, or, if less than

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<sup>1</sup> A "City executive" is any person employed by the City who is not subject to the Meyers-Milias-Brown Act (Chapter 10 (commencing with Section 3500)), Chapter 5 (commencing with Section 45100) of Part 25 of Division 3 of Title 2 of the Education Code, or Chapter 4 (commencing with Section 88000) of Part 51 of Division 7 of Title 3 of the Education Code, and who meets any of the following requirements:

- (1) The person is the chief executive officer, a deputy chief executive officer, or an assistant chief executive officer of the City.
- (2) The person is the head of a department of the City.
- (3) The person's position within the City is held by an employment contract between the City and that person. (See Gov. Code § 3511.1.)

two-thirds of the Members are present, by a unanimous vote of the Members present.

1.4.3 All Special Meeting requirements, as prescribed in Government Code section 54956 shall be applicable to an Emergency Meeting, with the exception of the 24-hour notice requirement.

1.4.4 The minutes of the Emergency Meeting, a list of persons who the Mayor or the Mayor's designee notified or attempted to notify, a copy of the rollcall vote, and any actions taken at the meeting shall be posted for a minimum of 10 days in a public place as soon after the meeting as possible.

1.4.5 For the purposes of this section, "emergency situation" means either of the following:

1.4.5.1 An emergency, which shall be defined as a work stoppage, crippling activity, or other activity that severely impairs public health, safety, or both, as determined by a majority of the City Council.

1.4.5.2 A dire emergency, which shall be defined as a crippling disaster, mass destruction, terrorist act, or threatened terrorist activity that poses peril so immediate and significant that requiring the City Council to provide one-hour notice before holding an Emergency Meeting may endanger the public health, safety, or both, as determined by a majority of the City Council.

## **2. Closed Sessions**

2.1 The City Council may hold closed sessions during duly-noticed Council meetings on issues authorized by State law. A description of the item to be addressed in closed session will be included in the meeting agenda, in accordance with the Brown Act.

2.2 A City Commission or Committee may hold closed sessions during duly-noticed meetings of its body on issues authorized by State law, the City Council, and the City Attorney.

2.3 All proper closed session information, verbal or written, is confidential, and no member of the City Council, employee of the City, or any person present during a closed session shall disclose to any other person the content or substance of discussion or action which took place during the session, except as expressly authorized in the Brown Act.

2.4 Closed sessions shall be limited to members of the City Council, City Manager, City Attorney and/or City legal counsel, as well as staff

members and experts designated by the City Manager or City Attorney to attend portions of closed sessions relating to specific issues, as permitted by law.

- 2.5 To the extent possible, the public will be notified prior to the time that the City Council recesses to closed session as to whether or not a public announcement of action is anticipated following the closed session.
- 2.6 Where potential plaintiffs and defendants have manifested or communicated their awareness of facts and circumstances and a legal theory connecting those facts and circumstances to potential litigation involving the City, those facts and circumstances, together with (i) the identity of potential parties or (ii) related documentation, shall be disclosed prior to a closed session to discuss anticipated litigation, in accordance with Government Code section 54956.9.

### **3. Meeting Procedures and Due Process**

- 3.1 At all meetings of the City Council, a majority of the Council members shall constitute a quorum for the transaction of business. In the event less than a quorum of the City Council is present, the City Clerk shall adjourn the meeting (which may include adjourning to an Adjourned Regular Meeting), post a Notice of Adjournment, and prepare minutes that reflect that the meeting was adjourned due to lack of a quorum.
- 3.2 The Mayor, or in the Mayor's absence the Vice Mayor, shall take the chair at the hour appointed for the meeting and shall immediately call the City Council to order. Upon the arrival of the Mayor, the Vice Mayor shall immediately relinquish the chair at the conclusion of the business presently before the City Council.
- 3.3 Before the City Council shall proceed with the business before it, the City Clerk shall enter into the minutes the names of those Council Members present. The later arrival, or the excused absence, of any absentee shall also be entered into the minutes.
- 3.4 If a Council Member knows that he or she will be absent from an upcoming City Council meeting, he or she must contact the City Clerk prior to the meeting and state the reason for his or her inability to attend the meeting. The City Clerk will determine whether the absence is excused. Examples of an excused absence may be an absence due to illness, maternity/paternity leave, religious observance, family emergency, or travel for City business. When calling the roll for the meeting, the City Clerk will indicate whether a Council Member's absence was ruled excused or unexcused, and the City Clerk will make an appropriate notation in the minutes.

- 3.5 If a Council Member is absent from a City Council meeting during roll call and did not report this absence to the City Clerk, the City Clerk will note in the minutes that the absence is unexcused. After the meeting, but before the next meeting, the absent Council Member may contact the City Clerk and state the reason for his or her absence. If the City Clerk determines that the absence is excused, the minutes will be amended to reflect the excused absence. If the absent Council Member does not contact the City Clerk regarding the absence before the next City Council meeting, the absence will remain on the record as unexcused.
- 3.6 If a City Council Member is absent without permission from all regular City Council meetings for 60 days consecutively from the last Regular Meeting he or she attended, his or her office becomes vacant and shall be filled as any other vacancy. (Gov. Code § 36513.)
- 3.7 During the course of the meeting, should the Mayor note a City Council quorum is lacking, the Mayor shall call this fact to the attention of the City Clerk. The Mayor shall issue a quorum call. If a quorum has not been restored within two minutes of a quorum call, the Mayor may declare a recess for a reasonable period of time in order to reestablish a quorum or the meeting shall be adjourned.
- 3.8 The City does not follow Robert's Rules of Order for parliamentary procedure, preferring to allow more flexibility in processing meeting matters. To provide a basic structure to the meetings, however, the following definitions apply to motions which may be made by a Council Member during a City Council meeting.
- 3.8.1 "Amend" means to change a motion only if the maker of the motion agrees.
- 3.8.2 "Call for the Question" means to immediately end debate and vote on the issue; requires a vote of the majority of Council Members present. The Council first votes on the motion for Call for the Question (to end debate) and if the motion is approved, debate is immediately closed and the Council must then vote on the issue.
- 3.8.3 "Division of the Motion" (sometimes called splitting the motion) means to divide a motion into two or more propositions. A motion may be split whenever the motion contains two or more parts, each of which may stand alone as a complete proposition, if the other(s) is(are) removed. Each separate question must be a proper one for the Council to act upon, even if the other(s) is(are) not adopted. A Council Member wishing to make this motion says, for example, "I call for a separate vote on Resolution No. 2." If this motion is approved by a majority of the Council, the issue for which a

separate vote was called must be taken up and voted on separately at any time before the vote is taken on the other proposition(s).

3.8.4 “Note and File” means to have the City Clerk’s office record and file the matter. This direction is most often given when staff provides an update on a project or an item that does not require official action.

3.8.5 “Point of Information” means to request information.

3.8.6 “Point of Order” means to protest a breach of rules or conduct.

3.8.7 “Point of Personal Privilege” means a concern about inability to hear, noise, or a problem, where integrity, character, or motives are questioned, or where the welfare of the Council is concerned.

3.8.8 “Pulling an item off the Consent Calendar of the Agenda” means to remove an item from the group considered routine or noncontroversial for separate action. Any items pulled from the Consent Calendar shall be heard immediately following Council’s action on the Consent Calendar.

3.8.9 “Table the item” means to temporarily suspend consideration of an issue as specified.

3.8.10 “Trail the item” means to deal with the item later as specified.

3.8.11 “Withdrawal of Motion” means the motion is withdrawn by the mover. Until the Mayor has stated the question for a vote by the Council, the mover may withdraw the motion at any time without the consent of the Council or the Council Member who seconded the motion. If the Mayor has already stated the question, the maker of the motion must request the Council’s permission to withdraw or modify the motion. In such a case, the Mayor will ask if there is any objection to the withdrawal of the motion, and if there is none, the motion is withdrawn. If there is an objection, the Mayor may put the question of withdrawal up for a vote by the Council, in which case the motion requires a majority vote for approval. Unless the Mayor specifies to the contrary, a withdrawn motion is not recorded in the meeting minutes.

3.9 The City Council also adheres to the following general procedural rules:

3.9.1 Motions must be seconded in order to proceed to a vote.

3.9.2 Substitute motions are prohibited.

- 3.9.3 Amendments to motions are prohibited without the approval of the maker of the motion.
  - 3.9.4 A rule change must be announced by the Mayor or requested by a Council Member before the item is heard. No rule change is allowed until after an item is heard and vote is taken on the item.
  - 3.9.5 All rule changes must come before Council for approval. No unilateral rulemaking shall occur.
- 3.10 Ex parte communications are communications received outside of Council meetings or hearings. When the Council acts in a legislative role (for example, to adopt general plan or zoning amendments or to adopt ordinances), Council Members are permitted to draw upon nearly all observations and considerations they receive inside and outside the Council meeting. On the other hand, when acting in a quasi-adjudicatory role (hearing permits, revocations, and similar non-legislative decisions), the Council, as fact-finder, should limit its consideration of facts to those presented at the hearing, where all sides have the opportunity to hear and rebut testimony given by all participants. To this end, Council Members should avoid receiving or gathering information that might otherwise influence its consideration of the written record and any other testimony it hears through the formal hearing process.

Each Council Member who receives any ex parte communication from an applicant or from any person interested in pending matter before the City Council must disclose the ex parte communication when the Council considers the matter that is the subject of the ex parte communication. Disclosure should be made at the commencement of the item and must be made no later than the opening of public comment on the pending matter that is the subject of the ex parte communication. Disclosure of the ex parte communication shall be made as part of the official record of the matter that is the subject of the ex parte communication by identifying the date and the person from whom the ex parte communication was made and briefly describing the substance of the ex parte communication.

#### **4. Conflicts of Interest and Disqualification.**

- 4.1 The Political Reform Act (Gov. Code § 81000 et seq.), prohibits a public official from using his or her official position to influence a governmental decision in which he or she has a financial interest. Government Code Section 1090 prohibits the City Council from entering into a contract in which a Council Member is financially interested, unless an exception applies.
- 4.2 When the Mayor or a Council Member has a financial interest in a City Council decision or contract, that individual is disqualified from voting on

the matter, unless an exception applies. The interested individual shall openly state that he or she is abstaining because of a disqualifying financial or other conflict of interest. The Mayor or any Council Member who is disqualified due to a financial interest shall publicly identify the financial interest in detail sufficient to be understood by the public except that disclosure of the exact street address of a residence is not required. A Council Member who is disqualified by a conflict of interest in any matter shall not remain in the room during the discussion and vote on such matter unless the matter has been placed on the consent agenda. In that case, the Council Member must identify the conflict and abstain from voting on the consent calendar, but may remain in the room while the consent calendar is voted upon. (2 Cal. Code Regs. § 18707(a)(3)(A).)

## **5. Appointment of Vice Mayor**

- 5.1 The Vice Mayor is appointed by the City Council for a one-year term. The Vice Mayor is appointed in December at the Regular Meeting or the meeting at which the declaration of the election results for a general municipal election is made, whichever occurs first. (See Gov. Code § 36801.) To be eligible for appointment as Vice Mayor, a Council Member must have served at least one year of his or her current term on the Council. The office of Vice Mayor shall annually rotate by Council District to the next eligible Council Member.
- 5.2 The Vice Mayor position shall be filled in accordance with the following rotation, beginning in December 2019:

<i>2019</i>	<i>District 3</i>
<i>2020</i>	<i>District 1</i>
<i>2021</i>	<i>District 2</i>
<i>2022</i>	<i>District 3</i>
<i>2023</i>	<i>District 4</i>
<i>2024</i>	<i>District 1</i>
<i>2025</i>	<i>District 2</i>
<i>2026</i>	<i>District 3</i>
<i>2027</i>	<i>District 4</i>

## **6. Roles of Mayor and Vice Mayor**

- 6.1 The Mayor shall act as the primary spokesperson and official representative of the City Council, unless such responsibility is delegated by the Mayor, or otherwise assigned by a majority of the City Council.
- 6.2 The Mayor shall preside at all Regular, Adjourned Regular, Special and Emergency Meetings of the City Council, including joint meetings with commissions and committees and closed sessions.

- 6.3 The Mayor shall execute all official City documents, warrants and correspondence approved by the City Council.
- 6.4 The Mayor is authorized to issue proclamations, commendations and certificates of recognition, which may be presented at Council meetings under Presentations. The total time allotted to Presentations should, if possible, be limited to 15 minutes per meeting. (This section does not apply to Commissions or Committees.)
- 6.5 Nothing in this section is intended to suggest that the office of Mayor possesses formal powers or authority in excess of other members of the City Council; rather, the person serving as Mayor is to be recognized as the chairperson of the Council.
- 6.6 Vice Mayor shall serve and perform the functions of the Mayor in the absence of the Mayor. If both the Mayor and Vice Mayor are absent from a City Council meeting, the Council Members present shall select a Council Member from those Members present to perform the functions of Mayor at that particular meeting.

## **7. City Council Correspondence**

- 7.1 The City Manager, or his/her designee, is authorized to open and examine all mail or other written communications addressed to the City Council as a body, but shall not open correspondence addressed to an individual Council Member without their express authorization.
- 7.2 The City Manager may take action, or direct that action be taken, on issues or requests that do not require Council action. The City Manager shall inform Council when actions are taken on matters of significance or that are likely to be of interest to the City Council.

## **8. City Council Meeting Agendas**

- 8.1 The City Manager shall be responsible for determining items to appear on City Council meeting agendas.
- 8.2 Unless modified by Council by majority vote, the order of business for regular meetings of the City Council shall be as follows:

*[agenda order on following page]*

Roll Call  
Legislative Invocation  
Pledge of Allegiance  
Presentations  
Consent Calendar

Non-Agenda Public Comment (15 min)

Public Hearings

Continued Business

New Business

Non-Agenda Public Comment

City Council Reports

City Manager Reports

City Attorney Reports

Closed Session (if any)

Adjournment

- 8.3 The City Manager shall have the authority to reorganize the order of business on a case-by-case basis if he or she believes that a variation in the normal order of business is appropriate.
- 8.4 A Member of the City Council may propose to the City Manager that an item be agendized for future Council discussion, consideration, and/or action. Council Member agenda items must be submitted to the City Manager's office no later than the Monday proceeding the Wednesday on which staff assembles agenda packets for the subsequent Wednesday City Council meeting. A Council Member may submit an agenda item for inclusion in the agenda only if he or she has not submitted an agenda item related to the same subject matter in the preceding six months. The City Manager shall determine whether two agenda items submitted or proposed to be submitted by the same Council Member relate to the same subject matter.
- 8.5 In addition to the process for submission of agenda items set forth in Section 8.4, a Member of the City Council may propose at a Council meeting that an item be agendized for future Council discussion, consideration, and/or action. If the proposal is supported by a majority vote of Council members present, subject to notice and hearing requirements, it shall be agendized for a future meeting and noticed as required by law.
- 8.6 Notwithstanding Section 8.5, a proposal to reconsider any action taken by the City Council may be raised only at the same meeting or the next regularly scheduled meeting of the City Council after the action is taken and may be raised only by one of the Council Members who voted with the prevailing side.
- 8.7 The City Clerk shall be responsible for the assembly of Council meeting agendas and shall cause copies to be posted on the City Hall bulletin board(s) and City website. Whenever feasible, Regular and Adjourned Regular Meeting agendas shall be posted at least five (5) calendar days prior to meetings, but in no event less than the posting time requirements as set forth in State law. In the case of Special Meetings, agendas shall

be posted as soon as practical, but in no event less than the posting time requirements as set forth in State law.

- 8.8 Consent Calendar items shall be comprised of items that are expected to be noncontroversial. Unless an item is removed from the Consent Calendar by a member of the Council, staff, or the public for separate discussion and action, the Consent Calendar may be acted upon by one motion.
- 8.9 The City Council may waive the reading in full of all Resolutions and Ordinances. The reading of Resolution titles shall be optional.
- 8.10 The City Clerk or Mayor shall announce an agenda item before discussion on that item commences.

**9. Items Not on the Agenda**

- 9.1 With narrow and limited exceptions, the City Council may not take any action or engage in discussion of an item not on the posted agenda. Council Members may only:
  - 9.1.1 Briefly respond to statements/questions from the public,
  - 9.1.2 Ask a question for clarification,
  - 9.1.3 Make a brief announcement,
  - 9.1.4 Make a brief report on his or her activities,
  - 9.1.5 Provide a reference to staff or other sources for factual information,
  - 9.1.6 Request staff report back at a later meeting, or
  - 9.1.7 Direct staff to place the matter on a future agenda.(Gov. Code § 54954.2(a)(3).)
- 9.2 The City Council may take action on items of business not appearing on the posted agenda when one of the following conditions exists:
  - 9.2.1 A majority of the Council determines there is an “emergency situation” as defined in State law for emergency meetings;
  - 9.2.2 Two-thirds of the Council Members present (or all members if less than two-thirds are present) determine there is a need for immediate action and the need to take action came to the attention of the City after the agenda was posted; or

9.2.3 The item appeared on the agenda of, and was continued from, a meeting held not more than five days earlier.

(Gov. Code § 54954.2(b).)

## **10. Public Participation at City Council Meetings**

- 10.1 Each person desiring to address the Council at a City Council meeting is requested to submit to the City Clerk a speaker form. After being called upon by the City Clerk, the speaker may proceed to the podium. The speaker may state for the record his or her name and city of residence, but shall not be required to do so.
- 10.2 Members of the public may speak for three (3) minutes. Members of the public may not assign their speaker time to another person except when part of an organized group as set forth in Section 10.4. The time that a speaker devotes to responding to Council inquiries shall not be deducted from their allotted speaker time. To provide for an orderly meeting, the Mayor may, before the item is heard, reduce the three (3) minute time period. To provide for workshops and study sessions, the Mayor may, before the item is heard, waive or extend the three (3) minute time period.
- 10.3 If, in the judgment of the Mayor, an individual speaker is in the process of making a salient point and his or her time runs out, the Mayor may extend the time no more than two (2) minutes for the person to complete his or her testimony.
- 10.4 A group of at least five (5) speakers wishing to address a single item may, before the item is heard, designate a spokesperson and yield time to that individual provided that a single spokesperson shall be accorded no more than (15) minutes (plus an up to 2-minute extension by the Mayor if applicable) of time to complete his or her testimony. Individuals wishing to designate a single spokesperson to whom they wish to yield time must be present at the meeting, must indicate on the speaker slip that they desire to yield their time, and must include the name of their designated spokesperson on the speaker slip.
- 10.5 Project applicants and appellants (including members of an applicant's or appellant's project presentation team, when applicable) may speak for a combined total of up to fifteen (15) minutes on the agenda item(s) for which they are the applicants or appellants. Any PowerPoint or other media presentations to be presented at the Council meeting must be submitted to the City Clerk's office no later than two (2) days before the meeting to ensure compatibility with the City's multimedia system.
- 10.6 The purpose of addressing the City Council is to communicate formally with the City Council regarding matters that relate to City Council business

or citizen concerns within the subject matter jurisdiction of the City Council. Persons addressing the City Council on an agenda item shall confine their remarks to the matter under consideration by the City Council. Speakers may be asked to clarify how their comments relate to the matter at hand. Speakers may address the entire Council or individual Council Members, and, if allowed by the Mayor or chair, City staff.

- 10.7 Once recognized, members of the public shall not be interrupted when speaking unless to be called to order by the Mayor to: (i) curtail extraordinary repetition, (ii) curtail speech that is irrelevant to the City Council's subject matter jurisdiction, (iii) explain how his or her speech relates to the City's subject matter jurisdiction, or (iv) address some other point of order. If a speaker is interrupted to be called to order, the speaker shall cease speaking until the question of order is determined, and if in order, he or she shall be permitted to proceed, with additional time allotted for the time taken to determine the question of order.
- 10.8 Members of the public may address the Council concerning matters within the jurisdiction of the City of Santee, but not separately listed on the agenda, during the Non-Agenda Public Comment portion of the agenda. Each speaker shall be allotted three (3) minutes to complete his or her testimony. The first Non-Agenda Public Comment period is limited to fifteen (15) minutes. Speakers will be called in the order in which their speaker slips are submitted. The remaining speakers who wish to speak on non-agenda matters may speak during the second Non-Agenda Comment Period.
- 10.9 Members of the public shall not engage in willful conduct that disrupts the orderly conduct of a City Council meeting. A person's conduct is considered disruptive if the person substantially impairs the conduct of the meeting by intentionally committing acts in violation of implicit customs or usages or of explicit rules for governance of the meeting, of which he or she knew, or as a reasonable person should have known. (See *In re Kay*, 1 Cal. 3d 930, 943 (1970).) Any person who so disrupts the meeting is subject to removal from the meeting.
  - 10.9.1 Prior to removing anyone from a City meeting, the Mayor (or other designated chair) shall: (i) notify the person that he or she is in violation of Section 10.10 of this Policy, (ii) specify the specific behavior giving rise to that conclusion; (iii) explain all grounds for the belief that the person's conduct is in violation of law/policy and why such conduct subjects the person to expulsion; and (iv) notify the person that if the conduct continues he or she will be removed. The person receiving such notification shall be asked if he or she understands the conclusion but shall not be required to accept it.

## **11. Staff Reports and Presentations**

- 11.1 Staff shall compose Staff Reports in a clear and concise manner. Staff shall strive to write reports in a manner that can be easily understood by persons that do not have training in the report's subject matter.
- 11.2 Staff presentations at Council meetings are to be condensed to the briefest extent possible, while still providing a basic overview of the issue under consideration. Staff is encouraged to refrain from reiterating issues previously addressed in the Staff Report. However, Staff engaged in such communications shall not use these opportunities to communicate with the members of the City Council the comments or position of any other member of the City Council on City Council business.
- 11.3 To expedite Council meetings, Council Members are encouraged to contact the City Manager prior to Council meetings to obtain answers to questions and to obtain clarifications as needed.

## **12. City Council Meeting Minutes**

- 12.1 All meetings of the City Council shall be audio-recorded or video-recorded. Meeting minutes will be prepared and made available on the City's website.
- 12.2 The City Clerk shall have exclusive responsibility for the preparation of the minutes.
- 12.3 The minutes of City Council meetings shall be submitted to Council for approval/modification at a City Council meeting. Modifications to the City Council minutes may be made by the Council by a majority vote.
- 12.4 Minutes shall be prepared in brief concise form, in what are commonly referred to as "action minutes." Action minutes memorialize what was *done* at a meeting, as opposed to what was *said* at a meeting. Additionally, the identity of Council Members who make motions, second motions, and cast votes on motions are to be included in the minutes.
- 12.5 Unless the reading of the minutes of a City Council meeting is ordered by a majority of the Council, such minutes may be approved without reading if the City Clerk has previously furnished each Council Member with a copy thereof.
- 12.6 The approved minutes shall be executed by the Mayor and City Clerk upon approval by the City Council and shall constitute the official record of the City Council meeting.
- 12.7 The City Clerk shall enter the original executed minutes into the official records of the City as a permanent document.