



CITY COUNCIL  
HOUSING AUTHORITY AND  
SUCCESSOR AGENCY TO THE EL CAJON  
REDEVELOPMENT AGENCY

Council Chamber  
200 Civic Center Way  
El Cajon, CA 92020

## Agenda

APRIL 28, 2020, 3:00 p.m.

**Please note that, pursuant to the State of California Governor's Executive Order N-29-20, and in the interest of the public health and safety, members of the City Council and Staff may attend the meeting telephonically.**

**Further, Orders from the San Diego County Health Officer prevent persons other than City officials and essential employees to be physically present.**

**In accordance with the Executive Order, and in compliance with the County Health Officer's Orders, the public may view the meeting on the City's website. Please visit <https://www.cityofelcajon.us/videostreaming> for more details.**

**To submit comments on an item on this agenda, or a Public Comment, please visit the City's website at <https://www.cityofelcajon.us/videostreaming>. Comments will be accepted up to the conclusion or the vote of each item. Comments will be limited to 300 words and will be entered into the official Council Meeting Record. The City Council will endeavor to include all comments prior to taking action.**

**If you find that you are unable to submit a comment through the website, please contact the City Clerk's Office at (619) 441-1763, not later than 2:30 p.m. prior to the start of the City Council Meeting.**

**Should technical difficulties arise, they will be resolved as soon as possible.**

Bill Wells, Mayor  
Phil Ortiz, Deputy Mayor  
Steve Goble, Councilmember  
Gary Kendrick, Councilmember  
Bob McClellan, Councilmember

Graham Mitchell, City Manager  
Vince DiMaggio, Assistant City Manager  
Morgan Foley, City Attorney  
Angela Cortez, City Clerk

**CALL TO ORDER: Mayor Bill Wells**

**ROLL CALL: City Clerk Angela Cortez**

**PLEDGE OF ALLEGIANCE TO FLAG AND MOMENT OF SILENCE**

**POSTINGS:** The City Clerk posted Orders of Adjournment of the April 14, 2020, Meeting and the Agenda of the April 28, 2020, Meeting in accordance to State Law and Council/Authority/Successor Agency to the Redevelopment Agency Policy.

**PRESENTATIONS:**

**Presentation: April Pool's Day**

**Presentation: Postponement of the America on Main Street Event, and  
Creation of 92020 Day**

**AGENDA CHANGES:**

**CONSENT ITEMS:**

Consent Items are routine matters enacted by one motion according to the RECOMMENDATION listed below. With the concurrence of the City Council, a Council Member or person in attendance may request discussion of a *Consent Item* at this time.

1. Minutes of the City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency Meetings

RECOMMENDATION:

That the City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency approves Minutes of the April 14, 2020, Meeting of the El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency.

2. Warrants

RECOMMENDATION:

That the City Council approves payment of Warrants as submitted by the Finance Department.

3. Approval of Reading Ordinances by Title Only

RECOMMENDATION:

That the City Council approves the reading by title and waives the reading in full of all Ordinances on the Agenda.

4. Contract Amendment for Civil Engineering Services – Utility Billing

RECOMMENDATION:

That the City Council adopts the next Resolution, in order, to increase the Agreement for Professional Services with NV5, Inc., for civil engineering services for utility billing in the not-to-exceed amount of \$25,000.

5. Community Event in the Right-of-Way - July 4th Picnic

RECOMMENDATION:

That the City Council approves the use of the public right-of-way for the July 4th picnic and fireworks display.

**PUBLIC COMMENT:**

At this time, any person may address a matter within the jurisdiction of the City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency that is not on the Agenda. Comments relating to items on today's docket are to be taken at the time the item is heard. State law prohibits discussion or action on items not on the Agenda; however, Council, Authority and Agency Members may briefly respond to statements or questions. An item may be placed on a future Agenda.

**WRITTEN COMMUNICATIONS:**

**PUBLIC HEARINGS:**

6. FY 2020-21 One-Year Action Plan (CONTINUED TO MAY 12, 2020)

RECOMMENDATION:

The Public Hearing has been continued to May 12, 2020, at 3:00 pm.

## **ADMINISTRATIVE REPORTS:**

7. Credit Card Processing Fees

### **RECOMMENDATION:**

That the City Council receives the report, discusses, and directs staff, as necessary.

8. Rescission of Final Environmental Impact Report and the El Cajon Climate Action Plan (CAP)

### **RECOMMENDATION:**

That the City Council adopts the next Resolution, in order, to:

1. Rescind Resolution No. 072-19, approving the 2019 CAP Final Environmental Impact Report, rescind Resolution No. 073-19, approving the 2019 Climate Action Plan; and
2. Request staff to continue to monitor recent and future developments related to the 2019 CAP; and at an appropriate time, recommend update of the 2019 CAP, and return to the City Council for consideration.

9. Consider Options to Study the Formation of a Community Choice Aggregation (CCA)

### **RECOMMENDATION:**

That the City Council considers options to study the formation of a Community Choice Aggregation (CCA) and provide direction to staff.

## **COMMISSION REPORTS:**

### **ACTIVITIES REPORTS/COMMENTS OF MAYOR WELLS:**

SANDAG (San Diego Association of Governments) Board of Directors; SANDAG – Audit Committee, San Diego Division; Heartland Fire Training JPA – Alternate; LAFCO.

10. Council Activity Report
11. LEGISLATIVE REPORT - None

## **ACTIVITIES REPORTS/COMMENTS OF COUNCILMEMBERS:**

12. **COUNCILMEMBER GARY KENDRICK**  
METRO Commission/Wastewater JPA; Heartland Communications; Heartland Fire Training JPA.; East County Advanced Purification JPA.
13. **COUNCILMEMBER BOB MCCLELLAN**  
MTS (Metropolitan Transit System Board); Harry Griffen Park Joint Steering Committee; Heartland Communications – Alternate

14. **COUNCILMEMBER STEVE GOBLE**  
SANDAG – Board of Directors – Alternate; SANDAG Public Safety Committee – Alternate; METRO Commission/Wastewater JPA – Alternate; Chamber of Commerce – Government Affairs Committee; MTS (Metropolitan Transit System Board) – Alternate; East County Advanced Purification JPA - Alternate.
  
15. **DEPUTY MAYOR PHIL ORTIZ**  
East County Economic Development Council; League of California Cities, San Diego Division.

**JOINT COUNCILMEMBER REPORTS:**

**GENERAL INFORMATION ITEMS FOR DISCUSSION:**

**ORDINANCES: FIRST READING**

**ORDINANCES: SECOND READING AND ADOPTION**

**CLOSED SESSIONS:**

16. Closed Session - Public Employee Performance Evaluation: City Manager

**ADJOURNMENT: The Adjourned Regular Joint Meeting of the El Cajon City Council/ El Cajon Housing Authority/Successor Agency to the El Cajon Redevelopment Agency held this 28th day of April 2020, is adjourned to Tuesday, May 12, 2020, at 3:00 p.m.**



City Council  
Agenda Report

Agenda Item 1.

**DATE:** April 28, 2020

**TO:** Honorable Mayor and City Councilmembers

**FROM:** Angela Cortez, City Clerk

**SUBJECT:** Minutes of the City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency Meetings

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**RECOMMENDATION:**

That the City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency approves Minutes of the April 14, 2020, Meeting of the El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency.

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Attachments

04-14-20 DRAFT Minutes - 3PM

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# JOINT MEETING OF THE EL CAJON CITY COUNCIL/HOUSING AUTHORITY/SUCCESSOR AGENCY TO THE EL CAJON REDEVELOPMENT AGENCY



## MINUTES

### CITY OF EL CAJON EL CAJON, CALIFORNIA

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**April 14, 2020**

The Regular Joint Meeting of the El Cajon City Council/Housing Authority/ Successor Agency to the El Cajon Redevelopment Agency, held Tuesday, April 14, 2020, was called to order by Mayor/Chair Bill Wells at 3:02 p.m., in the Council Chambers, 200 Civic Center Way, El Cajon, California.

#### **ROL CALL**

Council/Agencymembers via virtual platforms: Goble, Kendrick, and McClellan  
Council/Agencymembers absent: None  
Deputy Mayor/Vice Chair via virtual platform: Ortiz  
Mayor/Chair present: Wells  
Other Officers present: Mitchell, City Manager/Executive Director  
DiMaggio, Assistant City Manager  
Foley, City Attorney/General Counsel  
Cortez, City Clerk/Secretary

**PLEDGE OF ALLEGIANCE TO FLAG led by Mayor Wells and MOMENT OF SILENCE.** (The Courts have concluded that sectarian prayer, as part of City Council Meetings, is not permitted under the Constitution).

**POSTINGS:** The City Clerk posted Orders of Adjournment of the March 24, 2020, Meeting and the Agenda of the April 14, 2020, Meeting in accordance with State Law and El Cajon City/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency Policy.

**PRESENTATIONS:** None

**AGENDA CHANGES:** None

**CONSENT ITEMS: (1 – 9)**

**MOTION BY WELLS, SECOND BY ORTIZ, to APPROVE Consent Items 1 to 9.**

**MOTION CARRIED BY UNANIMOUS VOTE.**

1. Minutes of El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency Policy

Approves Minutes of the March 24, 2020, Meeting of the El Cajon City Council/ Housing Authority/Successor Agency to the El Cajon Redevelopment Agency

2. Warrants

Approves payment of Warrants as submitted by the Finance Department.

3. Approval of Reading Ordinances by Title only

Approves the reading by title and waives the reading in full of all Ordinances on the Agenda.

4. Caltrans Active Transportation Program (ATP) Grant Funding

1. Adopts Resolution No. 025-20, authorizing the City Manager, or approved designee, to submit applications to receive Caltrans Active Transportation Program Grant Funding, and appropriate funding if received;
2. If not selected to receive grant funding, submits region-wide applications to receive San Diego Association of Governments (SANDAG) Active Transportation Grant Program Funds; and
3. If grant funding from either program is received, authorizes the City Manager, or approved designee, to execute agreements and such other documents necessary, with funding agency as required to accept grant awards.



## CONSENT ITEMS: (Continued)

5. Adoption of the Proposed List of Projects to be Funded from the Road Maintenance and Rehabilitation Account (RMRA) for Fiscal Year 2020-21
  1. Adopts Resolution No. 026-20, to adopt the proposed List of Projects to be funded from the Road Maintenance and Rehabilitation Account (RMRA) Local Streets and Roads Funding Program for Fiscal Year 2020-21; and
  2. Directs City staff to submit to the California Transportation Commission (CTC) a list of proposed projects to receive RMRA funding for Fiscal Year 2020-21.
  
6. 2019 State Homeland Security Grant – Urban Area Security Initiative (UASI) Grant Funding

Adopts Resolution No. 027-20, authorizing the City Manager or designee to accept and appropriate the FY2019 Urban Area Security Initiative (UASI) Grant funding in the amount of \$419,830, and execute any grant documents and agreements necessary for the receipt and use of these funds.

7. 2019 General Plan Annual Report
  1. Accepts the annual progress report required by the State of California; and
  2. Directs staff to forward the report to the Governor's Office of Planning and Research (OPR), the State Department of Housing and Community Development (HCD), and the San Diego Association of Governments (SANDAG).
  
8. Agreement for Civil Engineering Services

Adopts Resolution No. 028-20, to enter into an Agreement for Professional Services with NV5, Inc., to perform professional civil engineering services for the City of El Cajon's Sanitary Sewer Management Plan Update for a one-year term in the not-to-exceed amount of \$99,964.

9. Termination of Emergency Storm Drain Repairs at Petree Street
  1. Adopts Resolution No. 029-20, to establish a Declaration of Emergency, and determine that the public interest and necessity requires the immediate expenditure of public money to safeguard life, health, or property as required by Public Contract Code section 22050;
  2. Adopts Resolution No. 030-20, proclaiming the Termination of Emergency, for storm drain repairs in the City of El Cajon; and
  3. Approves \$43,611.73 for repairs in Capital Improvement Program Project Sewer and Storm Drain Repair and Replacement 2015 (WW3519) to cover the cost of the emergency work.

## **PUBLIC COMMENT:**

Humbert Cabrera expressed appreciation for the hard work of City Council and staff during this important time. Mr. Cabrera inquired on the process for full plan submission, bill collections by Code Enforcement Officers, and if a blanket city code enforcement is being considered.

In response to Mr. Cabrera's questions, City Manager Mitchell advised the City continues to accept plans through the City's Project Assistant Center Online (PACO) program and that more discussion that will address small businesses during this COVID crisis will follow. City Manager Mitchell indicated that the City is receiving more code enforcement complaints; however, is being lenient with bills and fines.

Councilmember McClellan spoke in reference to sewer fees being added on the property tax bill and requested that the item be brought back on the next agenda for discussion.

In response to Councilmember McClellan's concern, City Manager Mitchell advised that staff is preparing a comprehensive sewer billing services packet for the May 12<sup>th</sup> council meeting.

**WRITTEN COMMUNICATIONS:** None

## **PUBLIC HEARINGS:**

10. Public Hearing for the Adoption of the Annual Adjustment to the SANDAG Regional Transportation Congestion Improvement Program (RTCIP) Development Impact Fee

That the City Council:

1. Opens the Public Hearing and receives testimony;
2. Closes the Public Hearing; and
3. Adopts the next Resolution, in order, approving an adjustment to the Regional Transportation Congestion Improvement Program Fee to the new amount of \$2,583.82 for each newly-constructed residential unit.

## **DISCUSSION**

City Traffic Engineer, Mario Sanchez, provided a summary of the Item.

Mayor Wells opened the public hearing.

No comments were submitted for this Item.

**PUBLIC HEARINGS: (Continued)**

Councilmember Goble advised of the vote results conducted at the San Diego Association of Governments (SANDAG) on the subject.

**MOTION BY WELLS, SECOND BY MCCLELLAN, to CLOSE the Public Hearing.**

**MOTION CARRIED BY UNANIMOUS VOTE.**

**MOTION BY GOBLE, SECOND BY MCCLELLAN, to ADOPT Resolution No. 031-20, approving an adjustment to the Regional Transportation Congestion Improvement Program Fee to the new amount of \$2,583.82 for each newly-constructed residential unit.**

**MOTION CARRIED BY UNANIMOUS VOTE.**

**ADMINISTRATIVE REPORTS:**

11. Fiscal Year 2019-20 Mid-Year Report and Five-Year Business Plan Update

**RECOMMENDATION:**

That the City Council:

1. Receives and accepts the Fiscal Year 2019-20 Mid-Year Report and Five-Year Business Plan update;
2. Authorizes the proposed personnel changes detailed in this report;
3. Increases or modifies Fiscal Year 2019-20 appropriations, and authorizes related interfund transfers, in the net amount of \$1,415,000 for additional needs as detailed in this report; and
4. Authorizes the proposed capital expenditures detailed in this report.

**DISCUSSION**

Director of Finance, Clay Schoen, provided detailed information of the Item.

A comment submitted online by an unidentified person, inquired about the proposed extra funding for additional office space, and the City's Capital Improvement Funds.

City Manager Mitchell advised that a portion of the original building plan for the public safety center was to include office space for the Heartland Fire Department, which would generate revenue and recapped that the public safety funds can only be used for public safety purposes. In response to the Capital Improvement Funds, City Manager Mitchell advised that the Community Development Block Grant (CDBG) funds have been allocated specifically for Wells Park, and clarified funding expenses for The Magnolia.

## **ADMINISTRATIVE REPORTS: (#11 - Continued)**

The comment card submitted also inquired in reference to the City's Home Buyer Program.

In response to the City's Home Buyer Program inquiry, City Manager Mitchell advised that the figures in question are a result of 2 (two) separate reports.

Discussion ensued among Council and Staff concerning the following:

- Change to the consultant's original projections and guidelines due to the current health crisis;
- City's obligation for the management fees with Live Nation;
- CalPERS debt increase;
- Steps to take to prevent layoffs and retain City services; and
- Implementation of a surplus reserve plan for unforeseen difficulty.

**MOTION BY ORTIZ, SECOND BY MCCLELLAN, to ADOPT Resolution No. 031-20, to receive and accept Fiscal Year 2019-20 Mid-Year Report and Five-Year Business Plan update.**

**MOTION CARRIED BY UNANIMOUS VOTE.**

**MOTION BY ORTIZ, SECOND BY MCCLELLAN, to AUTHORIZE the proposed personnel changes in the report; increase or modify Fiscal Year 2019-20 appropriations, and authorize related interfund transfers, in the net amount of \$1,415,000 for additional needs as detailed in the report; and authorize the proposed capital expenditures detailed in the report.**

### 12. Pension Obligation Bonds Validation Process

#### **RECOMMENDATION:**

That the City Council:

1. Authorizes the sale of Pension Obligation Bonds (POB), to refund CalPERS Unfunded Accrued Liability (UAL) in an amount not-to-exceed \$205 million;
2. Authorizes Stradling, Yocca, Carlson & Rauth to file and manage the Validation Proceedings, with the San Diego County Superior Court, related to the issuance of such POBs; and
3. Adopts the next Resolution, in order, Good Faith Estimate, and approves as to form, the attached Trust Agreement and Bond Purchase Agreement.

## ADMINISTRATIVE REPORTS: (#12 - Continued)

### DISCUSSION

Director of Finance, Clay Schoen, provided detailed information of the Item and introduced Julio Morales and Brian Forbath, from Stradling, Yocca, Carlson & Rauth, available telephonically to answer questions from Council.

No comments were submitted for this Item.

Discussion ensued among Council and Staff concerning the following:

- Interest rate increases due to COVID-19 situation and shortage of CalPERS funds;
- Amend Resolution to accommodate changes to the Council's decision when offering documents for the bond; and
- Restrictions related to the pension obligation bond.

**MOTION BY GOBLE, SECOND BY ORTIZ, to ADOPT Resolution No. 033-20, to authorize the sale of Pension Obligation Bonds (POBs), to refund CalPERS Unfunded Accrued Liability (UAL) in an amount not-to-exceed \$205 million; authorize Stradling, Yocca, Carlson & Rauth to file and manage the Validation Proceedings, with the San Diego County Superior Court, related to the issuance of such POBs; and to adopt the Good Faith Estimate, and approve the Trust Agreement and Bond Purchase Agreement.**

**MOTION CARRIED BY UNANIMOUS VOTE.**

### 13. Response to COVID-19

#### RECOMMENDATION:

That the City Council receives the report and provides feedback and direction on various recommendations related to COVID-19 responses.

### DISCUSSION

City Manager Mitchell introduced Fire Chief, Steve Swaney, who provided information updates on the COVID-19 pandemic. Chief Swaney recommended the public go to the County's website to get real time updates.

City Manager Mitchell provided detailed information of the Item.

A comment submitted by Mohammed Tuama requested details in reference to the local outbreaks and COVID-19 clusters in the city.

**ADMINISTRATIVE REPORTS: (#13 - Continued)**

In response to Mr. Tuama’s concern, City Manager Mitchell, provided an explanation for the high numbers in the city and advised that the County Health Department is the approving agency disseminating these specific details. City Manager Mitchell advised of an upcoming Town Hall Meeting with the County for the Arabic speaking community.

Discussion ensued among Council and Staff concerning the following:

- Impact on businesses and residents;
- Eliminating fines in regards to code compliance unless it warrants a safety concern; and
- Redirecting funds to the East County Transitional Living Center (ECTLC) and Salvation Army.

**MOTION BY GOBLE, SECOND BY KENDRICK, to RECEIVE the report, and to adopt Resolution No. 032-20, for Voluntary Stay of Rent Increases.**

**MOTION CARRIED BY UNANIMOUS VOTE.**

**COMMISSION REPORTS:** None

**ACTIVITIES REPORTS/COMMENTS OF MAYOR WELLS:**

SANDAG (San Diego Association of Governments) Board of Directors; SANDAG – Audit Committee; League of California Cities, San Diego Division; Heartland Fire Training JPA – Alternate; LAFCC.

16. Council Activities Report/Comments

Report as stated.

17. Legislative Update: None

**ACTIVITIES REPORTS OF COUNCILMEMBERS:**

18. COUNCILMEMBER GARY KENDRICK

METRO Commission/Wastewater JPA; Heartland Communications; Heartland Fire Training JPA; East County Advance Water Purification Joint Powers Authority Board.

Council Activities Report/Comments.

Report as stated.

**ACTIVITIES REPORTS OF COUNCILMEMBERS: (Continued)**

19. COUNCILMEMBER BOB MCCLELLAN  
MTS (Metropolitan Transit System Board); Harry Griffen Park Joint Steering Committee; Heartland Communications – Alternate.

Council Activities Report/Comments.

Report as stated.

20. COUNCILMEMBER STEVE GOBLE  
SANDAG – Board of Directors – Alternate; SANDAG Public Safety Committee – Alternate; METRO Commission/Wastewater JPA – Alternate; Chamber of Commerce – Government Affairs Committee; MTS (Metropolitan Transit System Board) – Alternate; East County Advance Water Purification Joint Powers Authority Board – Alternate.

Council Activities Report/Comments.

In addition to the report submitted, Councilmember Goble thanked City staff for handling a large and dangerous public health concern on Greenfield Avenue.

21. DEPUTY MAYOR PHIL ORTIZ  
East County Economic Development Council; League of California Cities, San Diego Division.

Council Activities Report/Comments.

Report as stated.

**JOINT COUNCILMEMBER REPORTS: None**

**GENERAL INFORMATION ITEMS FOR DISCUSSION: None**

**ORDINANCES: FIRST READING – None**

**ORDINANCES: SECOND READING AND ADOPTION – None**

**CLOSED SESSIONS:** None

**Adjournment:** Mayor Wells adjourned the Regular Joint Meeting of the El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency held this 14<sup>th</sup> day of April, 2020, at 5:22 p.m., to Tuesday, April 28, 2020, at 3:00 p.m.

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ANGELA L. CORTEZ, CMC  
City Clerk/Secretary

DRAFT





## City Council Agenda Report

**Agenda Item 4.**

**DATE:** April 28, 2020  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Nahid Razi, Purchasing Agent  
**SUBJECT:** Contract Amendment for Civil Engineering Services – Utility Billing

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### RECOMMENDATION:

That the City Council adopts the next Resolution, in order, to increase the Agreement for Professional Services with NV5, Inc., for civil engineering services for utility billing in the not-to-exceed amount of \$25,000.

### BACKGROUND:

On October 22, 2019, the City Council approved SOQ No. 004-20 – On-call Professional Services. The Statement of Qualifications (SOQ) resulted in a pre-qualified list of firms for on-call professional services covering multiple disciplines such as architectural, building/fire plan check, civil engineering, construction management, electrical/mechanical engineering, geotechnical, land surveying, and storm water management. Contracts greater than \$75,000 require City Council approval.

On December 19, 2020, the City entered into a contract for civil engineering services for utility billing with NV5, Inc. in the amount of \$70,000 for a term effective through June 30, 2020. An estimated amount of \$40,000 was dedicated to customer support.

However, due to an unanticipated volume of phone calls resulting from the sewer billing transition, additional consultant staff is required. City staff is requesting an amendment to increase the contract by \$25,000 to provide additional consulting services, call center support, and public outreach support through the current term of June 30, 2020.

### FISCAL IMPACT:

Approval of the \$25,000 increase will supplement the existing contract, for a total amount of \$95,000. Sufficient funds are available for this service in FY2019-20 Public Works Annual Budget: Wastewater Customer Service (650730).

Prepared By: Nahid Razi, Purchasing Agent  
Reviewed By: Dirk Epperson, Director of Public Works  
Approved By: Graham Mitchell, City Manager

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### Attachments

Resolution

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RESOLUTION NO. \_\_-20

A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF EL CAJON APPROVING  
AMENDMENT OF AN AGREEMENT FOR SERVICES FOR  
CIVIL ENGINEERING SERVICES FOR UTILITY BILLING

WHEREAS, on October 22, 2019, the City Council approved SOQ No. 004-20 – On-call Professional Services (the "SOQ"), which adopted a pre-qualified list of firms for on-call professional services covering multiple disciplines such as architectural, building/fire plan check, civil engineering, construction management, electrical/mechanical engineering, geotechnical, land surveying, and storm water management, with the requirement that contracts greater than \$75,000.00 go before City Council for approval; and

WHEREAS, on December 19, 2019, the City of El Cajon (the "City") entered into an Agreement for Services with NV5 for civil engineering services for utility billing (the "Agreement") in the amount of \$70,000.00 for a term effective through June 30, 2020, with an estimated \$40,000.00 dedicated to customer support; and

WHEREAS, due to the sewer billing transition and the unanticipated volume of phone calls, additional consultant staff is required in order to keep up with the number of calls; and

WHEREAS, staff recommends that City Council approves the amendment to the Agreement to increase the compensation by \$25,000.00 for the current term to provide additional consulting services, call center support, and public outreach support, for a total not-to-exceed amount of \$95,000.00; and

WHEREAS, City Council finds that it is in the City's best interest to approve amendment of the Agreement to increase the compensation for the civil engineering services for utility billing by \$25,000.00 for the current term through June 30, 2020.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL CAJON AS FOLLOWS:

1. The above recitals are true and correct, and are the findings of the City Council.
2. The City Council hereby approves amendment of the City's Agreement with NV5, Inc., for additional compensation in the not-to-exceed amount of \$25,000.00, to be added to the previously approved amount of \$70,000.00, for a total not-to-exceed contract amount of \$95,000.00 for the term of December 1, 2019 through June 30, 2020.
3. The City Council hereby authorizes the City Manager to execute an amendment to the Agreement, with such changes as may be approved by the City Manager.



City Council  
Agenda Report

**DATE:** April 28, 2020  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Frank Carson, Director of Parks & Recreation  
**SUBJECT:** Community Event in the Right-of-Way - July 4th Picnic

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**RECOMMENDATION:**

That the City Council approves the use of the public right-of-way for the July 4th picnic and fireworks display.

**BACKGROUND:**

The annual July 4<sup>th</sup> picnic and fireworks display at Kennedy Park, hosted by the City, will have a patriotic theme and include live bands, synchronized music to coincide with the fireworks display, crafts and games for children. All vendors will be required to provide a business license and approved insurance certificates.

A Traffic Control Plan, providing the least amount of impact to the community, has been prepared by the Public Works Traffic Engineering Division and approved by the City's Traffic Engineer. Approval for the street closures on July 4th from 8:00 a.m. to 10:30 p.m. is requested.

Closures include:

Saturday, July 4, 2020

8:00 a.m. to 10:30 p.m. Kennedy Center Parking Lot (NO Public Parking)

8:00 a.m. to 10:30 p.m. Fourth Street from Madison Avenue to Granite Hills Drive

The Traffic Control Plan will be coordinated with Public Works staff and Police ensuring the effective movement of vehicles and pedestrians, promoting a safe and healthy event.

It is also important to note that the County Health orders relative to the status of the COVID-19 pandemic may alter this event.

**CALIFORNIA ENVIRONMENTAL QUALITY ACT:**

The proposed project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA), according to Section 15061 (b)(3) the "General Rule," which states that CEQA applies only to projects which have the potential for causing a significant effect on the environment. The temporary use of the City's right-of-way for a community event and the detouring of other modes of transportation within the City streets will not have a significant effect on the environment.

FISCAL IMPACT:

As previously approved at the 2/11/20 City Council meeting, funding for the event is included in the Fiscal Year 2019-2020 budget, account 103000.

Prepared By: Julie Alon

Reviewed By: Frank Carson, Director of Parks & Recreation

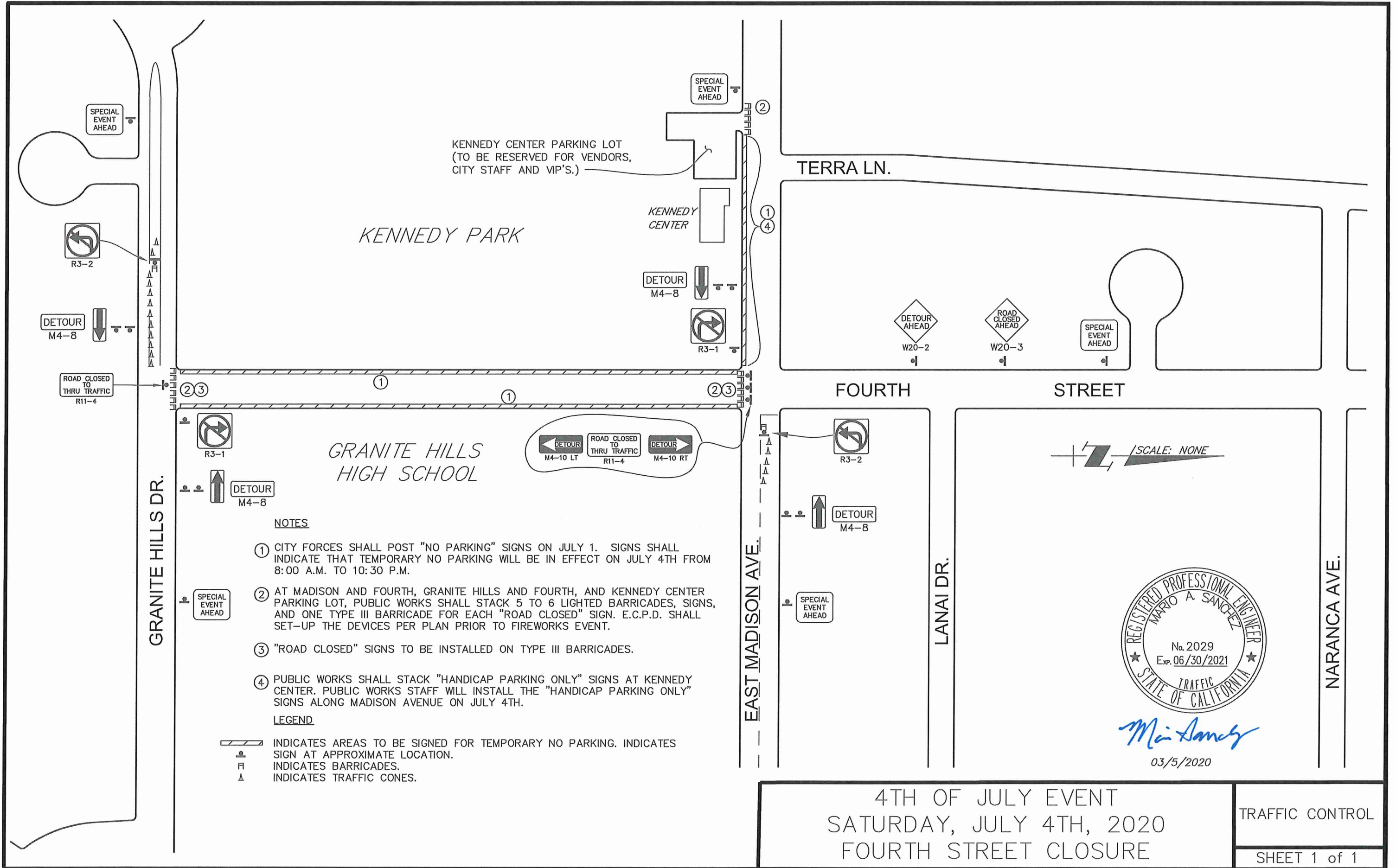
Approved By: Graham Mitchell, City Manager

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Attachments

Traffic Plan July 4th 2020

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KENNEDY CENTER PARKING LOT  
(TO BE RESERVED FOR VENDORS,  
CITY STAFF AND VIP'S.)

KENNEDY PARK

KENNEDY  
CENTER

GRANITE HILLS  
HIGH SCHOOL

TERRA LN.

FOURTH STREET

GRANITE HILLS DR.

EAST MADISON AVE.

LANAI DR.

NARANCA AVE.

**NOTES**

- ① CITY FORCES SHALL POST "NO PARKING" SIGNS ON JULY 1. SIGNS SHALL INDICATE THAT TEMPORARY NO PARKING WILL BE IN EFFECT ON JULY 4TH FROM 8:00 A.M. TO 10:30 P.M.
- ② AT MADISON AND FOURTH, GRANITE HILLS AND FOURTH, AND KENNEDY CENTER PARKING LOT, PUBLIC WORKS SHALL STACK 5 TO 6 LIGHTED BARRICADES, SIGNS, AND ONE TYPE III BARRICADE FOR EACH "ROAD CLOSED" SIGN. E.C.P.D. SHALL SET-UP THE DEVICES PER PLAN PRIOR TO FIREWORKS EVENT.
- ③ "ROAD CLOSED" SIGNS TO BE INSTALLED ON TYPE III BARRICADES.
- ④ PUBLIC WORKS SHALL STACK "HANDICAP PARKING ONLY" SIGNS AT KENNEDY CENTER. PUBLIC WORKS STAFF WILL INSTALL THE "HANDICAP PARKING ONLY" SIGNS ALONG MADISON AVENUE ON JULY 4TH.

**LEGEND**

- INDICATES AREAS TO BE SIGNED FOR TEMPORARY NO PARKING. INDICATES SIGN AT APPROXIMATE LOCATION.
- INDICATES BARRICADES.
- INDICATES TRAFFIC CONES.



*Mario Sanchez*  
03/5/2020

4TH OF JULY EVENT  
SATURDAY, JULY 4TH, 2020  
FOURTH STREET CLOSURE

TRAFFIC CONTROL

SHEET 1 of 1



## City Council Agenda Report

**Agenda Item 6.**

**DATE:** April 28, 2020  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Anthony Shute, Director of Community Development  
**SUBJECT:** FY 2020-21 One-Year Action Plan (CONTINUED TO MAY 12, 2020)

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### RECOMMENDATION:

The Public Hearing has been continued to May 12, 2020, at 3:00 pm.

### BACKGROUND:

The Public Hearing item was originally noticed for April 28, 2020 at 3:00 pm. The item has been continued to May 12, 2020 at 3:00 pm.

The City has met the requirements of HUD set forth at 24 CFR 91 for public noticing and public comment period. The One Year Action Plan is currently available for public review and comment in the lobby of El Cajon City Hall located at 200 Civic Center Way in El Cajon. The Action Plan may also be reviewed online at <https://www.cityofelcajon.us/housing>. Information on where to submit comments can be found in the Public Hearing Notice for this item.

Prepared By: Jamie van Ravesteyn, Housing Manager  
Reviewed By: Anthony Shute, Director of Community Development  
Approved By: Graham Mitchell, City Manager

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## City Council Agenda Report

## Agenda Item 7.

**DATE:** April 28, 2020  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Clay Schoen, Director of Finance  
**SUBJECT:** Credit Card Processing Fees

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### RECOMMENDATION:

That the City Council receives the report, discusses, and directs staff, as necessary.

### BACKGROUND:

Earlier this year, the City Council directed staff to present an agenda item regarding the credit card processing fees. This report is intended to provide information and recommendations related to the City of El Cajon charging a separate credit card processing fee. Currently, the City does not charge a processing fee for any form of payment. The City accepts credit cards as payment for all City business and at all locations, both physical and online. Each of these locations are described below.

City Hall - there are two general "points of sale" locations in City Hall. These are manual terminals operated by City staff and process a wide variety of transactions. Each transaction at these locations requires the presence of the credit card and consumes staff time to process. Depending on the nature of the underlying transaction, processing time can vary significantly.

Public Safety Center - operated by the El Cajon Police Department, this location primarily processes payments related to Police fines and services. Staff processing time is typically brief, as the nature of these transactions is far more limited than those at City Hall.

Animal Care Facility - operated by the El Cajon Police Department, this location primarily processes payments related to animal care related services. Staff processing time is currently brief, as the nature of these transactions vary depending on the services provided and the nature of the interaction between City staff and the customer.

Business License Portal - this online service provides the City's Finance Department with Business License application and payment services. While the processing of each transaction is automated and does not directly consume staff time and attention, oversight and management of the program is required.

Active Network - this online service provides the City's Parks & Recreation Department with recreation program booking and payments. While the processing of each transaction is automated and does not directly consume staff time and attention, oversight and management of the program is required.



Planning Assistance Center Online - the Community Development Department operates a portal to provide payment for Community Development Department services, such as payments for permits. While designed to facilitate online transactions, it is frequently used for over-the-counter processing. Services are used primarily by the end user, but some over-the-counter activity may require City staff assistance. In all cases oversight and management of the program is required.

Wastewater Online Bill Pay - significant uncertainty exists regarding the eventual, and permanent, solution for providing Wasterwater billing services. However, online bill payment has been available for many years, and is expected to be a component of any future solution. These transactions are currently automated, and do not require individual processing by City staff. Staff time is required for monitoring, reconciliation, and problem resolution. Currently, processing costs are included as part of Wastewater rate calculations.

Traffic and Parking Citation Portal - the City contracts with an outside service provider for the processing and administration of traffic and parking citations. Online payments are included as part of these services. Unlike other service delivery options, this provider charges a flat processing fee per transaction, rather than a fee as a percentage of the underlying transaction. City staff time is required for monitoring, reconciliation, and problem resolution.

### **Current Credit Card Activity**

Regardless of the location of the transaction, all credit card activity is handled through a merchant account. While the service provider and fee structures vary, they all generally work as a percentage of the underlying transaction. In a typical year, it is estimated that the City processes approximately \$3.6 million of credit card transactions. These transactions generate approximately \$95,000 of merchant fees. The attached chart summarizes processing location, number of transactions, value of transactions, and associated merchant fees.

A separately assessed credit card processing fee would be charged as a flat percentage of the underlying transaction. It is assumed that online services could be configured to assess this fee at checkout. There may be development or configuration fees from online service providers to make this change. Physical transactions would require a calculation of the fee with each transaction, and may require revisions to the underlying transactional document. Should this change be made, it is recommended that it be adopted formally as part of the City's regular fee review and setting process in order to give ample time to implement the necessary changes.

A number of factors should be considered in evaluating whether it is prudent to charge a separate fee. A rough calculation of the average citywide fee yields a proposed service fee of approximately 2.6% of the underlying transaction. Some of these factors are presented below.

### **Additional Revenue**

If assessed, this additional fee would generate approximately \$100,000 additional revenue city wide. Of that, approximately \$68,000 would be General Fund revenue. This revenue would be approximately equivalent to the merchant fees generated by the underlying transaction.

### **Form of Payment Equitability**

The subject of equitability carries two competing perspectives. Currently, all processing fees are absorbed as part of operational costs. In some cases, these processing fees may be contemplated in City fees. It can be argued that the higher costs of credit card transactions are being indirectly borne by all users, rather than just those generating the processing costs. Conversely, if only credit card users are assessed, then those users would be indirectly bearing a portion of the processing fees of other forms of payment.

### **Location of Payment Equitability**

Similar to the issue described above, fees are generated in different amounts depending on where these transactions are processed. If a single fee is charged, there will be some users both under and over paying, potentially creating inequity. However, to assess a separate, location-based fee would be administratively burdensome. Additionally, two bill payers paying for the same services may pay different processing fees depending on their choice of location. In addition to equitability concerns, this may also create disincentives for desired behavior.

### **Payer Motivation**

Whether paying in person or via an online service provider, credit cards are unquestionably the most efficient form of payment to administer. While credit cards carry higher bank processing fees, they are also much quicker to process for City staff. Checks and cash transactions, in addition to marginally longer processing times, also require additional time to process bank deposits, cash balancing, and armored services settlement. An additional fee on credit card transactions may motivate a payer to stop online credit card payments, and instead visit a City location for a less favorable form of payment.

### **Public Perception**

It is uncertain how the proposed processing fee would be received by the public. It is possible that the response would be that they are being “nickle and dimed” like baggage fees with airline travel. Conversely, consumers of governmental services may expect fees of this nature from interactions with other agencies, such as the California Department of Motor Vehicles.

### **Other City Fees**

Many fees for City services are not fully cost recoverable. In situations where this is the case, charging a separate credit card processing fee may add a level of administrative complexity while more efficient forms of cost recovery are ignored. It may be more efficient to consider all processing costs when setting City fees, and strive for increased cost recoverability for the underlying transaction.

It is recommended that, should the City Council decide to assess a credit card processing fee, it do so as part of the City’s annual fee review and approval process. This is to provide staff with time to prepare for the change in process. It is also suggested that the City Council consider, should it decide to assess a credit card processing fee, a threshold above which a processing fee is assessed. If feasible, this would help balance the additional cost of increased administration with the benefit of additional revenue.

**FISCAL IMPACT:**

Adoption of a credit card processing fee would generate additional revenue to offset credit card merchant fees of approximately \$100,000 annually citywide. This revenue would be recognized in the same fund merchant fees are incurred.

Prepared By: Clay Schoen, Director of Finance

Reviewed By: N/A

Approved By: Graham Mitchell, City Manager

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**Attachments**

Attachment 1 - Summary of Merchant Fees

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**City of El Cajon**  
**Attachment 1**  
**Summary of Annual Merchant Fees**

<b>Location</b>	<b>Total Items</b>	<b>Settled Amount</b>	<b>Fees</b>	<b>Fees as % of Settled Amount</b>
<b>Over the Counter</b>				
City Hall	2,724	\$ 1,631,961	\$ 49,007	3.00%
Public Safety Center	1,205	\$ 89,132	\$ 2,897	3.25%
Animal Care Facility	1,872	\$ 118,321	\$ 3,632	3.07%
<b>On-line</b>				
Business License Portal	2,817	\$ 257,892	\$ 8,384	3.25%
Active Network	10,103	\$ 492,552	\$ 13,030	2.65%
Planning Assistance Center On-line	904	\$ 332,014	\$ 11,523	3.47%
Wastewater On-line Bill Pay	2,546	\$ 659,974	\$ 4,150	0.63%
Traffic and Parking Citations On-line	701	\$ 55,649	\$ 2,433	4.37%



## City Council Agenda Report

Agenda Item 8.

**DATE:** April 28, 2020

**TO:** Honorable Mayor and City Councilmembers

**FROM:** Morgan Foley, City Attorney

**SUBJECT:** Rescission of Final Environmental Impact Report and the El Cajon Climate Action Plan (CAP)

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### RECOMMENDATION:

That the City Council adopts the next Resolution, in order, to:

1. Rescind Resolution No. 072-19, approving the 2019 CAP Final Environmental Impact Report, rescind Resolution No. 073-19, approving the 2019 Climate Action Plan; and
2. Request staff to continue to monitor recent and future developments related to the 2019 CAP; and at an appropriate time, recommend update of the 2019 CAP, and return to the City Council for consideration.

### BACKGROUND:

On July 9, 2019, the City Council of the City of El Cajon (the "City Council"), by Resolution No. 072-19, certified the Final Environmental Impact Report (the "Final EIR") for the 2019 City of El Cajon Climate Action Plan (the "2019 CAP"), adopted Final EIR findings of fact, and adopted the Final EIR; and by Resolution No. 073-19, approved the 2019 CAP.

Major reductions in revenues caused by the COVID-19 emergency have caused the City to start planning for major reductions in expenditures, including workforce expenditures, thereby materially impairing the City's ability for the foreseeable future to fund implementation of 2019 CAP's strategies, measures, actions, and monitoring program.

In addition, the schedule for adoption of the San Diego Association of Governments ("SANDAG") 2021 Regional Plan (the "San Diego Forward 2021") has been extended until November 2021, and San Diego Forward 2021 is anticipated to propose new strategies to further reduce greenhouse gas ("GHG") emissions from local government land use and transportation projects beyond those strategies in the 2019 CAP.

Further, the California Air Resources Board in late 2019 adjusted, and in 2020 is anticipated to further adjust its emissions model (the "EMFAC") to account for relaxation of fuel economy standards under the federal Safer Affordable Fuel-Efficient ("SAFE") Vehicles Rule, adjustments which would make inaccurate the on-road transportation GHG emissions modeled in the 2019 CAP.

The COVID-19 crisis, San Diego Forward 2021, and EMFAC model adjustments collectively create major uncertainties about the accuracy, effectiveness, and ability to implement the 2019 CAP. It is, therefore, in the City's best interest to rescind approval of the 2019 CAP and related Final EIR approvals, and to consider updating the 2019 CAP sometime in the future.

Prepared By: Morgan L. Foley, City Attorney

Reviewed By: N/A

Approved By: Graham Mitchell, City Manager

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### Attachments

Resolution

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RESOLUTION NO. \_\_\_-20

A RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF EL CAJON RESCINDING THE  
2019 EL CAJON CLIMATE ACTION PLAN AND RELATED  
ENVIRONMENTAL IMPACT REPORT APPROVALS

WHEREAS, on July 9, 2019, the City Council of the City of El Cajon (the "City Council") in Resolution No. 072-19 certified the Final Environmental Impact Report, which is comprised of the Draft Environmental Impact Report, technical appendices, comments received during public review, responses to comments, and errata, (the "Final EIR") for the 2019 City of El Cajon Climate Action Plan (the "2019 CAP"), adopted Final EIR findings of fact, and adopted the Final EIR; and

WHEREAS, on July 9, 2019, the City Council in Resolution No. 073-19 approved the 2019 CAP; and

WHEREAS, major reductions in revenues caused by the COVID-19 emergency have caused the City to start planning for major reductions in expenditures, including work force expenditures, thereby materially impairing the City's ability for the foreseeable future to fund implementation of 2019 CAP's strategies, measures, actions, and monitoring program; and

WHEREAS, the schedule for adoption of the San Diego Association of Governments ("SANDAG") 2021 Regional Plan (the "San Diego Forward 2021") has been extended until November 2021, and San Diego Forward 2021 is anticipated to propose new strategies to further reduce greenhouse gas ("GHG") emissions from local government land use and transportation projects beyond those strategies in the 2019 CAP; and

WHEREAS, the California Air Resources Board in late 2019 adjusted, and in 2020 is anticipated to further adjust, its emissions model (the "EMFAC") to account for relaxation of fuel economy standards under the federal Safer Affordable Fuel-Efficient ("SAFE") Vehicles Rule, adjustments which would make inaccurate the on-road transportation GHG emissions modeled in the 2019 CAP; and

WHEREAS, the COVID-19 crisis, San Diego Forward 2021, and EMFAC model adjustments collectively create major uncertainties about the accuracy, effectiveness, and ability to implement the 2019 CAP; and

WHEREAS, given the effects of the COVID-19 crisis, San Diego Forward 2021, and EMFAC model adjustments, it is in the City's best interest to rescind approval of the 2019 CAP and related Final EIR approvals, and to consider updating the 2019 CAP sometime in the future.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL CAJON AS FOLLOWS:

Section 1. That the foregoing recitals are true and correct, and are findings of fact of the City Council in regard to recent developments jeopardizing the the 2019 CAP's accuracy, effectiveness, and implementation.

Section 2. That based upon said findings of fact, the City Council hereby rescinds the 2019 CAP Final EIR approvals in Resolution No. 072-19, and hereby rescinds the 2019 CAP approval in Resolution No. 073-19, which shall be of no further force and effect.

Section 3. That the City Council requests staff to continue to monitor recent and future developments related to the 2019 CAP, and at an appropriate time recommend update of the 2019 CAP, and return to the City Council for consideration.

04/28/20 CC Agenda

Reso - 2019 CAP and EIR Rescission 042220





## City Council Agenda Report

Agenda Item 9.

**DATE:** April 28, 2020  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Dave Richards, Senior Management Analyst  
**SUBJECT:** Consider Options to Study the Formation of a Community Choice Aggregation (CCA)

---

### RECOMMENDATION:

That the City Council considers options to study the formation of a Community Choice Aggregation (CCA) and provide direction to staff.

### BACKGROUND:

A Community Choice Aggregation (CCA) is an entity created by a city or county, or a group of cities and/or counties, as members of a joint powers agency, to "aggregate" electrical loads of multiple end-use customers within jurisdictional boundaries (typically the residents of the communities involved), then purchase and sell power to these customers. By introducing alternative rates and energy sources, a CCA's intent is to create a competitive energy market for residents within its municipal boundaries. CCAs can also aid a city in reducing energy costs for its residents or to meet environmental objectives of reducing energy-related greenhouse gas (GHG) emissions.

A CCA functions as an energy broker—purchasing and selling power. Once the power has been purchased, it is transmitted through power lines that are owned and operated by the local power company (in El Cajon's case, SDG&E) to the end user. A CCA does not replace the local power company but rather supplies energy source purchasing options. Billing and other administrative functions remain with the power company.

Cities considering to establish a CCA typically conduct a feasibility study. This study, prepared by a third-party consultant, analyzes electricity usage (loads), rates, supply scenarios, market sensitivity, regulatory and risk considerations, economic impacts, and governance and funding models. A study also establishes a pro-forma to estimate startup costs, cash flows, administration costs, power procurement costs, startup phasing options, and financing options.

Once that study is completed, and based on its findings, and if the governing body decides to move forward, an application to the California Public Utilities Commission (CPUC) is prepared and submitted, along with an implementation plan. Jurisdictions that submit applications prior to December 31, 2020 will be allowed to enter the market after January 1, 2022.

Jurisdictions around San Diego County have formed or are considering the formation of CCAs in their respective communities. The City of Solana Beach was the first to start up a CCA. The City of San Diego, along with the cities of Chula Vista, Encinitas, Imperial Beach, and La Mesa, have plans to establish a CCA operated through a joint powers authority. In addition, the cities of Carlsbad, Del Mar, and Solana Beach have initiated the Clean Energy Alliance JPA as a CCA. The cities of Escondido, San Marcos, Vista, Oceanside, and Santee have either completed a study or are in the process of completing a study to analyze the viability of forming a CCA. El Cajon, Coronado, Lemon Grove, National City, and Poway have not yet initiated CCA feasibility studies.

This movement among other jurisdictions in the County has made the City a target of the Climate Action Campaign (CAC). CAC recently filed a lawsuit against the City related to the recently adopted El Cajon Climate Action Plan (CAP). It is CAC's position that the CAP must include forming or joining a CCA in order to meet state-mandated goals for reducing GHGs, and in order for the environmental impact report adopted for the CAP to be legally effective under the California Environmental Quality Act (CEQA). CAC is unwilling to accept that the City must first determine whether a CCA is even feasible for either effectively reducing GHGs attributed to the City or for reducing energy costs for City residents and businesses.

Through subsequent discussions with CAC, it is apparent that even the City's commitment to establish or join a CCA after more information is gathered through a proper feasibility study, and after certain thresholds are met by an existing CCA, is not an adequate solution—what we believe to be an unreasonable position for this organization to take.

Staff has concerns about the City forming a CCA, even though staff can see potential merit of doing so. Concerns relate to a CCA's economic viability for consumers and overall benefit to the City and its taxpayers. Specifically, staff has the following four concerns:

1. Lack of renewable energy being produced to supply the current market demand;
2. Lack of consumer participation;
3. Higher cost of electrical services; and
4. Joining the right CCA joint powers authority.

The Solana Beach CCA is in the early stages of its formation and staff cannot determine if concerns can be mitigated, additionally no other CCAs are operational in San Diego County. Also, Solana Beach recently announced that the initial savings by its customers might not be achieved as early as anticipated, and its customers' electricity rates will approximately be at least the same as they would be charged by SDG&E. Staff has researched CCAs outside of the County (specifically, the CCA formed by the City of Lancaster in Los Angeles County). This CCA, also operated as a JPA with four other cities, seems to be successful in terms of electrical prices and procuring clean energy.

Staff asserts that the City could take steps to join a CCA after the San Diego Community Power CCA had been operational for three years and had shown attainment of certain milestones. Achieving these goals will give the City Council better assurances of success of such a program before making a decision to form, or join, a CCA. Specifically, the following four milestones should be considered:

1. Evidence of long-term contracts (10 + years) for renewable energy;
2. Account participation of 90 percent (in order for the CCA to ultimately be less expensive than “grid power,” a high percentage of residents willing to participate in the CCA) is required;
3. Cost savings between 5 and 8 percent on customer’s electricity bills after five years of operation; and
4. San Diego Community Power CCA is on target to achieve 100% renewable energy by 2030.

Staff believes that these milestones are reasonable, but can recommend shortened time considerations if concerns can be addressed through an independent study. Without such greater assurances, however, forming a CCA would be the equivalent of blindly diving into a pool without knowing its depth or even whether there is water in the pool.

### ***Options for City Council Consideration***

In considering the establishment of a CCA, staff believes there are three options that the City Council could consider.

First, the City Council may decide to not take any action. If this path were taken, staff recommends that the milestones identified in the section above be monitored. Also, given concerns of a global recession, there is value in waiting to see its impacts on the City’s budget.

Second, the City Council may consider initiating a study of a CCA that has been in existence for at least five years. If this is of interest, staff recommends contracting with Bayshore Consulting Group for an amount of \$63,000 to conduct a feasibility study to join the CalChoice CCA, along with the City of Lancaster and four other jurisdictions (cities of San Jacinto, Pico Rivera, Rancho Mirage and Apple Valley, with six more to join in the upcoming year). If the City Council supports developing a CCA based on the study’s findings, there would be an additional cost of \$160,000 for the final phase of implementation.

Third, the City Council may consider initiating a study of a CCA that is more locally based. The City has been invited by the County of San Diego (letter attached) to consider their CCA as an option. The County intends to be operational in 2022. The cost to perform this feasibility study with EES Consulting is \$49,930. Under this option, the implementation phase would cost approximately \$65,000.

### **FISCAL IMPACT:**

There are no direct costs associated with today's decision. Further costs associated with the formation of a CCA would be presented during subsequent staff reports.

Prepared By: David Richards, Senior Management Analyst

Reviewed By: N/A

Approved By: Graham Mitchell, City Manager

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### Attachments

Letter from the County of San Diego

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# County of San Diego

**HELEN N. ROBBINS-MEYER**  
CHIEF ADMINISTRATIVE OFFICER  
(619) 531-6226  
FAX (619) 557-4060

CHIEF ADMINISTRATIVE OFFICE  
1600 PACIFIC HIGHWAY, SUITE 209 SAN DIEGO, CA 92101-2422

**DONALD F. STEUER**  
ASST. CHIEF ADMINISTRATIVE OFFICER  
(619) 531-4940  
FAX (619) 557-4060

April 21, 2020

Mr. Graham Mitchell  
City Manager, City of El Cajon  
200 Civic Center Way  
El Cajon, CA 92020

RE: Community Choice Energy Joint Powers Authority

Mr. Mitchell,

As you are aware the County of San Diego has taken steps to form a Community Choice Energy (CCE) Joint Powers Authority (JPA) along with other interested cities in the county. I understand that the City of El Cajon might be interested in forming or joining a CCE JPA, and I am reaching out to you to suggest that El Cajon might consider joining in current discussions to form a new CCE JPA with the County and other potential partners.

The County of San Diego has been exploring options for a CCE program since February 2019 and completed an extensive Technical Feasibility and Business Plan in September 2019. In October 2019, the Board of Supervisors adopted an ordinance electing to implement a Community Choice Aggregation program and directed staff to continue negotiations with potential CCE JPA partners and return to the Board with options for a CCE JPA partnership prior to October 1, 2020. These actions are in support of the County's Climate Action Plan (CAP) Measure E-2.1 "Increase Renewable Electricity," which anticipates 90% renewable electricity for the unincorporated area by 2030.

I look forward to further discussions and potential negotiations with you and your staff regarding the formation of a CCE JPA should your City Council choose to move in this direction.

Sincerely,

A handwritten signature in blue ink, appearing to read "A. Heinze".

April F. Heinze, P.E.  
Deputy Chief Administrative Officer, Special Projects



City Council  
Agenda Report

**Agenda Item 10.**

**DATE:** April 28, 2020  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Mayor Wells  
**SUBJECT:** Council Activity Report

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**RECOMMENDATION:**

That the City Council accepts and files the following report of Council/Mayor activities attended during the current agenda period.

**BACKGROUND:**

Government Code Section 53232.3(d) requires members of a legislative body to provide brief reports on meetings attended at the expense of the local agency at the next regular meeting of the legislative body.

**REPORT:**

Since the last City Council meeting, I have attended the following events on behalf of the City of El Cajon:

April 28 - City Council Meeting

I am available to answer questions.

Submitted By: Bill Wells, Mayor

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City Council  
Agenda Report

Agenda Item 12.

**DATE:** April 28, 2020  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Councilmember Kendrick  
**SUBJECT: COUNCILMEMBER GARY KENDRICK**  
METRO Commission/Wastewater JPA; Heartland Communications;  
Heartland Fire Training JPA.; East County Advanced Purification JPA.

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**RECOMMENDATION:**

That the City Council accepts and files the following report of Council/Mayor activities attended during the current agenda period.

**BACKGROUND:**

Government Code Section 53232.3(d) requires members of a legislative body to provide brief reports on meetings attended at the expense of the local agency at the next regular meeting of the legislative body.

**REPORT:**

Since the last City Council meeting, I have attended the following events on behalf of the City of El Cajon:

April 15 - Heartland Fire Training Authority Meeting  
April 20 - Phone call with City Manager  
April 28 - City Council Meeting

I am available to answer questions.

Submitted By: Gary Kendrick, Councilmember

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City Council  
Agenda Report

Agenda Item 13.

**DATE:** April 28, 2020

**TO:** Honorable Mayor and City Councilmembers

**FROM:** Councilmember McClellan

**SUBJECT: COUNCILMEMBER BOB MCCLELLAN**

MTS (Metropolitan Transit System Board); Harry Griffen Park Joint Steering Committee; Heartland Communications – Alternate

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**RECOMMENDATION:**

That the City Council accepts and files the following report of Council/Mayor activities attended during the current agenda period.

**BACKGROUND:**

Government Code Section 53232.3(d) requires members of a legislative body to provide brief reports on meetings attended at the expense of the local agency at the next regular meeting of the legislative body.

**REPORT:**

Since the last City Council meeting, I have attended the following events on behalf of the City of El Cajon:

April 16 - MTS Board Meeting

April 28 - City Council Meeting

I am available to answer questions.

Submitted By: Bob McClellan, Councilmember

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City Council  
Agenda Report

Agenda Item 14.

**DATE:** April 28, 2020

**TO:** Honorable Mayor and City Councilmembers

**FROM:** Councilmember Goble

**SUBJECT: COUNCILMEMBER STEVE GOBLE**

SANDAG – Board of Directors – Alternate; SANDAG Public Safety Committee – Alternate; METRO Commission/Wastewater JPA – Alternate; Chamber of Commerce – Government Affairs Committee; MTS (Metropolitan Transit System Board) – Alternate; East County Advanced Purification JPA - Alternate.

---

**RECOMMENDATION:**

That the City Council accepts and files the following report of Council/Mayor activities attended during the current agenda period.

**BACKGROUND:**

Government Code Section 53232.3(d) requires members of a legislative body to provide brief reports on meetings attended at the expense of the local agency at the next regular meeting of the legislative body.

**REPORT:**

Since the last City Council meeting, I have attended the following events on behalf of the City of El Cajon:

- April 14 - Email with Pastor Slade regarding Amikas housing
- April 20 - Phone call with resident regarding building code
- April 20 - Email with Lizette at St Paul's PACE regarding masks
- April 20 - Delivered masks to El Cajon Police Department
- April 21 - Delivered masks to St Paul's, Firefighters
- April 24 - Delivered masks to Home Depot
- April 27 - Meeting with City Manager (remote)
- April 28 - City Council Meeting

I am available to answer questions.

Submitted By: Steve Goble, Councilmember

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City Council  
Agenda Report

**Agenda Item 15.**

**DATE:** April 28, 2020

**TO:** Honorable Mayor and City Councilmembers

**FROM:** Deputy Mayor Phil Ortiz

**SUBJECT: DEPUTY MAYOR PHIL ORTIZ**

East County Economic Development Council; League of California Cities,  
San Diego Division.

---

**RECOMMENDATION:**

That the City Council accepts and files the following report of Council/Mayor activities attended during the current agenda period.

**BACKGROUND:**

Government Code Section 53232.3(d) requires members of a legislative body to provide brief reports on meetings attended at the expense of the local agency at the next regular meeting of the legislative body.

**REPORT:**

Since the last City Council meeting, I have attended the following events on behalf of the City of El Cajon:

April 28 - City Council Meeting

I am available to answer questions.

Submitted By: Phil Ortiz, Deputy Mayor

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City Council  
Agenda Report

**DATE:** April 28, 2020

**TO:** City Clerk

**FROM:** City Attorney/General Legal Counsel

**SUBJECT:** Closed Session - Public Employee Performance Evaluation: City Manager

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**RECOMMENDATION:**

That the following Closed Session be scheduled for the Joint City Council/Housing Authority/Successor Agency to El Cajon Redevelopment Agency agenda on Tuesday, April 28, 2020, at 3:00 p.m.:

**PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Title: City Manager

Morgan L. Foley  
City Attorney/General Legal Counsel

MLF:hms

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