



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

Council Chamber
200 Civic Center Way
El Cajon, CA 92020

Agenda

AUGUST 10, 2021, 3:00 p.m.

Bill Wells, Mayor

Gary Kendrick, Mayor Pro Tem

Michelle Metschel, Councilmember

Steve Goble, Councilmember

Phil Ortiz, 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 July 27, 2021, Meetings and the Agenda of the August 10, 2021, Meeting in accordance to State Law and Council/Authority/Successor Agency to the Redevelopment Agency Policy.

PRESENTATIONS:

- **MTS New Fare System - PRONTO & Free Rides In September Promotion**

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 Meeting

RECOMMENDATION:

That the City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency approves Minutes of the July 27, 2021, Meetings 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. New Classification Specification for Forensic Latent Print Examiner

RECOMMENDATION:

That the City Council approves and authorizes the classification specification and pay range for Forensic Latent Print Examiner.

5. Time Extension of Tentative Parcel Map (TPM) 659; 636 South Johnson Avenue, Engineering Job No. 3606

RECOMMENDATION:

That the City Council grants a one-year extension for TPM 659 (636 South Johnson Avenue) and sets the new expiration date to August 14, 2022, in accordance with Municipal Code Section 16.12.110.

6. New Classification Specification for Fleet Specialist

RECOMMENDATION:

That the City Council approves and authorizes the classification specification and salary range for Fleet Specialist.

7. Designation of Voting Delegate and Alternate to League of California Cities Annual Conference (September 22-24, 2021)

RECOMMENDATION:

That the City Council designates Mayor Bill Wells as the Voting Delegate for the City of El Cajon and Councilmember Phil Ortiz as the Alternate, for the League of California Cities Annual Conference.

8. Revisions to the Police Dispatcher Job Family

RECOMMENDATION:

That the City Council approves and authorizes the changes to the Police Dispatcher Job Family as stated in the staff report and described in the attached documents.

9. Memorandum of Agreement (MOA) between the San Diego County Cal-ID Remote Access Network (RAN) Board and City of El Cajon Police Department for funding of one full-time Forensic Latent Print Examiner

RECOMMENDATION:

That the City Council authorizes the City Manager or designee to accept and appropriate the Forensic Latent Print Examiner funding from the County of San Diego in the amount of \$107,536 for Fiscal Year 2021-2022, and execute any agreements necessary for the receipt and use of these funds.

10. Community Event in the Right of Way: Manufacturing Expo

RECOMMENDATION:

That the City Council approves the use of alcohol for the East County Manufacturing Expo at Prescott Promenade on Tuesday, September 28, 2021.

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:

11. Public Hearing on Issuance of Tax-Exempt Bonds for the Broadway I & Broadway II Apartments Located at 1562 E. Main Street and 849 N. Third Street and Resolution Approving Issuance of Bonds

RECOMMENDATION:

That the City Council:

1. Conducts a public hearing in consideration of the issuance of tax-exempt bond financing by the California Statewide Communities Development Authority for the benefit of Broadway I Preservation LP, to provide financing for the acquisition and rehabilitation of existing multifamily rental housing projects generally known as Broadway I Apartments and Broadway II Apartments; and
2. Adopts the next Resolution, in order, approving the issuance of Bonds by the California Statewide Communities Development Authority not to exceed \$80,000,000, for the benefit of Broadway I Preservation LP, to provide financing for the acquisition and rehabilitation of existing multifamily rental housing projects generally known as Broadway I Apartments and Broadway II Apartments.

ADMINISTRATIVE REPORTS:

12. Legislative Update
13. Update on Expenditures Related to the American Rescue Plan Act

RECOMMENDATION:

That the City Council receives the report and provides feedback.

14. Opposition to HR 127 (Sabika Sheikh Firearm Licensing and Registration Act)

RECOMMENDATION:

That the City Council considers authorizing Mayor Wells to sign on behalf of the City Council a letter in opposition to HR 127.

15. Year-End Update on Homeless Programs and CDBG CARES Act Programs

RECOMMENDATION:

That the City Council receives the report and provides feedback and direction on homeless and CARES Act programming and funding.

COMMISSION REPORTS:

ACTIVITIES REPORTS/COMMENTS OF MAYOR WELLS

SANDAG (San Diego Association of Governments) Board of Directors; SANDAG – Audit Committee, San Diego Division; LAFCO.

16. Council Activity Report

ACTIVITIES REPORTS/COMMENTS OF COUNCILMEMBERS:

17. **COUNCILMEMBER STEVE GOBLE**

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

18. **MAYOR PRO TEM GARY KENDRICK**

METRO Commission/Wastewater JPA; Heartland Communications; Heartland Fire Training JPA.

19. **COUNCILMEMBER MICHELLE METSCHEL**

Harry Griffen Park Joint Steering Committee; Heartland Communications – Alternate; Heartland Fire Training JPA – Alternate.

20. **COUNCILMEMBER PHIL ORTIZ**

League of California Cities, San Diego Division; East County Economic Development Council; MTS (Metropolitan Transit System Board) – Alternate; East County Advanced Water Purification Joint Powers Authority Board – Alternate; Chamber of Commerce – Government Affairs Committee – Alternate.

GENERAL INFORMATION ITEMS FOR DISCUSSION:

ORDINANCES: FIRST READING

ORDINANCES: SECOND READING AND ADOPTION

CLOSED SESSIONS:

21. Closed Session - Conference with Labor Negotiators pursuant to Government Code section 54957.6:

Agency Designated Representatives

Graham Mitchell, City Manager
Vince DiMaggio, Assistant City Manager
Clay Schoen, Director of Finance
Marisol Thorn, Director of Human Resources

Employee Organization

El Cajon Municipal Employees Association

ADJOURNMENT: The Regular Joint Meeting of the El Cajon City Council/ El Cajon Housing Authority/Successor Agency to the El Cajon Redevelopment Agency held this 10th day of August 2021, is adjourned to Tuesday, September 14, 2021, at 3:00 p.m.



City Council
Agenda Report

Agenda Item 1.

DATE: August 10, 2021

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 Meeting

RECOMMENDATION:

That the City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency approves Minutes of the July 27, 2021, Meetings of the El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency.

Attachments

07-27-21DRAFTminutes - 3PM

07-27-21DRAFTminutes - 7PM

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

July 27, 2021

An Adjourned Regular Joint Meeting of the El Cajon City Council/Housing Authority/ Successor Agency to the El Cajon Redevelopment Agency, held Tuesday, July 27, 2021, was called to order by Mayor/Chair Bill Wells at 3:01 p.m., in the Council Chambers, 200 Civic Center Way, El Cajon, California.

ROLL CALL

Council/Agencymembers present:

Metschel, and Ortiz

Council/Agencymembers absent:

Goble

Deputy Mayor/Vice Chair present:

Kendrick

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 July 13, 2021, Meetings and the Agenda of the July 27, Meetings 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 – 5)

MOTION BY WELLS, SECOND BY ORTIZ, to APPROVE Consent Items 1 to 5.

MOTION CARRIED BY UNANIMOUS VOTE OF THOSE PRESENT (GOBLE – Absent).

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

Approves Minutes of the July 13, 2021, Meetings 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. Contract Amendment for Electrical Engineering Services

Adopts Resolution No. 061-21 to increase the Agreement for Professional Services with Dersch Design & Engineering, Inc., for electrical engineering services for the Public Safety Center Renewable Energy Project in the not-to-exceed amount of \$16,000.

5. Updates to City Council Policy A-29, Compensation Plan for Executive and Unrepresented Employees

Approves the changes to City Council Policy A-29 described in the report and reflected on the attachments.

PUBLIC COMMENT:

Stephanie Harper submitted an online comment about the Police tower at Parkway Plaza mall and the portable restrooms set up Promenade Park, which she said are not available to the public.

City Manager Mitchell clarified that the portable restrooms were not set up by the City but were rather part of a private event held in the City.

WRITTEN COMMUNICATIONS: None

PUBLIC HEARINGS: None

ADMINISTRATIVE REPORTS:

- 6. Concessions Revenue Share Arrangement with the East County Transitional Living Center

RECOMMENDATION:

That the City Council approves a revenue share of net concession revenue with East County Transitional Living Center for its August 28, 2021 fundraising event at The Magnolia.

DISCUSSION

Mayor Wells recused himself and left the Chamber at 3:05 p.m.

City Manager Mitchell provided detailed information of the Item.

Discussion ensued among Council and Staff regarding the following:

- Cost to use The Magnolia;
- Frequency of non-profit requests for the use of The Magnolia;
- Using Live Nation staff for events; and
- Support from the City Council for the event.

No comments were received for the Item.

MOTION BY METSCHEL, SECOND BY ORTIZ, to APPROVE a revenue share of net concession revenue with East County Transitional Living Center for its August 28, 2021 fundraising event at The Magnolia.

MOTION CARRIED BY UNANIMOUS VOTE OF THOSE PRESENT (GOBLE – Absent).

Mayor Wells returned to the Chamber at 3:13 p.m.

ADMINISTRATIVE REPORTS: (Continued)

7. Update on the City's Redistricting Process

RECOMMENDATION:

That the City Council receives the report from staff about the City's redistricting process and summary of the first Redistricting Hearing.

DISCUSSION

Assistant to the City Manager, David Richards, provided detailed information of the Item.

Discussion ensued among Council and Staff regarding the following:

- Request for Power Point used at the Public Hearing to be posted online;
- Middle Eastern population comment of not being counted properly on the census;
- Request to send a support letter to the U.S. Congress, supporting the Middle Eastern request to be counted; and
- Utilizing data from the census to obtain information on languages spoken in the City.

No comments were received for the Item.

COMMISSION REPORTS: None

ACTIVITIES REPORTS/COMMENTS OF MAYOR WELLS:

SANDAG (San Diego Association of Governments) Board of Directors; SANDAG – Audit Committee; LAFCO.

8. Council Activities Report/Comments

Report as stated.

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ACTIVITIES REPORTS OF COUNCILMEMBERS:

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

Council Activities Report/Comments.

Report as stated.

10. MAYOR PRO TEM GARY KENDRICK
METRO Commission/Wastewater JPA; Heartland Communications; Heartland Fire Training JPA.

Council Activities Report/Comments.

Report as stated.

Mayor Pro Tem Kendrick and Mayor Wells thanked the Police Department for their support for the July 25, 2021 event in the City.

11. COUNCILMEMBER MICHELLE METSHEL
Harry Griffen Park Joint Steering Committee; Heartland Communications – Alternate; Heartland Fire Training JPA – Alternate.

Council Activities Report/Comments.

Report as stated.

1. Opposition to HR 127 (Sabika Sheikh Firearms Licensing and Registration Act)

RECOMMENDATION:

That the City Council schedules an agenda item for August 10, 2021 to consider a proposal to oppose HR 127 (Sabika Sheikh Firearms Licensing and Registration Act).

ACTIVITIES REPORTS OF COUNCILMEMBERS: (Item 1. – Continued)

DISCUSSION

Councilmember Metschel provided detailed information of the Item.

Discussion ensued among Council in support of sending a letter of opposition to HR 127 to Congress.

City Attorney Foley reminded Councilmembers that the item on the agenda is only to schedule the discussion and decision making for the August 10, 2021 Council meeting.

No comments were received for the Item.

MOTION BY METSCHEL, SECOND BY KENDRICK, to SCHEDULE an agenda item for August 10, 2021 to consider a proposal to oppose HR 127 (Sabika Sheikh Firearms Licensing and Registration Act).

MOTION CARRIED BY UNANIMOUS VOTE OF THOSE PRESENT (GOBLE – Absent).

12. COUNCILMEMBER PHIL ORTIZ
League of California Cities, San Diego Division; East County Economic Development Council; MTS (Metropolitan Transit System Board) – Alternate; East County Advanced Water Purification Joint Powers Authority Board – Alternate; Chamber of Commerce – Government Affairs Committee – Alternate.

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

13. Amendment to Municipal Code Title 2 Administration and Personnel

RECOMMENDATION:

That Mayor Wells requests the City Clerk to recite the title.

DISCUSSION

No comments were received for the Item.

The City Clerk recited the title of the ordinance for a second reading.

An Ordinance to Amend Section 2.24.100 of Chapter 2.24, and Sections 2.64.030, 2.64.050, and 2.64.060 of Chapter 2.64 of Title 2 of the El Cajon Municipal Code to Amend the Personnel Commission Powers and Duties and to Amend the List of Exceptions to the City's Personnel System.

MOTION BY KENDRICK, SECOND BY ORTIZ, to ADOPT Ordinance No. 5112, to Amend Section 2.24.100 of Chapter 2.24, and Sections 2.64.030, 2.64.050, and 2.64.060 of Chapter 2.64 of Title 2 of the El Cajon Municipal Code to Amend the Personnel Commission Powers and Duties and to Amend the List of Exceptions to the City's Personnel System.

MOTION CARRIED BY UNANIMOUS VOTE OF THOSE PRESENT (GOBLE – Absent).

CLOSED SESSIONS: None

Adjournment: Mayor Wells adjourned the Adjourned Regular Joint Meeting of the El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency held this 27th day of July, 2021, at 3:27 p.m., to Tuesday, July 27, 2021, at 7:00 p.m.

ANGELA L. CORTEZ, CMC
City Clerk/Secretary

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

July 27, 2021

An Adjourned Regular Joint Meeting of the El Cajon City Council/Housing Authority/ Successor Agency to the El Cajon Redevelopment Agency, held Tuesday, July 27, 2021, was called to order by Mayor/Chair Bill Wells at 7:05 p.m., in the Council Chambers, 200 Civic Center Way, El Cajon, California. This meeting was adjourned from the Regular Joint Meeting held at 3:00 p.m., Tuesday, July 27, 2021, by order of the El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency.

ROLL CALL

Council/Agencymembers present:

Council/Agencymembers absent:

Deputy Mayor/Vice Chair present:

Mayor/Chair present:

Other Officers present:

Metschel

Goble and Ortiz

Kendrick

Wells

Mitchell, City Manager/Executive Director

DiMaggio, Assistant City Manager

Foley, City Attorney/General Counsel

Sangsanoy-Heng, Deputy 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).

AGENDA CHANGES: None

PUBLIC COMMENT: None

PUBLIC HEARINGS:

100. General Plan Amendment to update the Housing and Safety Elements and establish a new Environmental Justice Element

RECOMMENDATION:

That the City Council:

1. Opens the Public Hearing and receives testimony;
2. Closes the Public Hearing;
3. Moves to ADOPT the next Resolution, in order, ADOPTING the Initial Study and Negative Declaration; and
4. Moves to ADOPT the next Resolution, in order, APPROVING the General Plan Amendment.

DISCUSSION

Planning Manager, Melissa Devine, provided detailed information of the Item.

Mayor Wells opened the Public Hearing.

Stephanie Harper submitted an online comment against the proposed project and provided suggestions to the City.

MOTION BY WELLS, SECOND BY KENDRICK, to CLOSE the Public Hearing.

MOTION CARRIED BY UNANIMOUS VOTE OF THOSE PRESENT (GOBLE AND ORTIZ – Absent).

Discussion ensued among Council and Staff concerning the following:

- Future plans for communities outlined in the project;
- Housing Element Policy on preserving existing homes;
- No policy restricting 3D printed housing if code requirement is met; and
- General plans to introduce green zones.

In response to specific plans proposed by Councilmember Metschel, City Manager Mitchell advised to place those ideas on a future agenda or bring forward at a goal setting session.

PUBLIC HEARINGS: (Item 100 – Continued)

MOTION BY KENDRICK, SECOND BY METSCHEL, to ADOPT Resolution No. 062-21, Adopting the Initial Study and Negative Declaration; and ADOPT Resolution No. 063-21, Approving the General Plan Amendment.

MOTION CARRIED BY UNANIMOUS VOTE OF THOSE PRESENT (GOBLE AND ORTIZ – Absent).

Director of Community Development, Anthony Shute, praised Planning Manager, Melissa Devine, and city staff, Spencer Hayes and Alfonso Camacho, in concert with the consultants for their work on the update to the General Plan Amendment. Mr. Shute stated that Mrs. Devine has resigned her position with the city, and praised her work as a Planning Manager.

ADJOURNMENT: Mayor Wells adjourned the Adjourned Regular Joint Meeting of the El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency, held this 27th day of July, 2021, at 7:31 p.m., to August 10, 2021, at 3:00 p.m.

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ANGELA L. CORTEZ, CMC
City Clerk/Secretary



City Council
Agenda Report

DATE: August 10, 2021
TO: Honorable Mayor and City Councilmembers
FROM: Megan Blake, Senior Human Resources Analyst
SUBJECT: New Classification Specification for Forensic Latent Print Examiner

RECOMMENDATION:

That the City Council approves and authorizes the classification specification and pay range for Forensic Latent Print Examiner.

BACKGROUND:

Currently, the Police Department processes latent prints through the County of San Diego. In an effort to streamline the process for latent prints, the County of San Diego is providing a grant for the Police Department to fund and hire this position. Staff proposes adding a classification specification for Forensic Latent Print Examiner.

Attached is the proposed classification specification, side letter and attachment that outlines the core functions, and salary of the new Forensic Latent Print Examiner position. A copy of the classification specification was reviewed and approved by the El Cajon Municipal Employees Association, which will represent employees in this classification.

FISCAL IMPACT:

There is no fiscal impact. This position will be funded by the County of San Diego.

Prepared By: Megan Blake, Senior Human Resources Analyst

Reviewed By: Marisol Thorn, Director of Human Resources

Approved By: Graham Mitchell, City Manager

Attachments

Forensic Latent Print Examiner
2021 Signed Side Letter Agreement
2021 Side Letter Salary

CITY OF EL CAJON

Forensic Latent Print Examiner

Classification Description

Function: Under general supervision, to identify, collect, preserve, transport, and evaluate latent print evidence relevant to police investigations; to perform varied technical work in the areas latent print examination and identification; provides technical guidance in latent print analysis; gives expert testimony in the courts in all phases of latent print examination; performs related work as required.

Representative Duties:

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

- Identifies, examines, collects, documents, preserves, and transports print evidence at crime scenes; searches for latent impressions and other physical evidence; prepares evidence lists for collected property and evidence.
- Obtains major case prints from suspects, victims, and witnesses.
- Attends medical legal autopsies at the Medical Examiner's Office to collect known fingerprint evidence.
- Dusts and lifts prints; develops prints using laser and chemical enhancements; classifies, identifies, and examines prints; compares latent prints to known prints; evaluates latent prints to determine quality, integrity, and identity; maintains records of examinations.
- Processes evidence items for blood, latent prints, and other impression evidence.
- Determines if latent prints recovered from crime scenes are usable for comparison to known prints of individuals and/or for entry into AFIS and/or NGI/ULW; requests known prints of possible suspects for comparison from local, state, and federal departments via associated databases, email, and telephone.
- Prepares, enters, and compares prints in the Automated Fingerprint Identification Systems (AFIS) and related systems.
- Processes and prepares photographs, charts, and other materials for demonstration of evidence in court; offers testimony in court as an expert witness in all phases of latent print collection, processing, and examination; consults with prosecutors on various methods of presenting evidence; provides expert testimony in court.
- Communicates with attorneys and other law enforcement officials and agencies regarding collected evidence and results.
- Authors reports on the collection, processing, and analysis with latent prints.
- Prepares reports, evidence lists, and property tags for collected evidence.

- Assists in developing and creating forensic procedures and techniques, including authoring manuals compliant with ISO 17025 standards.
- Trains and directs the work of full-time, part-time and volunteer personnel.
- Researches and evaluates new technical developments in latent print development, crime scene processing and latent print examination.

Contacts and Relationships:

The employee interacts extensively with other Crime Laboratory personnel, various divisions of the Police Department, victims, suspects and other individuals connected with gathering evidence at the crime scene or in the laboratory. There is some work with other City department, agencies and forensic laboratories, and contact with the legal system.

Accountability:

Employee is accountable for performing thorough laboratory and crime scene investigations analysis, including courtroom testimony. The employee is expected to follow procedures established by the City, the State and Federal governments, and any other legal statues that may apply.

Working Conditions and Physical Demands:

Working Conditions: Forensic latent print examiners may be exposed to victims and suspects of crimes, chemicals or work in unhealthy crime scenes, which may result in a health hazard situation. Employee is required to be on call for crime scene investigations after normal working hours and work independently on assigned cases.

Physical Condition: Shall possess the physical, mental, and emotional ability to perform the essential duties of the position without the threat of hazard to self or others. While performing the duties of this job, employees are frequently required to sit, talk, and hear. Employees are occasionally required to move about an office; use hands to finger, handle or feel objects, tools or controls; reach with hands and arms; stand; walk; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell. Employees must occasionally lift and/ or move up to 25 pounds. Specific vision abilities required include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Qualification Guidelines:

Education: Associates of Arts or Science degree from an accredited college in criminalistics, evidence technology, administration of justice, biology, chemistry, or related field.

Experience: At least three years of experience in a Forensic related field performing casework within an accredited laboratory is required.

Special Requirements: Certification as a Latent Print Examiner by the International Association for Identification is highly desired. Possession of or ability to obtain, prior to employment, a valid Class C California driver's license with a safe driving record.

Abilities/Skills/Knowledge:

- Ability to perform thorough examinations of physical evidence;
- Ability to critically analyze what items and areas of crime scenes should be examined for latent prints;
- Ability to communicate effectively, both orally and in writing;
- Ability to work cooperatively and effectively with others;
- Ability to remain apprised of current developments in the field of evidence technology and latent prints;
- Ability to determine appropriate analytical tests for the evaluation of evidence;
- Considerable knowledge of techniques and procedures utilized in the identification and preservation of evidence and latent prints;
- Working knowledge of various photographic techniques, equipment, materials, and development methods;
- Knowledge of commonly used fingerprint classification systems;
- Working knowledge of investigative procedures used by the Police Department;
- Working knowledge to offer testimony as an expert witness regarding evidentiary materials and findings;
- Working knowledge of the criminal justice system;
- Working knowledge of laboratory equipment and maintenance techniques;
- Working knowledge of regulations pertaining to the collection, retention, and disposition of evidence;
- Knowledge of latent prints identification principles, practices, and procedures;
- Ability to evaluate latent prints to determine quality for database searching and identification;
- Ability to articulate the examination of latent prints in the courtroom.

Established: 07/2021

Revised:

Reviewed by City Manager:

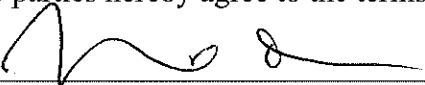
Approved by City Council:

Side Letter of Agreement between the City of El Cajon and the El Cajon Municipal Employees' Association (ECMEA)

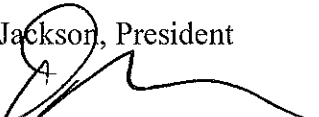
The City of El Cajon ("City") and the El Cajon Municipal Employees' Association ("ECMEA") hereby agree to the following:

1. The parties acknowledge that the Fleet Specialist and Forensic Latent Print Examiner classifications are covered under Article 2 of the ECMEA's memorandum of understanding.
2. The parties further acknowledge that the salaries shall be amended in Attachment A of the ECMEA's memorandum of understanding to include the Fleet Specialist and Forensic Latent Print Examiner classifications (see attachment).

The parties hereby agree to the terms and conditions of this side letter agreement.



Duane Jackson, President



Marisol Thorn, Director of Human Resources

8/2/21

Date

8/2/21

Date

ADDITION TO ATTACHMENT A- SALARY SCHEDULE

Represented EMPLOYEE salary schedule shall be as follows:

1. 2.5% general increase to all represented classifications effective the first paycheck issued in July 2021.

CLASSIFICATIONS	Salary Range Effective July 2021	Step A (Hourly)	Step E (Hourly)
Fleet Specialist	79.5	\$20.33	\$24.77
Forensic Latent Print Examiner	102.9	\$36.22	\$44.13

2. 2.5% general increase to all represented classifications effective the first paycheck issued in July 2022.

CLASSIFICATIONS	Salary Range Effective July 2022	Step A (Hourly)	Step E (Hourly)
Fleet Specialist	80.5	\$20.83	\$25.39
Forensic Latent Print Examiner	103.9	\$37.13	\$45.24



City Council
Agenda Report

Agenda Item 5.

DATE: August 10, 2021
TO: Honorable Mayor and City Councilmembers
FROM: Yazmin Arellano, Director of Public of Works
SUBJECT: Time Extension of Tentative Parcel Map (TPM) 659; 636 South Johnson Avenue, Engineering Job No. 3606

RECOMMENDATION:

That the City Council grants a one-year extension for TPM 659 (636 South Johnson Avenue) and sets the new expiration date to August 14, 2022, in accordance with Municipal Code Section 16.12.110.

BACKGROUND:

Public Works staff received a letter (copy attached) from the engineer of work, on behalf of the property owner, requesting a time extension for TPM 659. Resolution No. 087-18 conditionally approved TPM 659 with an expiration date of August 14, 2020. At the request of the engineer of work, the City Council granted the first time extension for an expiration date of August 14, 2021. Section 16.12.110 of the Municipal code allows for three one-year extensions. This request is the second of three allowable time extensions.

TPM 659 will create a four-lot subdivision on the northwest corner of South Johnson and Franklin Avenue; APN 487-531-12; General Plan designation; medium density residential (MR).

FISCAL IMPACT:

None. All costs are paid by the developer.

Prepared By: Jaime Campos, Associate Civil Engineer
Reviewed By: Yazmin Arellano, Director of Public Works
Approved By: Graham Mitchell, City Manager

Attachments

Extension of Time Request Letter
Tentative Parcel Map No. 659

07-13-2021
RP ENGINEERS

City of El Cajon
Engineering Department
200 Civic Center Way
El Cajon, CA 92020

To whom it may concern:

Romulo Puertollano from RP ENGINEERS, requests an extension of time for the project 3 DWELLING UNITS at 702 Franklin Ave in El Cajon CA 92020. Parcel Map No. 659, approved TPM No. 659 per adopted Resolution No. 086-18 on July 17, 2018 also known as BP2019 60-702 Franklin Ave.



Thank you.

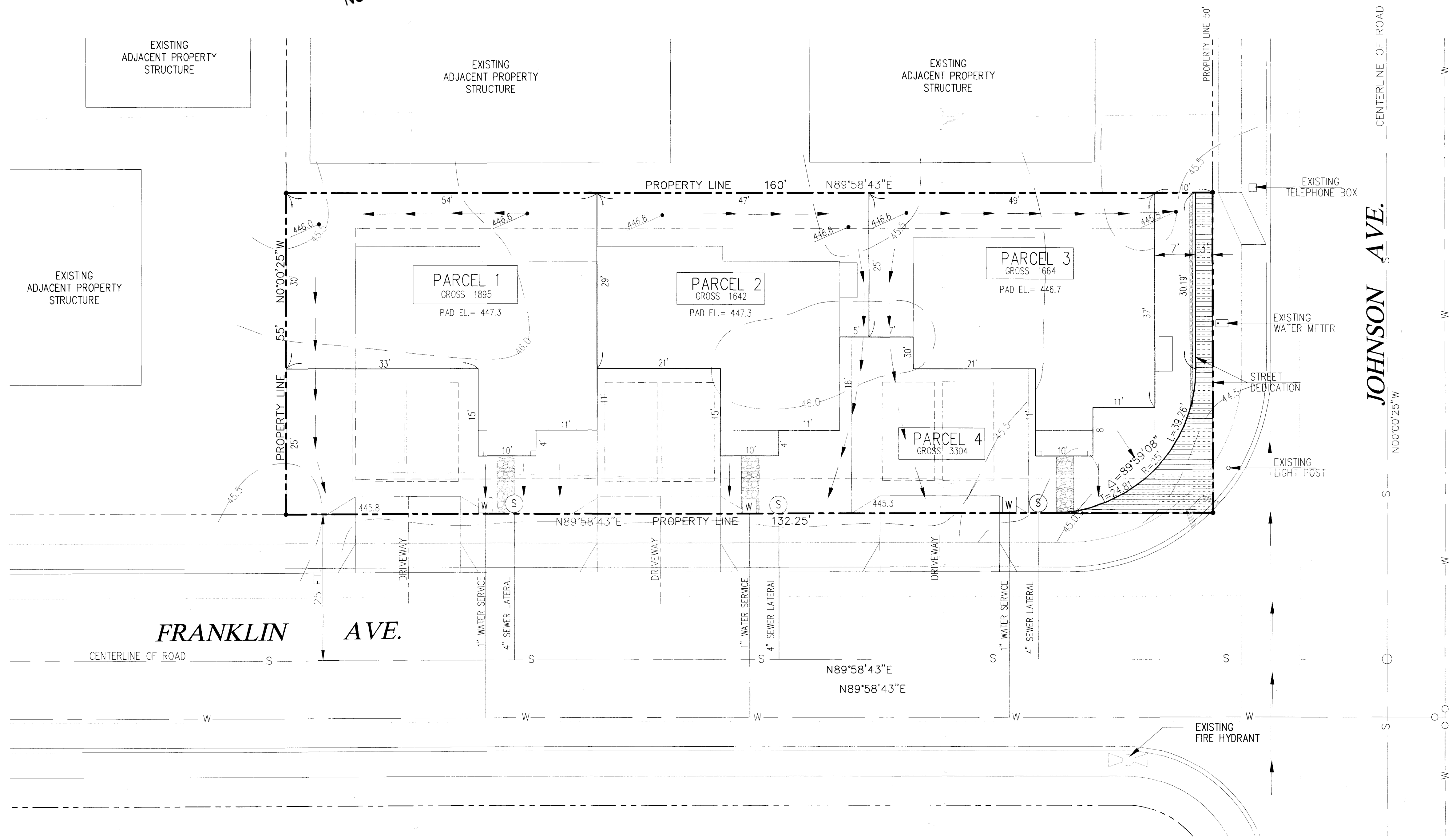
7-14-21

TENTATIVE PARCEL MAP

636 JOHNSON AVE., EL CAJON, CA 92021

APN: 487-531-12-00

SCALE: 1"=10'-0"



- WATER
PADRE DAM WATER DISTRICT
- SEWER
EL CAJON, CALIFORNIA
- FIRE
EL CAJON, CALIFORNIA
- POWER
SDG&E
- TELEPHONE
AT&T
- AVERAGE SLOPE
LESS THAN 2%
- TOPOGRAPHY
RP ENGINEERS

ADDITIONAL REQUIREMENTS
STREET LIGHTING TO BE COMPLIED WITH EL CAJON STANDARDS

TOTAL AREA GROSS
8,500 SQ. FT. ALL RESIDENTIAL

PUBLICLY MAINTAINED ACCESS ROAD
FRANKLIN AVE. & JOHNSON AVE.

PRESENT & PROPOSED ZONING
RM-2200 ZONE

GRADING
GROSSEMONT HIGH SCHOOL
855 EL CAJON

SITE ADDRESS
636 SO. JOHNSON AVE. EL CAJON CALIFORNIA 92020

APPLICANT/OWNER

NADA NAJIM

ALRITA, LLC
3090 COTTONWOOD VIEW DRIVE
EL CAJON, CA, 92019



VICINITY MAP
N.T.S.

LEGEND

- SPOT ELEVATION
- SUBDIVISION BDRY
- LOT LINE
- CENTER LINE
- FLOW DIRECTION 1% MIN.
- EXISTING FENCE
- EXISTING 8" SEWER LINE
- EXISTING 8" WATER LINE
- EXISTING FIRE HYDRANT
- PROPOSED DRIVEWAY
- EXISTING CONCRETE PAVING
- EXISTING CURB AND GUTTER
- EXISTING POWER POLE
- PROPOSED CONCRETE
- PROPOSED WOOD FENCE
- PROPOSED 4" LATERAL
- PROPOSED 1" WATER LATERAL

BENCH MARK

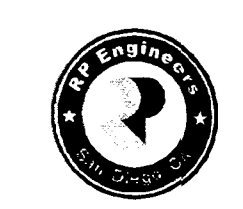
STD BM T/C S END CB RET SW COR
RENETTE ST & JOHNSON AVE.
BM NO. 137
ELEV. = 457.9

LEGAL DESCRIPTION

THE LAND HEREINAFTER REFERRED TO IS SITUATED IN THE CITY OF EL CAJON, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:
LOT 15 IN BLOCK 3 OF FRANKLIN CENTER, IN THE CITY OF EL CAJON, COUNTY OF SAN DIEGO, STATE OF CALIFORNIA, ACCORDING TO MAP THEREOF NO. 2098, FILED IN THE OFFICE OF THE COUNTY RECORDER OF SAN DIEGO COUNTY, MARCH 19, 1928.
APN: 487-531-12-00

LOT SCHEDULE

DESCRIPTION	AREA, S.F.	REMARKS
PARCEL 1	1895	
PARCEL 2	1642	
PARCEL 3	1664	
PARCEL 4	3304	COMMON SPACE
ST. DEDICATION	295	
TOTAL	8,800 S.F.	0.20 AC.



RP ENGINEERS
CIVIL ENGINEERING & SURVEYING
845-C E. STREET
NATIONAL CITY, CA 91950
TEL. No. (619) 474-4904
rpengineers@yahoo.com

ENGINEER OF WORK:

ROMULO F. PUERTOLLANO RCE# 27246 DATE 6-22-18

PUD 350 TPM 659
South Johnson Residences
636 South Johnson Avenue

REVISIONS	BY
6-22-18	

RP ENGINEERS USA
CIVIL/STRUCTURAL CONSULTANTS
845-C E. 8TH STREET, NATIONAL CITY, CA 91950
(619) 474-4904

636 JOHNSON AVENUE DEVELOPMENT
EL CAJON, CALIFORNIA 92021

Date	
Scale	
Drawn	
Job	



City Council
Agenda Report

DATE: August 10, 2021
TO: Honorable Mayor and City Councilmembers
FROM: Megan Blake, Senior Human Resources Analyst
SUBJECT: New Classification Specification for Fleet Specialist

RECOMMENDATION:

That the City Council approves and authorizes the classification specification and salary range for Fleet Specialist.

BACKGROUND:

Up until this current fiscal year, the City's Public Works Department contracted with Napa Auto Parts to fill the function of ordering fleet parts and the storage of parts for the Fleet Division. Because it is more cost effective, in Fiscal Year 2021-22, the Public Works Department added Fleet Specialist as a part-time, benefited position. Staff recommends adding a classification specification for Fleet Specialist to accommodate this change. This action establishes pay, duties, and minimum requirements for the job classification.

Attached is a proposed classification specification, side letter and attachment that outlines the core functions, and salary of the new Fleet Specialist position. A copy of the classification specification was reviewed and approved by the El Cajon Municipal Employees Association, which will represent employees in this classification.

FISCAL IMPACT:

There is no fiscal impact.

Prepared By: Megan Blake, Senior Human Resources Analyst
Reviewed By: Marisol Thorn, Director of Human Resources
Approved By: Graham Mitchell, City Manager

Attachments

Fleet Specialist
2021 Signed Side Letter Agreement
2021 Side Letter Salary Attachment

CITY OF EL CAJON

FLEET SPECIALIST

CLASSIFICATION DESCRIPTION

Function: Under supervision, assist in the purchasing of materials, supplies, equipment, and services in support of the Fleet Maintenance Division of Public Works; to perform technical and manual storekeeping functions; to serve as liaison to vendors and city personnel; to perform related work as assigned.

Representative Duties:

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

- Perform specific buying tasks, within established guidelines, in purchasing a variety of items and commodities for the Fleet Division.
- Order, receive, and stock parts for various City equipment, including cars, trucks, fire engines, mowers, and small equipment.
- Operate a fleet inventory storeroom and monitor and maintain physical inventory.
- Maintain work-related records and reports using a computer for reconciliation of parts inventory, prepare related status reports, and coordinate and perform physical inventories of parts and supplies.
- Coordinate payment of invoices for parts and other expenditures.
- Interact with equipment mechanics and the Fleet Manager to coordinate ordering and delivery of parts and supplies. Assess the needs of equipment mechanics and stock storeroom in anticipation of those needs.
- Process warranty parts returns and comply with vendor warranty policies.
- Operate City vehicles and forklifts skillfully and safely.
- Build and maintain positive working relationships with co-workers and other City employees.
- Performs related duties as assigned.

Contacts and Relationships: Contacts are City employees and vendors who are involved in the exchange of information concerning the maintenance and repair of vehicles.

Accountability: Employee is accountable for the quality of work performed and, on most assignments, expected to apply judgment in the selection of appropriate procedures, tools, parts, etc.

QUALIFICATIONS GUIDELINES

Physical Condition: Shall possess the physical, mental and emotional ability to perform the essential duties of the position without the threat of hazard to self or others. While performing the duties of this job, the employee is occasionally required to stand; walk; use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to sit, climb or balance; stoop, kneel, crouch or crawl; talk or hear; and smell. Hand-eye coordination is necessary to operate computers and various pieces of office equipment. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Experience: Two years of responsible experience with parts procurement and storeroom operations.

Education: Equivalent to graduation from high school.

Special Requirements: Possession of or ability to obtain, prior to employment, a valid Class C California driver's license with a safe driving record.

Abilities/Skills/Knowledge:

- Ability to maintain accurate and concise records and to prepare reports;
- Ability to operate office equipment including computers, fax machines, copy machines, and printers;
- Ability to work independently and efficiently to carry out assignments;
- Ability to understand and carry out oral and written instructions;
- Ability to communicate clearly and concisely, both orally and in writing;
- Ability to establish and maintain effective relationships with those contacted in the course of work;
- Knowledge of vendor practices of pricing, shipping, and invoicing;
- Knowledge of storekeeping and inventory methods and procedures;
- Knowledge of warehousing and distribution of materials, equipment, and supplies;
- Knowledge of principles and practices of financial record keeping and reporting;
- Knowledge of pertinent Federal, State, and local laws, codes, and regulations.

City of El Cajon
Fleet Specialist

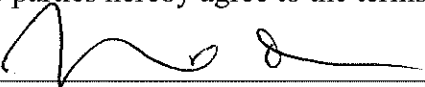
Established: 07/2021
Revised:
Reviewed by City Manager:
Approved by City Council:

Side Letter of Agreement between the City of El Cajon and the El Cajon Municipal Employees' Association (ECMEA)

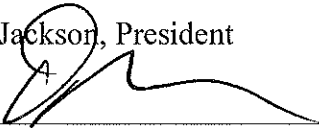
The City of El Cajon ("City") and the El Cajon Municipal Employees' Association ("ECMEA") hereby agree to the following:

1. The parties acknowledge that the Fleet Specialist and Forensic Latent Print Examiner classifications are covered under Article 2 of the ECMEA's memorandum of understanding.
2. The parties further acknowledge that the salaries shall be amended in Attachment A of the ECMEA's memorandum of understanding to include the Fleet Specialist and Forensic Latent Print Examiner classifications (see attachment).

The parties hereby agree to the terms and conditions of this side letter agreement.



Duane Jackson, President



Marisol Thorn, Director of Human Resources

8/2/21

Date

8/2/21

Date

ADDITION TO ATTACHMENT A- SALARY SCHEDULE

Represented EMPLOYEE salary schedule shall be as follows:

1. 2.5% general increase to all represented classifications effective the first paycheck issued in July 2021.

CLASSIFICATIONS	Salary Range Effective July 2021	Step A (Hourly)	Step E (Hourly)
Fleet Specialist	79.5	\$20.33	\$24.77
Forensic Latent Print Examiner	102.9	\$36.22	\$44.13

2. 2.5% general increase to all represented classifications effective the first paycheck issued in July 2022.

CLASSIFICATIONS	Salary Range Effective July 2022	Step A (Hourly)	Step E (Hourly)
Fleet Specialist	80.5	\$20.83	\$25.39
Forensic Latent Print Examiner	103.9	\$37.13	\$45.24



City Council
Agenda Report

DATE: August 10, 2021
TO: Honorable Mayor and City Councilmembers
FROM: Graham Mitchell, City Manager
SUBJECT: Designation of Voting Delegate and Alternate to League of California Cities Annual Conference (September 22-24, 2021)

RECOMMENDATION:

That the City Council designates Mayor Bill Wells as the Voting Delegate for the City of El Cajon and Councilmember Phil Ortiz as the Alternate, for the League of California Cities Annual Conference.

BACKGROUND:

In a letter dated June 16, 2021, the League of California Cities requested that the City Council designates a voting delegate and up to two voting alternates to attend the annual conference to be held in September 2021 in Sacramento. The voting delegate and alternate(s) must register and attend the conference in order to vote on resolutions that establish League policy.

Upon designation of the delegates, the City Clerk will sign and return the form affirming those selected by the City Council.

Prepared By: Graham Mitchell, City Manager
Reviewed By: N/A
Approved By: Graham Mitchell, City Manager



City Council Agenda Report

Agenda Item 8.

DATE: August 10, 2021
TO: Honorable Mayor and City Councilmembers
FROM: Marisol Thorn, Director of Human Resources
SUBJECT: Revisions to the Police Dispatcher Job Family

RECOMMENDATION:

That the City Council approves and authorizes the changes to the Police Dispatcher Job Family as stated in the staff report and described in the attached documents.

BACKGROUND:

Staff recommends changes to the series of jobs related to Police Dispatcher. Currently, the classifications included in the Police Dispatcher Job Family are Public Safety Communications Operator, Police Dispatcher, and Supervising Police Dispatcher. In an effort to ensure continuity of the communications center and to align pay with the local market, staff recommends restructuring the classifications in the Job Family. Specifically, staff recommends the following changes:

- designate Public Safety Communications Operator as a terminal classification,
- create a Police Dispatcher I classification to be designated as a trainee position,
- retitle Police Dispatcher to Police Dispatcher II,
- adjust the pay range for the retitled Police Dispatcher II,
- and adjust the pay range for Supervising Police Dispatcher.

Specific changes and pay ranges, which have been reviewed and approved by the El Cajon Municipal Employees' Association, are found in the attached documents.

FISCAL IMPACT:

Impacts to the Fiscal Year 2021-22 Police Department Annual Budget are being evaluated for possible mitigation. If necessary, a budget amendment may be requested as part of the Mid-Year Budget Adjustment Report.

Prepared By: Marisol Thorn, Director of Human Resources

Reviewed By: N/A

Approved By: Graham Mitchell, City Manager

Attachments

Signed Side Letter

Side Letter Salary Attachment

New Police Dispatcher I Class Specification

Revised Police Dispatcher II Class Specification

Revised Police Dispatcher II Class Specification Track Changes Version

SIDE LETTER OF AGREEMENT

BETWEEN

THE CITY OF EL CAJON

AND

THE EL CAJON MUNICIPAL EMPLOYEES' ASSOCIATION

This Side Letter of Agreement ("Agreement") between the City of El Cajon ("City") and the El Cajon Municipal Employees' Association ("ECMEA") (collectively "Parties") is entered into with respect to the following:

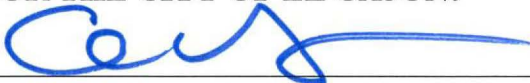
WHEREAS, the City recognizes the recruitment and retention issues with staffing the communications center,

WHEREAS, the City has determined that a classification restructure and market salary adjustment is vital in order to retain employees and recruit viable candidates.

NOW THEREFORE, the parties agree as follows:

1. All ECMEA employees in the classification of Supervising Police Dispatcher will receive a salary increase of 15% effective August 21, 2021.
2. All ECMEA employees in the classification of Police Dispatcher will be reclassified to Police Dispatcher II effective August 21, 2021.
3. All ECMEA employees reclassified to Police Dispatcher II will move into their current step, under the new pay range that is 15% above their current range, and maintain the same step anniversary date.
4. The classification of Public Safety Communications Operator will be designated "Terminal" effective August 21, 2021 (classification will be phased out through attrition).
5. All ECMEA employees in the classification of Public Safety Communications Operator will remain in their current status unless they choose to promote to Police Dispatcher I.

FOR THE CITY OF EL CAJON:

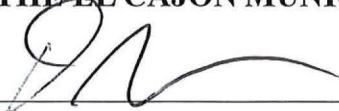


Graham Mitchell, City Manager

8-3-2021

Date

FOR THE EL CAJON MUNICIPAL EMPLOYEES' ASSOCIATION:



Duane Jackson, President

8/2/21

Date

MODIFICATION TO ATTACHMENT A- SALARY SCHEDULE

Represented EMPLOYEE salary schedule shall be amended as follows:

1. Effective August 21, 2021.

CLASSIFICATIONS	Salary Range Effective August 21, 2021	Step A (Hourly)	Step E (Hourly)
Police Dispatcher I	91.2	\$27.13	\$33.06
Police Dispatcher II	97.2 91.2	\$31.47 \$27.13	\$38.34 \$33.06
Supervising Police Dispatcher	104.4 98.4	\$37.59 \$32.41	\$45.80 \$39.49

2. 2.5% general increase to all represented classifications effective the first paycheck issued in July 2022.

CLASSIFICATIONS	Salary Range Effective July 2022	Step A (Hourly)	Step E (Hourly)
Police Dispatcher I	92.2	\$27.81	\$33.89
Police Dispatcher II	98.2 92.2	\$32.25 \$27.81	\$39.30 \$33.89
Supervising Police Dispatcher	105.4 99.4	\$38.53 \$33.23	\$46.95 \$40.48

CITY OF EL CAJON

POLICE DISPATCHER I

CLASSIFICATION DESCRIPTION

Function: Under direct supervision, will receive training on receiving and evaluating emergency and non-emergency communications, then transmits that information via data entry and radio to field units; and performs related work as required.

Class Characteristics: This is the entry-level trainee classification in the Police Dispatcher Series. Employees in this class report to an assigned Supervising Police Dispatcher and receive training and experience in handling radio and telephone emergency and non-emergency communications. Employees who successfully complete the 18-month probation will automatically advance to the Police Dispatcher II classification.

Representative Duties:

Employees in this class receive training in performing the following duties:

- May be designated as a primary radio operator, receives, screens and transmits emergency and non-emergency communications;
- secures, records, evaluates, and transmits information to Police Department personnel;
- monitors radio frequencies and alarm systems;
- dispatches police units;
- keeps supervisors and field units advised of the status of emergency situations;
- receives and transmits information to other jurisdictions;
- relays messages;
- tests and makes minor adjustments to radio equipment;
- prepares tape/ CFS requests;
- maintains a variety of logs and records;
- utilizes automated information and computer aided dispatch systems;
- makes telephone calls for a variety of services, e.g. tow trucks, private ambulance, taxi cabs;
- answer emergency and non-emergency calls via telephone, text to 911, TDD, teletype, or other automatic systems;
- may be assigned as a Dispatcher Training Officer;
- may testify in court;
- performs miscellaneous clerical and housekeeping work in the dispatch area.

Contacts and Relationships: Employees have primary contact with police field units and Communications Center personnel. In addition, employees have contact with other law enforcement agency personnel and the general public.

Accountability: Employees are accountable for taking prompt and appropriate action in emergency situations while applying learned techniques and procedures. Employees are expected to follow established departmental rules, regulations and training guidelines.

Working Conditions: Essentially all of the employee's time is spent in the Communication Center of the Police Department. Employees work on a rotating shift basis, holidays, weekends, and overtime. The working environment may range from periods of high volume emergency and life-threatening calls for service to periods of little activity. Employees are subject to stressful, time-pressure situations.

QUALIFICATIONS GUIDELINES

Physical Condition: Shall possess the physical, mental and emotional ability to perform the essential duties of the position without the threat of hazard to self or others.

Employees require sufficient mobility to work in an office setting; stand or sit for prolonged periods of time; operate office equipment including use of a computer keyboard; ability to communicate verbally to exchange information; see in normal visual range with or without correction; vision sufficient to read computer screens, printed documents, and overhead presentations, and to operate assigned equipment; hear in the normal audio range with or without correction and wear headsets for prolonged periods of time.

Must be at least 18 years of age.

Experience: No mandatory experience needed. Experience providing information and assistance to the public by means of telephone or radio is desirable.

Education: Educational achievement equivalent to graduation from high school. College level coursework in radio communications or law enforcement is desirable.

Special Requirements: Ability to satisfactorily complete the Police Officer Standards and Training (POST) certified Basic Dispatcher Course within twelve months of employment.

Complete 24 hours of POST required continuing professional training biennially.

Abilities/Skills/Knowledge:

Must have the ability to learn and show proficiency for the following;

- Ability to interpret and apply legal statutes and departmental policies and procedures;
- ability to analyze and adopt A course of action in emergency situations;
- visual and hearing acuity sufficient to operate a telephone and computer terminal in muted lighting conditions;
- ability to speak clearly, calmly and concisely;
- ability to maintain records, logs and files;

City of El Cajon
Police Dispatcher I

- ability to deal tactfully and courteously with the public and law enforcement personnel;
- knowledge of City geography;
- ability to understand and follow written and oral instructions;
- ability to operate computer and radio/ telephone equipment;
- ability to write clearly and accurately in a report format;
- Ability to carry out dispatch duties; ability to type at a speed of 30 net words per minute with a maximum of five (5) errors.

CITY OF EL CAJON
POLICE DISPATCHER II

CLASSIFICATION DESCRIPTION

Function: Under general supervision, receives and evaluates emergency and non-emergency communications, then transmits that information via data entry and radio to field units; and performs related work as required.

CLASS CHARACTERISTICS:

This is the journey level classification in the Police Dispatcher series and is responsible for handling the full range of emergency and non-emergency communications. This classification reports to a Supervising Police Dispatcher and is distinguished from the Police Dispatcher I classification in that the latter is an entry-level trainee classification.

Lateral employees hired into the Police Dispatcher II classification will be required to serve a 12-month probation.

Representative Duties:

- May be designated as a primary radio operator, receives, screens and transmits emergency and non-emergency communications;
- secures, records, evaluates, and transmits information to Police Department personnel;
- monitors radio frequencies and alarm systems;
- dispatches police units;
- keeps supervisors and field units advised of the status of emergency situations;
- receives and transmits information to other jurisdictions;
- relays messages;
- tests and makes minor adjustments to radio equipment;
- prepares tape/CFS requests;
- maintains a variety of logs and records;
- utilizes automated information and computer aided dispatch systems;
- makes telephone calls for a variety of services, e.g. tow trucks, private ambulance, taxi cabs;

City of El Cajon
Police Dispatcher II

- answer emergency and non-emergency calls via telephone, text to 911, TDD, teletype, or automatic systems;
- may be assigned as Dispatcher Training Officer.
- may testify in court.
- performs miscellaneous clerical and housekeeping work in the dispatch area;

Contacts and Relationships: Employees have primary contact with police field units and communications center personnel. In addition, employees have contact with other law enforcement agency personnel and the general public.

Accountability: Employees are accountable for taking prompt and appropriate action in emergency situations while applying learned techniques and procedures. Employees are expected to follow established departmental rules, regulations and training guidelines.

Working Conditions: Essentially all of the employee's time is spent in the Communications Center of the Police Department. Employees work on a rotating shift basis, holidays, weekends, and overtime. The working environment may range from periods of high volume emergency and life-threatening calls for service to periods of little activity. Employees are subject to stressful, time-pressure situations. Employees are required to wear a uniform

QUALIFICATIONS GUIDELINES

Physical Condition: Shall possess the physical, mental and emotional ability to perform the essential duties of the position without the threat of hazard to self or others.

Employees require sufficient mobility to work in an office setting; stand or sit for prolonged periods of time; operate office equipment including use of a computer keyboard; ability to communicate verbally to exchange information; see in normal visual range with or without correction; vision sufficient to read computer screens, printed documents, and overhead presentations, and to operate assigned equipment; hear in the normal audio range with or without correction and wear headsets for prolonged periods of time.

Experience: At least one year experience in emergency service communications work which includes radio use.

Education: Educational achievement equivalent to graduation from high school. College level course work in radio communications or law enforcement is desirable.

Special Requirements: Ability to satisfactorily complete the Police Officer Standards and Training (P.O.S.T.) certified Basic Dispatcher Course within twelve months of employment.

Complete 24 hours of POST required continuing professional training biennially.

City of El Cajon
Police Dispatcher II

Abilities/Skills/Knowledge:

- Ability to interpret and apply legal statutes and departmental policies;
- ability to analyze and adopt a course of action in emergency situations;
- visual and hearing acuity sufficient to operate a telephone and computer terminal in muted lighting conditions;
- ability to speak clearly, calmly, and concisely;
- ability to maintain records, logs and files;
- ability to deal tactfully and courteously with the public and law enforcement personnel;
- knowledge of city geography;
- ability to understand and follow written and oral instructions;
- ability to operate computer and radio/telephone equipment;
- ability to write clearly and accurately in a report format;
- ability to carry out dispatch duties;
- ability to type at a speed of 30 net words per minute with a maximum of five (5) errors.

Established: 08/1990
Revised: 07/1998; 10/2007;08/2021
Retitled: 08/2021

CITY OF EL CAJON

~~POLICE DISPATCHER~~ POLICE DISPATCHER II

CLASSIFICATION DESCRIPTION

Function: Under general supervision, receives, and evaluates, ~~and transmits~~ emergency and ~~routine voice radio messages~~ non-emergency communications, then transmits that information via data entry and radio to field units ~~to field emergency personnel~~; and performs related work as required.

CLASS CHARACTERISTICS:

This is the journey level classification in the Police Dispatcher series and is responsible for handling the full range of emergency and non-emergency communications. This classification reports to a Supervising Police Dispatcher and is distinguished from the Police Dispatcher I classification in that the latter is an entry-level trainee classification.

Lateral employees hired into the Police Dispatcher II classification will be required to serve a 12-month probation.

Representative Duties:

- May be Designated as a primary radio operator, receives, screens and transmits emergency ~~voice radio calls; prioritizes calls for service~~ and non-emergency communications;
- secures, records, evaluates, and transmits information to Police Department personnel;
- monitors radio frequencies and alarm systems;
- dispatches police units;
- keeps supervisors and field units advised of the status of emergency situations;
- receives and transmits information to other jurisdictions;
- relays messages;
- tests and makes minor adjustments to radio equipment;
- prepares tape/CFS requests; ~~records press releases~~;
- maintains a variety of logs and records;
- utilizes automated information and computer aided dispatch systems;

City of El Cajon
Police Dispatcher II

- makes telephone calls for a variety of services, e.g. tow trucks, private ambulance, taxi cabs, ~~AAA~~;
- ~~may~~ answer emergency and non-emergency calls via telephone, text to 911, TDD, teletype, or automatic systems;
- may be assigned as Dispatcher Training Officer.
- may testify in court.
- performs miscellaneous clerical and housekeeping work in the dispatch area;

Contacts and Relationships: Employees have primary contact with police field units and communications center personnel. In addition, employees have contact with other law enforcement agency personnel and the general public.

Accountability: Employees are accountable for taking prompt and appropriate action in emergency situations while applying learned techniques and procedures. Employees are expected to follow established departmental rules, regulations and training guidelines.

Working Conditions: Essentially all of the employee's time is spent in the Communications Center of the Police Department. Employees work on a rotating shift basis, holidays, weekends, and overtime. The working environment may range from periods of high volume emergency and life-threatening calls for service to periods of little activity. Employees are subject to stressful, time-pressure situations. Employees are required to wear a uniform ~~and occasional boredom. Employees work on a rotating shift schedule. Employees may be required to wear a uniform.~~

QUALIFICATIONS GUIDELINES

Physical Condition: Shall possess the physical, mental and emotional ability to perform the essential duties of the position without the threat of hazard to self or others.

Employees require sufficient mobility to work in an office setting; stand or sit for prolonged periods of time; operate office equipment including use of a computer keyboard; ability to communicate verbally to exchange information; see in normal visual range with or without correction; vision sufficient to read computer screens, printed documents, and overhead presentations, and to operate assigned equipment; hear in the normal audio range with or without correction and wear headsets for prolonged periods of time.

Experience: At least one year experience in emergency service communications work which includes radio use.

Education: Educational achievement equivalent to graduation from high school. College level course work in radio communications or law enforcement is desirable.

City of El Cajon
Police Dispatcher II

Special Requirements: Ability to satisfactorily complete the Police Officer Standards and Training (P.O.S.T.) certified Basic Dispatcher Course within twelve months of employment.

Complete 24 hours of POST required continuing professional training biennially.

Abilities/Skills/Knowledge:

- Ability to interpret and apply legal statutes and departmental policies;
- ability to analyze and adopt a course of action in emergency situations;
- visual and hearing acuity sufficient to operate a telephone and computer terminal in muted lighting conditions;
- ~~ability to follow written and oral instructions;~~
- ability to speak clearly, calmly, and concisely;
- ability to maintain records, logs and files;
- ability to deal tactfully and courteously with the public and law enforcement personnel;
- knowledge of city geography;
- ability to understand and follow written and oral instructions;
- ability to operate computer and radio/telephone equipment;
- ~~working knowledge of police department organizational structure;~~ ability to write clearly and accurately in a report format;
- ~~ability to deal tactfully with the public and law enforcement personnel;~~
- ~~ability to research and maintain records, logs and files;~~
- ~~ability to operate computer and radio-telephone equipment;~~
- ability to carry out dispatch duties;
- ability to type at a speed of 30 net words per minute with a maximum of five (5) errors.
 - ~~type at a corrected rate of 35 wpm.~~

Established: 08/1990
Revised: 07/1998; 10/2007; 08/2021
Retitled: 08/2021
Reviewed by City Manager: 10/2007

| City of El Cajon
Police Dispatcher II

Approved by Personnel Commission: 10/2007
Approved by City Council: 11/13/2007



City Council Agenda Report

Agenda Item 9.

DATE: August 10, 2021

TO: Honorable Mayor and City Councilmembers

FROM: Mike Moulton, Chief of Police

SUBJECT: Memorandum of Agreement (MOA) between the San Diego County Cal-ID Remote Access Network (RAN) Board and City of El Cajon Police Department for funding of one full-time Forensic Latent Print Examiner

RECOMMENDATION:

That the City Council authorizes the City Manager or designee to accept and appropriate the Forensic Latent Print Examiner funding from the County of San Diego in the amount of \$107,536 for Fiscal Year 2021-2022, and execute any agreements necessary for the receipt and use of these funds.

BACKGROUND:

On May 22, 2020, the San Diego County Cal-ID Remote Access Network (RAN) Board authorized the use of Cal-ID revenue to fund one full-time Forensic Latent Print Examiner from November 1, 2020, to June 30, 2021, with the option of the parties to approve a maximum of four renewal terms of not more than one (1) year each. If all options for renewal are exercised, this Agreement will extend through June 30, 2025. Either party may exercise an option to renew by notifying the other party in writing not later than 60 days prior to the end of the initial term or any renewal term. The other party shall have until not later than 30 days prior to the end of the initial term or any renewal term to decline to approve the renewal term, in writing to the other party.

On October 27, 2020, the Board of Supervisors approved the San Diego County Cal-ID RAN Board's recommendation of May 22, 2020, to fund one full-time Forensic Latent Print Examiner in the City of El Cajon, and for the Sheriff to enter into a Memorandum of Agreement setting forth the terms and conditions of the funding. The County of San Diego, by and through the San Diego County Sheriff's Department, has agreed to provide funding from the Sheriff's Fingerprint ID Trust Fund to reimburse the actual cost of Salary and Benefits of one full-time Forensic Latent Print Examiner, from November 1, 2020, to June 30, 2021, estimated at \$53,768 for the current Fiscal Year 2020-21 and \$107,536 annually for four additional years through June 30, 2025. The City will provide to the RAN Board known compensation increases annually during the term of the Agreement.

FISCAL IMPACT:

This agreement will provide \$107,536 of funding to the Miscellaneous Police Grants Fund for Fiscal Year 2021-2022 and will not impact the City's General Fund. No matching funds are required for this grant. These funds will be used solely by the Police Department to fund the position noted above.

Prepared By: Julie Wiley

Reviewed By: Mike Moulton, Police Chief

Approved By: Graham Mitchell, City Manager

Attachments

MOA

AGREEMENT
BETWEEN THE COUNTY OF SAN DIEGO AND THE CITY OF EL CAJON
REGARDING FORENSIC LATENT PRINT EXAMINER PERSONNEL

I. PURPOSE

This Agreement (Agreement) is entered into by the County of San Diego, a charter county and political subdivision of the State of California (County) and by the City of El Cajon, a California charter city and municipal corporation (City) to establish terms and conditions for the reimbursement of costs from the Sheriff Fingerprint ID Trust Fund to the City of El Cajon for the purpose of funding one full-time Forensic Latent Print Examiner from November 1, 2020 to June 30, 2021, with a maximum of four (4) renewal terms of up to one (1) year each. The originating funding source for the Forensic Latent Print Examiner will be revenue generated from California Vehicle Code section 9250.19.

II. BACKGROUND

On May 22, 2020, the San Diego County Cal-ID Remote Access Network (RAN) Board authorized the use of Cal-ID revenue to fund one full-time Forensic Latent Print Examiner from November 1, 2020 to June 30, 2021, with the option of the parties to approve a maximum of four renewal terms of not more than one (1) year each. If all options for renewal are exercised this Agreement will extend through June 30, 2025. Either party may exercise an option to renew by notifying the other party in writing not later than 60 days prior to the end of the initial term or any renewal term. The other party shall have until not later than 30 days prior to the end of the initial term or any renewal term to decline to approve the renewal term, in writing to the other party. If the option is not exercised in a timely fashion, this Agreement shall terminate at the conclusion of the term; if the option is exercised but the other party fails to timely decline to approve the renewal term, the Agreement shall be renewed.

On October 27, 2020, the Board of Supervisors approved the San Diego County Cal-ID RAN Board's recommendation of May 22, 2020, to fund one full-time Forensic Latent Print Examiner in the City of El Cajon, and for the Sheriff to enter into a Memorandum of Agreement setting forth the terms and conditions of the funding.

III. OBLIGATIONS

The County of San Diego by and through the San Diego County Sheriff's Department agrees to:

Provide funding from the Sheriff's Fingerprint ID Trust Fund to reimburse the actual cost of Salary and Benefits of one full-time Forensic Latent Print Examiner, from November 1, 2020 to June 30, 2021, estimated at \$53,768 for the current Fiscal Year 2020-21 and \$107,536 annually for four additional years through June 30, 2025. The City will provide to the RAN Board known compensation increases annually during the term of the Agreement.

The City of El Cajon agrees to the following:

1. The City shall employ one full-time Forensic Latent Print Examiner from November 1, 2020, through June 30, 2021. The City shall provide, at its own expense, all necessary training of its personnel.

2. One hundred percent of the work performed by the one full-time Forensic Latent Print Examiner will be devoted to enhancing the capacity of the El Cajon Police Department to provide automated mobile and fixed location fingerprint identification of individuals who may be involved in driving under the influence of alcohol or drugs in violation of section 23152 or 23153 of the California Vehicle Code, vehicular manslaughter in violation of section 191.5 of the California Penal Code or subdivision (c) of section 192 of the California Penal Code, or any combination of those and other vehicle-related crimes, and other crimes committed while operating a motor vehicle, in cases where there is a nexus to the City of El Cajon.

A Working Committee, consisting of the El Cajon Police Department's Crime Laboratory Director and the San Diego Sheriff's Department Cal-ID Program Manager, will be created to monitor the workflow and prescribe the obligations of the personnel under this Agreement.

3. The City will submit a reimbursement request to the San Diego County Sheriff's Department on a quarterly basis for the actual cost of Salary and Benefits for one full-time Forensic Latent Print Examiner. The City will provide to the RAN Board known compensation increases annually during the term of this Agreement, and any renewal term hereof.

IV. EFFECTIVE DATE/TERM

The Effective Date of this Agreement shall be November 1, 2020 to June 30, 2021, and may be renewed for up to four (4) additional terms of not more than one (1) year each through June 30, 2025.

V. TERMINATION

Any party may terminate this Agreement by giving thirty (30) days written notice of termination delivered by certified mail.

VI. NOTICES

All notices, demands, requests, approvals, reports, and statements to be given under this Agreement shall be given in writing and conclusively shall be deemed served when delivered personally or on the second business day after the deposit thereof in the United States Mail, postage prepaid, registered or certified, addressed as hereinafter provided.

To County of San Diego, Sheriff's Department, at:

Vladimir Atabekyan, Cal-ID Program Manager
San Diego County Sheriff's Department
5590 Overland Avenue
San Diego, CA 92123
(858) 285-6139

To City of El Cajon at:

Mike Moulton, Chief of Police
El Cajon Police Department
100 Civic Center Way
El Cajon, CA 92020
(619) 441-5515

Should the above address and/or contact person for the party change, that party shall give prompt written notice to the other party of such change.

IN WITNESS THEREOF, the signatory parties hereby approve and agree to the terms of this Agreement on this _____ day of _____, 2021.

COUNTY OF SAN DIEGO

By _____
WILLIAM D. GORE, Sheriff
Sheriff's Department
County of San Diego

By _____
SANFORD TOYEN, Sheriff's Legal Advisor
Sheriff's Department
County of San Diego

CITY OF EL CAJON

By _____
GRAHAM MITCHELL, City Manager
City of El Cajon

ATTEST:

By _____
Angela Cortez, CMC, City Clerk

Approved as to form:

By _____
MORGAN L. FOLEY, City Attorney
City of El Cajon



City Council
Agenda Report

DATE: August 10, 2021
TO: Honorable Mayor and City Councilmembers
FROM: Frank Carson, Director of Parks & Recreation
SUBJECT: Community Event in the Right of Way: Manufacturing Expo

RECOMMENDATION:

That the City Council approves the use of alcohol for the East County Manufacturing Expo at Prescott Promenade on Tuesday, September 28, 2021.

BACKGROUND:

The East County Economic Development Council (ECEDC) seeks authorization to serve alcohol in a designated beer/wine garden only during its East County Manufacturing Expo at Prescott Promenade on Tuesday, September 28, 2021, from 3:00 p.m. to 6:00 p.m.

This year marks ECEDC's fifth annual Manufacturing Expo and it will be held for the second time in a City park. Held in accordance with National Manufacturing Day, this event is a celebration of the vibrant manufacturing industry in San Diego's East County. The goal of the event is to show the community that manufacturing is alive and well in East County, to highlight that manufacturing offers secure career opportunities, and to ignite excitement in the next generation about pursuing careers in this sector. This year's event will feature beer and wine tastings in a designated area monitored by attendants checking identification. The event will also have music and display booths for students and job-seekers. Last year's event featured 40 manufacturing exhibitors and over 500 attendees and this year's event is expected to have the same.

Pending City Council approval, the City's Traffic Engineer will implement a traffic plan with Public Works to ensure a safe event. The Special Event Committee will notify ECEDC of the necessary conditions that must be met prior to their event. Failure to comply with any of the conditions shall result in cancellation of the permit and event. ECEDC also agrees to comply with all COVID guidelines for 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 City streets will not have a significant effect on the environment.

FISCAL IMPACT:

The applicant will pay all applicable fees.

Prepared By: Frank Carson, Director of Parks & Recreation

Reviewed By: Vince DiMaggio, Assistant City Manager

Approved By: Graham Mitchell, City Manager

Attachments

ECEDC_Letter



San Diego East County Economic Development Council

June 3, 2021

Director Frank Carson & El Cajon City Council
200 Civic Center Way
El Cajon, CA 92020

Dear Mr. Carson,

We are writing to request that the El Cajon City Council approve the application of the East County Economic Development Council (ECEDC), to host their “2021 East County Manufacturing Expo” at Prescott Promenade or Centennial Plaza. This event includes use of Prescott Promenade or Centennial Plaza, alcohol service, a required signed Hold Harmless Agreement, an ABC License, and security personnel be present at the event. This supplemental letter is an addendum to the special event application submitted on April 16, 2021 and is a request for the consumption of alcohol at Prescott Promenade or Centennial Plaza during the “2021 East County Manufacturing Expo”.

This year marks ECEDC’s 6th annual Manufacturing Expo. Held in accordance with National Manufacturing Day, this event is a celebration of the vibrant manufacturing industry in San Diego’s East County. The goal of the event is to show the community that manufacturing is alive and well in East County, to highlight that manufacturing offers secure career opportunities, and to ignite excitement in the next generation about pursuing careers in this sector. The last in person event featured 40 manufacturers exhibiting and over 500 attendees.

ECEDC has applied for permission to conduct their annual “2021 East County Manufacturing Expo” in Prescott Promenade or Centennial Plaza on September 28, 2021 from 3:00 pm – 6:00 pm. This event will include exhibit booths for about 40-50 manufacturers who will be exhibiting their products and services to the public. Food will not be sold at this event, but some of the manufacturers may sell some of their products, when applicable. This event is free and open to the public and is targeted towards students and job-seekers. Expected attendance is 600 plus. The event includes entertainment from a live DJ, and a beer garden where those of legal age can sample beer and wine made by local manufacturers. The beer garden will be fenced off and alcohol may only be consumed within the beer garden. This area will be monitored by security. When attendees check-in/register for the event, all underage persons will be given a red wristband, so that security knows they are not permitted to drink alcohol and not allowed in the beer garden. ID’s will also be checked at the registration table. If the event is approved to be held at Prescott Promenade, the beer garden will be located on the grass area in front of Testo Pepesto and alcohol service would *only* take place within the beer garden from 3:00pm – 6:00 pm. If the event is approved to be held at Centennial Plaza, the beer garden would be located in the amphitheater under the canopy, and alcohol service would take place from 3:00 pm – 6:00 pm as well. The purpose of the beer garden is to provide sample tastings that give insight into the beer/wine manufacturing process and to highlight the awesome products that are made right here in East County.

127 E. Lexington Ave
El Cajon, CA 92020
P. (619) 258-3670
www.eastcountyedc.org



San Diego East County Economic Development Council

Both facilities are available on the requested date. The Director of Recreation's action is required as Designee to approve amplification on City premises, municipal code 2.56.030. Council's action is required to approve use of alcohol in Prescott Promenade or Centennial Plaza.

Thank you for your time. We hope that you consider our request as we look to "Bring Manufacturing to Main Street!" Please reach out to me if you have any questions or concerns.

Sincerely,

A handwritten signature in cursive script that reads "JSly".

James Sly, President and CEO
East County Economic Development Council



City Council Agenda Report

Agenda Item 11.

DATE: August 10, 2021

TO: Honorable Mayor and City Councilmembers

FROM: Morgan Foley, City Attorney

SUBJECT: Public Hearing on Issuance of Tax-Exempt Bonds for the Broadway I & Broadway II Apartments Located at 1562 E. Main Street and 849 N. Third Street and Resolution Approving Issuance of Bonds

RECOMMENDATION:

That the City Council:

1. Conducts a public hearing in consideration of the issuance of tax-exempt bond financing by the California Statewide Communities Development Authority for the benefit of Broadway I Preservation LP, to provide financing for the acquisition and rehabilitation of existing multifamily rental housing projects generally known as Broadway I Apartments and Broadway II Apartments; and
2. Adopts the next Resolution, in order, approving the issuance of Bonds by the California Statewide Communities Development Authority not to exceed \$80,000,000, for the benefit of Broadway I Preservation LP, to provide financing for the acquisition and rehabilitation of existing multifamily rental housing projects generally known as Broadway I Apartments and Broadway II Apartments.

BACKGROUND:

Purpose

Broadway I Preservation LP (the "Borrower") has requested that the California Statewide Communities Development Authority ("CSCDA") serve as the municipal issuer of tax-exempt multi-family housing revenue bonds in an aggregate principal amount not to exceed \$80,000,000 (the "Bonds"). The proceeds of the Bonds will be used for the purpose of making a loan to the Borrower, to enable the Borrower to finance the acquisition and rehabilitation of affordable multifamily housing rental projects located at 1562 East Main and 849 North 3rd Streets, which will be owned by the Borrower.

Discussion

In order for all or a portion of the Bonds to qualify as tax-exempt bonds, the City of El Cajon ("City") must conduct a public hearing (the "Hearing") providing the members of the community an opportunity to speak in favor of or against the use of tax-exempt bonds for the financing of the Project. Adoption of the resolution is solely for the purposes of satisfying the requirements of the Tax Equity and Fiscal Responsibility Act ("TEFRA"), the Internal Revenue Code and section 6547.7 of the California Government Code section 6500. Prior to such TEFRA Hearing, reasonable notice must be provided to the members of the community. Following the close of

the TEFRA Hearing, an “applicable elected representative” of the governmental unit hosting the Project must provide its approval of the issuance of the Bonds for the financing of the Project. A public notice was published on July 29, 2021 (Attachment 2).

CSCDA is a joint powers authority founded and sponsored by the League of California Cities ("League") and the California State Association of Counties ("CSAC"). CSCDA was created by the League and CSAC in 1988 to enable local governments and eligible private entities access to low-cost, tax-exempt financing for projects that provide a tangible public benefit, contribute to social and economic growth and improve the overall quality of life in local communities throughout California. CSCDA is comprised of more than 530 members, including the City of El Cajon. CSCDA has issued more than \$65 billion through 1,500 plus financings since 1988 and consistently ranks in the top 10 of more than 3,000 nationwide public issuers of tax-exempt debt, as measured by annual issuance amount.

Broadway I, located at 1562 E. Main Street, was constructed in 1971, and Broadway II, located at 849 N. Third Street, was constructed in 1972. These apartment developments are currently providing affordable housing to Section 8 recipients. The proposed renovations are comprehensive and include new window replacement, extensive unit remodeling, and building systems improvements such as plumbing upgrades, and roof replacement, as needed. When the renovation work is completed, the units will provide affordable housing to those 55 years and older.

FISCAL IMPACT:

There is no fiscal impact to the City. The Bonds will be issued as limited obligations of CSCDA, payable solely from revenues and receipts derived from a loan to be made by CSCDA to the Borrower with the Bond proceeds. The City bears no liability with respect to the issuance of the Bonds. Further, the City is not a party to any of the financing documents related to the Bond issuance and is not named in any of the disclosure documents describing the Bonds or the proposed financing.

Prepared By: Jamie van Ravesteyn, Housing Manager

Reviewed By: Anthony Shute, Director of Community Development

Approved By: Graham Mitchell, City Manager

Attachments

Resolution

Proof of Publication

RESOLUTION NO. ____-21

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CAJON
APPROVING THE ISSUANCE BY THE CALIFORNIA STATEWIDE
COMMUNITIES DEVELOPMENT AUTHORITY OF
MULTIFAMILY HOUSING REVENUE BONDS FOR THE
BROADWAY I & BROADWAY II APARTMENTS

WHEREAS, the California Statewide Communities Development Authority (the "Authority") is authorized pursuant to the provisions of California Government Code section 6500 et seq. and the terms of an Amended and Restated Joint Exercise of Powers Agreement, dated as of June 1, 1988 (the "Agreement"), among certain local agencies throughout the State of California, including the City of El Cajon (the "City"), to issue revenue bonds in accordance with Chapter 7 of Part 5 of Division 31 of the California Health and Safety Code for the purpose of financing multifamily rental housing projects; and

WHEREAS, Broadway I Preservation LP or a partnership of which Security Properties (the "Developer") or a related person to the Developer is the general partner, has requested that the Authority adopt a plan of financing providing for the issuance of exempt facility bonds for a qualified residential rental project pursuant to section 142(a)(7) of the Internal Revenue Code of 1986 (the "Code") in one or more series issued from time to time, including bonds issued to refund such exempt facility bonds in one or more series from time to time, and at no time to exceed \$80,000,000 in outstanding aggregate principal amount (the "Bonds"), to finance or refinance the acquisition and rehabilitation of a multifamily rental housing facilities in the following not to exceed amounts: (1) Broadway I Apartments, 1562 East Main Street, El Cajon, California (Bond proceeds in an amount not to exceed \$60,000,000); and (2) Broadway II Apartments, 849 North 3rd Street, El Cajon, California (Bond proceeds in an amount not to exceed \$20,000,000) (the "Project"); and

WHEREAS, pursuant to section 147(f) of the Code, prior to their issuance, the Bonds are required to be approved by the "applicable elected representative" of the governmental units on whose behalf such bonds are expected to be issued and by a governmental unit having jurisdiction over the entire area in which any facility financed by such bonds is to be located, after a public hearing held following reasonable public notice; and

WHEREAS, the members of this City Council (this "City Council") are the applicable elected representatives of the City; and

WHEREAS, there has been published, at least 7 days prior to the date hereof, in a newspaper of general circulation within the City, a notice that a public hearing regarding the Bonds would be held on a date specified in such notice; and

WHEREAS, such public hearing was conducted on such date, at which time an opportunity was provided to interested parties to present arguments both for and against the issuance of the Bonds; and

WHEREAS, the Authority is also requesting that the City Council approve the issuance of any refunding bonds hereafter issued by the Authority for the purpose of refinancing the Bonds which financed the Project (the "Refunding Bonds"), but only in such cases where federal tax laws would not require additional consideration or approval by the City Council; and

WHEREAS, it is intended that this resolution shall constitute the approval of the issuance of the Bonds required by section 147(f) of the Code and Section 9 of the Agreement;

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

Section 1. The above recitals are true and correct.

Section 2. The City Council hereby approves the issuance of the Bonds and the Refunding Bonds by the Authority. It is the purpose and intent of the City Council that this resolution constitutes approval of the Bonds for the purposes of (a) section 147(f) of the Code and (b) Section 9 of the Agreement.

Section 3. The officers of the City are hereby authorized and directed, jointly and severally, to do any and all things and to execute and deliver any and all documents that they deem necessary or advisable in order to carry out, give effect to and comply with the terms and intent of this resolution and the financing approved hereby.

Section 4. This resolution shall take effect immediately upon its passage.

THE DAILY TRANSCRIPT

This space for filing stamp only

2652 4TH AVE 2ND FL, SAN DIEGO, CA 92103
Telephone (619) 232-3486 / Fax (619) 270-2503

LAUREN SOMMERHAUSER
ORRICK, HERRINGTON & SUTCLIFFE LLP
405 HOWARD ST
SAN FRANCISCO, CA - 94105

PROOF OF PUBLICATION

(2015.5 C.C.P.)

State of California)
County of SAN DIEGO) ss

Notice Type: HRG - NOTICE OF HEARING

Ad Description:
MULTIFAMILY HOUSING REVENUE BONDS FOR BROADWAY I &
BROADWAY II APARTMENTS

I am a citizen of the United States and a resident of the State of California; I am
over the age of eighteen years, and not a party to or interested in the above
entitled matter. I am the principal clerk of the printer and publisher of THE
DAILY TRANSCRIPT, a newspaper published in the English language in the
City of SAN DIEGO, County of SAN DIEGO and adjudged a newspaper of
general circulation as defined by the laws of the State of California by the
Superior Court of the County of SAN DIEGO, State of California, under date of
05/13/2003, Case No. GIC808715. That the notice, of which the annexed is a
printed copy, has been published in each regular and entire issue of said
newspaper and not in any supplement thereof on the following dates, to-wit:

07/29/2021

Executed on: 07/29/2021
At Los Angeles, California

I certify (or declare) under penalty of perjury that the foregoing is true and
correct.

Handwritten signature of Robert Marklen

Signature



Email

SD #: 3495872

NOTICE OF PUBLIC HEARING
REGARDING ISSUANCE OF
MULTIFAMILY HOUSING REVENUE
BONDS FOR
BROADWAY I & BROADWAY II
APARTMENTS

NOTICE IS HEREBY GIVEN that, at 3:00
p.m., or as soon thereafter as the matter
can be heard, on Tuesday, August 10,
2021, at the Council Chambers, 200 Civic
Center Way, El Cajon, California, the City
Council of the City of El Cajon (the "City")
will conduct a public hearing as required
by section 147(l) of the Internal Revenue
Code of 1986 (the "Code"), at which it will
hear and consider information concerning
a proposed plan of financing providing for
the issuance by the California Statewide
Communities Development Authority of
exempt facility bonds for a qualified
residential rental project pursuant to
section 142(a)(7) of the Code in one or
more series issued from time to time,
including bonds issued to refund such
exempt facility bonds in one or more
series from time to time (the "Bonds"), and
at no time to exceed \$80,000,000 in
outstanding aggregate principal amount,
to finance or refinance the acquisition and
rehabilitation of the following multifamily
rental housing facilities in the following not
to exceed amounts: (1) Broadway I
Apartments, 1562 East Main Street, El
Cajon, California (Bond proceeds in an
amount not to exceed \$60,000,000); and
(2) Broadway II Apartments, 849 North
3rd Street, El Cajon, California (Bond
proceeds in an amount not to exceed
\$20,000,000). The facilities are to be
owned by Broadway I Preservation LP
(the "Borrower") or a partnership of which
Security Properties (the "Developer") or a
related person to the Developer is the
general partner (the "Project").

Those wishing to comment on the
proposed financing or refinancing and the
nature and location of the Project may
either appear in person at the public
hearing or submit written comments,
which must be received by the City prior
to the hearing. Written comments should
be sent to City of El Cajon at 200 Civic
Center Way, El Cajon, California 92020,
Attention: City Clerk.

Dated: July 29, 2021

CITY CLERK
City of El Cajon
7/29/21

SD-3495872#



City Council
Agenda Report

Agenda Item 12.

DATE: August 10, 2021
TO: Honorable Mayor and City Councilmembers
FROM: Vince DiMaggio, Assistant City Manager
SUBJECT: Legislative Update

RECOMMENDATION:

Attachments

Legislative Update

CITY COUNCIL MEMORANDUM

DATE: August 10 , 2021

TO: City Council

FROM: Vince DiMaggio, Assistant City Manager

SUBJECT: LEGISLATIVE UPDATE

SB 5 (Atkins - D) Housing Bond.

Expresses the intent of the Legislature to authorize the issuance of a bond, of an unspecified amount, to fund housing-related programs. (Status: Senate Housing Committee)

SB 6 (Caballero - D) Local Planning. Housing in Commercial Zones.

Would create the Neighborhood Homes Act, which establishes a housing development project as an authorized use on a neighborhood lot, defined as a lot zoned for office or retail commercial that is not adjacent to an industrial use. Duplicate bill to AB 115. Opposed by LCC. (Status: Passed by Senate/In Assembly)

SB 9 (Atkins - D) Housing Development Approvals. Duplexes and Lot Splits.

Would require a local government to ministerially approve a housing development containing two residential units in single-family zones, and would require local governments to ministerially approve urban lot split. LCC opposed. (Status: Passed Senate/In Assembly).

AB 71 (Rivas, Luz - D) Homelessness Funding Bring California Home Act.

Would generate \$2.4 billion of state funding for long-term solutions to homelessness. These funds would go to local governments to invest in housing solutions that take into account a community's unique needs, whether urban or rural. The measure does so by conforming to federal tax law to close corporate tax loopholes and restoring historic corporate tax rates on corporations with \$5 million or more in profits. (Status: Suspense file/Inactive).

ACA 1 (Aguiar-Curry) Local Government Financing. Affordable Housing and Public Infrastructure. Voter Approval.

Would create an additional exception to the 1 percent limit that would authorize a city, county, city and county, or special district to levy an ad valorem tax to service bonded indebtedness incurred to fund the construction, reconstruction, rehabilitation, or replacement of public infrastructure, affordable housing, or permanent supportive housing, or the acquisition or lease of real property for those purposes, if the proposition proposing that tax is approved by 55 percent of the voters of the city, county, or city and county. (Status: Local Gov't Comm.).

AB 329 (Bonta-D) requires bail to be set at \$0 for all offenses, except serious or violent felonies, violations of specified protective orders, spousal battery, sex offenses, and DUI. (Status: Appropriations Comm).

AB 331 (Jones-Sawyer-D) extends the current July 1, 2021 sunset for organized retail theft punishments indefinitely. (Status: Passed both Houses; Signed by Governor; Chaptered).

AB 333 (Kamlager-D) proposes to remove burglary, looting, felony vandalism, and identify fraud from crimes that define a pattern of criminal gang activity. (Status: Committee on Public Safety). (Status: Passed Assembly/In Senate).

AB 48 (Gonzalez-D) Prohibits use of kinetic energy projectiles, nor CN or CS gas to disperse as assembly, protest, or demonstration. (Status: Passed Assembly/In Senate).

SB 358 (Jones – R) This bill would prohibit a person from entering the curtilage of a residential dwelling, as defined, with the intent to commit theft of a package shipped through the mail or delivered by a public or private carrier. The bill would make a violation of that prohibition punishable as a misdemeanor by imprisonment in a county jail for a term not exceeding one year. For a 3rd or subsequent violation within a 36-month period, the bill would make the crime punishable as a misdemeanor by imprisonment in a county jail for a term not exceeding one year or as a felony by imprisonment in a county jail for 16 months, or 2 or 3 years. By creating a new crime, the bill would impose a state-mandated local program. (Status: In Senate/Active).

AB 1500/SB 45 (Garcia/Mullin and Portantino – D) Wildfire Prevention, Safe Drinking Water, Drought Preparation, and Flood Protection Bond Act of 2022. Competing bills that will need voter approval. The measures would call for the issuance of over \$7B in bonds to fund various programs sought to address issues relating to the title of the measure. A state appointed committee would determine which projects would receive funding based on the project's potential for accomplishing the measure's objectives. (Status: Committee on Appr).

AB 418 – (Valladares – D) – Creates a grant program for cities and counties of up to \$300,000 per year to provide “power resiliency” in the event of a forced power outage by a utility company due to environmental conditions. (Status: Passed Assembly/In Senate – Suspense File)

AB 339 – (Lee – D) – Requires City Councils, until 12/23, to provide telephonic and internet based options for public comment opportunities; develop a system to process requests for translation and interpretation services for public meetings; and require translation of agenda documents into more languages than what is currently required in law. Opposed by LCC. (Status: Approved in Assembly/In Senate Committee on Appr.)

SB 284 – (Stern – D) - This measure would expand the PTSD presumption for workers' compensation to classifications previously excluded. (Status: Passed Senate/In Assembly).

AB 845 – (Rodriguez – D) - This measure would allow an individual to retire with a disability pension as a result of a COVID-19 illness. Opposed by LCC. (Status: Passed both Assembly and Senate; Signed by Governor; Chaptered).

SB 8 (Skinner – D) - This measure would extend the sunset date for the Housing Crisis Act of 2019 from 2025 to 2030. The Housing Crisis Act declared a statewide housing crisis and froze nearly all development-related fees once a developer submits a “preliminary” application, including essential project specific fees. LCC opposed. (Status: Passed Senate/In Assembly).

SB 15 (Portantino – D) - This measure, upon appropriation by the Legislature in the annual Budget Act or other statute, would require the Department of Housing and Community Development (HCD) to administer a program to provide incentives in the form of grants allocated to local governments that rezone idle sites used for a big box retailer or a commercial shopping center to instead allow the development of workforce housing. LCC support. (Status: Passed Senate/In Assembly).

AB 989 (Gabriel – D) - This measure would require HCD to establish a housing appeals committee and would establish procedures by which an applicant for a conditional use permit or other discretionary approval for a housing development project, could appeal to that committee the decision of a city or county to either deny the application or approve the application with conditions in a manner rendering it infeasible for the development of the housing development project. LCC opposed. (Status: Passed Assembly/In Senate).

AB 215 – (Chiu – D) - This measure would require cities to have a mid-cycle housing element consultation with HCD if housing production is below the regional average; require cities to amend their laws so as to attain HCD’s “pro-housing designation” if housing production is substantially below the regional average; and allow the Attorney General to enforce violations of the Housing Crisis Act of 2019. LCC opposed. (Status: Passed Assembly/In Senate).

AB 1401 – (Friedman – D) This measure would prohibit a local government from imposing a minimum parking requirement, or enforcing a minimum parking requirement, on residential, commercial, or other development if the development is located on a parcel that is within one-half mile walking distance of public transit or located within a low-vehicle miles traveled area. LCC opposed. (Status: Passed Assembly/In Senate).

SB 621 – (Eggman – D) This measure would authorize a development proponent to submit an application for a development for the complete conversion of a structure with a certificate of occupancy as a motel or hotel into multifamily housing units to be subject to a streamlined, ministerial approval process, provided that development proponent reserves an unspecified percentage of the proposed housing units for lower income households, unless a local government has affordability requirements that exceed these requirements. LCC opposed. (Status: Committee on Gov’t/First hearing was canceled by author).

AB 816 (Chiu – D) - This measure would, on or before January 1, 2023, require each local agency to submit to HCD an actionable county-level plan for meeting specific annual benchmarks, with the goal of reducing homelessness by 90% by 2029. Additionally, this measure would allow the Inspector General to bring an action against the state, a local agency, or a city to compel compliance with the homelessness action plan. LCC opposed (Status: Passed Assembly/In Senate).

AB 89 (Jones-Sawyer – D) - This measure would increase the minimum qualifying age from 18 to 25 years of age, unless the individual has a bachelor's or advanced degree from an accredited college or university. LCC opposed. (Status: Passed Assembly/In Senate).

SB 2 (Bradford – D) - This measure outlines standards for peace officer decertification and eliminates qualified immunity for peace officers and custodial officers, or public entities employing peace officers or custodial officers sued under the Act. LCC opposed. (Status: Passed Senate/In Assembly).

SB 16 (Skinner – D) - This measure would:

- Make every incident involving use of force, sustained findings of unlawful arrests and unlawful searches, and incidents where a peace officer or custodial officer engaged in conduct involving prejudice or discrimination on the basis of specified protected classes to be subject to disclosure
- Require indefinite retention of all complaints and related reports or findings currently in the possession of a department or agency
- Require records subject to disclosure to be provided no later than 45 days from the date of a request for their disclosure, and would impose a civil fine not to exceed \$1,000 per day for each day beyond 30 days that records subject to disclosure are not disclosed. LCC opposed. (Status: Passed Senate/In Assembly).

SB 556 (Dodd – D) - Require local governments to make space available on street light poles, traffic signal poles, utility poles, and other public infrastructure to telecommunications providers; and Create ambiguity in the fees local governments can charge for access to their infrastructure. LCC opposes. (Status: Passed the Senate/In Assembly).



City Council
Agenda Report

DATE: August 10, 2021
TO: Honorable Mayor and City Councilmembers
FROM: Graham Mitchell, City Manager
SUBJECT: Update on Expenditures Related to the American Rescue Plan Act

RECOMMENDATION:

That the City Council receives the report and provides feedback.

BACKGROUND:

The City Council received the last American Rescue Plan Act (ARPA) update on July 13, 2021. Staff committed to provide regular updates to the City Council. Because the funding was only recently appropriated, there is not much change in terms of ARPA fund spending. However, almost all the projects identified below have work being performed on them. Updates on each project will be addressed during the agenda item presentation.

The following table identifies the appropriated projects, the amount of funding allocated for each project, and the amount of funds expended or encumbered (items that are italicized are completed):

PROJECTS	APPROPRIATED	EXPENDED/ ENCUMBERED*
Assistance to Households & Businesses		
Street Beautification/Safety Projects	\$5,000,000	
Small Business Grant Program	\$5,000,000	\$2,029,180
Cool Zones/Evacuation Site Upgrades at Recreation Centers	\$3,000,000	
Public Improvements (Economic Development)	\$3,000,000	
Park Amenities	\$2,925,000	
"Dollar Days" Recreation Program	\$700,000	\$78,206
Social Worker Response Team Pilot Program	\$500,000	
Business License Assistance Program	\$225,000	\$225,000
Economic Development Studies/Efforts	\$200,000	\$73,650
El Cajon Foodie Fest	\$150,000	\$38,000
COVID-19 Response & Mitigation		
Reimbursement for Mitigation Efforts	\$1,000,000	
<i>Reduce Vaccine Barriers</i>	<i>\$100,000</i>	<i>\$7,650</i>

Replace Revenue & Reinvest in City Infrastructure		
Solar/Battery Project	\$5,000,000	
City Network/Cybersecurity/Video Equipment Upgrades	\$1,300,000	\$17,000
Infrastructure		
Expand Broadband/Fiber Network	\$2,300,000	
TOTAL	\$30,400,000	\$2,468,686

*as of August 4, 2021

Staff will provide an update of many of the projects during its presentation on August 10th, including some concerns about the business grant program. The grant program continues to receive a steady stream of applicants; however, in the past week, staff estimates that about one-third of the applications do not have legitimate information. After not qualifying for the Business Grant, many businesses are altering information and resubmitting applications in order to meet Grant Program requirements.

Prepared By: Graham Mitchell, City Manager

Reviewed By: N/A

Approved By: N/A



City Council
Agenda Report

DATE: August 10, 2021
TO: Honorable Mayor and City Councilmembers
FROM: Graham Mitchell, City Manager
SUBJECT: Opposition to HR 127 (Sabika Sheikh Firearm Licensing and Registration Act)

RECOMMENDATION:

That the City Council considers authorizing Mayor Wells to sign on behalf of the City Council a letter in opposition to HR 127.

BACKGROUND:

On July 27, 2021, City Councilmember Metschel requested the City Council place an item on the agenda to oppose HR 127. The City Council approved the recommendation and directed staff to draft a letter for City Council consideration. Staff has prepared a letter (attached) for City Council consideration.

On January 4, 2021, Congresswoman Sheila Jackson Lee of Texas introduced to the United States House of Representatives HR 127, which requires licensing of firearms and ammunition and prohibits possession of certain ammunition. The legislation also requires the U.S. Attorney General to establish and maintain a database of all firearms, which is proposed to be accessible to all members of the public. The bill further requires an expensive background check to include a physical and psychological evaluation.

Staff has analyzed the legislation and prepared a draft letter for City Council consideration. If approved, the letter would be signed by Mayor Wells and sent to Congresswoman Sara Jacobs and Congressman Darrell Issa. The letter affirms the City Council's opposition to HR 127 and presents five reasons for its disapproval:

1. It pushes many would be law-abiding citizens to not register their firearms and ammunition.
2. Law enforcement officials fear that this database, which is proposed to be accessible to all members of the public, will result in targeted robberies on those that do register their firearms.
3. Similar to the 1994 Crime Bill introduced by former President Bill Clinton, HR 127 could disproportionately impact minority communities, resulting in a boom in the prison population.
4. It creates a system in which only the wealthy can purchase and own firearms, unreasonably impacting lower income citizens and denying them the same rights enjoyed by wealthy citizens.

5. As seen time and time again, this type of gun control only restrains citizens striving to obey the law and gives criminals more opportunity to prey on their victims.

Prepared By: Graham Mitchell, City Manager

Reviewed By: N/A

Approved By: N/A

Attachments

Opposition Letter - HR 127

August 11, 2021

NAME BLOCK

SUBJECT: Opposition to HR 127 (Sabika Sheikh Firearm Licensing and Registration Act)

Dear _____:

On August 10, 2021, the El Cajon City Council formally voted to oppose HR 127, legislation introduced before the United States Congress which infringes on all American's Second Amendment rights guaranteed by the United States Constitution, including provisions that could have significant consequences on minority communities.

The El Cajon City Council expresses opposition to HR 127, introduced to the House of Representatives on January 4, 2021. HR 127 requires licensing of firearms and ammunition and prohibits possession of certain ammunition. The misguided legislation also requires the U.S. Attorney General to establish and maintain a database of all firearms, which is proposed to be accessible to all members of the public. The bill further requires an expensive background check to include a physical and psychological evaluation.

Ignoring the unconstitutional arguments of HR 127, this bill is dangerous for the following five reasons:

- 1) It pushes many would be law-abiding citizens to not register their firearms and ammunition.
- 2) Law enforcement officials fear that this database, which is proposed to be accessible to all members of the public, will result in targeted robberies on those that do register their firearms.
- 3) Similar to the 1994 Crime Bill introduced by former President Bill Clinton, HR 127 could disproportionately impact minority communities, resulting in a boom in the prison population.
- 4) It creates a system in which only the wealthy can purchase and own firearms, unreasonably impacting lower income citizens and denying them the same rights enjoyed by wealthy citizens.
- 5) As seen time and time again, this type of gun control only restrains citizens striving to obey the law and gives criminals more opportunity to prey on their victims.

The El Cajon City Council encourages you to join us in opposing HR 127.

Sincerely,

Mayor Bill Wells, on behalf of the El Cajon City Council



City Council
Agenda Report

DATE: August 10, 2021
TO: Honorable Mayor and City Councilmembers
FROM: Jamie Van Ravesteyn, Housing Manager
SUBJECT: Year-End Update on Homeless Programs and CDBG CARES Act Programs

RECOMMENDATION:

That the City Council receives the report and provides feedback and direction on homeless and CARES Act programming and funding.

BACKGROUND:

The City launched a series of homeless programs in late 2017 and early 2018. Many of these programs remain in place, some with changes in either service providers or funding sources. In addition, new CDBG CARES Act funding starting in 2020 provided additional programming to prevent, prepare for or respond to the pandemic, and a majority of the funding is allocated to homeless programs. The purpose of this agenda item is to provide a report on the homeless and CARES Act programs managed by the City since 2020. This report provides:

1. An overview of the programs offered;
2. A summary of program results;
3. An assessment of those programs; and
4. Recommendations.

Program Overview

In 2020, the City funded or operated nine homeless-related programs and allocated over \$1.5 million in general funds and CARES Act funds to support these continuing programs. In 2021, the City awarded additional CARES Act funding to support new programs. All the programs discussed here were aimed at 1) housing homeless individuals (both temporary and permanent housing), 2) preventing homelessness, or 3) addressing community impacts as a result of homelessness. The following sections of this report provide updates on these programs, most of which are ongoing.

El Cajon Homeless Outreach & Flexible Housing Assistance Program

In September 2020, the City contracted with Home Start, Inc. to provide a dedicated Homeless Outreach Specialist with flexible housing assistance funds to help homeless individuals and families in El Cajon. The Outreach Specialist (or navigator) connected homeless households with services and helped secure permanent housing. The program is funded with Low and Moderate Income Housing Asset Funds (LMIHAF) totaling \$200,000. This program works in concert with many other funding sources throughout the County to fill basic needs, and the other available resources are used first, whenever possible. The Homeless Outreach Coordinator continually engages unsheltered persons in El Cajon and works to connect them with housing options, while at the same time addressing multiple barriers worsened by the pandemic. The agreement with Home Start expires on August 31, 2021, and may be extended for up to two additional one-year periods.

A Way Back Home Program

In October 2020, the City contracted with The Salvation Army to make the “A Way Back Home” program available once again. This program reunites homeless individuals in El Cajon with their families by providing assistance with transportation, food and sometimes an overnight stay. The program is also funded with Low and Moderate Income Housing Asset Funds (LMIHAF) totaling \$10,000. The Salvation Army adapted their procedures in 2020 to ensure the safety of their staff and clients, and to include consideration for travel restrictions due to COVID-19, which has slowed program participation considerably. This cost-effective program continues to be available and is expected to assist more individuals as more people are vaccinated and the travel restrictions are reduced and/or lifted. The agreement with The Salvation Army expires October 5, 2021, and may be extended for up to two additional one-year periods.

Emergency Shelter Program

The City contracts annually with the East County Transitional Living Center (ECTLC) to fund the Emergency Shelter Program using CDBG funds, currently totaling \$100,000. This non-faith-based program typically operates primarily in the winter months, providing emergency shelter, case management, meals and other services to families and individuals experiencing homelessness. CDBG funds were awarded in FY 19-20, FY 20-21, and a new allocation of \$100,000 was recently awarded for FY 21-22.

In May 2020, the City Council also awarded \$185,294 in CDBG-CV (CARES Act) funding for the continuation of these essential services beyond the winter months to assist homeless individuals and families in reducing their risk of exposure to, and to prevent the spread of, COVID-19. Further, in May 2021, the City Council awarded another \$100,000 in CDBG-CV3 (CARES Act) funding for FY 21-22.

Rotational Shelter Program

The City also contracts annually with the Interfaith Shelter Network (ISN) to fund the Rotational Shelter Program using CDBG funds totaling \$10,000. This non-faith-based program typically provides seasonal, night-time shelter for homeless individuals and families at East County area churches and synagogues that volunteer to provide shelter, meals and support. With COVID-19, the rotational shelter program was required to modify its operations to accommodate shelter guests at area hotels instead of on church properties, in order to ensure the safety of the volunteers and congregants. ISN continues to work with the congregations, and is planning to return to the typical rotational shelter model in FY 21-22. The FY 21-22 East County rotational shelter is currently expected to open in January 2022.

Rental Housing/Utility Assistance (COVID-19)

In May 2020, the City Council awarded CDBG-CV (COVID-19) funding for a new rental housing and utility assistance program to assist individuals and families impacted by COVID-19, to keep them from losing their homes and falling into homelessness. A total of \$572,362 was awarded to three agencies (CSA San Diego County, Interfaith Shelter Network, and Home Start) to provide the services. The City’s program assists residents with up to 3 months of past-due rent and/or utility assistance. In January 2021, the City Council re-distributed a portion of the original CDBG-CV funding from another provider to Home Start (\$120,000), and further awarded a new allocation of CDBG-CV3 funds of \$100,000 to Home Start Inc. for continuation of the program. The three agencies operated the program continuously from May 2020 to February 2021, expending a total of \$433,320.

In March 2021, the County of San Diego announced the availability of \$100 million for emergency rental/utility assistance (“ERAP”). The ERAP funds could be used to pay for up to 80% of 15 months of past-due rent and utilities. All residents of the County (with certain exceptions) are eligible, including the residents of El Cajon. Given the County ERAP program is able to provide much deeper assistance, the City of El Cajon housing and utility assistance program was temporarily paused, and all residents are being referred to the County ERAP program for assistance. The City expected to re-open its program after 3 or 4 months following a re-evaluation and once the County funds are fully expended.

However, in July 2021, the County advised staff that the State passed legislation amending the previous bill authorizing ERAP funding, and the County's program is now able to offer expanded assistance, paying up to 100% of 18 months of past-due rent and/or utilities. In addition, the ERAP program is expected to receive another \$98 million in new American Rescue Plan Act (ARPA) funds that will be used to continue the ERAP program under these same expanded guidelines.

Between March 2 and July 26, 2021, the County's ERAP program expended more than \$90 million, and over 2,400 El Cajon households have received ERAP assistance from the County, totaling nearly \$14.9 million. Once funding in the first round is exhausted, the County will move directly into the second round of funding for the ERAP program with no break in service.

Based on this news, the City's Housing/Utility Assistance program continues to be paused, and all applicants are being encouraged to apply to the County's ERAP program. A balance of approximately \$234,000 of El Cajon's CDBG-CV and CV3 funds remain allocated to this effort. In the assessment portion of this report, staff will provide suggestions regarding various options for either continuing to pause the programs or for potentially re-purposing the funds to another COVID-19-related service or need not currently being met.

Emergency Motel Stays Program

In May 2020, the City Council awarded \$45,000 in CDBG-CV (CARES Act) funding to Home Start for the provision of an emergency motel voucher program to assist homeless families and individuals with immediate shelter to reduce their risk of exposure and to prevent the spread of COVID-19. In October 2020, City Council awarded another \$100,000 in CDBG-CV3 funds for this program (formalized in January 2021). Between June 2020 and May 2021, the program assisted 243 homeless individuals, with an average nightly stay of approximately 7 nights and an average cost of \$587 per person. The program also served as a gateway to permanent housing for 47 individuals.

Home Start worked closely with the El Cajon Police Department to provide nightly shelter for these individuals on the street determined to be eligible for the program. However, the program generated mixed reviews. As directed by the City Council in April, a new, refined Emergency (Scatter-Site) Motel program was designed and implemented, with a new allocation of CDBG-CV3 funding, as described below. The original Motel Stays program is now completed.

East County Homeless Task Force

Since 2019, the City has contributed \$5,000 annually to assist in sustaining the East County Homeless Task Force (Task Force). The Task Force, with new direction, plays a role in coordinating efforts in the East County region as well as helping to understand homeless services needs. In addition to financial support, several staff members are involved with the organization's steering committee.

Neighborhood Quality of Life Team

Between January 2020 and June 2021, the Neighborhood Quality of Life Team (a multi-departmental team) provided 84 clean-up events throughout the City. The team is supported by a contract for cleaning services, previously with ECTLC and now with Urban Corps. The Quality of Life Team ensures that the City's parks, right-of-ways, and drainage channels are clear of debris and trash. Between July 2020 and June 2021, the City removed 349 tons of debris from parks, streets and drainage channels. The City's contractor removed 185 tons of debris. Clean up costs are funded solely by the General Fund.

Homeless Outreach Events

Police Department staff previously accompanied homeless service providers twice per month in an effort to make contact and offer assistance to the City's homeless community. In March, the number of outreach events was increased, and the outreach events are now occurring every Friday. The City's contribution to this program continues to be two police officers for three hours per event. A typical outreach event results in 15 to 20 homeless individuals contacted.

(New) Emergency Scatter-Site Motel Program

In May 2021, the City Council awarded \$400,000 in CDBG-CV3 (CARES Act) funding to Home Start for the provision of a refined emergency motel program to assist homeless families and individuals with immediate shelter, to reduce their risk of exposure and to prevent the spread of COVID-19. This new program will provide emergency motel room vouchers, housing placement and emergency housing assistance for homeless families and individuals impacted by COVID-19 that are housing-focused and housing-ready, with the goal of attaining permanent housing. Home Start estimates that a minimum of 50 homeless households will benefit from this program. The funds are eligible for expenditure beginning July 1, 2021, and Home Start is currently in the process of hiring additional staff to administer the program.

(New) Acquisition and/or Rehabilitation of Facility Serving the Homeless

Also in May 2021, the City Council allocated the balance of the CDBG-CV3 funds (\$299,307) for assisting in the acquisition and/or rehabilitation of a facility for use as a shelter or navigation center. The funds are likely to be leveraged with other available funding (potentially with other jurisdictions). The funds will be set aside until an appropriate facility, operator, and funding source are identified, and must be expended within a three-year timeframe. Until a project is identified, the funds will remain on reserve for this purpose.

Summary of Programs

Over the last 18 months, the City has allocated \$2.58 million on direct homeless assistance/housing programs, over \$300,000 on neighborhood cleanup efforts, and \$15,000 to the Task Force, for a total of nearly \$2.9 million. Between January 2020 and June 2021, staff estimates that more than 2,800 individuals have received shelter and services, 1,729 of those were assisted with some form of housing or shelter, and 601 individuals were assisted into permanent housing.

The table below identifies the total expenditures between January 2020 and June 2021 (18 months) for each program discussed above, and the results of those expenditures.

Program	Jan 2020 – June 2021 Expenditures	Results
El Cajon Homeless Outreach and Flexible Housing Assistance Program (Home Start)	\$72,081 total (\$25,010 of total is housing assistance/flex funds)	<ul style="list-style-type: none">• 469 persons enrolled in program (357 households)• 24 households permanently housed (47 persons)• 2 households (5 persons) housed in bridge housing• 14 households awaiting placement in permanent or bridge housing• Program average of \$154 per person <u>enrolled</u> (\$202 per household)• Program average of \$1,534 per person <u>housed</u> (\$3,003 per household)
A Way Back Home Program (The Salvation Army)	\$2,387	<ul style="list-style-type: none">• 8 individuals (eight households) permanently housed with family• Average of \$298 per person/household
Emergency Shelter Program (ECTLC)		<ul style="list-style-type: none">• 306 individuals sheltered (annual FY 19-20 CDBG funding)• 620 individuals sheltered (CDBG-CV funding)• 385 individuals sheltered (annual FY 20-21 CDBG funding)

	\$385,294	<ul style="list-style-type: none"> • Total of 1,511 individuals sheltered over the past 24 months • Of this total, 403 individuals (269 adults and 134 children) have moved into permanent housing with assistance from ECTLC
Rotational Shelter Program (Interfaith Shelter Network)	\$9,861	<ul style="list-style-type: none"> • 38 individuals sheltered (annual FY 20-21 CDBG funding) • 14 individuals moved into permanent housing with assistance from ISN
Housing/Utility Assistance Program (CSA San Diego County, Interfaith Shelter Network, Home Start)	\$433,320	<ul style="list-style-type: none"> • 103 households assisted to remain in their homes • Average of \$4,206 per household
Emergency Motel Stays Program (Home Start)	\$142,568	<ul style="list-style-type: none"> • 243 individuals sheltered • 1,646 night stays (average stay per person is 7 nights) • 47 individuals moved into permanent housing (19%) • Average cost of \$587 per person
East County Homeless Task Force	\$5,000 per year	<ul style="list-style-type: none"> • Assisted in regional coordination
Neighborhood Quality of Life Team	>\$300,000	<ul style="list-style-type: none"> • 108 clean-ups conducted • 349 tons of debris removed by City team • 185 tons of debris removed by City contractor
Homeless Outreach Events	\$40,787	<ul style="list-style-type: none"> • 48 outreach events conducted • 15 to 20 homeless individuals contacted per event

Program Assessment

Staff believes that most of the City's programs are functioning to help achieve the goal of securing permanent housing for those experiencing homelessness. Staff believes that the El Cajon Outreach & Flexible Housing Assistance Program, the A Way Back Home Program, the Emergency Shelter Program, the Rotational Shelter Program, and support for the East County Homeless Task Force should continue. Each fulfill a different need in the community and staff considers the programs cost-effective.

The new Emergency (Scatter-Site) Motel program is getting underway, with a new allocation of CDBG-CV3 funding, as described above. The program is expected to help individuals and families on a path to securing permanent housing. In addition, staff is continuing to work with the East County Homeless Task Force and neighboring jurisdictions (including the County) on a regional approach to jointly address homelessness in East County. Staff will return to City Council once a project or facility serving the homeless is identified.

The Housing/Utility Assistance program, funded with CDBG-CV and CV3 funds, has also been a useful program for preventing homelessness for 103 households in El Cajon affected by the coronavirus pandemic. However, with the massive County ERAP program underway which provides much deeper assistance, staff believes that there may no longer be a need for the City's program and the remaining funds of approximately \$234,000 could be made available for another CDBG-eligible purpose. It is important to note that the funds must be used to prevent, prepare for or respond to the coronavirus pandemic, including activities that support long-term recovery.

Although it appears that the economy is re-opening and jobs are returning, it is impossible to predict the future or an end to the pandemic. One option is to continue to keep the Housing/Utility Assistance program on pause, in case the need for additional housing/utility assistance in El Cajon resurfaces in the next year.

Other ideas or needs discussed recently among staff and stakeholder agencies include:

1. Touchless water fountains/bottle filling stations;
2. A Safe Parking program;
3. Provide assistance to expand the emergency shelter space or operations at ECTLC; and
4. Adding the funds to the current reserve allocation for Acquisition/Rehabilitation of Facility Serving the Homeless.

Staff seeks City Council feedback on these or any other ideas. Additional research will be required to work out details and determine eligibility prior to implementing any specific potential project ideas, and a public hearing to re-allocate the funds will be necessary.

Regarding the Neighborhood Quality of Life Team, during the City Council's goal-setting workshop and follow-up discussions, staff presented several modifications to the neighborhood cleanup program such as power washing, possible new Municipal Code modifications to allow for power washing, and continued contracted cleaning assistance. Staff will continue to work on these changes and will bring updates to the City Council throughout the upcoming year.

Recommendations

Based on its analysis of the existing homeless programs and needs in the community, staff makes the following recommendations:

1. Continue the El Cajon Homeless Outreach & Flexible Housing Assistance Program and the A Way Back Home Program, and authorize the City Manager to extend the agreements with Home Start and The Salvation Army, respectively, for one additional year;
2. Continue to support the work of the East County Homeless Task Force, and continue to work with neighboring jurisdictions, including the County, on a regional approach to jointly addressing homelessness in East County;
3. Conduct additional research, as directed by City Council, for potential project(s) for the use of CDBG-CV and CV3 funds potentially available for re-purposing;
4. Working with Home Start, implement the Emergency (Scatter-Site) Motel program aimed toward helping those preparing for permanent housing; and
5. Continue to augment the Neighborhood Quality of Life Team efforts.

Staff seeks City Council feedback on this report's findings and recommendations, as well as any further City Council direction.

Prepared By: Jamie Van Ravesteyn, Housing Manager and Deyanira Pelayo-Brito, Housing Specialist
Reviewed By: Anthony Shute, Director of Community Development
Approved By: Graham Mitchell, City Manager



**City Council
Agenda Report**

DATE: August 10, 2021
TO: Honorable Mayor and City Councilmembers
FROM: Mayor Wells
SUBJECT: Council Activity Report

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:

- July 22, 2021 – Guest on Fox 5
- July 22, 2021 – Guest on KUSI
- July 23, 2021 – Guest on The Sully Show
- August 2, 2021 – Interview with KSON
- August 4, 2021 – Speaking at Vietnam War Commemoration with Congressman Issa
- August 4, 2021 – Interview with KPRZ
- August 10, 2021 – City Council Meeting(s)

I am available to answer questions.

Submitted By: Bill Wells, Mayor



City Council Agenda Report

Agenda Item 17.

DATE: August 10, 2021

TO: Honorable Mayor and City Councilmembers

FROM: Councilmember Goble

SUBJECT: COUNCILMEMBER STEVE GOBLE

MTS (Metropolitan Transit System Board); East County Advanced Water Purification Joint Powers Authority Board; Chamber of Commerce – Government Affairs Committee; SANDAG – Board of Directors – Alternate; SANDAG Public Safety Committee – Alternate; METRO Commission/Wastewater 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:

- July, 26, 2021 - Email from Jay V. regarding motels & transient activity
- July 29, 2021 - Emails with Josh F. re: freeway noise near home
- July 29, 2021 - Email to Morgan Foley re: Chamber programs
- July 29, 2021 - Attend MTS Board Meeting
- July 30, 2021 - Lunch with Dr. Suhail Zavarro & Dianne Jacob
- July 30, 2021 - Meeting with City Manager
- August 3, 2021 - Emails w/Chamber of Commerce Chair
- August 3, 2021 - Attend National Night Out to Fight Crime Event
- August 4, 2021 - Attend Congressman Issa's Event in El Cajon
- August 6, 2021 - Attend Chamber First Friday Breakfast
- August 9, 2021 - Meeting with City Manager
- August 10, 2021 - Attend City Council Meeting(s)

I am available to answer questions.

Submitted By: Steve Goble, Councilmember



City Council
Agenda Report

DATE: August 10, 2021
TO: Honorable Mayor and City Councilmembers
FROM: Mayor Pro Tem Kendrick
SUBJECT: MAYOR PRO TEM GARY KENDRICK
METRO Commission/Wastewater JPA; Heartland Communications;
Heartland Fire Training JPA.

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:

August 5, 2021 – Metro Wastewater JPA
August 10, 2021 – City Council Meeting(s)

I am available to answer questions.

Submitted By: Gary Kendrick, Mayor Pro Tem



City Council
Agenda Report

Agenda Item 19.

DATE: August 10, 2021

TO: Honorable Mayor and City Councilmembers

FROM: Councilmember Metschel

SUBJECT: COUNCILMEMBER MICHELLE METSCHEL

Harry Griffen Park Joint Steering Committee; Heartland Communications – Alternate; Heartland Fire Training 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:

August 10, 2021 – City Council Meeting(s)

I am available to answer questions.

Submitted By: Michelle Metschel, Councilmember



City Council
Agenda Report

Agenda Item 20.

DATE: August 10, 2021

TO: Honorable Mayor and City Councilmembers

FROM: Councilmember Ortiz

SUBJECT: COUNCILMEMBER PHIL ORTIZ

League of California Cities, San Diego Division; East County Economic Development Council; MTS (Metropolitan Transit System Board) – Alternate; East County Advanced Water Purification Joint Powers Authority Board – Alternate; Chamber of Commerce – Government Affairs Committee – 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:

August 4, 2021 – Vietnam War Commemoration at RRCC

August 10, 2021 – City Council Meeting(s)

I am available to answer questions.

Submitted By: Phil Ortiz, Councilmember



City Council
Agenda Report

Agenda Item 21.

DATE: August 10, 2021
TO: City Clerk
FROM: City Attorney/General Legal Counsel
SUBJECT: Closed Session - Conference with Labor Negotiators pursuant to Government Code section 54957.6:

Agency Designated Representatives
Graham Mitchell, City Manager
Vince DiMaggio, Assistant City Manager
Clay Schoen, Director of Finance
Marisol Thorn, Director of Human Resources

Employee Organization
El Cajon Municipal Employees Association

RECOMMENDATION:

That the following Closed Session be scheduled for the Joint City Council / Housing Authority / Successor Agency to the El Cajon Redevelopment Agency meeting on Tuesday, August 10, 2021, at 3:00 p.m.

CONFERENCE WITH LABOR NEGOTIATORS – pursuant to Government Code section 54957.6:

NAME OF CASE:

Agency Designated Representatives
Graham Mitchell, City Manager
Vince DiMaggio, Assistant City Manager
Clay Schoen, Director of Finance
Marisol Thorn, Director of Human Resources

Employee Organization
El Cajon Municipal Employees Association

MORGAN L. FOLEY
City Attorney/General Legal Counsel

MLF:hms