



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

Council Chamber  
200 Civic Center Way  
El Cajon, CA 92020

## Agenda

JANUARY 24, 2023, 3:00 p.m.

Bill Wells, Mayor

Steve Goble, Deputy Mayor

Gary Kendrick, Councilmember

Michelle Metschel, 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 THE FLAG AND MOMENT OF SILENCE**

**POSTINGS:** The City Clerk posted Orders of Adjournment of the January 10, 2023, Meeting and the Agenda of the January 24, 2023, Meetings in accordance to State Law and City Council/Housing Authority/Successor Agency to the Redevelopment Agency Policy.

**PRESENTATIONS:**

- Fire Chief Bent Koch
- Teddy the ECPD Wellness Dog

**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 January 10, 2023, Meeting of the El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency.

2. Warrants

RECOMMENDATION:

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

3. Approval of Reading Ordinances by Title Only

RECOMMENDATION:

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

4. City Attorney Staff Members

RECOMMENDATION:

That the City Council adopts the next Resolution, in order, appointing the professional staff of the City Attorney's Department effective January 24, 2023.

5. Declaration of Emergency for Sewer Main Repairs; Authorization to Waive Bidding

RECOMMENDATION:

That the City Council:

1. Adopts the next Resolution, in order, to establish a Declaration of Emergency and determine that the public interest and necessity require the immediate expenditure of public money to safeguard life, health, or property as required by the Public Contract Code section 22050; and
2. Approves \$80,000 for repairs in Wastewater Operations to cover the cost of the emergency work.

**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:**

**ADMINISTRATIVE REPORTS:**

- 6. Downtown El Cajon Business Partners' Annual Report

RECOMMENDATION:

That the City Council receives the Downtown El Cajon Business Partners' annual report and financial statements and provides feedback.

- 7. America on Main Street 2023

RECOMMENDATION:

That the City Council accepts the report and provides feedback.

- 8. Veterans Memorial Update

RECOMMENDATION:

That the City Council accepts the report and provides feedback.

- 9. Update on Homeless Programs and Services

RECOMMENDATION:

That the City Council receives the homeless programs and services report and, if desired, provides feedback, recommendations, and direction on homeless-related programming and funding.

- 10. Nurse Navigator Program Status Update

RECOMMENDATION:

That the City Council receives and files the report.

- 11. 2022 Annual Pension Status Report

RECOMMENDATION:

That the City Council receives the Annual Pension Status report.

## **COMMISSION REPORTS:**

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

SANDAG (San Diego Association of Governments) Board of Directors.

12. Council Activity Report

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

13. **DEPUTY MAYOR 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.

14. **COUNCILMEMBER GARY KENDRICK**

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

15. **COUNCILMEMBER MICHELLE METSCHEL**

Harry Griffen Park Joint Steering Committee; METRO Commission/Wastewater JPA – Alternate; Heartland Communications – Alternate; Heartland Fire Training JPA – Alternate.

16. **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.

### **JOINT COUNCILMEMBER REPORTS:**

### **GENERAL INFORMATION ITEMS FOR DISCUSSION:**

### **ORDINANCES: FIRST READING**

### **ORDINANCES: SECOND READING AND ADOPTION**

### **CLOSED SESSIONS:**

**ADJOURNMENT:** The Adjourned Regular Joint Meeting of the El Cajon City Council/ El Cajon Housing Authority/Successor Agency to the El Cajon Redevelopment Agency held this 24th day of January 2023, is adjourned to Tuesday, January 24, 2023, at 7:00 p.m.



City Council  
Agenda Report

Agenda Item 1.

**DATE:** January 24, 2023

**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

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**RECOMMENDATION:**

That the City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency approves Minutes of the January 10, 2023, Meeting of the El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency.

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Attachments

01-10-23DRAFTminutes

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



## MINUTES

### CITY OF EL CAJON EL CAJON, CALIFORNIA

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**January 10, 2023**

A Regular Joint Meeting of the El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency, held Tuesday, January 10, 2023, was called to order by Mayor/Chair Bill Wells at 3:00 p.m., in the Council Chambers, 200 Civic Center Way, El Cajon, California.

#### **ROLL CALL**

Council/Agencymembers present:	Kendrick, and Ortiz
Council/Agencymembers absent:	Metschel
Deputy Mayor/Vice Chair present:	Goble
Mayor/Chair present:	Wells
Other Officers present:	DiMaggio, Assistant City Manager Foley, City Attorney/General Counsel Cortez, City Clerk/Secretary
Other Officers absent:	Mitchell, City Manager/Executive Director

**PLEDGE OF ALLEGIANCE TO THE FLAG led by Mayor Wells and MOMENT OF SILENCE.**

**POSTINGS:** The City Clerk posted Orders of Adjournment of the December 13, 2022, meetings and the Agenda of the January 10, 2023, meeting in accordance with State Law and El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency Policy.

**PRESENTATIONS:** Postponed to a future City Council Meeting.

- Teddy the ECPD Wellness Dog

Assistant City Manager DiMaggio introduced the new Marketing & Engagement Manager, Chris Berg.

**AGENDA CHANGES:** None

**CONSENT ITEMS: (1 – 6)**

**MOTION BY WELLS, SECOND BY ORTIZ, to APPROVE Consent Items 1 to 6.**

**MOTION CARRIED BY UNANIMOUS VOTE  
OF THOSE PRESENT (Metschel – Absent)**

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

Approve Minutes of the December 13, 2022, Meetings of the El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency.

2. Warrants .

Approve payment of Warrants as submitted by the Finance Department.

3. Approval of Reading Ordinances by Title Only

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

4. 2022 Investment Policy Update

Adopt Resolution No. 001-23, and Housing Authority Adopt Resolution No. ECHA-37, adopting the City of El Cajon Investment Policy and delegating investment authorities to the Director of Finance/Authority Treasurer.

**CONSENT ITEMS: (Continued)**

5. Capital Outlay Authorization

Authorize the City Manager, or approved designee, to use the Wildfire and Forest Resilience Program (WEAP21) grant funds to purchase a mini excavator for approximately \$70,000.

6. Contract Amendment for Wells Park Improvements - Storm Water Treatment & Landscaping

Adopt Resolution No. 002-23 to amend the scope of work and to increase the compensation for the Agreement for Professional Services with Chen Ryan Associates, Inc., for Wells Park Sustainability Improvements – Civil Engineering services in the not-to-exceed amount of \$23,000.

**PUBLIC COMMENT:** None

**WRITTEN COMMUNICATIONS:** None

**PUBLIC HEARINGS:**

7. Appeal of Planning Commission's Decision Denying a Request to Add Off-Sale Alcohol to an Existing Convenience Store at 500 N. Second Street

**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, affirming the decision of the El Cajon Planning Commission and DENYING the request to add off-sale alcohol to an existing convenience store at 500 N. Second Street.

**DISCUSSION**

Assistant City Manager DiMaggio stated that the appellant requested that the Item be continued to the February 14, 2023, 3:00 p.m. meeting to allow the representative of District 2, Councilmember Metschel to be present.



**PUBLIC HEARINGS: (Continued)**

Mayor Wells opened the Public Hearing.

No public comment was received.

**MOTION BY WELLS, SECOND BY ORTIZ, to CONTINUE the Public Hearing to the February 14, 2023, 3:00 p.m. meeting.**

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

**ADMINISTRATIVE REPORTS:**

8. All-Way Stop Sign Request on Graves Avenue at Lloyd Street and Rex Hall Street

**RECOMMENDATION:**

That the City Council adopts the next Resolution, in order, to establish permanent all-way stop signs on Graves Avenue at the intersection of Lloyd Street and Rex Hall Street in order to enhance pedestrian and traffic safety.

**DISCUSSION**

Deputy Director of Public Works, Mario Sanchez, provided detailed information of the Item.

No public comment was received.

**MOTION BY ORTIZ, SECOND BY GOBLE, to ADOPT Resolution No. 003-23 to establish permanent all-way stop signs on Graves Avenue at the intersection of Lloyd Street and Rex Hall Street in order to enhance pedestrian and traffic safety.**

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

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**ADMINISTRATIVE REPORTS: (Continued)**

9. El Cajon App - Service Request Application Public Works Update

**RECOMMENDATION:**

That the City Council receives the report on the number of service requests completed in 2022.

**DISCUSSION**

Director of Public Works, Yazmin Arellano, provided detailed information of the Item.

Discussion ensued among Council and Staff concerning the following:

- Application (App) only accepts requests located within city limits;
- Request for new Marketing Manager to share the success story of the Service Request App; and
- Explanation of how the App sends information to the pertinent departments.

No public comment was received.

**MOTION BY ORTIZ, SECOND BY GOBLE, to ACCEPT the Service Request Application Public Works Update.**

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

**COMMISSION REPORTS:** None

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

SANDAG (San Diego Association of Governments) Board of Directors.

10. Council Activities Report/Comments

Report as submitted.

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**ACTIVITIES REPORTS OF COUNCILMEMBERS:**

- 11. DEPUTY MAYOR 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.

Council Activities Report/Comments.

Report as submitted.

- 12. COUNCILMEMBER GARY KENDRICK  
METRO Commission/Wastewater JPA; Heartland Communications; Heartland Fire Training JPA.

Council Activities Report/Comments.

Report as submitted.

- 13. COUNCILMEMBER MICHELLE METSCHEL  
Harry Griffen Park Joint Steering Committee; Heartland Communications – Alternate; Heartland Fire Training JPA – Alternate; METRO Commission/Wastewater JPA – Alternate.

Council Activities Report/Comments.

Report as submitted.

- 14. 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 submitted.

**JOINT COUNCILMEMBER REPORTS: None**

**GENERAL INFORMATION ITEMS FOR DISCUSSION:** None

**ORDINANCES: FIRST READING -** None

**ORDINANCES: SECOND READING AND ADOPTION**

15. Zoning Code Amendment No. 2022-0002 to Title 17

**RECOMMENDATION:**

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

**DISCUSSION**

No public comment was received.

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

AN ORDINANCE APPROVING ZONING CODE AMENDMENT NO. 2022-0002 FOR AN AMENDMENT TO TITLE 17 OF THE EL CAJÓN MUNICIPAL CODE FOR ECONOMIC DEVELOPMENT, HOUSING AND OTHER MINOR TECHNICAL CHANGES, REVISIONS AND EDITS

**MOTION BY GOBLE, SECOND BY ORTIZ, to ADOPT Ordinance No. 5131, Approving Zoning Code Amendment No. 2022-0002 for an Amendment to Title 17 of the El Cajon Municipal Code for Economic Development, Housing and other Minor Technical changes, Revisions and Edits.**

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

16. Amendment to Specific Plan No. 2022-0001, Amendment to Specific Plan No. 452

**RECOMMENDATION:**

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

**DISCUSSION**

No public comment was received.

**ORDINANCES: SECOND READING AND ADOPTION (Item 16 – Continued)**

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

AN ORDINANCE AMENDING SPECIFIC PLAN NO. 452 TO AUTHORIZE AN AUTOMOBILE DEALERSHIP AT 1155 GRAVES AVENUE IN THE REGIONAL COMMERCIAL (RC) GENERAL PLAN DESIGNATION AND THE C-R (REGIONAL COMMERCIAL) ZONE; ASSESSOR PARCEL NUMBERS (APNS) 483-090-15-00; 483-090-16-00; 483-090-24-00; 483-090-25-00; 483-090-26-00; 483-090-42-00; AND 483-090-41-00

**MOTION BY GOBLE, SECOND BY ORTIZ, to ADOPT Ordinance No. 5132, Amending Specific Plan No. 452 to Authorize an Automobile Dealership at 1155 Graves Avenue in the Regional Commercial (RC) General Plan Designation and the C-R (Regional Commercial) Zone; Assessor Parcel Numbers (APNS) 483-090-15-00; 483-090-16-00; 483-090-24-00; 483-090-25-00; 483-090-26-00; 483-090-42-00; and 483-090-41-00.**

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

17. Zone Reclassification No. 2021-0002

**RECOMMENDATION:**

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

**DISCUSSION**

No public comment was received.

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

AN ORDINANCE REZONING PROPERTY LOCATED ON THE WEST SIDE OF NORTH MOLLISON AVENUE BETWEEN EAST MADISON AND EAST PARK AVENUES AND ADDRESSED AS 470 NORTH MOLLISON FROM RM-2200 (RESIDENTIAL, MULTI-FAMILY, 2,200 SQUARE FOOT) TO O-P (OFFICE PROFESSIONAL) ZONE; APN: 488-061-17-00; PENDING GENERAL PLAN DESIGNATION: OFFICE/NON-RETAIL (O/NR)

**MOTION BY GOBLE, SECOND BY ORTIZ, to ADOPT Ordinance No. 5133, An Ordinance Rezoning Property Located on the West Side of North Mollison Avenue Between East Madison and East Park Avenues and Addressed as 470 North Mollison from RM-2200 (Residential, Multi-Family, 2,200 Square Foot) to O-P (Office Professional) Zone; APN: 488-061-17-00; Pending General Plan Designation: Office/Non-Retail (O/NR).**

**ORDINANCES: SECOND READING AND ADOPTION (Item 17 – Continued)**

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

18. Approval of Specific Plan No. 2022-0004

**RECOMMENDATION:**

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

**DISCUSSION**

Deputy Mayor Goble recused himself as his residence is within 500ft of the proposed project. Mr. Goble left the Chamber at 3:23 p.m.

No public comment was received.

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

AN ORDINANCE REPEALING SPECIFIC PLAN NO. 138 AND APPROVING SPECIFIC PLAN NO. 2022-0004 FOR PROPERTIES AT THE SOUTHWEST CORNER OF GREENFIELD DR. & E. MAIN ST. IN THE OFFICE PROFESSIONAL (O-P) AND RESIDENTIAL, SINGLE-FAMILY, 40,000 SQ. FT. (RS-40) ZONE, GENERAL PLAN DESIGNATION: PUBLIC INSTITUTION (PI) AND OPEN SPACE (O-S) ZONE; ASSESSOR'S PARCEL NUMBER (APNS) 507-200-58-00; AND 507-320-48-00

**MOTION BY GOBLE, SECOND BY ORTIZ, to ADOPT Ordinance No. 5134, Repealing Specific Plan No. 138 and Approving Specific Plan No. 2022-0004 for Properties at the Southwest Corner of Greenfield Dr. & E. Main St. in the Office Professional (O-P) and Residential, Single-Family, 40,000 Sq. Ft. (RS-40) Zone, General Plan Designation: Public Institution (PI) and Open Space (O-S) Zone; Assessor's Parcel Number (APNs) 507-200-58-00; and 507-320-48-00.**

**MOTION CARRIED BY UNANIMOUS VOTE  
OF THOSE PRESENT (Metschel – Absent,  
Goble – Disqualified).**

Deputy Mayor Goble returned to the Chamber at 3:24 p.m.

**CLOSED SESSIONS:**

RECOMMENDATION: That the City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency adjourns to Closed Session as follows:

19. Closed Session - Conference with Legal Counsel - Existing Litigation - pursuant to paragraph (1) of subdivision (d) of Government Code section 54956.9: Mike Kauffman v. City of El Cajon; WCAB Case Nos. ADJ13327811, ADJ13327862, ADJ13328425; and Claim Nos. ELCN-0047 and 20018087

**MOTION BY WELLS, SECOND BY ORTIZ, to ADJOURN to Closed Session at 3:25 p.m.**

**MOTION CARRIED BY UNANIMOUS VOTE OF THOSE PRESENT (Metschel - Absent).**

RECONVENED to Open Session at 3:41 p.m.

City Attorney Foley reported the following actions:

- The City Council gave direction to the Legal Counsel.

**Adjournment: Mayor Wells adjourned the Regular Joint Meeting of the El Cajon City Council/Housing Authority/Successor Agency to the El Cajon Redevelopment Agency held this 10<sup>th</sup> day of January, 2023, at 4:42 p.m., to Tuesday, January 24, 2023, at 3:00 p.m.**

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ANGELA L. CORTEZ, CMC  
City Clerk/Secretary



City Council  
Agenda Report

**Agenda Item 4.**

**DATE:** January 24, 2023  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Morgan Foley, City Attorney  
**SUBJECT:** City Attorney Staff Members

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**RECOMMENDATION:**

That the City Council adopts the next Resolution, in order, appointing the professional staff of the City Attorney's Department effective January 24, 2023.

**BACKGROUND:**

The office of the City Attorney is staffed by principals and associates of the municipal law department of the law offices of McDougal, Love, Boehmer, Foley, Lyon & Mitchell. These appointments periodically change with the departures and additions of personnel, and this action is necessary to update the list of current staff.

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Attachments

Resolution



RESOLUTION NO. \_\_-23

RESOLUTION APPOINTING CITY ATTORNEY STAFF  
OF THE CITY OF EL CAJON

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

The City Attorney staff members are appointed, effective January 24, 2023, as  
follows:

Morgan L. Foley, City Attorney

Mark-Robert Bluemel, Assistant City Attorney

M. Anne Cirina, Assistant City Attorney

Trentan Cunningham, Assistant City Attorney

Cory R. Lacy, Assistant City Attorney

Jennifer M. Lyon, Assistant City Attorney

Barbara C. Luck, Staff Attorney



City Council  
Agenda Report

Agenda Item 5.

**DATE:** January 24, 2023

**TO:** Honorable Mayor and City Councilmembers

**FROM:** Michael James, Deputy Director of Public Works - Operations

**SUBJECT:** Declaration of Emergency for Sewer Main Repairs; Authorization to Waive Bidding

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**RECOMMENDATION:**

That the City Council:

1. Adopts the next Resolution, in order, to establish a Declaration of Emergency and determine that the public interest and necessity require the immediate expenditure of public money to safeguard life, health, or property as required by the Public Contract Code section 22050; and
2. Approves \$80,000 for repairs in Wastewater Operations to cover the cost of the emergency work.

**BACKGROUND:**

The City owns and operates a diverse collection system that consists of 12 inverted siphons, approximately 200 miles of gravity-flow sewer mains, and 4,260 manholes. These facilities are well-maintained and should not result in sewage overflows or spills. However, the possibility exists that unforeseen accidents, pipeline failure, equipment failure, or other events not controllable by the City could result in sewer overflow or spills. To prevent such incidences, the City implements an Operations and Maintenance Program to have crews routinely inspect sewer pipelines for defects.

While conducting a routine sewer system inspection, Operations staff discovered two failed 8-inch diameter pipelines. The pipeline failure locations are at the intersection of East Lexington Avenue and First Street and 681 Tyrone Street. Existing conditions reveal excessive moisture surrounding the failed pipe sections. Staff concluded that based on the location of the existing pipe failures and excessive rainfall events, it is prudent to move forward with a plan to repair both locations to prevent any sinkholes. The conditions require immediate repairs to protect adjacent public improvements, maintain critical street thoroughfares, and preserve life and safety.

With the risk that existing utilities, street, and sidewalk infrastructure could collapse, the City Manager declared an emergency on Tuesday, January 10, 2023. A contractor (Jimenez Inc. dba MJC Construction) has been procured to perform the repairs.

The work will replace damaged pipelines, backfill voids, and restore surface improvements. The total cost of the repairs is estimated to be \$80,000.

Public Contract Code section 22050 requires that the proposed resolution receives a four-fifths affirmative vote.

**FISCAL IMPACT:**

Funding in the amount of \$80,000 is available through Organization Code 650720 (Wastewater Operations).

Prepared By: Mike James, Deputy Director of Public Works

Reviewed By: Yazmin Arellano, Director of Public Works

Approved By: Graham Mitchell, City Manager

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**Attachments**

Resolution

RESOLUTION NO. \_\_-23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CAJON  
PROCLAIMING THE EXISTENCE OF A LOCAL EMERGENCY FOR  
SEWER MAIN REPAIRS, AND AUTHORIZATION TO WAIVE BIDDING

WHEREAS, the El Cajon City Council ("City Council") is authorized under section 8630 of the California Government Code to proclaim the existence of a local emergency when conditions exist within the jurisdiction of the City of El Cajon (the "City") which pose an extreme peril to public health and life; and

WHEREAS, section 8.08.060 of the El Cajon Municipal Code empowers the City Council to proclaim a local emergency when the City is affected or likely to be affected by a public calamity; and

WHEREAS, the City owns and operates a diverse collection system that consists of twelve (12) inverted siphons, approximately 200 miles of gravity-flow sewer mains, and 4,260 manholes; and

WHEREAS, despite being well maintained, the possibility exists that unforeseen accidents, pipeline failure, equipment failure, or other events not controllable by the City could result in sewer overflow or spills, and therefore, the City implements an Operations and Maintenance Program to have crews routinely inspect sewer pipelines for defects to prevent such incidences; and

WHEREAS, while conducting a routine sewer system inspection, City Operations staff discovered two (2) failed 8-inch diameter pipelines, with excessive moisture surrounding the failed pipe sections, located at the intersection of East Lexington Avenue and First Street and 681 Tyrone Street; and

WHEREAS, due to the location of the existing pipe failures and excessive rainfall events, City staff concluded that conditions require immediate repairs to protect adjacent public improvements, maintain critical street thoroughfares, and preserve life and safety, and it is in the City's best interest to repair both locations to prevent any sinkholes; and

WHEREAS, due to the risk that existing utilities, street, and sidewalk infrastructure could collapse, it was determined that the City's emergency powers should be invoked, and the City Manager proclaimed an emergency on Tuesday, January 10, 2023, as allowed by El Cajon Municipal Code section 2.04.145; and

WHEREAS, the City Manager's designee has prepared a report and presented it to the City Council at its next available regular meeting not more than 14 days following the City Manager's proclamation of emergency, and has requested that the City Council review the circumstances at each regular City Council meeting until it no longer exists; and

WHEREAS, the time needed to publicly bid and contract out the work would unnecessarily delay repair efforts and place the City and private property at further risk

and therefore, staff recommended that repairs should be performed immediately using the City's emergency powers; and

WHEREAS, the City Manager is authorized to (1) enter into any emergency contract(s) to repair storm drain facilities as provided in El Cajon Municipal Code section 2.04.145, and to (2) waive the bidding requirement in accordance with El Cajon Municipal Code section 3.20.010 (C)(6), if authorized by the City Council; and

WHEREAS, Jimenez Inc. dba MJC Construction has been procured to perform the repairs including replacement of damaged pipelines, backfilling voids, and restoring surface improvements, at a total estimated cost of \$80,000; and

WHEREAS, wastewater operations funds for emergency repairs are available in the current fiscal year budget; and

WHEREAS, the City Council has been requested by the City Manager as the Director of Emergency Services of the City to proclaim the existence of a local emergency therein and make such findings as set forth herein; and

WHEREAS, such conditions of extreme peril warrant and necessitate the proclamation of the existence of a local emergency and requires the immediate expenditure of public money to safeguard life, health, or property as required by Public Contract Code section 22050.

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

1. That the foregoing Recitals are true and correct and, based upon such recitals, it hereby proclaims that a local emergency now exists within the City.
2. That during the existence of said local emergency, the powers, functions, and duties of the Director of Emergency Services and the Disaster Council of this City shall be those prescribed by state law, ordinances, and resolutions of this City and by the City of El Cajon Emergency Plan.
3. That it hereby finds that there is substantial evidence, as described in this Resolution, as well as presented at this meeting and to be contained in the minutes of this meeting, that the emergency will not permit a delay resulting from a competitive solicitation of bids; that the competitive bidding for this public project must be waived and an open market purchase as provided in El Cajon Municipal Code section 3.20.110 must be performed; and that the City Manager or his designee has complied with all necessary procedures to solicit proposals and to engage Jimenez Inc. dba MJC Construction to perform the emergency work.
4. That wastewater operations funds in the amount of \$80,000 in the current fiscal year budget are available and hereby designated for any necessary emergency repairs as determined by the City Manager to address the local emergency.

5. That the local emergency shall be deemed to continue to exist until its termination is proclaimed by the City Council of the City of El Cajon.

01/24/23 CC Agenda

Reso - Proclaiming Emergency Declaration for Sewer Main Repairs & Waive Bidding 011723



City Council  
Agenda Report

**DATE:** January 24, 2023  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Graham Mitchell, City Manager  
**SUBJECT:** Downtown El Cajon Business Partners' Annual Report

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**RECOMMENDATION:**

That the City Council receives the Downtown El Cajon Business Partners' annual report and financial statements and provides feedback.

**BACKGROUND:**

On June 14, 2011, the City adopted a resolution reauthorizing assessments of certain properties and businesses within the downtown area. On December 13, 2011, the City approved a Management Agreement with the Downtown El Cajon Business Partners, Inc. (Partners) to operate the downtown district and to implement activities permitted with assessment proceeds. The Management Agreement requires the Partners to provide periodic reports. The following is a list of reports required to be submitted, along with due dates, and the information to be included in each report:

***Annual Report of the District*** (on or before April 1)

*Current Fiscal Year*

1. Activities & improvements in the current fiscal year
2. Budget detailing actual and projected expenses and assessments received

*New Fiscal Year*

1. Activities & improvements proposed for ensuing fiscal year
2. Proposed anticipated Assessment revenue
3. Other info required by 1994 Law
4. Proposed budget for ensuing fiscal year

City Council approval of the budget is required.

***Financial Report from Previous Fiscal Year*** (September 15)

***Detailed Quarterly Reports of Activities & Improvements***

- Quarter Ending Sep 30 (*Oct 31*)
- Quarter Ending Dec 31 (*Jan 31*)
- Quarter Ending Mar 31 (*Apr 30*)
- Full FY Ending Report (*Jul 31*)

The purpose of this agenda item is to receive several required reports: 1) The Annual Report of the District, 2) Fiscal Statement (audited) from the previous year, and the 3) Quarterly Profit & Loss Statement (July 1 - September 30, 2022).

Prepared By: Graham Mitchell, City Manager

Reviewed By: N/A

Approved By: N/A

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#### Attachments

Annual Report (Oct 15, 2022)

Audited Financial Statement (June 30, 2022)

Quarterly Profit & Loss Statement (July - Sept, 2022)



**Downtown El Cajon Business Partners Inc. dba;**



**Prepared by:**

John Collins: Bookkeeper  
270 E. Douglas Ave, El Cajon, California 92020  
October 15, 2022

# Introduction

## Fiscal 2022/23 PBID Improvements and Activities Plan

### *El Cajon PBID Management District Plan*

As determined by the Downtown El Cajon Business Partners Management Plan for the existing district, the top priorities for improvements and activities within the El Cajon PBID are Environmental and Economic Enhancements. Based upon this finding, the following improvements and activities were performed and provided in the current fiscal year.

All of the services and activities detailed below are provided only within the boundaries of the PBID and provide special benefit to the properties in the boundary area (see attachment A: PBID Boundary Map). All benefits derived from the assessments outlined in this Management District Plan go only for services directly benefiting the properties in the PBID to increase commerce and fulfill the goals and objectives of the PBID.

### **ENVIRONMENTAL ENHANCEMENTS**

**Clean and Safe:** These services continue to be the top priority of the stakeholders. The Downtown El Cajon Business Partners has initiated an excellent program that provides a clean environment but also eliminates graffiti and manages the homeless and transient populations.

The 2022/23 Plan for Clean and Safe;

#### **Deployment and Visibility of Staff**

We have developed and deployed a team that cleans Monday through Friday throughout the district and is power washing sidewalks and park area. The clean team has a Team member that is also responsible for identifying homeless, graffiti and safety issues in the district and either responds directly or reports to the graffiti online application or the police department for resolution of the issue.

#### **District split into premium and standard zones will remain the same**

The downtown core (the Premium Zone), those parcels fronting Main and Magnolia are receiving more intense and frequent service delivery where the demand is greater. The remaining parcels in the district (the Standard Zone) do not require the same level of service intensity and frequency as the downtown core.

#### **Deployment of District Security Officers:**

Due to the extent of the of the homeless issue that we encountered we found that interacting in a significant way with the El Cajon Police Department was the best way to provide the highest level of security to our district. This program has resulted in a safer and more secure Downtown area and garnered a high level of cooperation and proactivity to the benefit of the district. We have continued private security patrol seven nights a week from 10pm until 6am.

**Promotion of Services** – Equipment, shirts, vests and collateral material promote the Clean and Safe program currently. We will continue to send regular email communications to stakeholders promoting accomplishments and activities, once we have created a comprehensive email data base.

**Beautification:** Through the Clean & Safe Program, Downtown El Cajon Business Partners has improved the aesthetics of the downtown area by reducing graffiti, cleaning streets, and working effectively with law enforcement to reduce the public nuisance. We have also installed stringer lights to improve the night time aesthetics of the Downtown area. The colored light bulbs are changed four times per year to reflect the season. During the holidays we install wreaths that hang from the light poles and a 35 foot Christmas tree at the corner of Main St and Magnolia Ave. This year a permanent stage was constructed in The Promenade.

## **ECONOMIC ENHANCEMENTS**

A comprehensive economic development program is included as a key component of the downtown PBID, to proactively work on filling office and retail vacancies with targeted businesses, combat the challenges associated with a prolonged economic downtown, compete with other commercial districts, and bring more visitors and shoppers to Downtown El Cajon.

**Business Retention and Recruitment:** The PBID will provide on an as-needed basis services for locating open office spaces or buildings for new businesses to lease or purchase and assistance with dealing with the City of El Cajon.

**Special Events:** The Special Events budget is reserved for opportunities to continue providing existing events downtown, (e.g. the Cajon Classic Cruise or Dinner & a Concert, Holiday Lights on Main), or to contribute to additional events like HauntFest on Main, America on Main and the Mother Goose Parade. These special events improve commerce by drawing people downtown and introducing them to opportunities to dine, shop, or engage in commerce.

**Leadership and Policy:** The PBID will provide advocacy for Downtown business interests and will help the business community to speak with one clear voice. The PBID Management Plan offers flexibility to develop programs and policies to improve the overall quality of life and economic and cultural vitality of Downtown El Cajon.

## **MANAGEMENT**

We have hired promoter contractors for both the Cajon Classic Cruise and Dinner and a Concert on the Promenade. We also use a contractor to administer the Clean and Safe program. Our managers spend a significant portion of their time producing events and also double as staff members not only managing the work but also creating, developing and monitoring the programs they manage. This minimizes administrative hours and ensures the lowest admin expense possible. The management team is responsible for providing the day-to-day operations of the PBID. PBID funds may be used to leverage additional monies from sponsorships, contracts, grants and earned income. Additional administrative costs will include; accounting and annual financial audit, insurance, program support costs including supplies, equipment and rent, County PBID assessment collection fee,

estimated at 1% of assessments, and other administration costs associated with the overhead and administrative support of programs.

A 10% reserve fund is also budgeted to provide a contingency for unforeseen program needs and to provide a cushion for assessment delinquencies.

**2021/22 Actual Expenses:**

Services	Expense
Environmental Enhancements	\$ 272,973
Economic Enhancements	\$ 302,150
Management	\$ 60,902
<b>TOTAL Expenses</b>	<b>\$ 636,025</b>

**2022/23 Budget**

For fiscal 2022/23 there will be no increase in the PBID assessment as allowed in the Downtown Management Plan. The services and allocations are outlined below.

Services	Budget
Environmental Enhancements	\$ 245,000
Economic Enhancements	\$ 255,000
Management	\$ 55,000
Reserves	\$ 10,000
<b>TOTAL BUDGET</b>	<b>\$ 565,000</b>

**Assessments:** 2022/23 Annual assessments are calculated based upon each property's special benefit received from the identified services and activities and their relative cost. The assessments are based on lot square footage plus building square footage and whether they are in the Premium or Standard Zone. Properties with residential or non-profit ownership and uses will pay an adjusted rate. These parcels benefit fully from the Environmental Enhancements but not from the Economic Enhancements. The assessment rates per foot for 2022/23 are as follows:

Annual Assessments:	Assmt per SQ Foot
<b>Premium Zone:</b>	
Commercial/Govt	\$0.084
Residential/Non-Profits	\$0.054
<b>Standard Zone:</b>	
Commercial/Govt	\$0.067
Residential/Non-Profits	\$0.043

**Collection:** Assessments appear as a separate line item on the annual County of San Diego Property Tax bills and either paid in one lump sum or in two equal installments. As part of the collection process, the County retains 1% of the assessment funds and the remaining 99% will be distributed to the PBID to provide services.

**City Services:** The City Council, by accepting this report, confirms its intention to ensure existing level of services in the district equivalent to the level that is being provided elsewhere in the City.

**DOWNTOWN EL CAJON PBID  
DATABASE FOR FY2022-23**

<b>APN</b>	<b>Site Address</b>	<b>Assmt Code</b>	<b>Benefit Zone</b>	<b>Assessment</b>
488 111 33 00		Govt	1	\$645.86
487 321 12 00		Govt	2	\$528.48
487 121 76 00	*no Site Address*	Utility	2	\$4680.93
488 233 47 00	*no Site Address*	Utility	2	\$4166.54
487 321 31 00	*no Site Address*	Comm	2	\$707.70
488 072 45 00	100 Civic Center Way	Govt	2	\$24899.84
488 152 45 00	100 W Douglas Ave	Res	2	\$126.24
487 121 50 00	1002 W Main St	Comm	2	\$1988.94
488 191 01 00	101 E Main St	NP	1	\$1036.09
487 301 25 00	101 Richfield Ave	Comm	2	\$883.54
488 152 38 00	102 W Douglas Ave	Res	2	\$126.60
488 083 26 00	102-110 E Main St	Comm	1	\$1031.22
487 281 32 00	1033 W Main St	Comm	2	\$620.75
487 281 33 00	1033 W Main St	Comm	2	\$283.75
487 301 30 00	104 Richardson Ave	Comm	2	\$758.04
488 152 44 00	104 W Douglas Ave	Res	2	\$121.69
488 152 37 00	106 W Douglas Ave	Res	2	\$121.69
488 152 43 00	108 W Douglas Ave	Res	2	\$121.69
488 200 45 00	109 E Lexington Ave	Comm	2	\$923.04
487 121 41 00	1090 W Main St	Comm	2	\$1543.46
488 083 02 00	109-111 Rea Ave	Comm	1	\$741.23
487 281 28 00	1099 W Main St	Comm	2	\$1047.40
487 192 56 00	110 N Magnolia Ave	Comm	1	\$2609.31
488 152 36 00	110 W Douglas Ave	Res	2	\$121.69
483 330 32 00	112 E Madison Ave	Comm	2	\$652.36
488 152 42 00	112 W Douglas Ave	Res	2	\$121.69
487 262 09 00	1133 W Main St	Govt	2	\$1246.09
488 152 35 00	114 W Douglas Ave	Res	2	\$121.69
488 083 03 00	115 Rea Ave	Govt	2	\$536.24
488 191 02 00	115-117 E Main St	Comm	1	\$1112.69
488 152 41 00	116 W Douglas Ave	Res	2	\$121.69
488 083 09 00	116-118 E Main St	Comm	1	\$884.63
488 152 34 00	118 W Douglas Ave	Res	2	\$121.69
488 083 01 00	119-123 N Magnolia Ave	Comm	1	\$922.54
488 172 20 00	119-137 W Lexington Ave	Comm	2	\$1271.23

488 083 08 00	120 E Main St	Comm	1	\$358.06
488 152 40 00	120 W Douglas Ave	Res	2	\$121.69
488 072 44 00	120-128 Rea Ave	Comm	2	\$173.63
488 162 13 00	120-180 W Lexington Ave	Comm	2	\$673.13
488 152 33 00	122 W Douglas Ave	Res	2	\$121.69
488 191 03 00	123 E Main St	Comm	1	\$507.86
488 083 11 00	124 E Main St	Comm	1	\$358.06
488 152 39 00	124 W Douglas Ave	Res	2	\$126.60
487 192 55 00	124 W Main St #240	Comm	1	\$3469.41
488 152 32 00	126 W Douglas Ave	Res	2	\$126.60
483 330 33 00	126-128 E Madison Ave	Comm	2	\$530.10
488 200 02 00	127 E Lexington Ave	Comm	2	\$765.66
487 331 04 00	127 Van Houten Ave	Comm	2	\$251.06
488 152 31 00	128 W Douglas Ave	Res	2	\$126.60
488 083 12 00	130 E Main St	Comm	1	\$716.13
488 112 25 00	130 Roanoke Rd	Res	2	\$390.82
488 152 24 00	130 W Douglas Ave	Res	2	\$124.84
488 232 28 00	131 Avocado Ave	NP	2	\$532.88
488 191 04 00	131 E Main St	Comm	1	\$4786.57
488 191 09 00	131 N Magnolia Ave	NP	1	\$439.88
488 083 05 00	131 Rea Ave	Comm	2	\$572.90
488 152 30 00	132 W Douglas Ave	Res	2	\$121.69
488 151 21 00	132-144 S Orange Ave	Comm	2	\$1106.30
488 152 47 00	133 W Main St	Comm	1	\$3432.42
488 152 23 00	134 W Douglas Ave	Res	2	\$121.69
488 152 29 00	136 W Douglas Ave	Res	2	\$121.69
488 152 22 00	138 W Douglas Ave	Res	2	\$121.74
488 083 13 00	140 E Main St	Comm	1	\$716.13
488 152 28 00	140 W Douglas Ave	Res	2	\$121.69
487 172 70 00	140 W Park Ave #152	Comm	2	\$1786.71
488 152 21 00	142 W Douglas Ave	Res	2	\$121.74
488 191 05 00	143 E Main St	Comm	1	\$1196.94
488 152 27 00	144 W Douglas Ave	Res	2	\$121.69
488 083 36 00	144-148 E Main St	Comm	1	\$648.72
488 200 01 00	145 E Lexington Ave	Comm	2	\$744.09
488 191 15 00	145 S Magnolia Ave	NP	1	\$97.80
488 191 06 00	145-155 E Main St	Comm	1	\$879.32
488 111 14 00	146 Ballantyne St	Comm	1	\$562.29
488 152 20 00	146 W Douglas Ave	Res	2	\$121.74
488 191 16 00	147 S Magnolia Ave	NP	1	\$665.37
488 072 43 00	148 Rea Ave	Comm	2	\$5578.29
488 151 14 00	148 S Orange Ave	Comm	2	\$842.50
488 152 26 00	148 W Douglas Ave	Res	2	\$121.69

488 083 27 00	149 Rea Ave	Govt	2	\$1467.97
488 152 19 00	150 W Douglas Ave	Res	2	\$121.74
482 301 05 00	150 W Madison Ave	Comm	2	\$2196.09
488 231 17 00	151 Claydelle Ave	Comm	2	\$2224.20
488 231 18 00	151 Claydelle Ave	Comm	2	\$1213.20
488 231 19 00	151 Claydelle Ave	Comm	2	\$1213.20
488 151 12 00	151 S Sunshine Ave	Comm	2	\$1382.78
487 331 05 00	151 Van Houten Ave	Comm	2	\$3402.08
488 152 25 00	152 W Douglas Ave	Res	2	\$126.56
488 152 18 00	154 W Douglas Ave	Res	2	\$126.63
488 152 48 00	155 Main St	Comm	1	\$360.51
488 083 15 00	156 E Main St	Govt	1	\$183.49
488 083 16 00	156 E Main St	Govt	1	\$183.49
488 083 17 00	158 E Main St	Comm	1	\$682.43
488 191 07 00	161 E Main St	Comm	1	\$1378.08
487 172 27 00	164-168 W Park Ave	Comm	2	\$1244.40
488 191 08 00	165-169 E Main St	Comm	1	\$1473.36
487 262 04 00	166 S Marshall Ave	Govt	2	\$3435.04
488 010 23 00	166 Wells Ave	Comm	2	\$603.50
488 083 18 00	168 E Main St	Comm	1	\$379.12
488 010 13 00	172 Wells Ave	Res	2	\$487.47
488 083 19 00	172-174 E Main St	Comm	1	\$633.56
488 172 01 00	175 W Lexington Ave	Comm	2	\$966.24
488 152 49 00	175 W Main St	Comm	1	\$812.08
488 083 20 00	176-178 E Main St	Comm	1	\$591.44
488 083 24 00	181 Rea Ave	Comm	2	\$1144.79
488 083 21 00	182 E Main St	Comm	1	\$1348.00
482 302 06 00	185 W Madison Ave	Comm	2	\$1351.43
488 083 22 00	188 E Main St	Comm	1	\$454.95
488 191 14 00	190 E Douglas Ave	NP	2	\$1877.54
487 192 48 00	190 N Magnolia Ave	Comm	1	\$2637.61
488 083 23 00	194 E Main St	Comm	1	\$655.04
487 192 54 00	194 W Main St	Comm	1	\$2458.84
487 192 47 00	198 W Main St	Comm	1	\$27274.49
488 162 17 00	200 Magnolia Ave	Govt	1	\$3389.71
487 331 19 00	200-210 Van Houten Ave	Comm	2	\$1638.57
488 192 08 00	201 E Douglas Ave	Govt	1	\$5211.29
488 211 21 00	201 E Main St	Govt	2	\$1027.58
488 231 10 00	205 Claydelle Ave	Comm	2	\$1060.97
488 151 05 00	205 W Main St	Comm	1	\$602.39
488 161 17 00	208 W Lexington Ave	NP	2	\$587.36
488 231 12 00	211 Claydelle Ave	NP	2	\$587.04
488 171 16 00	215 W Lexington Ave	Comm	2	\$915.29



488 231 24 00	220 Avocado Ave	Res	2	\$613.64
487 192 50 00	220 W Main St	Comm	1	\$2995.00
488 211 07 00	221-225 E Main St	Comm	1	\$1120.77
482 301 09 00	222 W Madison Ave	Comm	2	\$1605.19
488 151 16 00	224 W Douglas Ave	Comm	2	\$532.46
487 171 50 00	225 W Madison Ave	Comm	2	\$5689.09
488 231 25 00	226 Avocado Ave	Comm	2	\$871.48
488 161 02 00	227-231 W Douglas Ave	Comm	2	\$378.11
488 211 06 00	229 E Main St	Comm	1	\$535.07
488 211 22 00	230 Douglas St	Govt	2	\$1732.18
488 231 23 00	230-292 Avocado Ave	Comm	2	\$6045.50
488 151 20 00	231 W Main St	Comm	1	\$2121.16
488 151 18 00	231 W Main St	Comm	1	\$721.09
487 173 37 00	234 N Magnolia Ave	Comm	1	\$2070.61
488 222 01 00	235 E Lexington Ave	Comm	2	\$951.61
488 211 05 00	237 E Main St	Comm	1	\$1965.47
488 151 02 00	237 W Main St	Comm	1	\$593.96
488 162 18 00	240 S Magnolia Ave	Comm	1	\$1637.31
488 211 04 00	245 E Main St	Comm	1	\$1276.14
488 211 15 00	250 E Douglas Ave	Comm	2	\$760.34
488 211 03 00	251 E Main St	Comm	1	\$319.23
488 161 01 00	255 W Douglas Ave	Comm	2	\$567.04
488 151 15 00	260 W Douglas Ave	Comm	2	\$623.45
488 211 01 00	261 E Main St	Comm	1	\$2005.66
488 211 02 00	261 E Main St	Comm	1	\$592.95
488 162 16 00	266 S Magnolia Ave	Comm	1	\$1661.75
488 221 31 00	269 E Lexington Ave	Comm	2	\$917.78
488 211 20 00	270 E Douglas Ave	Comm	2	\$1620.16
488 212 17 07	275 E Douglas Ave #101	Comm	2	\$161.69
488 212 17 08	275 E Douglas Ave #102	Comm	2	\$145.52
488 212 17 09	275 E Douglas Ave #103	Comm	2	\$247.35
488 212 17 14	275 E Douglas Ave #104	Comm	2	\$118.15
488 212 17 13	275 E Douglas Ave #105	Comm	2	\$159.60
488 212 17 10	275 E Douglas Ave #106	Comm	2	\$136.89
488 212 17 11	275 E Douglas Ave #107	Comm	2	\$145.52
488 212 17 12	275 E Douglas Ave #108	Comm	2	\$214.73
488 212 17 01	275 E Douglas Ave #109	Comm	2	\$134.80
488 212 17 02	275 E Douglas Ave #110	Comm	2	\$145.52
488 212 17 03	275 E Douglas Ave #111	Comm	2	\$136.89
488 212 17 16	275 E Douglas Ave #112	Comm	2	\$159.60
488 212 17 15	275 E Douglas Ave #113	Comm	2	\$118.15
488 212 17 04	275 E Douglas Ave #114	Comm	2	\$247.35
488 212 17 05	275 E Douglas Ave #115	Comm	2	\$145.52

488 212 17 06	275 E Douglas Ave #116	Comm	2	\$156.23
482 283 05 00	275 W Madison Ave	Comm	2	\$1609.04
488 221 32 00	277 E Lexington Ave	Comm	2	\$579.64
488 211 18 00	290 E Douglas Ave	Comm	2	\$703.52
488 162 15 00	290 S Magnolia Ave	Comm	1	\$1525.50
488 221 33 00	291 E Lexington Ave	Comm	2	\$852.48
488 151 17 00	291 W Main St	Comm	1	\$698.86
487 341 04 00	300-350 W Douglas Ave	Comm	2	\$1321.58
488 040 08 00	301 N Magnolia Ave	Comm	1	\$4880.26
487 341 05 00	301-345 W Main St	Comm	1	\$4676.38
488 231 22 00	303-305 E Main St	Comm	1	\$1239.23
488 111 06 00	306-312 Ballantyne St	Comm	2	\$599.73
488 221 30 00	309 Prescott Ave	NP	2	\$1362.90
488 222 21 00	311 Highland Ave	NP	2	\$2643.64
487 192 52 00	312 W Main St	Comm	1	\$3414.23
488 172 18 00	314 S Magnolia Ave	Comm	2	\$364.29
488 040 11 00	315-327 N Magnolia Ave	Comm	2	\$8429.04
488 231 03 00	321 E Main St	Comm	1	\$669.28
487 331 09 00	321-325 Van Houten Ave	Comm	2	\$1733.33
488 231 04 00	323 E Main St	Comm	1	\$265.72
487 172 67 00	326 N Magnolia Ave	Govt	1	\$1489.96
488 231 05 00	327-333 E Main St	Comm	1	\$863.56
487 172 75 00	330-360 N Magnolia Ave	Comm	1	\$3276.82
487 351 13 00	333 W Lexington Ave	Comm	2	\$624.26
482 283 06 00	337 W Madison Ave	Comm	2	\$1235.71
487 351 18 00	338 W Lexington Ave #214b	Comm	2	\$1851.27
488 241 41 00	343 E Lexington Ave	Comm	2	\$1938.55
488 231 26 00	343 E Main St	Comm	1	\$1301.41
488 040 14 00	345 Wells Ave	NP	1	\$4022.78
487 331 01 00	351 W Main St	Comm	1	\$880.16
488 040 02 00	353 E Park Ave	Comm	2	\$1455.71
482 283 09 00	359 W Madison Ave	Comm	2	\$1363.24
487 331 08 00	360 W Lexington Ave	Comm	2	\$569.73
488 040 13 00	367-389 N Magnolia	NP	2	\$7097.30
487 172 22 00	374 N Magnolia Ave	Comm	1	\$2806.79
482 283 08 00	375 W Madison Ave	Comm	2	\$1036.67
488 111 24 00	388 E Main St	Comm	1	\$1110.83
487 192 53 00	390 W Main St	Comm	1	\$6251.17
487 331 02 00	393 W Main St	Comm	1	\$836.18
487 172 49 00	396 N Magnolia Ave	Comm	1	\$2693.73
487 273 06 00	398 S Marshall Ave	Govt	2	\$4873.62
488 040 07 00	399 N Magnolia Ave	Comm	1	\$3038.30
487 331 35 00	401 W Main St	Comm	1	\$3526.62

488 010 24 00	405 N Magnolia Ave	Comm	1	\$1578.85
482 282 03 00	407 W Madison Ave	Comm	2	\$308.35
488 112 67 00	410 E Main St	Comm	1	\$1285.23
487 171 38 00	414 N Magnolia Ave	NP	1	\$2621.26
488 232 31 00	421 E Main St	Comm	1	\$1204.77
488 112 19 00	422 E Main St	Comm	1	\$719.02
488 232 03 00	423-437 E Main St	Comm	1	\$1457.52
487 331 22 00	425 W Main St	Comm	1	\$3004.36
487 331 23 00	435 W Main St	Comm	1	\$854.37
487 331 30 00	437-447 W Douglas Ave	Comm	2	\$684.65
487 160 07 00	444 W Main St	Comm	1	\$3130.30
488 232 04 00	445 E Main St	Comm	1	\$737.86
487 331 29 00	449-469 W Douglas Ave	Comm	2	\$1301.22
487 331 25 00	450-482 W Douglas Ave	Comm	2	\$1585.05
488 010 25 00	451-455 N Magnolia Ave	Comm	1	\$3472.27
487 171 37 00	456 N Magnolia Ave	Comm	1	\$4077.28
487 171 47 00	460 N Magnolia Ave	Comm	1	\$2199.77
488 010 38 00	461 N Magnolia Ave	Comm	1	\$2283.35
488 010 27 00	463-467 N Magnolia Ave	Comm	1	\$2004.31
487 160 04 00	464 W Main St	Comm	1	\$4636.86
488 010 40 00	471 N Magnolia Ave	Comm	1	\$4098.60
488 010 36 00	475 N Magnolia Ave	Comm	1	\$2332.80
487 160 05 00	476 W Main St	Comm	1	\$1190.11
482 302 02 00	480 N Magnolia Ave	Comm	1	\$2207.68
488 112 20 00	484-490 E Main St	Comm	1	\$815.57
487 331 24 00	489 W Main St	Comm	1	\$1630.49
482 302 01 00	490 N Magnolia Ave	Comm	1	\$2508.71
488 112 21 00	502 E Main St	Comm	1	\$1825.59
483 330 31 00	515 N Magnolia Ave	Comm	1	\$1693.26
488 112 22 00	518-536 E Main St	Comm	1	\$3100.99
488 112 43 00	522 E Main St	Res	2	\$1299.74
488 233 01 00	525 E Main St	Comm	1	\$4471.82
483 330 34 00	531-565 N Magnolia Ave	Comm	1	\$2204.15
487 321 29 00	533 W Main St	Comm	2	\$761.62
488 233 02 00	533-545 E Main St	Comm	1	\$1541.78
487 321 30 00	537 W Main St	Comm	2	\$606.60
482 301 10 00	550 Montrose Ct	Comm	2	\$12013.70
488 112 23 00	550-554 E Main St	Comm	1	\$1519.13
487 321 11 00	553-557 W Main St	Comm	2	\$626.82
482 301 11 00	555 Montrose Ct	Comm	2	\$4996.77
488 233 03 00	555 W Main St	Comm	1	\$518.14
487 122 40 00	556 W Main St	Comm	2	\$10062.34
488 112 24 00	562-566 E Main St	Comm	1	\$975.99

488 233 04 00	575 E Main St	Comm	1	\$730.62
487 321 33 00	601-607 W Main St	Comm	2	\$2829.25
487 321 34 00	613 W Main St	Comm	2	\$3180.27
488 113 10 00	620 E Main St	Comm	1	\$1899.92
487 321 27 00	623 W Main St	Comm	2	\$3145.83
488 233 05 00	665-669 E Main St	Comm	1	\$686.64
488 233 06 00	677 E Main St	Comm	1	\$627.50
488 233 08 00	689 E Main St	Comm	1	\$605.75
487 122 49 00	698 W Main St	NP	2	\$4460.87
487 122 48 00	698 W Main St	NP	2	\$4323.15
487 302 29 00	701 W Main St	Comm	2	\$1592.05
487 302 31 00	737-747 W Main St	Comm	2	\$2628.47
487 301 27 00	813 W Main St	Comm	2	\$444.03
487 301 26 00	821 W Main St	Comm	2	\$612.66
487 282 33 00	905 W Main St	Comm	2	\$803.68
487 282 32 00	907 W Main St	Comm	2	\$314.09
487 282 29 00	925 W Main St	Comm	2	\$428.67
487 282 27 00	935 W Main St	Comm	2	\$404.26
487 282 31 00	939 W Main St	Comm	2	\$283.75
488 232 29 00	Avocado Ave	Res	2	\$212.91
488 111 34 00	Ballantyne St	Comm	1	\$2055.19
488 191 11 00	Douglas Ave	Comm	2	\$1072.33
488 191 12 00	Douglas Ave	Comm	2	\$536.17
488 191 13 00	Douglas Ave	Comm	2	\$536.17
488 212 20 00	Douglas Ave	Govt	2	\$469.77
487 331 26 00	Douglas St	Comm	2	\$1132.32
488 192 09 00	E Douglas St	Govt	1	\$14151.72
488 212 22 00	E Douglas St	Govt	2	\$2671.74
488 111 30 00	E Main St	Govt	1	\$19088.00
488 111 28 00	E Main St	Govt	1	\$8210.08
488 212 19 00	Lexington Ave	Govt	2	\$528.48
488 111 32 00	Magnolia Ave N	Govt	1	\$23123.16
488 111 31 00	Magnolia Ave N	Govt	1	\$10361.93
488 072 38 00	Magnolia Ave N	Govt	1	\$4051.58
482 301 03 00	Magnolia Ave N	Comm	1	\$2458.84
482 301 06 00	Magnolia Ave N	Comm	1	\$2201.95
483 330 22 00	Magnolia Ave N	Comm	1	\$2112.40
487 121 24 00	Main St	Utility	2	\$9388.41
487 121 92 00	Main St	Utility	2	\$4726.90
487 121 25 00	Main St	Utility	2	\$2378.14
487 341 01 00	Main St	Comm	1	\$626.49
488 233 53 00	Main St	Comm	2	\$381.62
488 233 07 00	Main St E	Comm	1	\$518.14

487 331 03 00	Main St W	Comm	1	\$823.45
487 282 28 00	Main St W	Res	2	\$184.43
488 083 04 00	Rea Ave	Comm	2	\$337.00
487 192 51 00	Sunshine Ave N	Comm	1	\$1513.13
487 342 06 00	Sunshine St S	Comm	2	\$2730.44
488 233 51 00	Taft Ave	Comm	2	\$2994.64
488 152 50 00	W Main St	Comm	1	\$1981.73
487 281 31 00	W Main St	Comm	2	\$327.56
<b>Total</b>				<b>\$566,021.05</b>

DOWNTOWN EL CAJON BUSINESS  
PARTNERS, INC.

FINANCIAL STATEMENTS

JUNE 30, 2022

(AUDITED)



CASHUK, WISEMAN, GOLDBERG, BIRNBAUM, & SALEM, LLP  
Certified Public Accountants

DOWNTOWN EL CAJON BUSINESS PARTNERS, INC.  
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Michael Selamet Kwee, CPA



**Certified Public Accountants**



**OFFICE MANAGER**

Tanya Davis

**INDEPENDENT AUDITOR'S REPORT**

To the Board of Directors of  
Downtown El Cajon Business Partners, Inc.

**Opinion**

We have audited the accompanying financial statements of Downtown El Cajon Business Partners, Inc. (a California nonprofit organization), which comprise the statement of financial position as of June 30, 2022, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Downtown El Cajon Business Partners, Inc. as of June 30, 2022, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

**Basis for Opinion**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Downtown El Cajon Business Partners, Inc. and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

**Responsibilities of Management for the Financial Statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Downtown El Cajon Business Partners, Inc.'s ability to continue as a going concern within one year after the date that the financial statements are available to be issued.





## Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than from one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Downtown El Cajon Business Partners, Inc.' internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Downtown El Cajon Business Partners, Inc.'s ability to continue as a going concern for a reasonable period of time.

## Report on Summarized Comparative Information

We have previously audited the Downtown El Cajon Business Partners, Inc.'s 2021 financial statements, and we expressed an unmodified opinion on those financial statements in our report dated September 22, 2021. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2021, is consistent, in all material respects, with the audited financial statements from which it has been derived.

*Cashuk, Wiseman, Goldberg, Birnbaum & Salem, LLP*

CASHUK, WISEMAN, GOLDBERG, BIRNBAUM AND SALEM, LLP

San Diego, California  
August 10, 2022

**DOWNTOWN EL CAJON BUSINESS PARTNERS, INC.**  
**STATEMENT OF FINANCIAL POSITION**  
**June 30, 2022 with Comparative Totals for June 30, 2021**

	2022			2021 Total
	Without Donor Restrictions	With Donor Restrictions	Total	
<b><u>ASSETS</u></b>				
<b>CURRENT ASSETS</b>				
Cash and Cash Equivalents (Note A)	\$ 684,693	\$ -	\$ 684,693	\$ 688,524
Accounts Receivable (Note A)	41,431	-	41,431	46,730
Prepaid Expenses	3,631	-	3,631	3,176
<b>TOTAL CURRENT ASSETS</b>	<b>729,755</b>	<b>-</b>	<b>729,755</b>	<b>738,430</b>
<b>PROPERTY AND EQUIPMENT</b>				
Property and Equipment, net of accumulated depreciation of \$171,204 and \$157,163 in 2022 and 2021 (Notes A & C)	136,188	-	136,188	53,287
<b>OTHER ASSETS</b>				
Security Deposits	4,180	-	4,180	2,830
<b>TOTAL ASSETS</b>	<b>\$ 870,123</b>	<b>\$ -</b>	<b>\$ 870,123</b>	<b>\$ 794,547</b>
<b><u>LIABILITIES AND NET ASSETS</u></b>				
<b>CURRENT LIABILITIES</b>				
Accounts Payable	\$ 10,050	\$ -	\$ 10,050	\$ 18,137
Accrued Recertification Fees (Note F)	32,800	-	32,800	27,800
<b>TOTAL CURRENT LIABILITIES</b>	<b>42,850</b>	<b>-</b>	<b>42,850</b>	<b>45,937</b>
<b>NET ASSETS</b>				
Without Donor Restrictions (Note A)	827,273	-	827,273	748,610
With Donor Restrictions (Note A)	-	-	-	-
<b>TOTAL NET ASSETS</b>	<b>827,273</b>	<b>-</b>	<b>827,273</b>	<b>748,610</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$ 870,123</b>	<b>\$ -</b>	<b>\$ 870,123</b>	<b>\$ 794,547</b>

The accompanying notes are an integral part of these financial statements.



**DOWNTOWN EL CAJON BUSINESS PARTNERS, INC.  
STATEMENT OF ACTIVITIES**

**For the Year Ended June 30, 2022 with Comparative Totals for the Year Ended June 30, 2021**

	2022			2021 Total
	Without Donor Restrictions	With Donor Restrictions	Total	
<b>REVENUE AND OTHER SUPPORT</b>				
Property Taxes	\$ 439,463	\$ -	\$ 439,463	\$ 429,333
In Lieu Payments	132,604	-	132,604	132,604
Event Sponsorship	13,750	-	13,750	2,500
Fundraisers and Other Event Revenues	38,512	-	38,512	4,761
<b>TOTAL REVENUES AND OTHER SUPPORT</b>	<b>624,329</b>	<b>-</b>	<b>624,329</b>	<b>569,198</b>
<b>EXPENSES</b>				
Program Services				
Economic Enhancements	271,723	-	271,723	109,470
Environmental Enhancements	175,032	-	175,032	168,882
Management Services	98,911	-	98,911	77,266
<b>TOTAL EXPENSES</b>	<b>545,666</b>	<b>-</b>	<b>545,666</b>	<b>355,618</b>
Release of restrictions on net assets with donor restrictions	-	-	-	-
<b>INCREASE IN NET ASSETS</b>	<b>78,663</b>	<b>-</b>	<b>78,663</b>	<b>213,580</b>
<b>NET ASSETS - BEGINNING OF YEAR</b>	<b>748,610</b>	<b>-</b>	<b>748,610</b>	<b>535,030</b>
<b>NET ASSETS - END OF YEAR</b>	<b>\$ 827,273</b>	<b>\$ -</b>	<b>\$ 827,273</b>	<b>\$ 748,610</b>

The accompanying notes are an integral part of these financial statements.



**DOWNTOWN EL CAJON BUSINESS PARTNERS, INC.**  
**STATEMENT OF FUNCTIONAL EXPENSES**  
For the Year Ended June 30, 2022 with Comparative Totals for the Year Ended June 30, 2021

	2022				2021 Total
	Program Services		Management Services	Total	
	Economic Enhancements	Environmental Enhancements			
<b>EXPENSES</b>					
Accounting	\$ -	\$ -	\$ 3,591	\$ 3,591	\$ 4,191
Bank Charges	-	-	311	311	197
Depreciation	8,126	3,897	2,018	14,041	13,772
Equipment Rental	-	5,310	1,195	6,505	9,376
Event Sponsorship	11,525	2,000	-	13,525	600
Insurance	8,175	-	3,108	11,283	7,621
Legal	-	-	8,838	8,838	-
Licenses and Fees	4,875	-	4,254	9,129	6,163
Marketing	10,205	-	6,589	16,794	16,001
Memberships	30	-	-	30	-
Office	0	-	692	692	3,186
Outside Contract Services	208,150	152,920	53,974	415,044	265,387
Printing	6,186	-	341	6,527	344
Professional Services	-	-	-	-	3,886
Promotional	2,172	-	-	2,172	-
Recertification	-	-	5,000	5,000	5,000
Rent	-	-	9,000	9,000	9,000
Supplies	12,279	10,905	-	23,184	9,187
Telephone	-	-	-	-	1,707
<b>TOTAL EXPENSES</b>	<u>\$ 271,723</u>	<u>\$ 175,032</u>	<u>\$ 98,911</u>	<u>\$ 545,666</u>	<u>\$ 355,618</u>

The accompanying notes are an integral part of these financial statements.



**DOWNTOWN EL CAJON BUSINESS PARTNERS, INC.**  
**STATEMENT OF CASH FLOWS**  
For the Year Ended June 30, 2022 with Comparative Totals for the Year Ended June 30, 2021

	2022			2021 Total
	Without Donor Restrictions	With Donor Restrictions	Total	
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
Increase (Decrease) in Net Assets	\$ 78,663	\$ -	\$ 78,663	\$ 213,580
Adjustments to Reconcile Net Income to Net Cash				
Prior Period Adjustments to Net Assets (Note I)	-	-	-	-
Provided(Used) by Operating Activities:				
Depreciation	14,041	-	14,041	13,772
Cash Provided(Used) by Changes in:				
Accounts Receivable	5,299	-	5,299	(39,563)
Prepaid Expenses	(455)	-	(455)	(1,191)
Security Deposits	(1,350)	-	(1,350)	-
Accounts Payable & Accrued Expenses	(8,087)	-	(8,087)	6,498
Accrued Recertification Fees	5,000	-	5,000	5,000
<b>CASH PROVIDED BY OPERATING ACTIVITIES</b>	<b>93,111</b>	<b>-</b>	<b>93,111</b>	<b>198,096</b>
<b>INVESTING ACTIVITIES</b>				
Purchases of Property & Equipment	(96,942)	-	(96,942)	(44,153)
<b>INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS</b>	<b>(3,831)</b>	<b>-</b>	<b>(3,831)</b>	<b>153,943</b>
Cash and Cash Equivalents at Beginning of Year	688,524	-	688,524	534,581
<b>CASH AND CASH EQUIVALENTS AT END OF YEAR</b>	<b>\$ 684,693</b>	<b>\$ -</b>	<b>\$ 684,693</b>	<b>\$ 688,524</b>

The accompanying notes are an integral part of these financial statements.



DOWNTOWN EL CAJON BUSINESS PARTNERS, INC.  
NOTES TO THE FINANCIAL STATEMENTS  
June 30, 2022

NOTE A-NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

1. Downtown El Cajon Business Partners, Inc. dba Downtown El Cajon Promenade District (“The District”) was incorporated under the laws of the State of California on May 16, 2011. The District has adopted a June 30 fiscal year end for reporting requirements. The District was established as a Property Based Improvement District (PBID) under Article XIII(d) of the State Constitution. The purpose of a PBID is to allow a group of real property owners to assess themselves additional property taxes that is to be used to provide specific benefits for the properties and businesses located within the assessment district.

The District is governed by a board of real property owners pursuant to Section 36650 and 36651 of the Streets and Highway Code of the State of California.

2. Downtown El Cajon Business Partners, Inc. is a California nonprofit public benefit organization whose purpose is to create awareness about the downtown El Cajon, California area and its associated businesses with enhanced services including:
  - a. Economic Enhancements to keep and attract jobs, investment and new businesses to downtown El Cajon.
  - b. Environmental Enhancements to visually improve downtown El Cajon and provide added security.

3. Financial Statement Presentation-The District reports information regarding its financial position and activities according to two classes of net assets; net assets without donor restrictions and net assets with donor restrictions.

Net Assets without Donor Restrictions-are part of the net assets that are not restricted by donor-imposed stipulations, and which are available, at the discretion of management and the Board of Directors for the District to utilize in any of its programs or supporting services.

Net Assets with Donor Restrictions-Net assets resulting from contributions and other inflows of assets whose use by the District is limited by donor-imposed stipulations that either expire by passage of time or can be fulfilled and removed by actions of the District pursuant to those stipulations. When such stipulations end or are fulfilled, such net assets with donor restrictions are reclassified to net assets with donor restrictions and reported in the statement of activities and changes in net assets. The District had no net assets with donor restrictions as of June 30, 2022.

4. Use of Estimates-The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from the estimates.



DOWNTOWN EL CAJON BUSINESS PARTNERS, INC.  
NOTES TO THE FINANCIAL STATEMENTS  
June 30, 2022

NOTE A-NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES-CON'T:

5. Cash & Cash Equivalents for purposes of the statement of cash flows, include cash on hand, cash in checking and savings accounts with banks. All short-term debt securities with a maturity of three months or less are considered cash equivalents.
6. Accounts Receivable consisted primarily of amounts due from the City of El Cajon. Management determined that all receivables at year end are collectable. No allowance for doubtful accounts was considered necessary at June 30, 2022 and 2021.
7. Revenue Recognition-Property Taxes represent assessments levied against property owners located within the district to provide the special benefits described in Note A2. The assessments are based on the square footage of the building and lots. The tax rates assessed are determined by the location of the real property within the district and the presumed benefits received, with those real properties receiving a greater benefit being charged a higher tax rate. Property tax revenue is recognized in the fiscal year that taxes are levied, provided that the taxes are received within 60 days of the end of the fiscal year. Property taxes received 60 days after year end or later are not considered available as a resource for the current year operations of the district and therefore are not recorded as revenue until collected. For the years ended June 30, 2022 and 2021, all levied property taxes were received within 60 days of the fiscal year end.

In Lieu Property Tax Payments represent payments received from the City of El Cajon, the County of San Diego and other state and federal governmental agencies on real estate owned by these governmental bodies within the District and that are not normally assessed property taxes on properties owned. The District records as revenue in the fiscal year earned. Any payments received in advance are recorded as deferred revenue until earned.

Event Sponsorship represents revenues received from special event sponsors and are recognized when earned.

Fundraisers and Other Event revenues represent revenues received from fund raising and special events and are recognized when earned.

8. Concentration of Cash and Credit Risk-The District maintains deposits in financial institutions that at times may exceed the insured amount of \$250,000 provided by the U.S. Federal Deposit Insurance Corporation (FDIC). At year end, the District's uninsured cash balance totaled \$434,524.
9. Leases that meet the criteria for capitalization are classified as capital leases. As of yearend, there were no such leases. Leases that do not meet such criteria are classified as operating leases and related rentals are charged to expense (Note E).



DOWNTOWN EL CAJON BUSINESS PARTNERS, INC.  
NOTES TO THE FINANCIAL STATEMENTS  
June 30, 2022

NOTE A-NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES-CON'T:

10. Property and Equipment are recorded at cost, or if donated, at approximate value at the date of the gift. The District's policy is to capitalize fixed asset purchases in excess of \$500. The straight line method of depreciation is followed for financial reporting purposes and for federal income tax purposes. Depreciation is provided in amounts sufficient to relate the cost of assets to operations over their estimated service lives or the lives of the respective leases, whichever is shorter. Maintenance and repairs are charged to expense. Gains and losses on dispositions are credited or charged to earnings as incurred. Depreciation is provided at rates based on the following estimated useful lives:

Leasehold Improvements	39 years
Furniture and Equipment	3-7 years

Depreciation expense for the years ended June 30, 2022 and 2021 totaled \$14,041 and \$13,772, respectively.

11. Advertising Costs-The District follows the policy of charging the costs of advertising to expense as incurred. The District incurred no advertising expenses for the years ended June 30, 2022 and 2021, respectively.
12. Functional Allocation of Expenses-Costs to provide various activities and programs have been summarized on a functional basis in the statement of functional expenses. Direct costs are allocated to the activities that incurred the costs. General and other certain costs are allocated among the programs that received the benefits.
13. Contributed Services-During the year ended June 30, 2022, the value of contributed services meeting the requirements for recognition in the financial statements were not material and have not been recorded. In addition, many individuals volunteer their time and perform a variety of tasks that assist the district at its events, but these services do not meet the criteria for recognition as contributed services.
14. Fair Value of Financial Instruments-Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) Topic 820, "*Fair Value Measurements and Disclosures*", defines fair value as the price that would be received upon sale of an asset or paid upon transfer of a liability in an orderly transaction between market participants at the measurement date and in the principal or most advantageous market for that asset or liability. The fair value should be calculated based on assumptions that market participants would use in pricing the asset or liability, not on assumptions specific to the entity.

Cash and Cash Equivalents, Accounts Receivable, Prepaid Expenses, Accounts Payable and Accrued Liabilities-The carrying amounts reported on the statement of financial position for these items are a reasonable estimate of fair value.





DOWNTOWN EL CAJON BUSINESS PARTNERS, INC.  
 NOTES TO THE FINANCIAL STATEMENTS  
 June 30, 2022

NOTE B-INCOME TAXES:

The District is exempt from federal income taxes under Section 501(c)(6) of the Internal Revenue Code and state income taxes under Section 23701(d) of the California Revenue Taxation Code. Accordingly, no provision for income taxes has been made in the accompanying financial statements.

The District adopted the provisions of FASB ASC Topic 740-10, "Income Taxes" regarding accounting for uncertain income tax positions. Management is not aware of any tax positions that are more likely than no to change in the next 12 months, or that would sustain an examination by applicable taxing authorities.

The District recognizes penalties and interest arising from uncertain tax positions as incurred in the statement of activities, which totaled \$0 and \$0, during the years ended June 30, 2022 and 2021, respectively.

The federal and state income tax returns of the District are subject to examination by the IRS and state taxing authorities, generally for three years after they are filed.

NOTE C-PROPERTY AND EQUIPMENT:

At June 30, 2022 and 2021, the District had the following property and equipment:

	2022	2021
Furniture & Equipment	\$ 215,002	\$ 206,460
Leasehold Improvements	92,390	3,990
Total	307,392	210,450
Accumulated Depreciation	(171,204)	(157,163)
Net Property & Equipment	\$ 136,188	\$ 53,287

NOTE D-SUBSEQUENT EVENT:

In preparing these financial statements, the District has evaluated events and transactions for potential recognition or disclosure through August 10, 2022, the date the financial statements were available to be issued. There were no subsequent events that requiring adjustments to and disclosures in the financial statements as of and for the year ended June 30, 2022.



DOWNTOWN EL CAJON BUSINESS PARTNERS, INC.  
NOTES TO THE FINANCIAL STATEMENTS  
June 30, 2022

NOTE E-COMMITMENTS AND CONTINGENCIES:

Office Lease

The District leases office facilities on a month-to-month basis. Rent expense for the year ended June 30, 2022 related to this arrangement totaled \$9,000.

Claims and Litigation

The District can be named party to claim or legal proceedings arising out of the ordinary course of business. In connection with its business activities, the District has non-profit directors, officers and entity liability coverage of \$1,000,000.

NOTE F-DISTRICT RECERTIFICATION/SIGNIFICANT EVENTS:

The El Cajon City Council adopted a resolution for the recertification of the El Cajon Property and Business Improvement District. The duration of the recertification is 10 years beginning on January 1, 2017. In five years, the Downtown El Cajon Business Partners and downtown property owners will undertake a review of the Management District Plan and PBID programs. Any new or increased assessments that are not consistent with the provisions of the current Management District Plan will require a new mail ballot process.

Management has estimated recertification costs to be as much as \$50,000, and is accruing \$5,000 per year toward these costs.

NOTE G-FAIR VALUE MEASUREMENTS:

FASB ASC Topic 820 specifies a hierarchy of valuation techniques based upon whether the inputs to those valuation techniques reflect assumptions other market participants would use based upon market data obtained from independent sources (observable inputs). In accordance with FASB ASC Topic 820, the following summarizes the fair value hierarchy:

Level 1 Inputs—Unadjusted quoted market prices for identical assets and liabilities in an active market that the Company has the ability to access.

Level 2 Inputs—Inputs other than the quoted prices in active markets that are observable either directly or indirectly.

Level 3 Inputs—Inputs based on prices or valuation techniques that are both unobservable and significant to the overall fair value measurements.

FASB ASC Topic 820 requires the use of observable market data, when available, in making fair value measurements. When inputs used to measure fair value fall within different levels of the hierarchy, the level within which the fair value measurement is categorized is based on the lowest level input that is significant to the fair value measurements. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.



DOWNTOWN EL CAJON BUSINESS PARTNERS, INC.  
 NOTES TO THE FINANCIAL STATEMENTS  
 June 30, 2022

NOTE G-FAIR VALUE MEASUREMENTS-CON'T:

As of June 30, 2022, there were no assets and liabilities measured at fair value.

NOTE H-RETIREMENT PLAN:

The District currently does not sponsor a retirement plan nor does it have any employees.

NOTE I-NET ASSETS WITHOUT DONOR RESTRICTIONS:

The District has several board policies that affect the presentation of board designations on net assets. As of June 30, 2022, the Board of Directors designated self-imposed restrictions on the use of net assets without donor restrictions for the district recertification (Note F) in the amounts of \$32,800.

NOTE J-LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS:

The following reflects Downtown El Cajon Business Partners, Inc. financial assets as of the balance sheet date, reduced by amounts not available for general use within one year of the balance sheet date because of donor or self-imposed restrictions.

Cash and Cash Equivalents	\$	684,693
Accounts Receivable		41,431
 Total Financial Assets		 726,124
 Subtract: Financial assets not available for general expenditures due to self-imposed restrictions		   32,800
 Financial assets available to meet cash needs for general expenditures within one year	 \$	   <u>693,324</u>

NOTE K-RECENT ACCOUNTING PRONOUNCEMENTS:

In February 2015, the FASB issued ASU 2016-02, "Leases" ("ASU 2016-02"). ASU 2016-02 requires a lessee to recognize a lease asset representing its right to use the underlying asset for the lease term, and a lease liability for the payments to be made to lessor, on its balance sheet for all operating leases greater than 12 months. ASU 2016-2 is effective for fiscal years, and interim periods within those fiscal years, beginning after December 15, 2021. The Company has not yet assessed the potential impact of this new guidance on its financial statements.



# Downtown El Cajon Business Partners

## Profit and Loss

July - September, 2022

	TOTAL
Income	
Hat Sales Income	8,305.45
T Shirt	1,140.00
Uncategorized Income	235.00
Vendor Income	700.00
<b>Total Income</b>	<b>\$10,380.45</b>
GROSS PROFIT	<b>\$10,380.45</b>
Expenses	
Accounting Expense	4,545.00
Bank Charges	72.50
Event Sponsor	36,046.30
Insurance	-8.00
Insurance, Event	681.00
Legal Expense	5,845.81
Marketing	4,242.00
Office Expense	563.00
Outside Contract Services	128,658.53
Printing	382.76
Promotional	588.40
Recertification Expenses Accrue	1,250.01
Rent	2,250.00
<b>Total Expenses</b>	<b>\$185,117.31</b>
NET OPERATING INCOME	<b>\$ -174,736.86</b>
NET INCOME	<b>\$ -174,736.86</b>



City Council  
Agenda Report

**DATE:** January 24, 2023  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Frank Carson, Director of Parks & Recreation  
**SUBJECT:** America on Main Street 2023

---

**RECOMMENDATION:**

That the City Council accepts the report and provides feedback.

**BACKGROUND:**

During the 2022 City Council goal-setting session, it was identified to bring back America on Main Street and host the FoodieFest event within the America on Main Street event. The 2023 America on Main Street event will be hosted on Saturday, May 20, 3:00-8:00 pm in Downtown El Cajon. FoodieFest will be hosted 3:30-6:30 pm with attendees paying a nominal fee for food tasters. El Cajon-based food service vendors will be paid to attend and offer samplings to ticket holders.

As in past America on Main Street events, we are planning on a pre-event with the United States Citizen and Immigration Services (USCIS) for a naturalization ceremony. All rides and activities beyond FoodieFest will be free to attendees. Attractions include airjumps, interactive games, amusement rides, a petting zoo and more. Staff will be working with the Downtown El Cajon Business Partners for entertainment at the Prescott Promenade.

Being that this Saturday is also Armed Forces Day, there will be a patriotic theme to the event along with military-related booths. As in past events, there will be three stages full of diverse entertainment and local artists. The new event logo will be unveiled at City Council on Tuesday, January 24, 2023.

**FISCAL IMPACT:**

America on Main Street is budgeted for fiscal year 2023.

Prepared By: Frank Carson, Director of Parks & Recreation

Reviewed By: Vince DiMaggio, Assistant City Manager

Approved By: Graham Mitchell, City Manager

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City Council  
Agenda Report

**DATE:** January 24, 2023  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Frank Carson, Director of Parks & Recreation  
**SUBJECT:** Veterans Memorial Update

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**RECOMMENDATION:**

That the City Council accepts the report and provides feedback.

**BACKGROUND:**

Over the past year, staff has hosted an array of public input opportunities for citizens and stakeholders alike to provide feedback on a new veterans memorial in El Cajon. The current Veterans Memorial in front of the Magnolia may not compliment the venue as it once did when erected on November 11, 2000, nor pay appropriate tribute to the men and women of El Cajon who have served in the Armed Forces. Mid-year 2022, staff received additional direction from City Council to continue meeting with stakeholders and community members to gain input on a new memorial, and to include Space Force in the design.

Staff has hosted or met with the community and stakeholders 24 times, and plans to continue to meet at least twice more as the concept of a new memorial progresses. The veteran-related groups at the Veterans Memorial Hall at 136 North Chambers include the AMVETS, VFW, Marine Corps League Detachment, and Navy Fleet Reserve Association. Staff has met with members of these 501(c)19 Veterans Service non-profits, which tend to be more internally focused. The other Veteran Service non-profit based in El Cajon is the American Legion Post 303. They are more externally focused and have provided the most impactful feedback of all stakeholders.

The American Legion Post 303 agree an ideal site for the Veterans Memorial would be in front of the Public Safety Building at 100 Civic Center Way. Many sites were suggested in discussions, but the 100 Civic Center Way site meets all of their needs and has flags already on display. Members also recommended that the Merchant Marines be included as a seventh branch of the Armed Forces, since they served during World War II. It should be noted that the American Legion Post 303 is also the group responsible for the two existing Veterans Memorials in El Cajon. In addition, the American Legion Post 303 is the only Veteran group to host regular veteran-related events at the Veterans Memorial. Members also recommended incorporation of a First Responder Memorial into the design.

Feedback from the City of El Cajon Veterans Coalition was multi-faceted, and members did not come to an agreement. Some wanted staff to consider Prescott Promenade, others suggested a drive-by design, and others recommended building the memorial in front of the Public Safety Building. Staff will continue to receive input from the Veterans Coalition in 2023 regarding any future design and recommendations.

Staff also received 154 surveys from four public community meetings. Of the responses gathered, 82% said they knew of the current site, 14% said they knew of a second site, and 96% agreed there should be new Veterans Memorial. Other locations recommended during these meetings included the Rea Circle (street) in front of Centennial Plaza, Prescott Promenade, Judson Park near the gazebo, and Parkway Plaza. In a discussion of these sites with American Legion Post 303, they stated for various reasons that they were less ideal. Once feedback is complete, staff will recommend a formal location to City Council, then seek a Request for Proposals/Qualifications for the updated design of the Veterans Memorial.

**FISCAL IMPACT:**

Fiscal impact will be determined after further evaluation.

Prepared By: Frank Carson, Director of Parks & Recreation

Reviewed By: Vince DiMaggio, Assistant City Manager

Approved By: Graham Mitchell, City Manager

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## City Council Agenda Report

**Agenda Item 9.**

**DATE:** January 24, 2023  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Jose Dorado, Housing Manager  
**SUBJECT:** Update on Homeless Programs and Services

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### RECOMMENDATION:

That the City Council receives the homeless programs and services report and, if desired, provides feedback, recommendations, and direction on homeless-related programming and funding.

### BACKGROUND:

The purpose of this agenda item is to provide a report on the homeless programs and services that are funded by the City. This report provides a summary of programs and services, outcomes, a program assessment, recommendations and a conclusion.

### ***Summary of Programs and Services***

Since January 2020, the City has funded or operated 13 different homeless-related programs or projects, and allocated an estimated \$4 million in general, federal, and state funds to support those programs. The programs operated and funded by the City have one of three aims:

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, funding, and expenditures on these programs, most of which are ongoing. Table I below provides additional information on expenditures and program outcomes in alphabetical order.

### A Way Back Home Program

The Salvation Army's (TSA) "A Way Back Home" program reunites homeless individuals in El Cajon with their families by providing assistance with transportation, food and sometimes an overnight stay while en route. The program is also funded with Low and Moderate Income Housing Asset Funds (LMIHAF) of \$10,000 annually. This contract was renewed in October 2022.



### Acquisition and/or Rehabilitation of Facility Serving the Homeless

In May 2021, the City Council allocated the balance of the CDBG-CV funds (\$299,307) for assisting in the acquisition and/or rehabilitation of a facility for use as a shelter or navigation center. The goal for these funds is to be leveraged with other available funding sources (potentially with other jurisdictions). However, because 80% of CDBG-CV funds must be expended by May 2023, a portion of the funds were re-allocated to the Emergency (Scatter-Site) Motel Program and monitoring of all CDBG-CV related programs. There is a total of \$178,000, with an expenditure deadline of May 2026, remaining that is set aside for the acquisition and/or rehabilitating of a future facility. Until an appropriate facility, operator, and additional funding is identified, these funds will remain in reserve for this purpose.

### Crisis House

On November 10, 2020, City Council approved the First Amendment to FY 2020-2021 One Year Action Plan that re-allocated and appropriated \$700,000 in Community Development Block Grant (CDBG) funds to assist Crisis House, Inc. in acquiring a new site to serve the community of El Cajon. Crisis House acquired and moved into their new location. In return for the City's assistance, Crisis House is required to serve El Cajon residents for a total of 10 years (expiration year 2031). From 2021 to present, Crisis House continues to provide services to homeless persons and victims of domestic violence in El Cajon. Annual accomplishments for 2021 and 2022 are reflected below in Table I.

### East County Homeless Task Force

Since 2019, the City has annually contributed \$5,000 from the General Fund to assist in sustaining the East County Homeless Task Force (ECHTF). The ECHTF plays a role in coordinating efforts in the East County region and helping to understand homeless service needs. In addition to financial support, the city manager participates on the organization's steering committee.

### 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 along with flexible housing assistance funds to help homeless individuals and families in El Cajon. The Outreach Specialist (or Navigator) connects homeless households with services and works to secure permanent housing. The program is funded by LMIHAF, totaling \$200,000 annually. The contract was renewed in September 2022.

### Emergency Motel Stays Program

In 2020 and 2021, the City Council awarded \$145,000 in CDBG-CV funding to Home Start, Inc. 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 and serve as a gateway to permanent housing. The program concluded in 2021, and a new, refined Emergency (Scatter-Site) Motel program was implemented, with a new allocation of CDBG-CV funding.

### Emergency Scatter-Site Motel Program

In May 2021, the City Council awarded \$400,000 in CDBG-CV funding to Home Start, Inc. 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 program provides 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. Staff saw an increase in the need for emergency motel room vouchers from July to December 2022, which resulted in additional CDBG-CV funding provided to Home Start, Inc. in the amount of \$99,307. These services will continue through the end of March 2023 as CDBG-CV funds are set to expire.

### Emergency Shelter Program

Historically, the City has contracted with the East County Transitional Living Center (ECTLC) to fund the Emergency Shelter Program using CDBG funds, currently totaling \$100,000 for FY22-23. This non-faith-based program provides emergency shelter, case management, meals and other services for families and individuals experiencing homelessness.

Additional funding was approved by the City Council in 2020 and 2021, (\$185,294 and \$75,691) in one-time CDBG-CV funding to increase essential services to assist additional individuals and families experiencing homelessness to reduce their risk of exposure to, and to prevent the spread of, COVID-19. This funding will stay active until the end of March 2023 as the CDBG-CV program is set to expire.

### 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. On March 2021, the goal for the number of outreach events was increased, now occurring every Friday, as allowed by attendance of police officers. When police officers are unavailable, service providers make an effort to continue with planned monthly outreach events. The City's contribution to this program continues to be two police officers for three hours per event. These costs are funded by the General Fund and vary depending on the amount of outreach events attended.

### Neighborhood Quality of Life Team

Between January 2020 and December 2022, the Neighborhood Quality of Life Team (a multi-departmental team) provided 427 clean-up events throughout the City. The team is supported by a contract for cleaning services with Urban Corps. The Neighborhood Quality of Life Team ensures that City's parks, right-of-ways, and drainage channels are clear of debris and trash. In the past six months, the City has removed 224 tons of debris from parks, streets and drainage channels. To date, the City's contractor has removed at least 143.81 tons of debris. Clean-up costs are funded solely by the General Fund.

### Outreach Support Services Program

On April 26, 2022, the City Council awarded \$155,000 in available CDBG-CV funds to Home Start, Inc. to launch the Outreach Support Services Program. This new program was created to bolster existing outreach efforts during the coronavirus pandemic. This program provides street-based outreach and hosts weekly outreach events for individuals and families experiencing homelessness. These outreach events provide connections to vital resources such as housing, food and employment for homeless families and individuals affected by COVID-19. These services will continue through the end of March 2023 as CDBG-CV funds are set to expire.

### Rental Housing/Utility Assistance (COVID-19)

In May 2020, the City Council awarded CDBG-CV funding for a new rent 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, Inc.). The City's funded program concluded in February 2021 with the launch of the State and Federally funded an Emergency Rental and Utility Assistance Program ("ERAP") overseen by the County of San Diego. The City's program expenditures were \$433,000 and funds were expended from May 2020 to February 2021 assisting 103 households. The ERAP program assisted 5,027 households from March 2021 through April 2022 and total expenditures were over \$42 million.

Although no new rent and utility assistance has been identified for those affected by COVID-19 Pandemic, the County will be launching a "shallow" rent subsidy program for seniors and is scheduled to launch its application process by the end of January with program subsidies to begin later in Spring.

### Rotational Shelter Program

Historically, the City has awarded funding to the Interfaith Shelter Network's (ISN) Rotational Shelter Program using CDBG funds typically totaling \$10,000. This program typically provides seasonal, nighttime shelter for homeless individuals and families at East County area places of worship that volunteer to provide shelter, meals and support.

With COVID-19, the rotational shelter program was required to modify its operations in 2020 to accommodate shelter guests at area motels instead of on religious properties, in order to ensure the safety of the volunteers and congregants. ISN returned to its typical rotational shelter model in FY 22-23 and will resume using this model in January 2023. ISN was awarded \$10,893 as part of the FY 22-23 CDBG allocation.

### ***Program Outcomes***

Over the last 3 years, the City has allocated nearly \$3.59 million to direct homeless assistance/housing programs, over \$445,157 on neighborhood clean-up efforts, and \$20,000 to the East County Homeless Task Force, for a total of about \$4 million. Between January 2020 and December 2022, staff estimate that more than 5,815 individuals have received services, 3,148 of those were assisted with some form of housing or shelter, and 956 individuals were assisted into permanent housing.

Table I below identifies the total expenditures of \$3,207,660 between January 2020 and December 2022 (a total of 36 months) for each program discussed above, and the results of those expenditures.

<b>Program</b>	<b>Expenditures Last 6 Months</b>	<b>Outcomes Last 6 Months</b>	<b>Expenditures January 2020 - June 2022*</b>	<b>Outcomes January 2020 - June 2022</b>
A Way Back Home Program (The Salvation Army)	\$4,296	<ul style="list-style-type: none"> <li>● 15 persons permanently housed (average of \$287 per person)</li> </ul>	\$5,899	<ul style="list-style-type: none"> <li>● 21 persons permanently housed (average of \$281 per person)</li> </ul>
Crisis House	\$0	<ul style="list-style-type: none"> <li>● 424 persons received services to date (annual FY 22-23 funding)</li> <li>● 18 persons permanently housed</li> </ul>	\$700,000**	<ul style="list-style-type: none"> <li>● 1,147 persons received services (annual FY 21-22 funding)</li> <li>● 141 persons permanently housed</li> </ul>
East County Homeless Task Force	\$2,500	<ul style="list-style-type: none"> <li>● Assists in regional coordination</li> </ul>	\$15,000	<ul style="list-style-type: none"> <li>● Assists in regional coordination</li> </ul>
El Cajon Homeless Outreach and Flexible Housing Assistance Program (Home Start, Inc.)	\$60,779	<ul style="list-style-type: none"> <li>● 147 persons enrolled in the program</li> <li>● 29 persons permanently housed</li> <li>● 6 persons housed in bridge housing</li> </ul>	\$237,881	<ul style="list-style-type: none"> <li>● 1,105 persons enrolled in the program</li> <li>● 180 persons permanently housed</li> <li>● 60 persons housed in bridge housing</li> </ul>
Emergency Motel Stays Program (Home Start, Inc.)		Program has been completed.		<ul style="list-style-type: none"> <li>● 243 individuals sheltered</li> <li>● 1,646 night stays (average stay per person is 7 nights)</li> </ul>

	\$0		\$142,568	<ul style="list-style-type: none"> <li>● 47 persons permanently housed (average cost of \$587 per person)</li> <li>● This program ran continuously from June 2020 to May 2021. It is no longer available.</li> </ul>
Emergency (Scatter-Site) Motel Program (Home Start, Inc.)	\$0	<ul style="list-style-type: none"> <li>● 31 persons sheltered</li> <li>● 5 persons permanently housed</li> </ul>	\$361,171	<ul style="list-style-type: none"> <li>● 240 persons sheltered</li> <li>● 19 persons permanently housed</li> <li>● 15 persons housed in bridge housing</li> </ul>
Emergency Shelter Program (ECTLC)	\$151,171	<ul style="list-style-type: none"> <li>● 111 individuals sheltered to date (annual FY 22-23 funding)</li> <li>● 217 individuals sheltered to date (CDBG-CV funding)</li> <li>● Total of 328 individuals sheltered over the past 36 months</li> </ul>	\$536,329	<ul style="list-style-type: none"> <li>● 306 individuals sheltered (annual FY 19-20 CDBG funding)</li> <li>● 385 individuals sheltered (annual FY 20-21 CDBG funding)</li> <li>● 286 individuals sheltered (annual FY 21-22 CDBG funding)</li> <li>● 740 individuals sheltered to date (CDBG-CV</li> </ul>

				<ul style="list-style-type: none"> <li>● funding)</li> <li>● Total of 1,717 individuals sheltered over the past 36 months</li> <li>● Of this total, 5 households and 420 individuals (286 adults and 134 children) have moved into permanent housing with assistance from ECTLC</li> </ul>
Homeless Outreach Events	\$4,478	<ul style="list-style-type: none"> <li>● 13 outreach events conducted</li> <li>● 5 to 23 individuals contacted per event</li> </ul>	\$55,232	<ul style="list-style-type: none"> <li>● 78 outreach events conducted</li> <li>● 6 to 15 individuals contacted per event</li> </ul>
Neighborhood Quality of Life Team	\$145,157	<ul style="list-style-type: none"> <li>● 103 clean-ups conducted</li> <li>● 224 tons of debris removed by City team</li> <li>● 143.81 tons of debris removed by City contractor</li> </ul>	\$300,000	<ul style="list-style-type: none"> <li>● 427 clean-ups conducted</li> <li>● 494.25 tons of debris removed by City team</li> <li>● 236.25 tons of debris removed by City contractor</li> </ul>
Outreach Support Services Program (Home Start, Inc.)	\$23,652	<ul style="list-style-type: none"> <li>● 175 individuals contacted</li> </ul>	\$0	Program was not active during this time.

Rental Housing/Utility Assistance Program (CSA San Diego County, Interfaith Shelter Network, Home Start, Inc.)	\$0	Program has been completed.	\$434,104	<ul style="list-style-type: none"> <li>● 103 households assisted to remain in their homes (average of \$4,206 per household)</li> <li>● This program ran continuously from May 2020 to February 2021. It is no longer available.</li> </ul>
Rotational Shelter Program (Interfaith Shelter Network)	\$7,444	<ul style="list-style-type: none"> <li>● 12 persons sheltered to date (annual FY 22-23 CDBG funding)</li> <li>● 1 person permanently housed</li> </ul>	\$20,000	<ul style="list-style-type: none"> <li>● 38 persons sheltered (annual FY 20-21 CDBG funding)</li> <li>● 69 persons sheltered (annual FY 21-22 CDBG funding)</li> <li>● 54 persons permanently housed</li> </ul>

\*Expenditures based on paid invoices through January 3, 2023.

\*\* Funding for acquisition of property and related costs for a new location.

### **Program Assessment**

The staff believe that the majority of the City's programs are functioning well to help achieve the goal of securing permanent housing for those experiencing homelessness and to address community impacts as a result of homelessness. In the last 3 years, over 950 persons have been assisted with finding permanent housing.

The El Cajon Outreach & Flexible Housing Assistance Program has become an essential component of the City's ability to respond to homelessness. Home Start, Inc. has proven to be a valuable partner and player in the region, with knowledgeable staff and responsive services to meet the needs. Home Start, Inc. appears to be effective at finding resources, establishing and maintaining relationships, utilizing the resources prudently and only as needed, and meeting the compliance and program requirements of all of its funding partners.

The A Way Back Home Program has seen an increase in the number of homeless individuals served, compared to past reports. It continues to fill a gap in services for those homeless individuals who have family members that are willing to receive and support them. Without this program, homeless individuals who want to “go home” would be without resources to connect with those family members who are willing to receive them, particularly due to the high cost of transportation.

The Emergency Shelter (through ECTLC) and the Rotational Shelter (through the Interfaith Shelter Network) programs continue to address the need for basic overnight shelter and services for those experiencing homelessness in the City. Each fulfills a different need in the community and staff consider the programs cost-effective and essential.

The Emergency (Scatter-Site) Motel program has been underway with additional funding for about three months now with a new allocation of CDBG-CV funding, as described above. Although a new allocation, Home Start, Inc. continues to utilize other available funds for this service. This extends the benefits of the services as far as possible in the community. The program assists individuals and families on a path to securing permanent housing.

The new Outreach Support Service program has been active for about six months with an allocation of CDBG-CV funding, as described above. Home Start, Inc. continues to work to enroll individuals under this program to ensure they are connected with vital resources in their community that will assist them in securing permanent or bridge housing. This program provides a pop-up event each week and serves to connect homeless individuals to other programs available through Home Start, Inc. and throughout San Diego County.

The City’s Neighborhood Quality of Life Team and the Homeless Outreach Events continue to perform vital services and address community impacts as a result of homelessness within the City, and will be continued throughout 2023.

Staff is also continuing to work with neighboring jurisdictions (including the County) through the MOU process 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 MOU, as described above, has been fully approved and executed by all interested parties.

Finally, staff will continue to monitor and report on the performance by Crisis House and the services provided to El Cajon homeless residents and victims of domestic violence.



## ***Recommendations***

Staff makes the following recommendations:

1. Continue the El Cajon Homeless Outreach & Flexible Housing Assistance and the A Way Back Home programs;
2. Continue the Emergency Shelter, Rotational Shelter, Emergency (Scatter-Site) Motel program and the Outreach Support Services program;
3. Continue to work with neighboring jurisdictions, including the County, on a regional approach to jointly addressing homelessness in East County;
4. Continue the Homeless Outreach Events and the enhanced Neighborhood Quality of Life Team efforts;
5. Continue support for the East County Homeless Task Force; and
6. Continue to monitor Crisis House during their contract performance period through 2031 to serve El Cajon residents.

## ***Conclusion***

Staff will continue to monitor program performance and determine if additional funding is available at the close of the 2022-2023 fiscal year to potentially increase funding for successful programs that address the current needs of the community. Although CDBG-CV funding will no longer be available after the end of FY 22-23, new funding sources from State (HCD) via the Permanent Local Housing Allocation Program and Federal (HUD) HOME-American Rescue Plan funding will be made available for eligible programs and projects and will be incorporated into the new City Budget for FY 2023-24.

At this time, staff asks the City Council to accept the report and provide any feedback, recommendations, and direction on homeless programming and funding.

Prepared By: Jose Dorado, Housing Manager and Deyanira Pelayo-Brito, Housing Specialist

Reviewed By: Anthony Shute, Director of Community Development

Approved By: Graham Mitchell, City Manager

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**City Council  
Agenda Report**

**DATE:** January 24, 2023  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Dave Richards, Assistant to the City Manager  
**SUBJECT:** Nurse Navigator Program Status Update

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**RECOMMENDATION:**

That the City Council receives and files the report.

**BACKGROUND:**

On January 31, the City of El Cajon, in conjunction with American Medical Response (AMR), will launch the El Cajon Community Care program. This innovative program will provide non-life threatening 9-1-1 callers with the option to speak with a Nurse Navigator to help customize the appropriate medical care for the caller's specialized medical needs.

Residents will see no change when calling 9-1-1 for life-threatening emergencies. An ambulance will still be dispatched when calls are received for urgent, life-threatening, or potentially life-threatening emergencies.

If a condition is determined to not be a medical emergency, callers will be transferred to a "Nurse Navigator" to determine an appropriate path for treatment and assist in coordinating access to care. This program gets El Cajon residents to the right level of care for their needs, which might include a referral to urgent care, a local clinic, or telehealth appointment. There is no cost to the caller to access the Nurse Navigator services.

Nurse Navigators are California state licensed nurses with professional experience in emergency nursing. They are specially trained to manage medical calls. After initial evaluation of the medical caller's needs, the nurses can connect callers to clinics in El Cajon and the surrounding area and arrange transportation to and from the appointments. Nurse Navigators can also connect callers directly to telehealth physicians who can provide care and prescribe medication if necessary.

With the launch of the El Cajon Community Care program, the City becomes the first City in California and one of only a handful of agencies across ten states to integrate a Nurse Navigator into 9-1-1 systems. The Nurse Navigator integration alleviates strain on emergency medical and healthcare systems while ensuring high and low acuity calls reach the most appropriate level of care.

Approximately 16,000 9-1-1 calls are made for medical emergencies annually in El Cajon, one-third of which are considered non-emergency. In March of 2022, the City Council set aside \$300,000 to fund a one-year pilot period for the El Cajon Community Care program.

On January 17, the City and AMR began its public education campaign for the program. This outreach campaign includes social media materials, newsletter articles, press release and media advisories with access to b-roll videos, and local and national targeted media outreach. The materials also include posters, flyers and informational business cards in English, Spanish and Arabic. A program flyer has been included with this staff report for reference.

**FISCAL IMPACT:**

There is no fiscal impact associated with this report.

Prepared By: David Richards, Assistant to the City Manager

Reviewed By: Vince DiMaggio, Assistant City Manager

Approved By: Graham Mitchell, City Manager

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Attachments

El Cajon Community Care Program Flyer



# EL CAJON COMMUNITY CARE PROGRAM

El Cajon, in collaboration with American Medical Response, is launching an innovative program to provide residents with a variety of options for quickly reaching the appropriate level of medical care when calling 911. Based on the description of your symptoms, you may be transferred to a Nurse Navigator who will work with you to determine an appropriate path for treatment and assist in coordinating that care.

## What is the El Cajon Community Care Program?

The El Cajon Community Care program gets you to the right level of care, which may or may not include transportation to a hospital emergency department. 911 calls with non-emergency injuries or illnesses may be transferred to a Nurse Navigator who can assess your symptoms and refer you to the most appropriate medical care. This care could include referral to a local clinic or urgent care.

## When should I call 911?

You should only call 911 for a serious medical emergency that you believe is life-threatening or that may be or become life-threatening, for example:

- Trouble breathing
- Chest pain
- Heart attack
- Cardiac arrest
- Fainting
- A severe allergic reaction
- Injuries from a fall or accident
- Seizures
- Severe pain
- Other urgent matters

You should not call 911 for minor illnesses or injuries, for example, a cold, a minor cut or for a routine medical matter that can be addressed through an appointment with a primary care physician.

## Will Emergency Medical Services (EMS) providers still respond and transport me to a hospital if I call 911?

If your condition is an urgent, life-threatening or potentially life-threatening emergency, the 911 center will dispatch an EMS ambulance where first responders will assess your symptoms, and possibly transport you to the hospital directly.

If your condition is not a medical emergency, you may be transferred to the El Cajon Community Care Program and the Nurse Navigators will assess your symptoms and determine the most appropriate medical care for your condition.

### **How will it be determined whether I will be transferred to El Cajon Community Care?**

The 911 operator will evaluate your condition by using industry best practice medical protocols and questions to thoroughly evaluate your medical symptoms. The results of that protocol-driven evaluation of your specific medical symptoms will determine the best course of care for you.

### **How will a determination be made about which medical clinic I will be referred to?**

The Nurse Navigator will connect you to the most appropriate level of care available, taking into account your existing primary care provider (if any), the location where you last received care, your location, the time of day and the availability of healthcare providers.

### **Will the nurse schedule a clinic appointment for me at the medical center at a predetermined time? Will the staff know when I will arrive and why?**

Each clinic has walk-in appointments that will be available for El Cajon Community Care patients. The Nurse Navigator will notify the clinic that you are on your way, provide your estimated time of arrival and the reason(s) you are seeking medical care. Upon your arrival, you will be seen as soon as possible.

### **Will the medical providers be able to prescribe medication during my visit?**

Yes, the selected medical providers will be licensed and able to prescribe medications for treatment.

### **Should I call 911 to schedule any follow-up or future appointments at the medical clinic in which I was seen?**

No. You should schedule all follow-up medical appointments directly with the medical clinic in which you were seen, and where you are now a registered patient, or with any other non-emergency healthcare facilities that the clinic may refer you to.

### **What happens if the nurse at the El Cajon Community Care Program determines that my condition warrants transport to a hospital emergency department?**

Nurse Navigators with the El Cajon Community Care Program should only receive calls that would typically be best handled in a non-emergency healthcare environment as opposed to a hospital emergency room setting. However, if the Nurse Navigator determines that your condition is of an urgent or emergency nature that should best be treated at a hospital or that you should be assessed by EMS first responders, we will immediately dispatch an EMS ambulance to you.

### **What are the qualifications of the Nurse Navigators?**

The Nurse Navigators are licensed Registered Nurses by the State of California and have professional experience in emergency nursing. They are also specially trained in the practice of telephone evaluation.

### **If I talk to the nurse and still want to be transported to the hospital by ambulance, what happens then?**

The Nurse Navigator will work with you to determine the most appropriate level of care for you. If during that process you or the nurse determines that an ambulance is needed then one will be dispatched.



For more information, contact the **El Cajon Community Care Patient Information Line** at **855.443.6945**.



City Council  
Agenda Report

Agenda Item 11.

**DATE:** January 24, 2023  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Clay Schoen, Director of Finance  
**SUBJECT:** 2022 Annual Pension Status Report

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**RECOMMENDATION:**

That the City Council receives the Annual Pension Status report.

**BACKGROUND:**

In October 2020, the City Council adopted the City of El Cajon Pension Funding Policy. One of the requirements of this policy is a review of the status of the City's retirement benefit plans. Specifically, the policy states:

*Addressing retirement costs is a dynamic process. CalPERS makes adjustments annually to a City's Normal Cost and Unfunded Accrued Liability (UAL). These changes require multi-year financial planning and for the City to make corresponding budgetary adjustments. The City shall therefore evaluate its pension liabilities each year.*

*After the release of the most current CalPERS actuarial report, staff shall present a summary of each plan's funding status. New amortization levels shall be specifically addressed. This information shall be presented during a public City Council meeting, which shall include a summary of funding status, funding progress compared to prior years, as well as any recommended actions and/or budget adjustments to address areas of concern.*

The City recently received updated actuarial valuations for each of its benefit plans (Safety and Miscellaneous) administered by CalPERS. As a result, an Annual Pension Status Report was prepared using this updated information, and is attached to this report. These actuarial valuations were completed as of June 30, 2021.

This set of actuarial valuations are the first issued since the City's issuance of \$147.2 million of pension obligation bonds in the spring of 2021. This had a massive impact on funding status by significantly increasing plan assets. It is imperative that the outstanding bond obligations be taken into consideration when evaluating the funding status of the City's retirement benefit plans. As of June 30, 2021, the outstanding bond principal totaled \$147.2 million.

CalPERS experienced higher than ordinary investment performance in 2021. CalPERS investment target at that time was 7.0%, and exceeded this target with returns of 21.3% for that year. This significantly increased plan assets, and largely eliminated the unfunded liability.

The CalPERS Asset Liability Management program includes an action triggered by high investment returns that “automatically” reduces the discount rate. The CalPERS board ratified this action and directed a reduction in the discount rate from 7.0% to 6.8%. This had the effect of increasing the plans’ liabilities. This change is included in the 06/30/2021 actuarial valuations of both plans.

As a result of these actions, in addition to routine contribution and benefit payment activity, the combined unfunded liability dropped to \$23.7 million from the previous measure of \$225.6 million. Combined with the \$147.2 million of outstanding bond principal, the net liability of the City’s retirement benefit obligations is approximately \$170.9 million.

However, as good as this news is, investment performance for Fiscal Year 2022 fell far short of the new 6.8% investment target. Results for the year were a disappointing -6.1%. The total plan assets of \$615.0 million (as of 06/30/2021), would have generated approximately \$41.8 million had the target been met. Instead, these assets lost an estimated \$37.5 million during the year. The combined shortfall of \$79.3 million will be reflected in the 06/30/2022 actuarial valuations due in the fall of 2023.

As part of this discussion, it was also contemplated that action may be required to address any issues raised. Specifically, the Policy states:

*The City seeks to maintain adequate levels of reserves in accordance with its stated reserve goals and adopted reserve policies. To the extent that the City has excess reserves, generates an operating surplus, generates savings from other pension related strategies, or receives significant one-time revenues, the City shall endeavor to apply a portion of such monies toward its unfunded retirement costs in the form of either Additional Discretionary Payments to CalPERS directly, or deposit funds in either a designated reserve or in its PARS Sec 115 Trust.*

Given the impact of the investment shortfalls subsequent to the most recent valuation will not be enumerated until future valuations, no action is recommended until new valuations are available and this report returns for consideration in the fall of 2023.

As an additional matter, in the fall of 2021, City Council authorized the transfer of the available balance of the General Fund Reserve for Unfunded Retirement Obligations to be placed fully in the irrevocable Public Agency Retirement Services (PARS) Section 115 Trust. This action would have transferred an additional \$6.0 million to the Trust. However, in light of eroding investment market, this transfer was not made in order to protect these resources. During Fiscal Year 2022, cash resources under City management maintained positive investment returns, while PARS experienced a loss of 10.6%.

In a healthier economic environment, the use of a PARS trust generally allows for greater investment returns. When conditions improve, the transfer of additional assets to the Trust will be evaluated, and submitted to the City Council for consideration.

**FISCAL IMPACT:**

There is no direct fiscal impact as a result of the recommended action. The status of the City's pension plans has been a significant influence on City finances for many years and maintaining focus on this issue remains critical to the City's continued financial health.

Prepared By: Clay Schoen, Director of Finance

Reviewed By:

Approved By: Graham Mitchell, City Manager

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**Attachments**

2022 Annual Pension Status Report



# City of El Cajon Annual Pension Status Report

(Source: June 30, 2021 CalPERS Plan Actuarial Valuations)

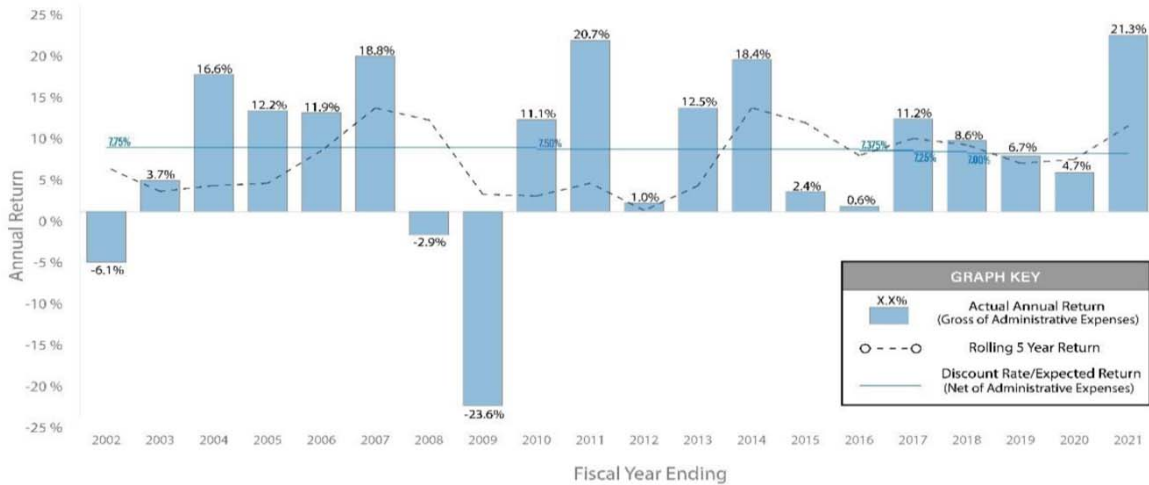
Valuation Date	Safety Plan			Miscellaneous Plan			Combined Plans			
	Plan Liability	Plan Assets	Status	Plan Liability	Plan Assets	Status	Total Liability	Total Assets	Unfunded	Status
June 30, 2021	\$ 382,112,612	\$ 367,560,283	96.2%	\$ 256,538,618	\$ 247,412,300	96.4%	\$ 638,651,230	\$ 614,972,583	\$ 23,678,647	96.3%
June 30, 2020	357,827,615	214,546,056	60.0%	246,177,687	163,877,244	66.6%	604,005,302	378,423,300	225,582,002	62.7%
June 30, 2019	339,193,406	210,268,697	62.0%	239,685,601	161,538,723	67.4%	578,879,007	371,807,420	207,071,587	64.2%
June 30, 2018	329,637,443	202,843,543	61.5%	233,570,524	156,241,053	66.9%	563,207,967	359,084,596	204,123,371	63.8%
June 30, 2017	309,732,456	193,702,654	62.5%	218,395,632	149,048,480	68.2%	528,128,088	342,751,134	185,376,954	64.9%
June 30, 2016	293,743,734	180,039,340	61.3%	209,950,483	138,220,065	65.8%	503,694,217	318,259,405	185,434,812	63.2%
June 30, 2015	283,472,973	185,930,792	65.6%	201,489,297	141,996,648	70.5%	484,962,270	327,927,440	157,034,830	67.6%
June 30, 2014	273,024,740	188,098,614	68.9%	196,047,087	143,189,938	73.0%	469,071,827	331,288,552	137,783,275	70.6%
June 30, 2013	250,722,908	166,418,715	66.4%	179,006,378	125,744,840	70.2%	429,729,286	292,163,555	137,565,731	68.0%
June 30, 2012	243,043,472	153,654,487	63.2%	173,408,473	113,325,989	65.4%	416,451,945	266,980,476	149,471,469	64.1%

### New Amortization Bases

Plan	Reason for Base	Date Est.	Amort. Period	Balance 6/30/21	Balance 6/30/22	Balance 6/30/23
Safety	Assumption Change	6/30/2021	20	\$ 2,601,882	\$ 3,049,671	\$ 3,535,495
Safety	Investment (Gain)/Loss	6/30/2021	20	(31,123,087)	(33,239,457)	(35,499,740)
Safety	Non-Investment (Gain)/Loss	6/30/2021	20	1,299,488	1,387,853	1,482,227
Safety	Risk Mitigation	6/30/2021	1	9,112,740	1,020,806	10,998,695
Safety	Risk Mitigation Offset	6/30/2021	1	(9,642,700)	(10,298,404)	(10,998,695)
Miscellaneous	Fresh Start	6/30/2021	1	9,126,318	5,535,562	1,372,290

### CalPERS Investment Returns

#### History of Investment Returns (2002 - 2021)



Projected Contributions	Required Contribution	Projected Future Employer Contributions				
		2024-25	2025-26	2026-27	2027-28	
Safety Plan	Normal Cost %	21.2%	20.8%	20.3%	19.9%	
	UAL Payment \$	3,774,341	\$ 3,220,000	\$ 2,668,000	\$ 2,119,000	\$ 127,000
Miscellaneous Plan	Normal Cost %	13.1%	12.7%	12.3%	11.9%	11.6%
	UAL Payment \$	1,418,181	\$ -	\$ -	\$ -	\$ -



City Council  
Agenda Report

**DATE:** January 24, 2023  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Mayor Wells  
**SUBJECT:** Council Activity Report

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**RECOMMENDATION:**

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

**BACKGROUND:**

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

**REPORT:**

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

January 13, 2023 – SANDAG Board of Directors Meeting  
January 14, 2023 – Benefit concert for Home of Guiding Hands  
January 17, 2023 – Interview with KUSI  
January 20, 2023 – JCPenney Beauty Grand Opening/Ribbon Cutting  
January 24, 2023 – Meeting with Constituent Libby W.  
January 24, 2023 - City Council Meeting(s)

I am available to answer questions.

Submitted By: Bill Wells, Mayor

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City Council  
Agenda Report

Agenda Item 13.

**DATE:** January 24, 2023

**TO:** Honorable Mayor and City Councilmembers

**FROM:** Deputy Mayor Goble

**SUBJECT: DEPUTY MAYOR 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.

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**RECOMMENDATION:**

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

**BACKGROUND:**

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

**REPORT:**

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

January 4, 2023 - Email to Kyle S @ AWP re: Issa visit  
January 5, 2023 - Emails with Patrick O re: EDCO app  
January 9, 2023 - Emails with City Mgr re: U-T dateline errors  
January 18, 2023 - Meeting with David S. from IPS  
January 20, 2023 - Lunch w/Albondigas group  
January 23, 2023 - Meeting with City Mgr  
January 24, 2023 - City Council Meeting(s)

I am available to answer questions.

Submitted By: Steve Goble, Deputy Mayor

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City Council  
Agenda Report

Agenda Item 14.

**DATE:** January 24, 2023  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Councilmember Kendrick  
**SUBJECT: COUNCILMEMBER GARY KENDRICK**  
METRO Commission/Wastewater JPA; Heartland Communications;  
Heartland Fire Training JPA.

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**RECOMMENDATION:**

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

**BACKGROUND:**

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

**REPORT:**

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

January 24, 2023 - City Council Meeting(s)

I am available to answer questions.

Submitted By: Gary Kendrick, Councilmember

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City Council  
Agenda Report

Agenda Item 15.

**DATE:** January 24, 2023

**TO:** Honorable Mayor and City Councilmembers

**FROM:** Councilmember Metschel

**SUBJECT: COUNCILMEMBER MICHELLE METSCHEL**

Harry Griffen Park Joint Steering Committee; METRO  
Commission/Wastewater JPA – Alternate; Heartland Communications –  
Alternate; Heartland Fire Training JPA – Alternate.

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**RECOMMENDATION:**

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

**BACKGROUND:**

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

**REPORT:**

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

January 13, 2023 – Zoom meeting with East County Homeless Task Force

January 14, 2023 – Benefit concert for Home of Guiding Hands

January 24, 2023 - City Council Meeting(s)

I am available to answer questions.

Submitted By: Michelle Metschel, Councilmember

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City Council  
Agenda Report

Agenda Item 16.

**DATE:** January 24, 2023

**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.

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**RECOMMENDATION:**

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

**BACKGROUND:**

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

**REPORT:**

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

January 17, 2023 – ECEDC – Gillespie Field Committee

January 18, 2023 – YMCA Press Conference

January 24, 2023 - City Council Meeting(s)

I am available to answer questions.

Submitted By: Phil Ortiz, Councilmember

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